

**GREEN RIVER URBAN RENEWAL AGENCY**  
**Board of Directors Minutes**  
**March 1, 2012 - 6:00 p.m.**  
**City Hall Council Chambers**

**Board Members Present:**

Michael Brown, Chairman; Erin Kinney, Vice Chair; Robert V. Berg, Secretary

**Board Members Absent:**

Cathie L. Hughes, Treasurer; Deborah S. Alvarez

**Staff Present:**

Jennie Melvin, Zoning & Building Technician; Yvonne Kelley, Recording Secretary

**Committee Members:**

None

**Guests:**

Gary Killpack, Council Liaison; Pat Robbins, Regional Coordinator for the Wyoming Business Council

**Call to Order**

Chairman Brown called the meeting to order at 6:03 p.m.

**Attendance Sign in**

Board members signed attendance sheet.

6:03 p.m. – 6:04 p.m.

**Approval of Agenda**

Board Member Berg moved to approve the agenda. Board Member Kinney seconded. Motion carried. (3-0)

6:04 p.m. – 6:05 p.m.

**Approval of Last Meeting's Minutes**

Board Member Berg moved to approve the minutes of February 16, 2012. Board Member Kinney seconded. Motion carried. (3-0)

6:05 p.m. – 6:06 p.m.

**Citizen's Requests/Communications**

None

6:06 p.m. – 6:07 p.m.

**WBC Grants with Pat Robbins**

Ms. Robbins discussed the grants (federal and state) and loans available to the URA through the Wyoming Business Council.

6:07 p.m. – 6:55 p.m.

Discussion was had regarding possible grant projects such as the Expedition Plaza, the Union Pacific Depot and the Clock Tower Plaza.

**Treasurer's Report**

None

6:55 p.m. – 6:56 p.m.

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**Committee Reports**

6:56 p.m. – 7:18 p.m.

1) Erin Kinney

Board Member Kinney reported the Economic Restructuring Committee will meet next week. She updated the online business directory.

2) Deborah S. Alvarez

Chairman Brown reported the Design Committee didn't have a meeting. He spoke with Dottie Krauss and the Lilac Festival will be postponed until next year.

3) Cathie Hughes

Board Member Kinney reported the Promotions Committee hasn't met.

4) Michael Brown

Chairman Brown reported the Organization Committee will meet next Monday. The Small Business Expo is tentatively scheduled for Saturday, May 19<sup>th</sup> at the Pavilion. It is a joint event with the URA and the Chamber of Commerce.

5) Robert Berg

Board Member Berg reported the Farmers Market Committee has a tentative meeting scheduled for Monday, March 12, 2012 at 3:00 p.m. at Arctic Circle.

**Old Business**

7:18 p.m. – 7:20 p.m.

1) URA Administrator Update

Ms. Melvin reported she doesn't know how many applications have been received by the Human Resources Department.

**New Business**

7:20 p.m. – 7:40 p.m.

1) 2013 Budget Requests

Chairman Brown reported the Budget Committee met and worked on the budget requests.

Discussion was had regarding the budget requests.

The budget requests are as follows:

- Clock Tower Plaza. The fiscal impact in the 2012-2013 budget is \$120,000.00. This includes a \$40,000.00 carry over from the 2011-2012 budget.
- URA/Main Street Administration – Professional Services. Retain the professional services of an attorney for the URA/Main Street. The fiscal impact in the 2012-2013 budget is \$20,000.00.

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- Main Street – Events and Promotions. The fiscal impact in the 2012-2013 budget is \$101,012.00.

A breakdown of this budget is as follows:

Operations and Maintenance (Total = \$58,012.00)

Prior Year - \$32,012.00

Additional Lighting of the Viaduct - \$10,000.00

2013 Lilac Festival (band, food, decorations, advertisement) - \$10,000.00

Advertisement for Small Business Expo and Trunk or Treat events - \$2,000.00

Horse and Carriage during Christmas - \$3,000.00

Flaming Gorge Days Float - \$1,000.00

New Asset Acquisitions Requests (Total = \$43,000.00)

Event Tent - \$1,000.00

Hot Dog Machine - \$1,500.00

Computer Software - \$2,500.00

Tables at Expedition Plaza (grassy area) - \$12,000.00

Trash Cans at Expedition Plaza (grassy area) - \$3,000.00

Gazebo at Expedition Plaza (grassy area) - \$10,000.00

Electrical/Lights/Power at Expedition Plaza (grassy area) - \$10,000.00

Landscaping at Expedition Plaza (grassy area) - \$3,000.00

Board Member Kinney moved to approve the 2012-2013 Budget Requests. Board Member Berg seconded. Motion carried. (3-0)

Executive Session

None

Roundtable

7:40 p.m. – 7:43 p.m.

Chairman Brown reported the trailer cleanup is scheduled for Friday, March 2, 2012 at 3:30 p.m.

Chairman Brown and Board Member Kinney volunteered to help.

Chairman Brown reported the Citywide Cleanup Committee meeting is on Thursday, March 8, 2012 at 7:30 a.m. at the Wrangler to discuss the City Cleanup Event which is scheduled for May 12, 2012. Board Member Kinney will attend the meeting.

**(Note: The foregoing is intended as a general summary of the proceedings before the Board. It is not a verbatim transcript of the taped proceedings. Digital recordings are maintained in the Community Development Department).**

Adjournment

Board Member Berg moved to adjourn the meeting at 7:43 p.m. Board Member Kinney seconded. Motion carried. (3-0)