

**North Main Neighborhood Association
Board of Directors
Meeting Minutes**

Tuesday, January 22, 2009
Trails End Motel

Attending: Robin DeBolt, Nancy Drummond, Deb Hirschman, Tim Lenz, Kay Rivers, Nancy Silla, and Jim Tyra

Absent: Dave DeBolt, Deb Hirschman, and Wendell Robison

Support: Melissa Butcher (PB Consulting), and Brian Kuehl (The Clark Group)

1. The meeting came to order at 7:05 p.m.
2. Motion was made by Nancy Silla and seconded by Wendell Robison to approve the minutes of the January 6, 2008 meeting as presented. Motion carried with none opposed.
3. **Old Business:**
 - **Incorporation** – Brian Kuehl said he has received number of comments on the bylaws and articles of incorporation. Brian has responded to those. Key question to discuss is the question of membership. Two options available:
 - Members who elect board members
 - Self-perpetuating board (elects its own successors)

The template for the draft bylaws used a membership model. People who lived in district could be members; businesses could be members, etc. For now, the NMNA Board could adopt bylaws that would make the board self-perpetuating, with the intent to convert to a membership organization in future. Robert Briggs offered the example of the SHAC board, which is self-perpetuating. Motion was made by Wendell Robison and seconded by Kay Rivers to make the NMNA Board self-perpetuating for 2 years and then reevaluate. Motion carried with none opposed.

Brian said he needs additional time to incorporate comments on the Articles of Incorporation. Once he has those comments incorporated, he will refer the document to the City's attorney, Greg Von Krosigk, for review. Brian said he needs any additional comments on the articles by January 30. The Board set a goal to file the Articles of Incorporation by Friday, February 6.

With regard to the area to be served by the NMNA, Nancy Drummond reported that she spoke to Roger Bent of the Downtown Sheridan Association. DSA has the section of Main Street from Dow to 5th in their master plan. Robin DeBolt said she specifically asked the City where the new style of lighting would start, and Joe Schoen indicated to her that the new lighting would start at Dow and continue north. Robert Briggs said he would get clarification from Public Utilities Director Nic Bateson on this point.

Brian Kuehl suggested the Articles of Incorporation be drafted to say that the southern boundary for the NMNA is 5th Street, and that the NMNA will work with the DSA on projects of mutual interest and benefit. The Board agreed.

Wendell Robison reported that he understood WYDOT to say that the bike crossing at 5th street will be bored under the present roadway on the east side of the bridge. The boring will be completed as an 8' high concrete tunnel in the flood control levee, and is scheduled for completion in 2011-2012. Wendell also reported that a public meeting will likely be held in the spring regarding the second phase of construction from Fort Road to I-90. A brief discussion followed regarding potential traffic routing and construction scheduling in conjunction with construction in and around the Main Street intersection with Fort Road.

- **Strategic Work Plan** – Brian reported that he has taken each of the projects in the strategic plan (report) and broken them out to subtasks. He has also begun building a GANTT chart with tasking for different projects based on discussion at the January 22 meeting. Brian hopes that within next week can send GANTT chart w/exploded view. Trying to jump-start the project and provide context, and then the NMNA board can decide how to prioritize the projects based on available resources.

Brian said the NMNA can present to the City Council on either February 2 or February 16. He recommended February 16 so the group could report completion of the incorporation filing and additional progress on the strategic work plan.

- **Organizational Funding** – Brian Kuehl reported that the City has set aside enough funding for consulting and basic operations for the next six months.
- **Thorne-Rider Park Expansion** – Melissa Butcher reported that the City has awarded a contract a public involvement process to for the Thorne-Rider park expansion. She suggested the NMNA consider establishing a subcommittee to form a steering committee for the project, bringing in other interested stakeholders. Nancy Silla, Nancy Drummond, Richard Bridger, Wendell Robison and Dave DeBolt volunteered to participate. The subcommittee set a meeting for February 3 to discuss the project approach.
- **Collateral Materials Update** – Melissa asked that the NMNA post suggestions for the website to Central Desktop by February 13, 2009.
- **Other Old Business:**

- **Master plan** – Robert Briggs reported that Clarion will be coming back around the first or second week in March. The goal is for Clarion to come back and again do a series of meetings over three days (morning, afternoon, evening) for people to comment and go over the master planning process. The scope of work would include construction of a poster plan or large map, narrative documents, and specific renderings for projects the NMNA would like to have occur. RB would like to vet the specific scope to the NMNA board for comment. He expects to have a draft product approximately one month after Clarion's visit. Clarion will come back a final time whenever we are ready and those documents are polished to our satisfaction to present the final product.

Wendell asked whether Clarion's project includes the Wrench Ranch annexation and the north interchange. Robert said Clarion will be sensitive to that. He emphasized that like all good master plans, the master plan would be subject to revision as conditions change. Clarion has been provided a copy of the gateway ordinance draft. Wrench Ranch will be tasked with bringing in master plans for their project with sensitivity to the work of the NMNA. Clarion has been tasked with considering the

boundary used in the NMRI process (past creek and past railroad tracks E-W, Dow to past the interchange N-S). Locking in official boundaries is within the scope of the master plan.

- **Gateway Ordinance** – Robert handed out draft gateway ordinance. A copy will be posted on Central Desktop. He asked that the NMNA post comments to Central Desktop if possible by Wednesday, January 28 at 5:00 p.m. for incorporation into the draft City Council will consider. The first reading is Monday. Language for draft ordinance reads, “Required master plan will be in harmony with relevant master planning documents adopted by the City.”
- **Boundaries** – Brian discussed tax increment financing as a funding option. It would benefit the NMNA to include the Wrench Ranch in setting boundaries for the organization if the organization later elects to pursue tax increment financing.

4. New Business:

- **Other New Business:**

- **Chamber of Commerce** - Robin DeBolt reported that Janelle Martinsen has indicated the Chamber will help wherever they can with the North Main Revitalization.
- **Update to Work Groups and Public** – The group discussed issuing an email blast in the near future to people on the email list from NMRI process.
- **Capital Facilities Tax** – Brian Kuehl said the Capital Facilities Tax can be used for infrastructure or community facilities with community-wide benefit. Typically the tax has raised \$6-7 million per year and has gone to infrastructure, streets, roads, water, sewer, recreation, and community groups with community-wide benefit. The Board directed The Clark Group to draft a letter from NMNA addressed to the City describing the organization, mission and goals, projects eligible for capital facilities tax financing and known cost.
- **Decorative Concrete at 5th and Main Intersection** – Robin reported that the Look and Feel group has had a discussion with Lane at the City on this topic. Look and Feel has committed to providing their answer to Lane by March 1.

5. Next Meeting –Thursday, January 22, 7:00 p.m. at Trails End.

The meeting adjourned at 8:25 p.m.