Keizer Urban Renewal Board Minutes
Regular Session
Wednesday, May 23, 2007 @ 5:30 p.m.
Keizer City Hall – Council Chamber

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

2. **ROLL CALL**

   Present:
   Stuart Crosby, Chair
   Greg McLeod, Vice Chair
   Rich Duncan
   Brandon Smith
   Robert Hendricks
   William Riesland, Parks Representative
   Doug Schneider, Planning Commission Representative
   Troy Nichols, Council Liaison

   Absent:
   Christine Stimson
   Christine Dieker

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

3. **APPROVAL OF MINUTES.**
   Greg McLeod moved to approve the March 2007 minutes. Rich Duncan seconded. The motion passed as follows: Crosby, McLeod, Duncan, Smith, Schneider and Riesland in favor with Stimson and Dieker absent.

4. **APPEARANCE OF INTERESTED CITIZENS** ~ Jerry McGee from the Volunteer Coordinating Committee commended Board members for their volunteer efforts and distributed Certificates of Appreciation and cookies.

5. **OLD/NEW BUSINESS** ~ Chair Crosby asked members to check their rosters to be sure all information is correct and bring corrections to the next meeting.

   - ***Review/Revision of Landscape Improvement Grant Policies*** ~ Sam Litke reviewed Landscape Improvement Grant Policies noting the changes printed in red. Discussion took place regarding the need for city approval, involvement of property owners, maintenance, satisfaction of general conditions and coordination with Public Works. Board members requested that final status reports on projects be submitted to the Board on completion of the project and prior to final payment. Nate agreed to develop verbiage to address this issue.

   - ***Dazy Maze*** ~ Nate Brown questioned the method of reimbursement payment the Board preferred for this grant. Members agreed by consensus that two party checks (made out to Dazy Maze and each Contractor) would be acceptable. Mr. Brown added that this option would be included in the Landscape Policy as well.

- ***Lockhaven/River road Improvements Update*** ~ Mr. Brown reported that the bollards were set in place and he had checked the fabrication of the handrails in Hubbard. They will be going to the powder coating company next. Public Works is doing the controllers for landscaping and still waiting for the traffic signal arm. Board voiced approval for the improvements completed to date.

- ***Willamette Valley Bank Improvements*** ~ Mr. Brown reported that Dalke had submitted a price of $4,410 to set the base and empty conduit for the decorative light. Board members indicated that they thought this price was reasonable but agreed by consensus that Nate should get prices from other contractors prior to proceeding.

- ***Other Business*** ~ Brandon Smith voiced opposition to KURB funding the proposed Public Art Program which includes painting of transformer boxes throughout the city and may include the pads for the larger artwork. He noted that he didn't feel that this fit in the parameters set out for urban renewal. Board members agreed unanimously that consideration should be given to using funding sources other than Urban Renewal funds.

  Nate Brown noted that with the space added for a bench in front of Dazy Maze there was opportunity for sponsorship or donation of benches. He explained that in November 2006 a policy was adopted for donations to parks and public spaces. Discussion followed regarding consistency with design parameters, matching funds, developing a policy that would address matters of this nature, developing a catalog of approved items and their cost and publishing these on the website and in the city newsletter. Board members indicated they were in favor of this policy but wished to add a bullet point that specifies that donations be consistent with KURB specifications

6. ADJOURN ~ Meeting adjourned at 6:20 p.m.

Next meeting: June 27, 2007
Conference Room A

Approved: 6-27-07