

GREEN RIVER URBAN RENEWAL AGENCY
Board of Directors Minutes
December 15, 2011 - 6:00 p.m.
City Hall Multi-Use Room

Board Members Present:

Michael Brown, Acting Chairman; Cathie L. Hughes, Treasurer; Robert V. Berg,
Erin Kinney-via Skype

Board Members Absent:

None

Staff Present:

Laura Leigh, Director of Community Development; Yvonne Kelley, Recording Secretary

Committee Members:

None

Guests:

Gary Killpack, Council Liaison; Richard Honaker, Kerry Rivera

Call to Order

Acting Chairman Brown called the meeting to order at 6:03 p.m.

Attendance Sign in

Board members signed attendance sheet.

Approval of Agenda

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

Approval of Last Meeting's Minutes

Board Member Berg moved to approve the minutes of December 1, 2011. Board Member Hughes seconded. Motion carried. (4-0)

Treasurer's Report

Ms. Leigh handed out the November expenditures. She reported the invoices for the lighting of the bridge totaled \$4,760.00. There are additional receipts for brackets and hooks totaling \$150.00.

Ms. Leigh reported the governing body passed a resolution for the URA for the expenditures in the amount of \$50,000. \$10,000 for by-laws development (URA), state required plan (URA), retaining an attorney (URA), and opening a checking account (URA). \$40,000.00 on general maintenance (Main Street), implementing the Strategic Plan (Main Street), Clock Tower enhancements (Main Street) and Christmas lights (Main Street).

Board Member Hughes will write a letter to council so that \$10,000 can be transferred so that she can open a checking account with State Bank of Green River.

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Election of New Chairperson

Acting Chairman Brown reported Chairperson Alvarez resigned via email a couple weeks ago. He has been the Acting Chairman.

Acting Chairman Brown requested nominations for the Chairperson.

Board Member Hughes moved to nominate Acting Chairman Brown as Chairman of the URA. Board Member Berg seconded. Motion carried. (4-0)

Old Business

1) Attorney

Chairman Brown introduced Richard Honaker to the board.

Mr. Honaker said he would be honored to represent the board. He will present an engagement letter to the board soon. He would represent the board for \$250.00 an hour and not require a retainer fee. He requested copies of resolutions that established the board, by-laws and council minutes.

Discussion was had regarding the board's formation, functions and meeting dates.

Mr. Honaker said he could conduct an educational session with the board to go over the Public Records and Meetings Law at a future meeting.

2) Lighting of the Bridge

Chairman Brown reported the bridge is lit up with rope lights and snowflakes.

Discussion was had to contact Dijulio Displays, Inc. after Christmas to purchase discounted lighting products.

3) Crystal Classic

Chairman Brown reported he attended the council workshop to support the board's decision to move the Crystal Classic to Expedition Island. There was discussion of the proposed activities, scheduling, and site locations for the event.

Discussion was had regarding how to promote and help Main Street businesses during the Crystal Classic.

4) Hiring of Attorney

Board Member Hughes moved to hire Richard Honaker as the board's attorney. Board Member Berg seconded. Motion carried. (4-0)

New Business

1) Retreat date and location

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Chairman Brown reported the need to schedule a date for the retreat to develop the board's plan. All board members, committee members and Mary Randolph are invited to attend.

Discussion was had regarding the dates and location of the retreat.

The retreat will be held on Saturday, January 21, 2011 from 9:00 a.m. to 3:00 p.m. at the Hampton Inn.

2) Presentation of Community Garden

Kerry Rivera presented his plan to develop a non-profit community garden/greenhouse in Green River.

Council Liaison Killpack recommended Mr. Rivera to do a presentation at a council workshop.

3) T-shirt donation to SW-WRAP

Ms. Leigh reported she found a box of t-shirts from years ago for the Arctic Plunge.

Board Member Berg moved to approve the donation of one shirt to the museum and the rest to SW-WRAP. Board Member Kinney seconded. Motion carried. (4-0)

4) High School Representative

Board Member Hughes said it's important to have a high school representative on the board. We need to ask Melaina if she wants to be involved or get someone else to serve.

Discussion was had in regards to having a youth representative on the URA.

Ms. Leigh stated by state statute the URA can only have five members.

Ms. Leigh asked, "Was she re-appointed by the Mayor after the merging of the boards?"

Chairman Brown replied no.

Ms. Leigh stated then she is no longer a member. The only members on this board are those that have been appointed by the Mayor.

The board came to a consensus to not have a student member on the board but to do a committee drive to get committee members from the high school.

5) Next Year's Budget

Chairman Brown reported the need to discuss how to do the budget for next year, do it as a 440 line item under Community Development or as a contract with the city much like the Chamber of Commerce.

Discussion was had regarding the budget.

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Ms. Leigh stated she would like to have Mary Randolph come and talk about how other communities are funded.

Adjournment to Executive Session

Board Member Berg moved to adjourn at 8:01 p.m. Board Member Kinney seconded. Motion carried. (4-0)

Reconvene

Board Member Hughes moved to reconvene at 8:17 p.m. Board Member Berg seconded. Motion carried. (4-0)

Adjournment

Board Member Berg moved to adjourn the meeting at 8:18 p.m. Board Member Kinney seconded. Motion carried. (4-0)