

GREEN RIVER URBAN RENEWAL AGENCY
Board of Directors Minutes
July 18, 2013 - 6:00 p.m.
City Hall Council Chambers

Board Members Present:

Robert Berg, Vice Chair; Michael Brown, Treasurer; Cathie Hughes, Secretary; Nick Montgomery

Board Member Brown arrived at 6:45 p.m.

Board Members Absent:

Nina Kessner, Chair; excused absence

Staff Present:

Rod Ness, URA/Main Street Administrator; Yvonne Kelley, Recording Secretary

Committee Members:

None

Guests:

Mayor Hank Castillon, Council Liaison; Michael Maresh, Rocket Miner

Call to Order

Board Member Berg called the meeting to order at 6:02 p.m.

Attendance Sign in

Board members signed the attendance sheet.

Approval of Agenda

6:02 p.m. – 6:03 p.m.

Board Member Hughes moved to approve the agenda. Board Member Montgomery seconded. Motion carried. (3-0)

Approval of Minutes

6:03 p.m. – 6:04 p.m.

Board Member Hughes requested excused and unexcused absences to be noted on the minutes.

Board Member Hughes moved to approve the minutes of June 20, 2013. Board Member Montgomery seconded. Motion carried. (3-0)

Citizen's Requests/Communications

6:04 p.m. – 6:05 p.m.

None

Treasurer's Report

6:05 p.m. – 6:10 p.m.

Mr. Ness reported the URA account has had no changes. White Mountain Lumber will be starting work on their façade improvement grant.

Mr. Ness reported the new budget year starts in July. The 400 Main Street/URA Travel and Training has a budgeted balance of \$2,500.00. The Main Street Administration has a budgeted

balance of \$16,200.00 and the URA/MS project has a budgeted balance of \$65,512.00.

Board Member Berg requested the money not spent during the year be carried over and not put back in the city's general fund.

Mayor Castillon said the organization needs to obtain the non-profit status and proceed from there.

Board Member Hughes motioned to approve the Treasurer's Report. Board Member Montgomery seconded the motion. Motion carried. (3-0)

Old Business

6:10 p.m. – 6:34 p.m.

1) Presentation of Logo

Mr. Ness reported Mr. Gutierrez has family issues so he will meet with him tomorrow and will forward the new information to the board.

2) Report on Clock Tower Renovation/Next Step

Mr. Ness reported the pre-bid meeting had five (5) attendees who are interested in submitting proposals for the project. The proposals are due on July 24, 2013. On July 25th the selection committee will meet.

3) Wyoming Main Street Review

Mr. Ness reported the Wyoming Main Street conducted a review and provided the board with some recommendations.

Mr. Ness requested a meeting to review the recommendations and strategize how to move forward and develop a plan on how to proceed on implementing the recommendations.

Discussion was had regarding when to schedule the meeting.

A special board meeting is scheduled for August 1st at 6:00 p.m.

4) Non-Profit Status

Mr. Ness reported he has received the EIN from the IRS which allows him to fill out the state request for a non-profit corporation. He will fill it out and submit it. Approval takes up to forty-five (45) days. Mr. Ness distributed a conflict of interest policy to the board for their review. It will need to be submitted to the IRS.

5) Status of URA/Main Street Areas

Mr. Ness requested the board to review the URA/Main Street areas and recommend any changes before he submits it the city council for adoption.

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New Business

6:34 p.m. – 6:35 p.m.

None

Administrator's Comments

6:35 p.m. – 6:52 p.m.

Mr. Ness reported the Lincoln Highway Association's visit went well with many positive reviews. During Flaming Gorge Days the URA provided cotton candy and promoted the Farmers Market. The Farmers Market is in its second week. Pope's Farms from Colorado received good reviews of their produce. Ms. Heather Keane of Body and Soul provided free massages during the Farmers Market.

Mayor Castillon discussed changing the location of the Farmers Market.

Mayor Castillon notified the board they will be providing updates to the council at the first council meetings each month.

Board Member Brown arrived at the meeting at 6:45 p.m.

Mr. Ness requested an executive session.

Executive Session

6:52 p.m. – 7:25 p.m.

Board Member Hughes motioned to adjourn to executive session at 6:52 p.m. Board Member Montgomery seconded the motion. Motion carried. (4-0)

(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 Berg moved to adjourn the meeting at 7:25 p.m. Board Member Montgomery seconded. Motion carried. (4-0)