



MEAD URBAN RENEWAL AUTHORITY

441 3rd Street, Mead
Monday, October 14, 2024

MINUTES

5:30 PM

SPECIAL MEETING

In accordance with the Authority's Remote Participation and Remote Meeting Policy adopted on June 12, 2023 by Resolution No. 01-URA-2023, remote participation was enabled for the meeting.

Chair Colleen Whitlow called to order the Special Meeting of the Mead Urban Renewal Authority at 5:15 p.m.

1. Call to Order - Roll Call

Present

Chair Colleen Whitlow
Commissioner David Adams
Commissioner Chris Cartwright
Commissioner Trisha Harris
Commissioner Chris Parr
Commissioner Herman Schranz
Representative Commissioner Sarah Hurianek
Representative Commissioner Scott James (via remote access)
Representative Commissioner Laura McConnell

Absent

Commissioner Debra Brodhead

Also present: Executive Director Helen Migchelbrink, Clerk Mary Strutt, and Contract Authority Attorney Robert Rogers (via remote access).

2. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

3. Review and Approve Agenda

Motion was made by Commissioner Parr, seconded by Commissioner Cartwright, to approve the agenda. Motion carried 9-0, on a roll call vote.

4. Information Items

- a. 2023 Audited Financial Statements

Administrative Services Director Mary Strutt provided the 2023 Audited Financial Statements.

- b. 2025 Proposed Budget Presentation

Administrative Services Director Mary Strutt and Lorraine Trotter, Professional Management Solutions, LLC, presented the 2025 Proposed Budget.

5. Public Comment:

There was no public comment at this time.

6. Consent Agenda: *Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda. Because the Consent Agenda includes Town payables (bills list/check register) and routinely includes contracts and other items involving the expenditure of Town funds, the town Clerk shall require a roll call vote on the Consent Agenda, as required by MMC Sec 2-2-190(a). Consent Agenda includes:*

- a. Approval of Minutes Special Meeting December 11, 2023
- b. August 2024 Financial Statements
- c. Check Register December 12, 2023 - October 14, 2024
- d. **Resolution No. 01-URA-2024** – A Resolution Regarding Annual Administrative Matters for the Town of Mead Urban Renewal Authority (2024)

Motion was made by Commissioner Parr, seconded by Commissioner Schranz, to approve the Consent Agenda. Motion carried 9-0, on a roll call vote.

7. Adjournment

Motion was made by Commissioner Schranz, seconded by Commissioner Cartwright, to adjourn the meeting. Motion carried 9-0.

The Special Meeting of the Mead Urban Renewal Authority adjourned at approximately 5:45 p.m. on Monday, October 14, 2024.

Colleen G. Whitlow, Chair

ATTEST:

Mary E. Strutt, Clerk