

GREEN RIVER URBAN RENEWAL AGENCY
Board of Directors Minutes
November 15, 2012 - 6:00 p.m.
City Hall Council Chambers

Board Members Present:

Michael Brown, Chairman; Erin Kinney, Vice Chair; Robert V. Berg, Secretary; Nina Kessner

Board Members Absent:

Cathie L. Hughes, Treasurer

Staff Present:

Yvonne Kelley, Recording Secretary

Committee Members:

None

Guests:

None

Call to Order

Chairman Brown called the meeting to order at 6:00 p.m.

Attendance Sign in

6:01 p.m. – 6:02 p.m.

Board members signed attendance sheet.

Approval of Agenda

6:02 p.m. – 6:05 p.m.

Chairman Brown requested adding two (2) items to the Agenda under New Business; an update on the Council Presentation and the meeting with Board Attorney, Richard Honaker.

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

Approval of Minutes

6:05 p.m. – 6:06 p.m.

Board Member Kinney moved to approve the minutes of October 18, 2012. Board Member Kessner seconded. Motion carried. (4-0)

Citizen's Requests/Communications

6:06 p.m. – 6:07 p.m.

None

Treasurer's Report

6:07 p.m. – 6:08 p.m.

None

Committee Reports

6:08 p.m. – 6:22 p.m.

- 1) Economic Restructuring – Erin Kinney

Board Member Kinney reported the committee didn't meet.

Green River Urban Renewal Agency Minutes

November 15, 2012

2) Promotions – Robert Berg

Board Member Berg reported the committee didn't meet but they are planning for Santa's Arrival on December 8, 2012 at the Clock Tower Plaza.

Chairman Brown reported Mr. Ness ordered a tent for Santa's Arrival.

Discussion was had regarding the planning for Santa's Arrival.

3) Organization – Michael Brown

Chairman Brown reported the committee didn't meet but they worked on the budget and anticipate getting something to the committees by the next meeting.

Chairman Brown reported the pole lights are in for the lighting of Main Street.

4) Design – Cathie Hughes

Chairman Brown asked if the board was interested in participating in the Chamber's Adopt-a-Tree program to decorate a tree for the holidays on Uinta Drive or Flaming Gorge Way. The design committee plans to decorate a tree on Flaming Gorge Way.

Old Business

6:22 p.m. – 6:26 p.m.

1) Clock Tower

Chairman Brown reported the concept plan is done. Mr. Ness is working on putting together a Request for Quote (RFQ) to be sent out to hire an architectural firm.

2) Branding Campaign

None

New Business

6:26 p.m. – 6:49 p.m.

1) Update on Council Presentation

Chairman Brown reported he received positive feedback from the Council, Mayor and City Administration for the URA program update presentation.

Ms. Kessner reported the Mayor met with her regarding the board position. He is interested in the outcome measurement system and strategic planning.

Discussion was had regarding Ms. Kessner designing an outcome measurement system for the program and forming a committee.

2) Meeting with Board Attorney, Richard Honaker

Chairman Brown reported he met with Mr. Honaker along with Mr. Ness and Board Member Kinney. Mr. Honaker will be studying the By-laws and recommending changes. They also discussed the possibility of becoming a 501(c)3, a non-profit organization.

November 15, 2012

Chairman Brown reported he would like accountant, Mr. Brad Radakovich to attend the next meeting to discuss the pros and cons of becoming a 501(c)3.

Chairman Brown reported he would like to hire a board accountant by year end. Mr. Honaker recommended Mr. Radakovich.

Board Member Berg requested a presentation on board liability.

Chairman Brown will invite Mr. Honaker to the next meeting to discuss board liability issues.

Administrator's Comments

6:49 p.m. – 6:57 p.m.

Chairman Brown reported there is an application for a façade grant from White Mountain Lumber. It will go to the design committee first and they will give a recommendation to the board.

Chairman Brown presented the agenda for the Crystal Classic being held in February 2013. Last year the URA helped with face painting and games. The URA will provide a few volunteers to help this year.

Chairman Brown reported Mr. Ness's six (6) month probationary evaluation is due in December before the next board meeting.

Discussion was had regarding the evaluation.

Chairman Brown reported there will be a special board meeting on December 6, 2012 at 6:00 p.m. in the council chambers room to discuss the evaluation in executive session.

Executive Session

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 Kinney moved to adjourn the meeting at 6:57 p.m. Board Member Berg seconded. Motion carried (4-0)