

GREEN RIVER URBAN RENEWAL AGENCY

Board of Directors Minutes

October 18, 2012 - 6:00 p.m.

City Hall Council Chambers

Board Members Present:

Michael Brown, Chairman; Erin Kinney, Vice Chair; Robert V. Berg, Secretary; Cathie L. Hughes, Treasurer

Board Members Absent:

None

Staff Present:

Rod Ness, URA/Main Street Administrator; Yvonne Kelley, Recording Secretary

Committee Members:

None

Guests:

Martin Black, City Administrator; Gary Killpack, City Council Liaison

Call to Order

Chairman Brown called the meeting to order at 6:00 p.m.

Attendance Sign in

6:01 p.m. – 6:02 p.m.

Board members signed attendance sheet.

Approval of Agenda

6:02 p.m. – 6:03 p.m.

Board Member Kinney requested adding item Board Vacancies to New Business on the agenda.

Board Member Kinney moved to approve the amended agenda. Board Member Hughes seconded. Motion carried. (4-0)

Approval of Minutes

6:03 p.m. – 6:04 p.m.

Board Member Berg moved to approve the minutes of September 20, 2012. Board Member Kinney seconded. Motion carried. (4-0)

Citizen's Requests/Communications

6:04 p.m. – 6:11 p.m.

City Administrator Martin Black introduced himself and extended an open door to all board members.

Mr. Black invited the board to the special council workshop on October 23rd regarding the feasibility study of the Union Pacific Depot.

Mr. Black stated he will work closely with the board.

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Treasurer's Report

6:11 p.m. – 6:19 p.m.

Board Member Hughes reported the balance of the bank account is \$10,999.34 which includes the \$5,000 deposit from Community Chest from the Union Pacific grant.

Discussion was had regarding understanding the budget including the difference between the URA and Main Street, item numbers and the money budgeted for projects.

Mr. Black stated he will work with the board and the finance director on the budget.

Committee Reports

6:19 p.m. – 6:51 p.m.

1) Economic Restructuring – Erin Kinney

Board Member Kinney reported the committee didn't meet.

Mr. Ness reported he has a façade grant application from White Mountain Lumber.

2) Promotions – Robert Berg

Board Member Berg reported the Trunk or Treat event was successful. His business saw a 33% increase in sales from last year.

Discussion was had regarding the success of Trunk or Treat.

Mr. Ness reported the Santa Clause arrival is no longer being sponsored by the Chamber of Commerce so Main Street is now sponsoring the event. It will be held on Saturday, December 8th at the Clock Tower Plaza.

3) Organization – Michael Brown

Chairman Brown reported the committee discussed the budget. Their goal is to take the Main Street budget of \$63,000 and give direction to the committees to let them know what is budgeted for each program.

4) Design – Cathie Hughes

Mr. Ness reported the committee met and discussed what to do with the flowers for next year. They also purchased the lights for the poles. He is waiting for a bid for the additional lighting of the poles. They also discussed a possible signage program.

Mr. Black reported the city has set aside money for the way finding program which focuses on the branding elements at a variety of different locations. The city is re-examining the design perimeters.

Mr. Black presented various ideas and designs for signage.

Old Business

6:51 p.m. – 7:20 p.m.

1) Clock Tower

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Mr. Ness reported the architects have submitted a clock tower plaza concept draft plan. The two main components of the design were a draw, a reason for people to use the space and to make the space useful by putting in a small stage for entertainment.

Discussion was had regarding the preliminary concept plan.

Council Liaison Killpack requested that the board provide city council with updates.

Chairman Brown will give a presentation on the board's progress and projects to the council on November 5th at the next council meeting.

2) Branding Campaign

Mr. Ness stated there is value in a discussion in creating a unified identity for the central business district.

Discussion was had regarding how to use the branding study to promote downtown.

New Business

7:20 p.m. – 7:27 p.m.

1) Board Vacancies

Board Member Kinney reported Board Member Hughes term has expired. There are two (2) vacancies on the board.

Discussion was had regarding possible board candidates.

Administrator's Comments

7:27 p.m. – 7:29 p.m.

Mr. Ness reported he is attending a manager's conference in Evanston.

Executive Session

None

(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 Hughes moved to adjourn the meeting at 7:29 p.m. Board Member Berg seconded. Motion carried (4-0)