

LIVINGSTON URBAN RENEWAL AGENCY
REGULAR MEETING April 21, 2021, 4:30 P.M.

MINUTES

Meeting called to order at 4:35 p.m.

Attendance: Bob Ebinger, Rick VanAken, Allison Vicenzi, Karla Pettit, Kyra Ames, Lisa Harreld, Storrs Bishop, Tom Blurock

1. Consent Items
 - a. Approve minutes February 17, 2021 meeting – minutes not available to review. The February 17 minutes and April 21 minutes will be reviewed for consent at the next meeting.
2. Scheduled Public comment – none
3. New Business – Tom Blurock, developer for the old Penny’s Building on 2nd Street. Mr. Blurock bought the building last year. The building is being renovated and will be the new home of Elk River Books, Catherine Lane Interiors and a women’s clothing store. The building will have 2 residential units on the second floor. There will be parking in back of the building for the residential units. Mr. Blurock is on the Historic Preservation Committee. He has been given approval by Historic Preservation for his façade improvements. Mr. Blurock is requesting \$50,000. He will provide invoices at the next meeting.
4. Election of Officers – The deadline for applying for a seat on the URA is May 7.
5. Old and Continuing Discussion Items
 - a. Utility box wraps – Storrs Bishop from Frame Garden will head up a call out to all artists with requests for submission of artwork for the boxes. A panel of 3, including Kyra Ames will vote on the winners. The group is hoping to complete the process in a fairly quick manner so the work can be completed in the early summer season. In addition to the 5 boxes in the URA district the group will also approve art for the box out at the McDonald’s intersection and the city will pay for the wrap on that box.
 - b.

Action Items

- a. 2020 Annual Report – Bob generated a rough draft annual report for review. Everyone appreciated the effort. Rick made a motion to approve Bob’s rough draft and Karla seconded. All in favor, the annual report was approved for submission. The project is budgeted for \$6000. Several of the boxes are repeat projects after the boxes at 5th Street and Park had to be replaced as part of a street improvement project. So, including those replacement boxes, the projected is budgeted for three

- large boxes and two small boxes to be completed. Bob mentioned the URA budget may be in a new budget cycle by the time the project is complete but that shouldn't change any of the financing. The artists will be compensated for their work.
- b. 2016 Guidelines for URA – Bob suggested the guidelines should be separated out between the façade program and the energy efficiency program. The URA is not currently offering grants for the energy efficiency program. The group discussed whether they will continue to accept grants on a quarterly basis. They also determined they will direct grant applicants to submit 7 copies of their grant application, 5 for the committee, one for the secretary and one for the city. Robin Ebinger has kindly offered to draft two separate documents for the energy efficiency and façade program guidelines.
 - c. Review of URA budget – As of now, no one has applied for the \$15,000 which has been budgeted for 3rd Street sidewalks. The group also discussed the budget for flower baskets. \$13,580 is budgeted. LBID still doesn't have money in their budget to take on flower baskets. Currently there is also a \$6,000 expense for daily watering of flowers. Karla suggested the group revisit shared expenses with the LBID. The budget also allows for \$15,290 for new benches. The remainder of the budget allows for \$14,800 for emergencies and contingencies.
6. URA Commission Comments –
- a. Allison – She will be returning to Livingston in June and looks forward to joining the group in person.
 - b. Karla – The URA will be requesting updated financial information from the city so the URA has a better general idea of how much funding they have to work with.
 - c. Bob – the city will be putting out a new notice for requesting grant applications.
 - d. Warren – There continues to be a large gap with city communication. He hears complaints that residents are not provided with good communication from the city and that would include residents within the URA district getting information about the façade grant program.

Karla made a motion to adjourn the meeting. Rick seconded. All in favor.

Submitted by Lisa Harreld
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The next scheduled meeting will be May 26, 2021 at 4:30pm