

**GREEN RIVER URBAN RENEWAL AGENCY**  
**Board of Directors Minutes**  
**June 20, 2013 - 6:00 p.m.**  
**City Hall Council Chambers**

**Board Members Present:**

Nina Kessner, Chair; Robert Berg, Vice Chair; Michael Brown, Treasurer; Nick Montgomery

**Board Members Absent:**

Cathie Hughes, Secretary

**Staff Present:**

Rod Ness, URA/Main Street Administrator; Betty Milobar, Recording Secretary

**Committee Members:**

None

**Guests:**

David Gutierrez; Michael Maresh, Rocket Miner; Hank Castillon, Mayor

**Call to Order**

Chair Kessner called the meeting to order at 6:02 p.m.

**Attendance Sign in**

Board members signed the attendance sheet. Board members introduced themselves and indicated their length of time on the board and other boards.

**Approval of Agenda**

Mr. Ness requested for an additional item regarding Flaming Gorge Days to be placed on the agenda.

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

**Approval of Minutes**

Board Member Berg moved to approve the minutes of May 16, 2013. Board Member Brown seconded. Motion carried. (4-0)

**Citizen's Requests/Communications**

Mayor Castillon congratulated Mr. Ness on the approval of the Clock Tower Grant in the amount of \$165,000.00.

**Treasurer's Report**

Board Member Brown reported the balance has not changed since May's meeting. The balance is \$13,210.81 with no withdrawals and deposits.

Mr. Ness reported he has not received the budget numbers from last month's expenditures yet, as soon as he gets the numbers he will send them out. They have only spent about 35% of the

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\$80,000.00. Mr. Ness will ask Mr. Black, the City Administrator if it would be possible to place the overage into the capital improvement funds.

Mr. Ness discussed his meeting and the approval of the funds. He also discussed the procedure on the release of funds.

**Old Business**

1) Presentation of Logo

Chair Kessner advised Mr. Gutierrez is teaching a class and will be here later.

Mr. Gutierrez presented the board with the new logo.

Board Member Berg motioned to approve the logo with the correction. Board Member Brown seconded. Motion carried. (4-0)

2) Report on Clock Tower Renovation/Next Step

Mr. Ness reported he just returned from the State Loan Investment Board meeting to get the final approval of the grant being submitted. The approval was granted. The funds will be released in approximately thirty (30) days. They will go out to bid on July 20, 2013. The pre-bid meeting will be on July 9, 2013. Bids should be due on July 24, 2013. There should be a good selection to start the process.

Chair Kessner asked whether or not working with the Finance and Slib were there considerations for the budget cycle making sure they are well within the timeframe to forgo any increasing future costs.

Mr. Ness said working with Anderson Myers has a 10% contingency fee included. He also spoke with Wyoming Main Street and the URA put in \$15,000.00 for technical assistance last budget year and since the project is not starting until next budget year he was able to get them to carry it over. The way the budget reads unless there is a significant increase the URA should be fine. The total with \$15,000.00 this year gives the URA \$30,000.00. There may be some additional funds available.

Mr. Ness said this is a good win showing what the project is about and getting people excited and involved. He said the design is a very nice and functional design. The board has to be leaders.

Board Member Montgomery asked about any plans in getting the community involved.

Mr. Ness said part of the project is the logo. This is something to identify with when speaking with people and projects. There is a lot of URA housekeeping to get completed.

Chair Kessner reported the Clock Tower renovation will be a spring board to the concepts of Main Street 101 guidelines and principals. There are many people who do not know who they are or the difference between Main Street, URA and the Parks and Recreation events. She

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spoke with David at the Star and they are going to start a regular column which will start next month. Also, the city council will be given updates on a regular basis.

Discussion was had regarding the strategic plan.

3) Lincoln Highway Event

Mr. Ness reported Main Street was asked to provide a dinner at the depot (grassy area) for approximately eighty (80) to one hundred (100) people. They are traveling west on the Lincoln Highway. They will be arriving about 7:30 p.m. on Thursday, June 27, 2013. The dinner will be catered by the Crazy Moose. Mr. Ness purchased some small decorations for the area. The challenge is that it is the same week of Flaming Gorge Days and he has been trying to get tables and chairs. The city will open up Railroad Avenue and have an open container permit so the public can look at the cars and have a few beers. The public can purchase a dinner for \$5.00 from Main Street. There will also be Kronskis available for the first one hundred fifty (150) people who purchase dinner.

Chair Kessner said there have been a couple of ads in the newspaper.

Mr. Ness said he needs people to help with decorating at about 2:00 p.m. He has contacted the streets department for the barricades and needs help setting up tables and chairs. The dinner will be for a couple of hours. The open container permit is valid until midnight.

Chair Kessner stated any help from the board would be greatly appreciated.

4) Flaming Gorge Days

Mr. Ness reported he needs help transporting the tent and other things down to the area for Flaming Gorge Days on Friday and Saturday. They will be distributing cotton candy and explaining the purpose of the URA/Main Street.

Chair Kessner reminded everyone the set up time is 8:00 a.m. and take down is at 4:00 p.m. on both Friday and Saturday.

Mr. Ness advised the booth location is on the ball diamond, the same as last year.

5) Wyoming Main Street Review

Chair Kessner advised the meeting is on Tuesday, June 25, 2013. She provided an agenda and schedule.

Mr. Ness advised they will be reviewing the application including the weaknesses and strengths of the program. There will also be board training and a recommendation action plan.

6) Non-Profit Status

Mr. Ness reported he completed the first step of filing for non-profit status. The next step will be

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electing a board for the non-profit fund which could be the same board as the URA. It will be set up as the Green River Development Fund Incorporated. Mr. Ness explained the difference of non-profit status and further advised all the steps needed to be completed.

Board Member Brown motioned to create the Green River Development Fund Incorporated. Board Member Berg seconded. Motion carried. (4-0)

Chair Kessner reported between two (2) days and two (2) weeks' time there will be a separate meeting. The meeting will be held after a regular URA meeting. Chair Kessner also inquired if all of these items within the board would have to be legally reviewed.

Mr. Ness said Mr. Honaker could review it. After everything is completed the board can still make changes and adjustments.

### New Business

- 1) Adoption of URA/Main Street Areas.

Mr. Ness discussed all the changes on the new map (Slum & Blight).

Board Member Brown motioned to approve as presented with all changes as noted for the Central Business, Option 1. Board Member Montgomery seconded. Motion carried. (4-0)

Board Member Brown motioned to approve as presented all changes as noted for the River Corridor, Option 1. Board Member Montgomery seconded. Motion carried. (4-0)

Board Member Brown motioned to approve as presented all changes as noted for the South Corridor as presented as Option 1 with modifications to include Shoshone Avenue and Upland Way. Board Member Montgomery seconded. Motion carried. (4-0)

### Administrator's Comments

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 Berg moved to adjourn the meeting at 7:25 p.m. Board Member Montgomery seconded. Motion carried. (4-0)