Keizer Urban Renewal Board
Meeting Minutes
Wednesday, June 23, 2011 @ 5:30 p.m.
Keizer City Hall

CALL TO ORDER

Vice Chair Robert Hendricks called the meeting to order at 5:33 p.m.

ROLL CALL

Present:
Greg McLeod, Chair (arrived @ 5:42)
Robert Hendricks, Vice Chair
Erick Peterson
Tyler Clark
Doug Tookey
Joe VanMeter
Mike Hickman, KPIC Representative
Doug Schneider, Planning Comm.Rep
Joe Egli, Council Liaison

Absent:
Rich Duncan

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

APPROVAL OF MINUTES ~ Doug Schneider moved for approval of the May 2011 Minutes. Joe VanMeter seconded. Motion passed as follows: Hendricks, Schneider, Peterson, Clark, Hickman, VanMeter and Tookey in favor and McLeod and Duncan absent at time of vote.

APPEARANCE OF INTERESTED CITIZENS ~ None

OLD/NEW BUSINESS

Installation of letters "Keizer Pride, Spirit and Volunteerism" at the Focal Point ~ Councilor Egli provided a brief history of the Keizer Corner Focal Point noting that recently some of the letters in the Pride, Spirit and Volunteerism had been torn off and now all of them had been removed. Because the community has indicated that they would like the motto displayed on the fountain as before, $500 has been donated and two estimates received. Members reviewed the estimates and discussed measures that could be taken to prevent vandalism such as joining the letters of each word together or putting the letters on a plate similar to the plate at the south entrance of Keizer. Discussion also took place regarding the appropriateness of using urban renewal dollars for maintenance with Mr. Brown explaining that if the sign was changed rather than repaired it could qualify. Board suggested that the missing letters be replaced and the entire sign be remounted in a manner to resist vandals. Councilor Egli volunteered to get a bid for this.

Glynbrook Project ~ Mr. Brown reminded the Board that this project had come to them as a Façade Improvement and Landscape Improvement Grant. The Board had approved the River Road portion of the grant contingent upon more detailed plans being submitted, but the project owner had not come forward with additional plans or information. Mr. Brown asked the Board to withdraw their recommendation for approval because the bids are stale. Mr. Brown, Mr. Litke and Chair McLeod provided background information on the project for the benefit of Board members who were not on the Board when it was first considered.

Erick Peterson moved to rescind the recommendation to move ahead on the Glynbrook Project. Robert Hendricks seconded. Motion passed as follows: McLeod, Hendricks, Schneider, Peterson, Clark, Hickman, VanMeter and Tookey in favor with Duncan absent.

Chair McLeod suggested that a time limit be given when the Board ask an applicant to come back.

Abby's/Evans Update ~ Mr. Brown explained that details on both contracts have been worked out and signed. Boli details were worked out with the contractor on the Evans project. The Evans grant is not a reimbursement grant, but is a contract with the City and the contractor because the contractor did not want to take out a payment bond; the City is paying the subs and suppliers directly. Mr. Brown indicated that the Evans landscape plan is a little skimpy but he will work with them to increase the plant material.

COUNCIL LIAISON REPORT ~ Councilor Egli reported that the new Budget was passed at the last Council and Agency meetings. He then deferred to Mr. Brown to address funding for a Welcome/Visitors Center.

Mr. Brown reminded the Board that Chamber Executive Director Christine Dieker had requested urban renewal funding ($30,000) towards the finishing of space to be temporarily leased at Keizer Station for a Visitor Center. He explained that research has been done and this project would pass the test on whether or not Urban Renewal funds can be spent, however, it was not anticipated in the Urban Renewal Plan so the Plan would require a minor amendment in order to spend the funds or proceeds from sale of urban renewal property. He noted that he was planning on asking Council at the July 11 Council meeting whether or not they would be willing to do a plan amendment for that purpose. Mr. Brown added that discussion is underway between Council and the Transit District for a multipurpose building and this would require a plan amendment as well.

Board members voiced concern regarding the temporary nature of the project and discussed the Chamber's current expenses and space at the Heritage Center and plans to partner with the Transit District for a Visitor Center in their facility. Mr. Brown noted that there are many questions about who is going to provide visitor services; a decision has not been made that it will be the Chamber and there has been no opportunity to make that decision. He noted that he did not know if Council is prepared to make the decision to spend the money and make the necessary plan amendment to allow it to happen.

Discussion then took place regarding the task of the Urban Renewal Board, requiring a longer lease as criteria to approve this project, and spending money on something temporary. Board members indicated that they would like to see the Chamber Business Plan.

Mr. Brown summarized the discussion: The Urban Renewal Board has concerns held generally about the temporary nature of the situation and investing in that temporary situation with no indication of a plan or proposal.

OTHER BUSINESS ~ Mr. Brown reported that he had spoken with the contractor at the chiropractor's office and they are planning on applying for a grant. He indicated that he hoped to have the application at the next meeting and noted that they want to put up a large sign so part of the sidewalk will be next to the street; the rest will have very little separation due to transformer issues.

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

Next meeting: July 28, 2011
Civic Center

Approved: 7-28-11