

GREEN RIVER URBAN RENEWAL AGENCY
Board of Directors Minutes
December 19, 2013 - 6:00 p.m.
City Hall Council Chambers

Board Members Present:

Nina Kessner, Chair; Robert Berg, Vice Chair; Michael Brown, Treasurer

Board Members Absent:

Nick Montgomery, Secretary; Tiffany Arns

Staff Present:

Yvonne Castillo, Recording Secretary

Committee Members:

None

Guests:

Michael Maresh, Rocket Miner; Mark Peterson, City Council Liaison

Call to Order

Chair Kessner called the meeting to order at 6:00 p.m.

Approval of Agenda

6:00 p.m. – 6:01 p.m.

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

Approval of Minutes

6:01 p.m. – 6:02 p.m.

Board Member Brown moved to approve the minutes of November 21, 2013. Board Member Berg seconded. Motion carried. (3-0)

Treasurer's Report

6:02 p.m. – 6:05 p.m.

Board Member Brown said there are no changes since the last time. The current balance is \$8,347.43; \$1,474 was used for façade improvements. I sent a letter to State Bank requesting to remove Ms. Cathie Hughes and add Board Member Montgomery to the account. The bank needs a letter from the board authorizing the changes. Chair Kessner and I will sign the letter and Board Member Montgomery will take it to the bank with his identification.

Announcements

6:05 p.m. – 6:06 p.m.

Chair Kessner reported there will be a special meeting on January 2, 2013 at 6:00 p.m. to take action on the MoU, the budget and the Technical Assistance Funding Application.

Citizen Comments

6:06 p.m. – 6:07 p.m.

None

Old Business

6:07 p.m. – 6:52 p.m.

- 1) Board Evaluation Forms Summary

December 19, 2013

Chair Kessner presented the summary to the board. It will be a useful tool for recruitment and strategic planning.

Discussion was had in regards to the summary results and priorities.

2) MoU Discussion

Chair Kessner reported Board Member Brown, Board Member Berg and Ms. Melvin met and worked on revising the MoU.

Board Member Brown reported he submitted the MoU to the attorney for his review.

Discussion was had regarding the revisions of the MoU. The board will approve the MoU at the January 2, 2014 meeting so that it can be submitted at the City Council meeting on January 21, 2014.

3) URA Plan

Chair Kessner reported there is not a lot to do with the URA plan until the MoU is finalized.

Board Member Brown reported there may be a budget line item for the plan.

4) Santa's Arrival Report

Chair Kessner reported Santa's Arrival went well. She will send thank you letters to everyone who helped with the event.

Discussion was had regarding changes to the event for next year.

5) Committee Recruitment Update

Chair Kessner reported she attended a Design committee meeting with another volunteer. There are more people who are interested in serving on the committee.

6) Budget Discussion

Discussion was had in regards to the proposed budget. The budget committee will submit the final budget for review at the January 2, 2014 meeting.

7) Strategic Planning Retreat

Discussion was had in regards to the strategic planning retreat as to the duration, date, location facilitator and topics.

Chair Kessner will email the board for their suggestions and feedback for the retreat.

New Business

6:52 p.m. – 7:02 p.m.

1) Liaison to Green River Chamber Board

Board Member Berg said I attended the Green River Chamber Board meeting last week. We have developed a good partnership. It is important that we continue collaborating with them. I would like to be the liaison to the Green River Chamber Board.

Board Member Brown moved to appoint Board Member Berg as the liaison to the Green River Chamber Board. Chair Kessner seconded the motion. The motion carried. (3-0)

2) Technical Assistance Application for FYE 2015

Chair Kessner reported she received the most recent technical assistance funding application. She will work with Ms. Melvin on completing it.

Chair Kessner reported elections for new officers will be in January.

(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 Brown moved to adjourn the meeting at 7:02 p.m. Board Member Berg seconded. Motion carried. (3-0)