CITY OF KEIZER MISSION STATEMENT

KEEP CITY GOVERNMENT COSTS AND SERVICES TO A MINIMUM BY PROVIDING CITY SERVICES TO THE COMMUNITY IN A COORDINATED, EFFICIENT AND LEAST COST FASHION

AGENDA

URBAN RENEWAL AGENCY OF THE CITY OF KEIZER

Monday, July 1, 1996
7:00 p.m.
Robert L. Simon Council Chambers
Keizer, Oregon 97303

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC TESTIMONY
   This time is provided for citizens to address the Urban Renewal Agency on matters not on the agenda.

4. PUBLIC HEARINGS

5. ADMINISTRATIVE ACTION

6. CONSENT CALENDAR

   a. Property Improvement Program Grant Request
      - Paul and Judy Wittenberg

   b. Sign Grant Request
      - Keizer Beauty Salon

   c. Approval of June 17, 1996 Agency Minutes

7. OTHER BUSINESS
   This time is provided to allow Urban Renewal Agency members the opportunity to bring matters before the Agency which are not on tonight's agenda.

8. WRITTEN COMMUNICATIONS
   To inform the Urban Renewal Agency of significant written communications and petitions.

9. ADJOURN

Upon request, auxiliary aids and/or special services will be provided to participants with disabilities. To request services, please contact us at 390-3700 at least two working days (48 hours) in advance.

URBAN RENEWAL AGENCY MEETING: July 1, 1996

AGENDA ITEM NUMBER: 6a

TO: MAYOR AND AGENCY BOARD MEMBERS

THROUGH: DOTTY TRYK, CITY MANAGER

FROM: JOHN N. MORGAN, AICP
COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: PROPERTY IMPROVEMENT GRANT REQUEST - PAUL AND JUDY WITTENBERG

DISCUSSION:

Paul and Judy Wittenberg have requested a Property Improvement Grant to assist with the development of sidewalks and landscaping along the River Road and Chemawa Road frontages in front of the Bray's/True Value/Northside Alliance Church building.

On June 17, Mr. Wittenberg presented a request for funding to the Agency Board. His request was for the full $35,876.00 estimated cost of the project. That is the same night the Agency Board approved the program design for the Property Improvement Program. In keeping with that newly adopted program, the Board referred the matter to the River Road Redevelopment Board (R3B) for development of a recommendation and directed Mr. Wittenberg to get multiple bids. The Board also approved the program based on a dollar for dollar matching grant, therefore, Mr. Wittenberg was made aware that the grant amount potentially available was half of his original request.

In the time between the Agency Board meeting and the June 26th R3B meeting, Mr. Wittenberg was able to get one additional bid for the sidewalk work and two additional bids for the landscaping work. He presented all the information to R3B and it is all attached to this staff report.

R3B discussed the matter at some length in terms of reviewing the bids. R3B accepted the number of bids as appropriate given the time frame Mr. Wittenberg had to work within and understanding the difficulty at the heart of the building season to get contractors to give detailed bids if any bids at all.

R3B and Mr. Wittenberg concurred in the appropriateness of the sidewalk construction bid from Emery & Sons as it was substantially lower than the second bid. R3B and Mr. Wittenberg shared some concern over the two new landscaping bids. The original bid from Cascade Landscaping represented a firm price, while the two new bids included estimates which would vary based on time and materials spent. Cascade's bid was highest, but R3B felt the other firm's prices could escalate to similar price ranges when the final time and material costs were computed.

As a firm price could not be set for the project because of the variance in the landscape bids, and recognizing it is in Mr. Wittenberg's interest to negotiate for the best price possible since half the cost is his, and recognizing that every dollar saved by Mr. Wittenberg is also a dollar saved by the Agency, R3B decided to allow for the higher amount proposed by Cascade Landscaping and challenged Mr. Wittenberg to negotiate with all potential contractors to get the best price possible.

R3B unanimously approved a motion recommending to the Agency Board that Paul and Judy Wittenberg's grant request be approved in accordance with the Property Improvement Program guidelines for an amount not to exceed $18,000.

RECOMMENDATION:

It is recommended the Agency Board, by motion, approve Paul and Judy Wittenberg's grant request in accordance with the Property Improvement Program guidelines for an amount not to exceed $18,000.

URBAN RENEWAY AGENCY MEETING: June 17, 1996

AGENDA ITEM NUMBER: 6a

TO: MAYOR AND AGENCY BOARD MEMBERS

THROUGH: DOTTY TRYK, CITY MANAGER

FROM: JOHN N. MORGAN, AICP
COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: PROPERTY IMPROVEMENT GRANT REQUESTS

DISCUSSION:

Two requests have been received by the Renewal Agency for property improvement grants.

REQUESTER	REQUEST	PROGECT BUDGET
John Hyder	Landscaping for property frontage for 7:11 at 4380 River Road NE	$2,265.00
Paul Wittenberg	Sidewalk and landscape improvements for Bray's - True Value - Old Albertson's building	$35,876.00

The grant amounts would be for 50% of the project budgets. Both of these requests conform with the design standards outlined in the Property Improvement Program before the Agency Board tonight for adoption. However, they do not conform in two ways. There are only single bids and R3B has not specifically reviewed the requests. However, R3B has seen the requests and was aware of them as they developed their positions on the Property Improvement Program.

The Agency Board needs to decide if it is willing to pass these two requests tonight or refer them to R3B for consideration at its meeting June 26th and for the submittal of additional bids with the requests returning to the Board on July 1st for final consideration.

RECOMMENDATION:

It is recommended Council refer the requests to R3B for development of a recommendation prior to acting on them on July 1, 1996.

EMERY & SONS CONSTRUCTION INC.
General Contractors
Underground Specialists

JOB NAME WITTENBERG PROPERTY - RIVER ROAD

SCHEDULE OF CONTRACT PRICES

ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL
1.	MOBILIZATION	ALL	LS		1,500.00
2.	SAW CUTTING	650	LF	2.00	1,300.00
3.	EXCAVATION	275	CY	8.00	2,200.00
4.	BASE ROCK	150	TON	16.00	2,400.00
5.	5' CONCRETE SIDEWALK	650	LF	9.10	5,915.00
6.	6" EXTRUDED CURB	650	LF	2.40	1,560.00
7.	TOPSOIL	250	CY	8.50	2,125.00

TOTAL $ 17,000.00

9694 Golf Club Rd. ▪ P.O. Box 398 ▪ Stayton, Oregon 97383 ▪ Bus. (503) 769-7751 ▪ Fax (503) 769-5266

Proposal

09776

CASCADE LANDSCAPE MANAGEMENT, INC.

5287 PORTLAND RD. N.E.
SALEM, OR 97305-3447
(503) 393-0673

PROPOSAL SUBMITTED TO: PAUL WITTENBERG	PHONE: 393-8666	DATE: 4/10/96
STREET	JOB NAME: WITTENBERG PLAZA	
CITY, STATE AND ZIP CODE	JOB LOCATION	
ARCHITECT / DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for:

PAUL —

I AM ENCLOSING A PROPOSAL AND SKETCH FOR YOUR REVIEW. HOPEFULLY THIS WILL GIVE YOU THE INFORMATION YOU NEED, PERHAPS WE WILL BE ABLE TO PROCEED WITH THE PLAN AS PROPOSED.

THE PROPOSAL IS BASED ON ALL TURF AND BED AREAS BEING CUT, EXCAVATED AND CLEANED OF ALL ASPHALT AND DEBRIS BY YOUR SUB CONTRACTOR. NO CUTTING OR PATCHING IS INCLUDED IN THIS PROPOSAL. THE IRRIGATION SYSTEM IS BASED ON THE CITY OF KEIZER PROVIDING A WATER METER ALONG RIVER ROAD AND YOUR ELECTRICIAN PROVIDING AN ELECTRICAL OUTLET AT THE SIGN.

IT IS OUR BELIEF THAT IT IS VERY IMPORTANT TO PREPARE A LANDSCAPE AREA AS WELL AS POSSIBLE TO ACHIEVE OUR GOAL FOR A HEALTHY START AND PROLONGED LIFE FOR YOUR LANDSCAPE INVESTMENT. THEREFORE OUR PROPOSAL INCLUDES A MINIMUM FOUR INCHES OF SOIL MIXED WITH ORGANIC MULCH, FERTILIZER AND, IN THE TURF AREAS, LIME. BELOW THAT WE WOULD STRONGLY URGE YOUR SUB CONTRACTOR TO PLACE AS MUCH OF QUALITY SOIL AS POSSIBLE AS EVERYTHING WILL BE TILLED TOGETHER.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: _____ dollars ($ _____).

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE:	SIGNATURE
	SIGNATURE

FORM 65103, RAPIDFORMS, INC., THOROFARE, NJ 08086-9499

1289

Proposal

09777

CASCADE LANDSCAPE MANAGEMENT, INC.

5287 PORTLAND RD. N.E.
SALEM, OR 97305-3447
(503) 393-0673

PROPOSAL SUBMITTED TO	PHONE	DATE
PAUL WITTENBERG		
STREET	JOB NAME	
CITY, STATE AND ZIP CODE	JOB LOCATION	
ARCHITECT / DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for:

THE PLAN ATTACHED SHOWS THE APPROXIMATE LOCATION OF EACH BED AND THE PLANS WITHIN, ALONG WITH THE TURF AREA. TO DRAW ATTENTION TO THE SITE, ALONG WITH PROVIDING SOMETHING DIFFERENT THAN A STRAIGHT SIDEWALK I AM PROPOSING ONE CURVE. THIS WILL ALLOW US THE ROOM TO BUILD A CAMAS WALL WHICH SHOULD SHOW QUITE NICELY. FLOWER BED WIDTH IS FIVE (5) FEET EXCEPT AT WALK.

WE INTEND FOR THE LANDSCAPE TO FIT NICELY WITH THE CITY OF KEIZER'S PLAN FOR RIVER ROAD. IT SHOULD ALSO FIT WITH OUR PLANS AT SCHOOLHOUSE SQUARE — EACH SITE WILL HAVE ITS OWN UNIQUE QUALITIES, YET TIE TOGETHER. THIS PLAN WILL ALSO FIT WITH ANY PLAN WHICH COMES OUT OF THE INTERSECTION OF RIVER ROAD AND CHEMAWA. AS YOU CONTINUE DEVELOPMENT WE SHOULD BE ABLE TO CONTINUE WITH THE THEME AS OUTLINED ON OUR SKETCH.

PLANT SIZE WILL BE A MINIMUM TWO GALLON, WITH A LARGE AMOUNT THREE GALLON SIZE. THIS WILL GIVE SOME SUBSTANCE TO YOUR LANDSCAPE IMMEDIATELY. TREE SIZES, INCLUDING MAGNOLIAS, WILL ALSO BE OF SUBSTANTIAL SIZE. ALL BEDS TO BE RE-BARKED AT COMPLETION OF SHRUB PLANTING. CAMAS BOULDERS TO BE PLACED IN SELECTED AREAS.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: _____ dollars ($ _____).

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE:	SIGNATURE
	SIGNATURE

Proposal

09778

CASCADE LANDSCAPE MANAGEMENT, INC.

5287 PORTLAND RD. N.E.
SALEM, OR 97305-3447
(503) 393-0673

PROPOSAL SUBMITTED TO	PHONE	DATE
PAUL WITTENBERG		
STREET	JOB NAME	
CITY, STATE AND ZIP CODE	JOB LOCATION	
ARCHITECT / DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for:

THE IRRIGATION SYSTEM WILL USE PROFESSIONAL GRADE PARTS. THE CONTROLLER WILL BE ON A PEDASTOL AND LOCKED FOR SECURITY. ALL HEADS WILL BE PLACED ON A FLEXIBLE SWING JOINT TO ALLOW FOR FLEXIBLE MOVEMENT. ALL HEADS TO BE POP-UP, RAIN BIRD 1800 SERIES. SYSTEM DESIGNED FOR HEAD TO HEAD COVERAGE. ALL VALVES AND ANY MANUAL DRAINS TO BE PLACED IN IRRIGATION BOXES.

TO MINIMIZE FREEZE DAMAGE POTENTIAL AUTOMATIC DRAINS WILL BE PLACED ON EACH LATERAL LINE AT THE LOW POINT. A BELOW GROUND BACKFLOW DEVICE WITH A MANUAL DRAIN ON THE MAIN LINE. WILL ALSO BE INSTALLED.

AS PER OUR CONVERSATION ALL SLEEVES TO BE INSTALLED BY YOUR SUB CONTRACTOR. WE WOULD BE AVAILABLE, AND WOULD LIKE TO BE A PART OF, ASSISTING YOUR SUB TO ENSURE ENOUGH SLEEVES ARE PLACED, PROPER SIZE AND LOCATION, ETC.

ALL PLANTS AND TREES GUARANTEED FOR NINETY (90) DAYS. THE IRRIGATION SYSTEM IS GUARANTEED FOR ONE (1) YEAR.

THANK YOU FOR THE OPPORTUNITY TO SUBMIT OUR PLAN — GREG.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

EIGHTEEN THOUSAND, EIGHT HUNDRED SEVENTY-SIX dollars ($ 18,876.00).

Payment to be made as follows:

WE WILL BILL @ COMPLETION

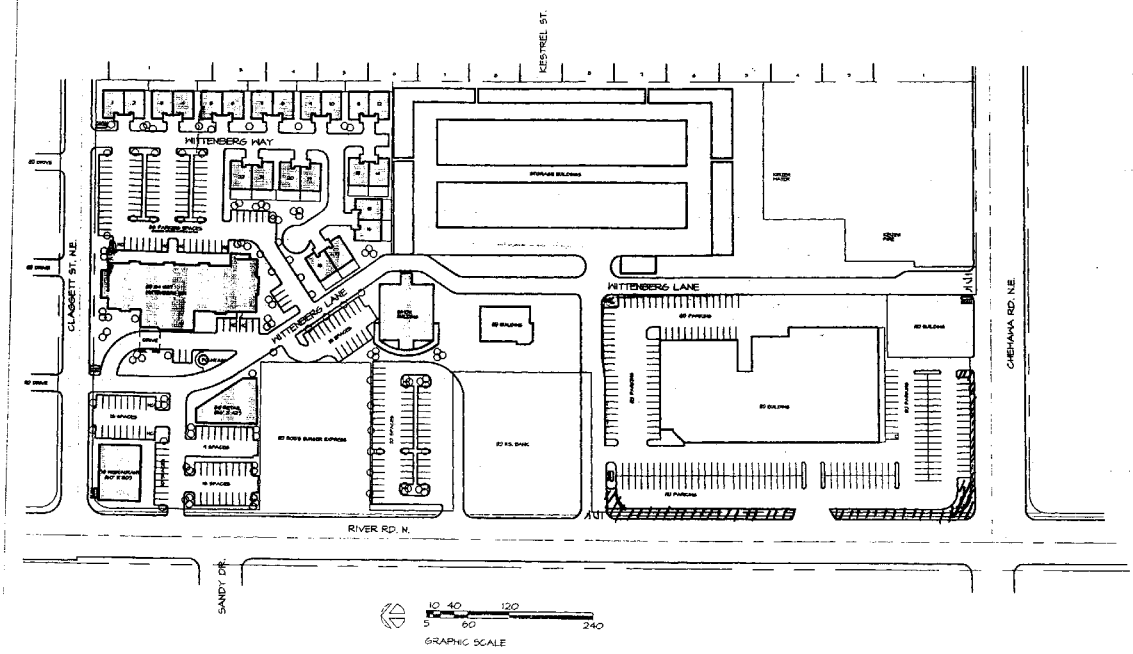
All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature [signature] Reeds

Note: This proposal may be withdrawn by us if not accepted within 60 days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE	SIGNATURE
	SIGNATURE


KESTREL ST.
WITTENBERG WAY
CLAGGETT ST. N.E.
WITTENBERG LANE
WITTENBERG LANE
CHEHAKA RD. N.E.
RIVER RD. N.
SANDY DR.
10 40 120
5 60 240
GRAPHIC SCALE

WITTENBERG PLAZA
P.O. BOX 20217
SALEM, OR 97307
(503) 393-8666

June 25, 1996

City of Keizer
Attn. John Morgan
P.O. Box 21000
Keizer, OR 97307

Dear John:

Please find enclosed the following: two additional bids for landscaping; one additional bid for new sidewalks; the closure of four entrances; widening of the main entrance between U.S. Bank and Wittenberg Plaza, to 45 square feet in width.

Also, Salem Road and Driveway, just did not have time to give me a bid on such short notice.

Hopefully from these bids you can make a decision. If you should have any questions, please give me a call at the above number.

Sincerely,

Paul L. Wittenberg

Enclosures

GELCO
CONSTRUCTION

GELCO TELECOPIER NO. (503)-364-0085

COMPANY: WITTENBERG PLAZA

ATTENTION: PAUL FAX NUMBER:390-6203

DATE SENT: JUNE 24, 1996 SENT FROM: KEVIN / RANDY D.

SUBJECT: RECONSTRUCT SHOPPING CENTER ENTRANCE

HERE ARE 1 PAGES, INCLUDING THIS COVER SHEET, WITH THIS TRANSMISSION. IF THERE ARE ANY DIFFICULTIES IN TRANSMISSION, PLEASE TELEPHONE OUR SALEM, OREGON OFFICE AT (503)-364-2838.

****

ITEM	DESCRIPTION	QUANTITY	UNIT	U/P	TOTAL
1.	REMOVE EXISTING CURB & ASPHALT. CONSTRUCT NEW CURB, SIDEWLAK, AND PLANTERS.	1	LS	$25,012.82	$25,012.82
			TOTAL		$25,012.82

NOTES:

1. Add 1.5% if bonding is required.
2. Concrete mix design included = 3,000 PSI concrete.
3. Excavation and haul away included in this bid.
4. One mobilization only. Additional mobilization will be billed at $500.00 each.
5. Private wage scale included.
6. Proposal is based on mutually agreeable contract, work schedule, and pay schedule.
7. Permits, fees, licenses, surveying, layout, or testing provided by others.
8. Protection of poured concrete is not included.
9. This bid is subject to revision unless accepted within 30 days of the date of issue
10. Final payment (including retainage) shall be made within a reasonable time, no later than four months after the completion and acceptance of the subcontractor's work

Signature_____
Name and Title_____
Date_____

To accept this proposal please sign and fax back to 364-0085. Thank you

Post-it® Fax Note 7672 | No. of Pages | Today's Date 6-24-96 | Time

To Paul Wittenberg | From Greg Russell

Company | Company Russell's Landscape

Location | Location | Dept. Charge

Fax # 390-6203 | Telephone # | Fax # | Telephone # 363-9835

Comments | Original Disposition: ☐ Destroy ☐ Return ☐ Call for pickup

RUSSELL'S
Landscape Service, Inc.

Paul Wittenbreg
5210 River Rd. N
Keizer, OR

June 24, 1996

This bid is in response to the owners request for a cost to landscape the property located at the corner of River Rd and Chemeketa . The bid is based on the information provided by the owner and the specifications I was given.

Total estimated cost 13,400.00

Gregory R. Russell
Russell's Landscape Service Inc.

facsimile

TRANSMITTAL

to: PAUL WITTENBERG
fax #: 390-6203
re: WITTENBERG PLAZA
date: June 25, 1996
pages: 2, including cover sheet.

PAUL-

ATTACHED YOU WILL FIND THE BID FOR THE CREATION OF A PARKSTRIP ALONG RIVER ROAD, IN FRONT OF WITTENBERG PLAZA. THE BID IS BASED ON THE INFORMATION I WAS PROVIDED, AND WILL REQUIRE A FOLLOW-UP DISCUSSION BEFORE THE PROJECT IS TO BEGIN.

PRICING IS PREDICATED ON THE FACT THAT AREA WILL BE PREPARED, ASPHALT CUT(area ready to landscape), MINIMAL SOIL REQUIRED, SLEEVES INSTALLED UNDER DRIVEWAY AREAS (for irrigation system), AND WATER AND ELECTRICITY PROVIDED BY SIGN OR ROADWAY(for irrigation system).

ON ALL COMMERCIAL PROJECTS OF THIS MAGNITUDE, GREER BROS. BASES FINAL PRICING ON A TIME AND MATERIAL BASIS. WE FIND THIS IS THE BEST AND MOST FAIR WAY FOR THE CUSTOMER. BECAUSE OF THE NUMBER OF AREAS IN QUESTION, I BELIEVE IT WOULD SAVE TREMENDOUS TIME ON YOUR PROJECT. OF COURSE, GREER BROS. WOULD PROVIDE PROGRESS BILLING REPORTS ON THE PROJECT TO KEEP YOU APPRISED OF PRICING AND TIMELINES.

BECAUSE WE ARE LOOKING FOR LONG TERM RELATIONSHIPS WITH OUR CUSTOMERS, YOU PRICING IS BASED ON GREER BROS. MAINTAINING YOUR PROPERTY AFTER CONSTRUCTION IS COMPLETED. WE FEEL THIS CREATES A WIN, WIN SITUATION FOR YOU AND GREER BROS. HELPING YOU TO SAVE TIME AND RECEIVE TOP QUALITY WORK.

THANK YOU FOR THE OPPORTUNITY TO BID ON THIS PROJECT, AND I HOPE TO BUILD A MUTUALLY BENEFICIAL RELATIONSHIP AND CONTINUE DOING BUSINESS LONG INTO THE FUTURE.

THANKS!

Russ Hedge

RUSS HEDGE
Sales Manager

$1,000,000 Liability Ins.
$500,000 Property Damage

#4611
THE PROFESSIONALS
For Those Who Care
License # 5179

GREER BROS. INC.

LANDSCPAING & TREE SERVICE
6290 Lardon Rd. N.E. • Salem, Oregon 97305
PHONE: 362-3748 • FAX: 581-3829

Quality at an Affordable Price
Since 1946

ESTIMATE SLIP

Date: 6-25-96	Estimate Made By: RUSS	Job Address: WITTENBERG PLAZA - River Rd. N.
Name: PAUL WITTENBURG		
Address: WITTENBERG PLAZA		
Phone: 393-8666		

SERVICE WANTED

LANDSCAPING

CONSTRUCT PARKSTRIP ALONG RIVER ROAD (as designated by client)

*area to be 1/4 lawn and 3/4 barked bed area

BID AS CLOSE TO COMPETITIVE BIDS AS POSSIBLE.

BID TO INCLUDE THE FOLLOWING:

-IRRIGATION SYSTEM
-PLANTS (as per list given by client)
-BARKDUST (approx. 2")
-SOIL (to create slight berms)
-SOD (in designated areas)

*Pricing will be done on a Time & Materials Basis.

Labor - $35 a man hour
Materials - Cost Plus 10%

Approx. Estimated Cost $ 17,000
Estimated price good for 30 days.
ESTIMATED PRICE INCLUDES ONLY THOSE ITEMS WRITTEN ABOVE
Any additional work may increase price
Foreman will collect full balance due, upon substantial completion of job

NAA

ON STAFF

I have read the separate addendum on the reverse side of this document. I understand that it is made a part hereof for all purposes. I accept all items, prices and addendum provisions. I hereby authorize performance of all work described above

Date_____

_____
OWN/OWNER'S AGENT SIGNATURE CONSTITUTES A LEGAL DOCUMENT

URBAN RENEWAL AGENCY MEETING: July 1, 1996

AGENDA ITEM NUMBER: 6b

TO: MAYOR AND AGENCY BOARD MEMBERS

THROUGH: DOTTY TRYK,
CITY MANAGER

FROM: JOHN N. MORGAN, AICP
COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: SIGN GRANT REQUEST -
KEIZER BEAUTY SALON

DISCUSSION:

Keizer Beauty Salon has requested a sign grant of $1,500 to bring its signage into compliance with the sign code. The total signage needs to be reduced from 38.3 to 30.75 square feet.

Staff has visited the property and affirmed the proposed replacement sign will meet the Sign Code.

RECOMMENDATION:

It is recommended that a $1,500 sign grant be approved for Keizer Beauty Salon.

City of Keizer, Oregon

CITY OF KEIZER
SIGN PERMIT APPLICATION

A. PERMIT REQUIREMENTS

1. This permit application must be completed and signed by the applicant and property owner.
2. A site plan is required and shall contain the following information:
   a) A scaled representation of the sign (Please show all of the graphical and lettering elements of the sign, proposed sign colors, sign materials, and any lighting, structural, and mechanical information.
   b) A drawing of the location of the sign on the building, or a plot plan of the parcel showing the proposed location of the sign on the parcel relative to existing or proposed structures. If there are any existing signs on the property please provide information on the size and location of the existing signs.

NO SIGN PERMIT APPLICATION WILL BE ACCEPTED WITHOUT THE REQUIRED SITE PLAN.

B. APPLICANT AND PROPERTY OWNER INFORMATION

1. Applicant Information

Salem Sign Co. Inc.	1825 Front St. NE
Name	Mailing Address
Salem, OR, 97303	371-6362
City, State, and Zip Code	Daytime Phone #

2. Property Owner Information

Brad Fletcher	1154 Sunnywood Ct NE
Name	Mailing Address
Keizer, OR 97303	393-2652
City, State, and Zip Code	Daytime Phone #

C. APPLICANT AND PROPERTY OWNER SIGNATURES

I Salem Sign Co agree to install the proposed sign according to the
(applicant or property owner)
submitted site plans and the requirements of the Keizer Zoning Ordinance. All of the information provided in this application is true to the best of my knowledge.

[signature] _____
Applicant Signature Property Owner Signature

Dated this 18 day of June, 1996

D. SIGN INFORMATION

1. Size of proposed sign in square feet 24 ☐'
2. Property / Building Frontage 20' 20 x 1.5 = 30# Max Signage
   (Length of building or space occupied by owner or lessee)
3. Brief description of sign location on building or site front of BLDG
4. Property address where sign is located 394 Chemawa RD.

FOR OFFICE USE ONLY

DECISION:

X Approved

____ Denied

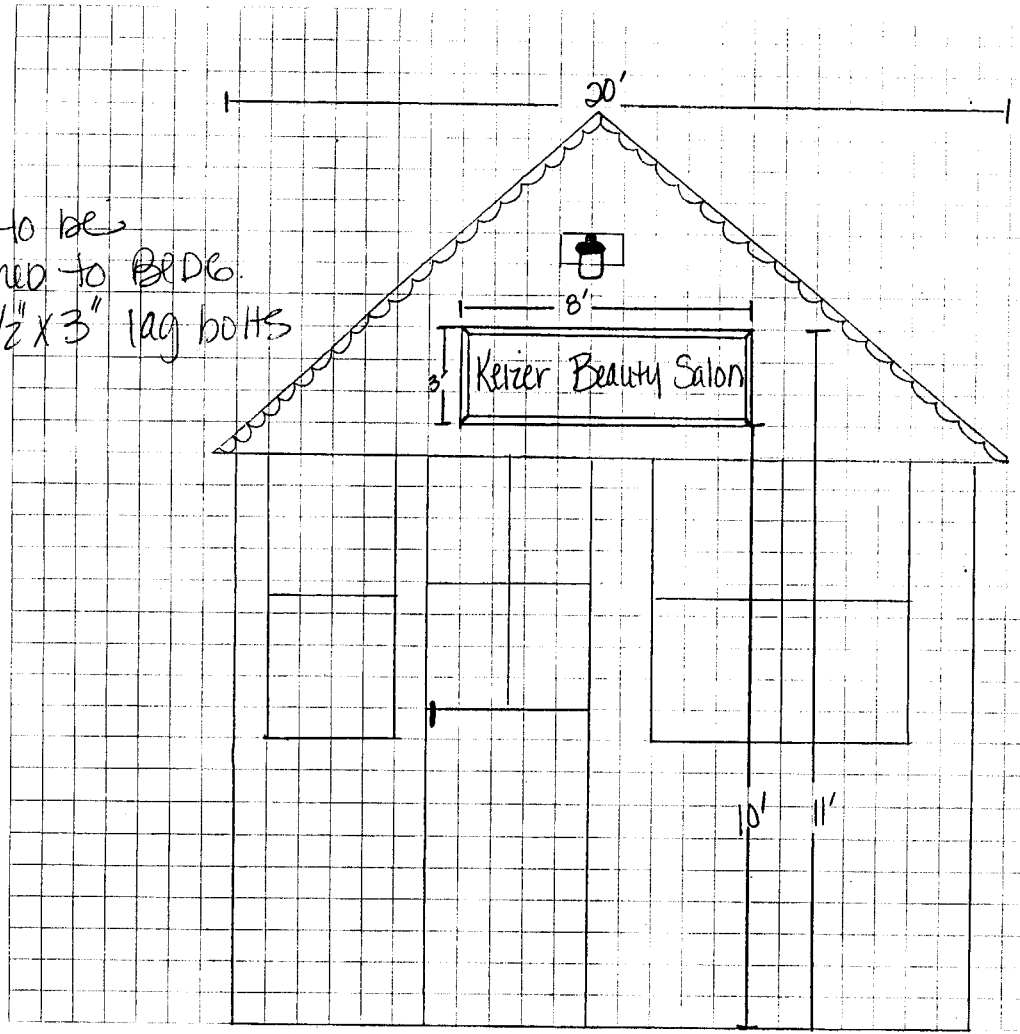
APPLICABLE FEE: Permit fee based upon sign size as follows:

____ 0 to 35 Sq. Feet $50.00
____ 36 to 60 Sq. Feet.....$65.00
____ 61 to 100 Sq. Feet.....$80.00
____ 101 to 150 Sq. Feet.....$100.00

NO FEE

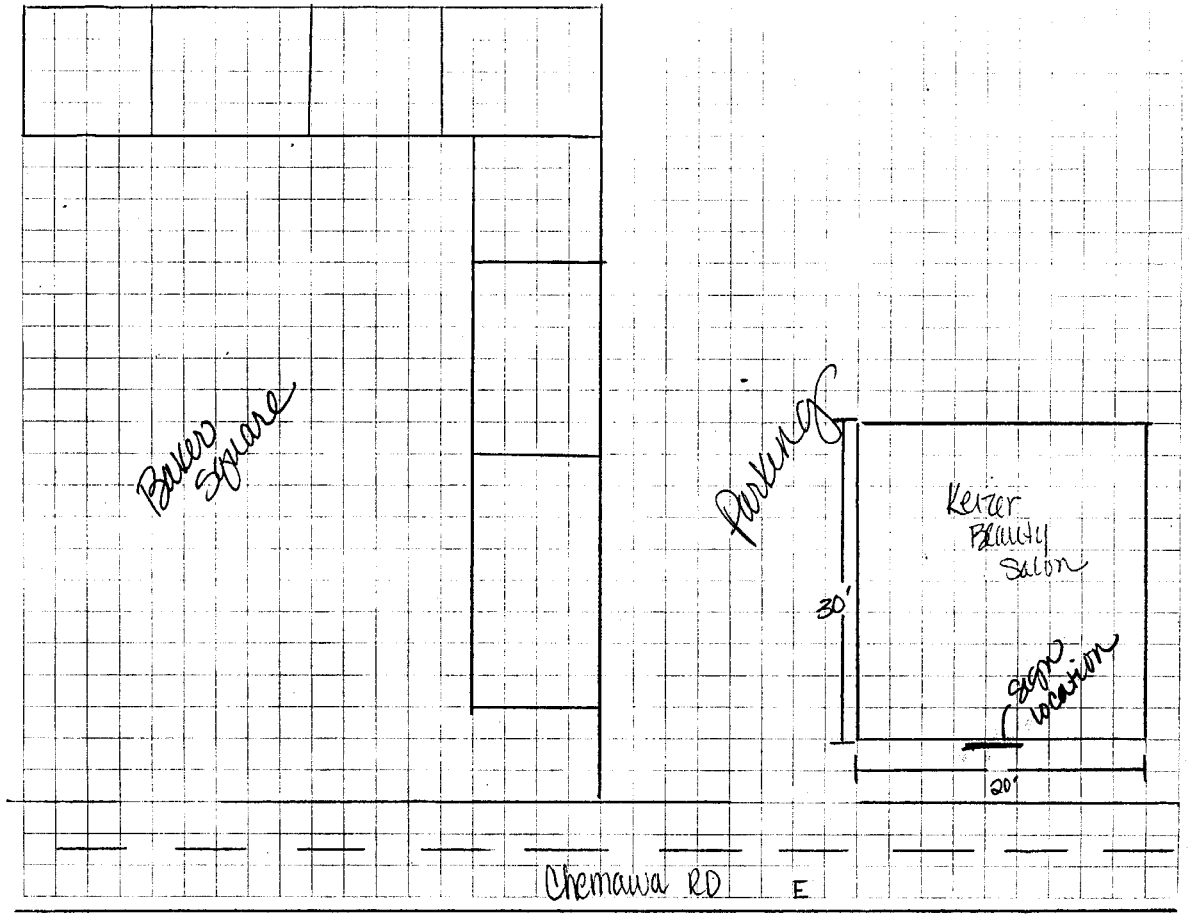
Requirements/Comments: (1) Install as Shown on Plan (2) Electric Connections for lighting require permit from Marion County Bldg Insp.

By [signature] 6/25/96
(Staff Persons Name) Date



Sign to be attached to BLDG. w/ (4) ½" x 3" lag bolts

Reduction of existing signage to comply with Ordinance requirements


Baker Square
Parking
Kerzer Beauty Salon
30'
sign location
20'
Chemawa RD
E

Keizer Urban Renewal Agency
Sign Code Compliance Grant Program
Grant Application

Address of Sign Location: 394 Chemawa RD. N.

Sign Owner's Name: Bud Fleshner (Keizer Beauty Salon)

Mailing Address: Same as above

City, State, Zip: Keizer, OR 97303

Daytime Telephone: 393-2652

Amount of Grant Requested: 1500 —

Required Attachments:

- Detailed Cost Estimate if less than $500
- Three Detailed Cost Estimates if $500 or more
- Sign Permit Application with required sign plans

Note: A separate sign permit and grant application are required for each sign to be erected or modified. No sign permit is required for sign removal. In these cases, submit the grant application with the estimates but without a sign permit.

Proposal

SALEM SIGN CO., INC.
1825 Front Street N.E. • Salem, OR 97303

PHONE (503) 371-6362
FAX 371-0901

PROPOSAL SUBMITTED TO	PHONE	DATE
Keizer Beauty Salon	393-2652	6/7/96
STREET	**JOB NAME**	
394 Chemawa Rd. N.		
CITY, STATE AND ZIP CODE	**JOB LOCATION**	
Keizer, OR 97303	Same	

We hereby submit specifications and estimates for:

Furnish and install 3' X 8' single face wall sign. $1500.00

Note: Permits to be Time/Material.

- ELECTRICAL SERVICE TO SIGN BY OTHERS -

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

One thousand five hundred and no/100********** dollars ($ 1500.00).

Payment to be made as follows:

50% down, balance upon completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
Signature:_____

Note: This proposal may be withdrawn by us if not accepted within _____ days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. you are authorized to do the work as specified. Payment will be made as outlined above.

If I make default in any of said payments, Salem Sign Co., Inc. shall have the right to take possession of said property without any legal process, and all payments made up to the time of default shall be applied toward manufacture of said property and depreciation in value.

Signature:_____

gowergraphics

SIGNS
GRAPHIC DESIGN
COMPUTER VINYL
SANDBLASTED SIGNS

12886 Checkerboard Rd.
Gervais, OR 97026-9701

792-3454

FAX 1-503-792-3655

TO: Kenzer Beauty Salon

ATTENTION:

DATE: 6-10-96 TIME: 1:15 P.M.

IN REGARDS TO:

Furnish & install single face electric wall sign

Note: Permits to be time and material

$1,800.00

Cheryl M. Gower

Since 1973

HALSEY SIGN INC.

(503) 265-3384
P.O. Box 1231 • [illegible] Oregon 97365

Date: 6-7-96

Ordered By: Kaizer Beauty Salon

Company: _____

Address: 394 Chemawa Rd NE.
Keizer, Or. 97303

Phone: 393-2662

JOB ORDER & BID INFORMATION

Description: Illuminated

Materials: _____

Dimensions: _____

Special Instructions: _____

Background Color: ☐ White ☐ Black ☐ Brown ☐ Red ☐ Other _____

Lettering Color(s): ☐ Red ☐ White ☐ Blue ☐ Brown ☐ Other _____

☒ ONE SIDE ☐ BOTH SIDES

COST: 1700.00

QUANTITY: _____

TOTAL: _____

Completion Date: _____

✗ Customer's Signature: _____

SKETCH

Furnish and install 3'×8' single face wall sign.

Permit to be Time & materials.

PRICE DOES NOT INCLUDE INSTALLATION OR DELIVERY

MINUTES
URBAN RENEWAL AGENCY BOARD
OF THE CITY OF KEIZER

Monday, June 17, 1996
Robert L. Simon Council Chambers
Keizer City Hall

CALL TO ORDER

Dennis Koho, Chair called the meeting to order at 6:05 p.m. Roll call was taken as follows:

Present
Dennis Koho, Chair
Carl Beach
Jim Keller
Jerry McGee
Al Miller (arrived at 6:07 p.m.)
Bob Newton

Absent
Jerry Watson

Staff
Dotty Tryk, City Manager
John Morgan, Community Development Director
Kim Krause, Finance Officer
Tracy L. Davis, City Recorder

PUBLIC TESTIMONY

There was no public testimony to come before the Agency Board.

PUBLIC HEARING

Chair Koho opened the public hearing.

1996-97 URBAN RENEWAL AGENCY BUDGET

Dotty Tryk, City Manager reported the committee approved Urban Renewal Agency Budget for fiscal year 96-97 contains two funds: tax increment and the project fund. The tax increment revenues are estimated at $1.00 per $1000.

There was no testimony to come before the Agency.

Chair Koho closed the public hearing.

Jerry McGee moved a Resolution Adopting the FY 96-97 Urban Renewal Agency Budget, Making Appropriations, and Levying Taxes. Carl Beach seconded the Motion.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Miller and Newton (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Watson (1)

ADMINISTRATIVE ACTION

Dotty Tryk, City Manager reported a supplemental budget was necessary for the completion of the undergrounding of power lines along River Road. This action would add $100,000 to the capital outlay line item and allow a contingency transfer of $100,000.

SUPPLEMENTAL BUDGET AND MAKING APPROPRIATIONS FOR FY 95-96

Jerry McGee moved a Resolution Adopting a Supplemental Budget and Making Appropriations for Fiscal Year 1995-96. Carl Beach seconded the Motion.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Miller and Newton (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Watson (1)

TRANSFERRING APPROPRIATIONS

Dotty Tryk, City Manager noted this action is necessary to authorize the transfer of funds which will cover the costs for the undergrounding project.

Chair Koho moved a Resolution Transferring Appropriations for Fiscal Year 1995-96. Jim Keller seconded the Motion.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Miller and Newton (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Watson (1)

PROPERTY IMPROVEMENT PROGRAM - PROGRAM DESIGN

John Morgan, Community Development Director reported a subcommittee comprised of Stan Compton, Jerry Watson, Carl Beach has reviewed the criteria for development and design of the property improvement program. The subcommittee has recommended dollar for dollar grants be approved for frontage improvements, loans for internal improvements, grants for driveways and special projects. Mr. Morgan reviewed the criteria listed for each of these items as noted in the resolution. In conclusion, Mr. Morgan indicated this program is designed to allow the River Road Redevelopment Board to review the request and make a recommendation to the Agency Board.

Responding to a concern from Jerry McGee, Mr. Morgan indicated $175,000 is available in the adopted budget which should cover numerous projects. Furthermore, the first year will indicate the interest of the program and allow adjustments to be made in the next year. However if funds are limited, Mr. Morgan noted funding for the Cherry Avenue project will be a priority.

Mr. McGee confirmed $15,000 of the budget funds were allocated for the completion of the sign grant program.

Mr. Morgan explained the River Road Redevelopment Board provided input which was presented to the subcommittee making the final program recommendations.

Al Miller indicated property owners have a duty to maintain their sidewalks. Therefore, he does not feel funds should be made available through a grant program for repairs.

Mr. Morgan suggested including language under section I(A) which states *grants shall not be given for maintenance of existing facilities and sidewalks.*

The board agreed by consensus to include this language.

Mr. Miller voiced his concern with changing the wording to note grants ***may*** be given since it will be at the discretion of the Agency Board. He requested additional language be included to assure it is understood all final decisions will be made by the Agency Board.

The Board agreed to add the following language to Section V(D)... *and it is not a matter of right solely because the application meets all relevant criteria.*

Mr. McGee questioned allowing grants for the installation of street furniture. He confirmed this will be directed towards park benches or wastebaskets that are bolted down.

Jim Keller pointed out there have been several businesses along River Road who have undertaken improvement projects without financial assistance from the City. He believes there is a lack of fairness to the overall program.

Mr. Morgan indicated there are four requests presently pending for assistance which include sidewalk relocation and landscaping along the frontage of River Road. The River Road Redevelopment Board has continuously supported an assistance program for property owners.

Carl Beach stated this program should provide additional incentive

and stimulate the improvements along River Road.
Dennis Koho added this will provide a funding source for some individuals to make improvements which might not have been done otherwise.

Mr. Miller stated this is an incentive program which encourages businesses to make improvements to beautify River Road. This is the ultimate goal of the Urban Renewal program.

Responding to concerns voiced by Bob Newton, Mr. Morgan indicated the completion or cut off date for the renewal district is based on the completion of work and the meeting of the financial obligations. However, he believes funds for property improvement is only projected for this coming fiscal year.

Mr. McGee indicated this incentive program will be of value to the City. He hopes the main focus will be on driveway closures or consolidations and street-side landscaping. However, he believes it is premature to consider a loan program for facade or internal improvements. Mr. McGee recommended limiting the grant program to driveway closures and street side landscaping and eliminate the loan program at this time.

Responding to an additional concern from Mr. McGee, City Manager Tryk indicated highway funds have been previously used to close gaps in sidewalks.

Chair Koho moved a Resolution Establishing a Process for Review and Approval of Property Improvement Funding Requests with the language changes as agreed upon earlier. Carl Beach seconded the Motion.

Jerry McGee moved amend the Motion to eliminate Section II - Loans for Internal Improvements from the Resolution. Chair Koho seconded the Motion.

The Motion to amend passed as follows:

AYES: Beach, Keller, Koho, McGee, Miller and Newton (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Watson (1)

The Main Motion as amended passed as follows:

AYES: Beach, Keller, Koho, McGee, Miller and Newton (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Watson (1)

Chair Koho directed staff to revise the Resolution to eliminate any reference to the loan program and change the wording as agreed upon.

Mr. McGee cautioned the staff to assure there is not any confusion or allowance for split bids in the administration of this program.

CONSENT CALENDAR

Items on the consent calendar include:

a. Property Improvement Program Grant Requests
- Paul and Judy Wittenberg
- John Hyder

b. Approval of the June 3, 1996 Agency minutes

Chair Koho removed both items from the consent calendar.

Item "a" - Property Improvement Grant Requests

John Morgan, Community Development Director noted there are two pending requests for property improvement grants. John Hyder of 7-11 Store is requesting a grant for landscaping along an area in front of the store. In addition, a request was received from Mr. and Mrs. Wittenberg for construction of a sidewalk, landscaping and closure of several driveways. Mr. Morgan noted each of these requests meets the criteria adopted under the program, however only single bids have been received and they have not been reviewed by the River Road Redevelopment Board.

Mr. Miller suggested referring these requests to the River Road Redevelopment Board for a recommendation.

Mr. Morgan indicated Mr. Wittenberg is currently in the middle of construction and is anxious to proceed.

Mr. Newton fully supported referring these items as outlined in the adopted procedure. He further requested staff investigate using highway funds for the construction of sidewalks.

Al Miller moved to refer the grant requests to the River Road Redevelopment Board for consideration and recommendation. Jim Keller seconded the Motion.

Chair Koho voiced his concern with delaying the process for two weeks.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Miller and Newton (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Watson (1)

Chair Koho announced this matter will be scheduled for the July 1, 1996 Urban Renewal Agency meeting.

Item "b" - Urban Renewal Agency Minutes of June 3, 1996.

Chair Koho moved for approval of the June 3, 1996 Agency Minutes. Jim Keller seconded the Motion.

Al Miller announced he will be abstaining due to his absence from the meeting.

AYES: Beach, Keller, Koho, McGee and Newton (5)
NAYS: None (0)
ABSTENTIONS: Miller (1)
ABSENT: Watson (1)

OTHER BUSINESS There was no other business to come before the Agency Board.

WRITTEN COMMUNICATION There was no written communication to come before the Agency Board.

ADJOURN The meeting was adjourned at 6:52 p.m.

Tracy L. Davis
City Recorder

APPROVED:
URBAN RENEWAL AGENCY BOARD CHAIR

Dennis Koho

BOARD MEMBERS:

(absent)
Jerry Watson

Carl Beach

Bob Newton

Al Miller

Jim Keller

Jerry McGee