

**SERVICE COMMITTEE
MEETING MINUTES
SEPTEMBER 13, 2002**

The meeting was called to order at 8:00 AM. Committee members present Mark Klein, Art Schultz, and Steven Bissonnette. Also present were Steve Lutz and Shea Crawford.

I. HISTORIC DISTRICT COMMISSION MEMBERSHIP

The Committee was asked to review the membership of the Historic District Commission. At the present time the HDC is composed of 8 members appointed by the City Council. The membership includes:

- One member of the AIA
- One member of the Powell Historical Society
- Four residents of the city, at least two from the Historic District
- One representative of the Powell Area Chamber of Commerce
- One representative of the Liberty/Powell Business Association

The Committee was asked to discuss whether an alternative membership should be considered in order to increase the pool of qualified candidates for this Commission. The Committee reviewed a proposal prepared by Staff which would change the composition of the Historic District Commission by having it be composed of one member of the AIA and seven individuals appointed by Council who are either residents of the city, property owners in the Historic District, business owners in the Historic District, or any combination thereof. The Committee stated they thought the proposed amendment was appropriate and asked Staff to notify the Historic District Commission regarding this issue. A resolution will be prepared and forwarded to Council for consideration.

II. LIGHT POLE BANNER POLICY

The Committee has been asked to prepare a light pole banner policy for City Councils consideration. At the present time, the City does not have a banner policy. When the Villagescape was constructed, the intent was to hang banners on the light poles throughout the downtown.

The Committee reviewed a draft light pole banner policy. The Committee recommended that the price individuals or groups would have to pay to have a banner hung along the Villagescape not be priced at such a level which would prohibit people from hanging banners. The Committee suggested the

City consider utilizing the meeting room payment structure, whereas groups one and two would pay nominal or no charge, group three would pay a nominal charge, and group four would pay a higher charge to capture the actual cost of hanging banners. The Staff was asked to prepare such an amendment and forward it to the Committee for review at a future meeting.

III. COMPREHENSIVE COMMUNICATIONS PLAN

Shea Crawford, the City's Community Affairs and Special Events Coordinator, introduced herself to the Committee. She stated that she will be reviewing the Comprehensive Communications Plan and preparing an outline identifying its implementation. This outline will be reviewed by the Committee at their next meeting.

Steven Bissonnette stated he was interested in developing graphic standards which would guide the City regarding the use of its logo. He stated such standards could be developed at no cost. Once he meets with the City's graphic artist, he will prepare a recommendation for the Committee to consider.

IV. VETERANS MEMORIAL

The Committee discussed a request to construct an appropriate memorial to commemorate the services of all members and veterans of the Armed Forces who have called Powell, or now call Powell home. The Committee reached a consensus that it would be appropriate to consider designing a memorial as part of the Park Construction Bond issue. Staff was asked to direct this request to John Edsall for implementation.

V. ADJOURNMENT

Having no further business to come before the Committee, the meeting was adjourned at 9:00 AM.