



MINUTES
KEIZER URBAN RENEWAL AGENCY
Monday, July 6, 2009
Keizer Civic Center
Keizer, Oregon

CALL TO ORDER

Agent Christopher called the session to order at 6:30 p.m. Roll Call was taken as follows:

Present:

Lore Christopher
Richard Walsh
Cathy Clark
Brandon Smith
David McKane
Jim Taylor

Absent:

Mark Caillier

Staff:

Chris Eppley, City Manager
Kevin Watson, Assistant to the City Manager
Rob Kissler, Public Works
Marc Adams, Police Chief
Nate Brown, Community Development Director
Shannon Johnson, City Attorney
Tracy Davis, City Recorder

**PUBLIC
TESTIMONY**

None

**PUBLIC
HEARING**

None

**ADMINISTRATIVE
ACTION**

**a. Town &
Country Grant
Application**

Community Development Director Nate Brown reported that this grant application had been approved by the Keizer Urban Renewal Board and is both a Design Services Grant for landscape design and sidewalk relocation and a Façade Improvement Grant. He concluded with the recommendation that the Agency approve a grant for \$6,320 for the Landscape/Sidewalk phase and \$2,208 for the Building Façade phase for a total of \$8,528.

Mardi Smith and Laura Marshall from Town & Country fielded questions and provided additional information regarding signage, alternate sources of funds and sidewalk position.

Agent Taylor moved to approve a grant to allow Town & Country to prepare the design and construction plans for a sidewalk/landscaping project, and for façade improvements in the amount of \$8,528 subject to the applicant entering into a grant agreement with the City. Agent

Smith seconded. Motion passed as follows:

AYES: Christopher, Walsh, Smith, McKane, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Caillier (1)

**b. Authorizing
City Manager
to Enter
Agreement for
Redesign of
Civic Center
Kitchen**

City Manager Chris Eppley explained that the Community Center space has evolved into a facility for larger events as opposed to just community use. The design included a small kitchen but feedback from caterers has indicated that redesign to include a commercial kitchen would allow a significant increase in opportunity for events to be booked for the facility. He requested that the Agency approve an addendum to Group Mackenzie's contract for the redesign.

Mr. Eppley noted that this project would still keep the Civic Center within its original budget, it would not extend the sunset timeline of the Urban Renewal District, and that worst case scenario would be \$700,000 to \$750,000 which would be within the means of the City.

Agent Taylor moved to authorize the City Manager to enter into the attached agreement with Group Mackenzie for additional professional services to redesign the Keizer Community Center catering/warming kitchen to a more professional standard capable of being utilized to prepare food on site for events of 450 to 625 guests and that City Council direct staff to develop an amendment to the adopted FY 2009-2010 Urban Renewal Budget adding \$80,000 to the Civic Center line item for professional architect/engineering and associated services for the kitchen redesign. Agent Smith seconded. Motion passed as follows:

AYES: Christopher, Walsh, Smith, McKane, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

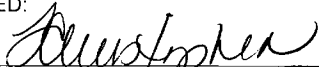
ABSENT: Caillier (1)

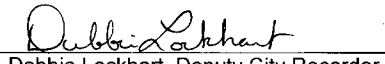
**OTHER
BUSINESS**

None

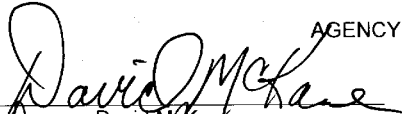
ADJOURNMENT The meeting was adjourned at 6:56 p.m.

APPROVED:

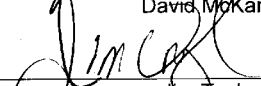

Lore Christopher, Chair


Debbie Lockhart, Deputy City Recorder

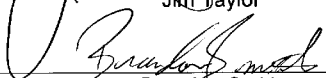
AGENCY MEMBERS

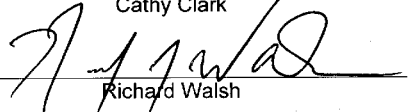

David McKane

~ Absent ~
Mark Caillier


Jim Taylor


Cathy Clark


Brandon Smith


Richard Walsh

Minutes approved:

August 3, 2009