



**AMOCO REUSE AGREEMENT JOINT POWERS BOARD
YEAR-END MEETING MINUTES**

Friday, June 29, 2018

12:00 Noon

2435 King Blvd, Big Horn Conference Room

Present: Reed Merschhat, Bryce Row, Ed Opella, Scott Sissman, and Doug Follick
Jerad Stack (via proxy)
Excused Absent: Ben Schrader, Bob Chynoweth, and Bob Hopkins
Others Present: Renee Hahn, Executive Director

With a quorum in attendance, the meeting was called to order at 12:00 pm by Secretary Merschhat. All attendees were asked to participate in the Pledge of Allegiance to the Flag.

1. Treasurer's Report

Details of investment accounts, the checking account and the various vouchers listed on the June 29, 2018 Fiscal Year-End Report were presented by Ms. Hahn. It was noted that this report would be considered the year-end financials for the year ending June 29, 2018. A motion was made by Mr. Follick and seconded by Mr. Opella to accept the report as presented. There being no discussion, the motion carried with all members in attendance voting aye. (Copy attached to minutes).

- Ms Hahn found an error on the Treasurer's Report after the meeting, with check number 4471 in the amount of \$99.99 payable to Ms. Hahn. The correct amount should have been \$99.00. Ms. Hahn rectified the error by reimbursing petty cash by \$.99 on July 5, 2018.

2. Proposed FY2018-2019 Budget

Ms. Hahn opened the discussion by reviewing the requested changes by ARAJPB's Financial Investment Committee for the 2018-2019 Budget.

- \$75,600 is the Executive Director's approved salary for the entire 2018-2019 budget year, though the budget line item was amended to \$80,000 along with FICA, Medicare being corrected to match the new amended amount. Paid Time-Off (PTO) will remain at 25 days for sick and vacation days combined, but with the allowance to carry-over 40 hours at the close of each year. This balance will never be allowed to accumulate and exceed 40 hours going forward.
- Removal of Unrealized Gain/Loss on investments for budgeting purposes.

A motion was made by Mr. Follick and seconded by Mr. Row to approve the amended budget items listed above. There being no discussion, the motion carried with all members in attendance voting aye.

Any further questions or concerns should be asked prior to the Budget Hearing scheduled for July 11th.

3. Architectural Committee

Mr. Opella stated “an email was received from the Property Manager of the Platte River Business Plaza asking for permission to allow two political signs and two office leasing signs that were not previously approved by ARAJPB”. Mr. Opella stated “none of the signs follow the Platte River Commons Design Guidelines”.

A motion was made by Mr. Opella and seconded by Mr. Sissman to continue adhering to the design guidelines in the Platte River Commons (PRC) which would not allow any political signage of any sort on the property being a governmental entity. After discussion, ARAJPB is allowing the Platte River Business Plaza permission to keep the two leasing signs and have them remain in place with the following condition; the signs will be removed once the building is leased, since they were not built within the design guidelines specifications. There being no further discussion, the motion carried with all members in attendance voting aye.

ARAJPB asked Ms. Hahn to notify the Platte River Business Plaza that permission was granted to continue to have their leasing signs in the front and rear of the building, with the above stated condition.

ARAJPB requires all signs to be pre-approved by the ARAJPB Architectural Committee following the design guidelines for the PRC. It is the sign owner’s responsibility to contact 811 prior to digging and ground penetration. A reminder notice of the design guidelines will also be sent to all the other current tenants located on the PRC.

Three Crowns Committee

Mr. Follick informed ARAJPB that Mr. Neuenschwander had given his 30-day notice as the consultant hired for Three Crowns. He will be resigning at the end of July and has officially submitted his resignation letter to ARAJPB.

4. Future Meeting Dates

Secretary Merschatt reviewed the various meeting dates for the month of July.

5. Public Comment

No comments.

6. For the Good of the Order

No comments.

7. Adjournment


There being no further business to be brought before the Board at this time, a motion was made by Mr. Row and seconded by Mr. Opella to adjourn the meeting at 12:27 pm. The motion carried with all members in attendance voting aye.

7-11-18
Date

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Date



Board Officer



Presiding Officer