



Electronic Meeting Only

PUBLIC NOTICE IS HEREBY GIVEN that in accordance with Executive Order 2020-5 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus issued by Governor Herbert on March 18, 2020 and Murray City Council Resolution #R20-13 adopted on March 17, 2020 the Board of Directors of the Redevelopment Agency of Murray City, Utah will hold an electronic only regular meeting at 4:00 p.m., Tuesday, September 15, 2020. **The Chair of the Redevelopment Agency of Murray City has determined that due to the continued rise of COVID-19 case counts, meeting with an anchor location presents a substantial risk to the health and safety of those in attendance. No physical meeting location will be available.**

The public may view the meeting via the live stream at www.murraycitylive.com or <https://www.facebook.com/MurrayCityUtah/>.

*If you would like to submit comments for an agenda item you may do so by sending an email, including your name and contact information, in advance of, or during the meeting to rda@murray.utah.gov. Comments are limited to 3 minutes or less and will be read into the meeting record.

AGENDA

4:00 p.m., Tuesday, September 15, 2020

1. Approval of August 25, 2020 RDA Meeting Minutes
2. Citizen Comments* (submitted via email at rda@murray.utah.gov)
3. Discussion and Consideration of a Resolution of the Redevelopment Agency of Murray City Adopting Amended and Restated Bylaws (*Presenter: Melinda Greenwood*)
4. Project updates (*Presenter: Melinda Greenwood*)

Special accommodations for the hearing or visually impaired will be upon a request to the office of the Murray City Recorder (801-264-2660). We would appreciate notification two working days prior to the meeting. TTY is Relay Utah at #711.

On September 4, 2020, a copy of the foregoing Notice of Meeting was posted in accordance with Section 52-4-202

(3).

Melinda Greenwood
RDA Deputy Executive Director

The Redevelopment Agency of Murray City met on Tuesday, August 25, 2020 at 3:15 p.m. for a meeting held electronically in accordance with Executive Order 2020-5 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID 19 Novel Coronavirus issued by Governor Herbert on March 18, 2020 and Murray City Council Resolution #R20-13 adopted on March 17, 2020. The Chair of the Redevelopment Agency of Murray City has determined that due to the continued rise of COVID-19 case counts, meeting with an anchor location presents a substantial risk to the health and safety of those in attendance. No physical meeting location will be available.

The public may view the meeting via the live stream at www.murraycitylive.com or <https://www.facebook.com/MurrayCityUtah/>.

If you would like to submit comments for an agenda item you may do so by sending an email, including your name and contact information, in advance of, or during the meeting to rda@murray.utah.gov. Comments are limited to 3 minutes or less and will be read into the meeting record.

RDA Board Members

Brett Hales, Chair
Dale Cox, Vice Chair
Kat Martinez
Rosalba Dominguez
Diane Turner

Others in Attendance

Blair Camp, RDA Executive Director
Melinda Greenwood, RDA Deputy Executive Director
Janet Lopez, City Council Executive Director
Jennifer Kennedy, City Recorder
Doug Hill, Chief Administrative Officer
Jennifer Heaps, Chief Communications Officer
Brenda Moore, Finance Director
Jay Baughman, Economic Development Specialist
G.L. Critchfield, City Attorney

Mr. Hales called the meeting to order at 3:15 p.m.

1. Approval of the July 21, 2020 and July 31, 2020 RDA meeting minutes

MOTION: Ms. Turner moved to approve the minutes from the July 21, 2020 and the July 31, 2020 RDA meetings. The motion was SECONDED by Ms. Dominguez.

RDA roll call vote

Ms. Martinez	Aye
Mr. Cox	Aye
Ms. Dominguez	Aye
Ms. Turner	Aye
Mr. Hales	Aye

Motion Passed 5-0

2. Citizen Comments

No citizen comments were given.

3. Discussion and Consideration of a Resolution of the Redevelopment Agency of Murray City Adopting Amended and Restated Bylaws (*Presenter: Melinda Greenwood*)

Ms. Greenwood gave an overview of the bylaws. The last bylaws were amended and adopted in 1990. The bylaws have been updated to reflect current practices. Some of the areas she highlighted in Article I were: the purpose of the agency, the governing board, the annual budget process, annual reports, and entity registration.

Ms. Greenwood said Article II goes over the Board Members duties, reimbursement for expenses and code of conduct. Article III relates to the Board Officers, vacancies, the election of a Board Chair and Vice-Chair, and the roles of the Board Chair, Vice-Chair, Executive Director, and Deputy Executive Director. Article IV goes over the Agency Officers who are the secretary, treasurer, attorney, and financial officer. It also states that the Agency administrative and operational needs shall be served by the Murray city staff.

Article V details meetings and establishing a quorum. Other items included in Article V include: the procedures for scheduling regular, special, emergency and closed meetings, parliamentary procedures, agenda preparation, the order of business during a meeting and the official book of minutes and resolutions.

Article VI details information on how to amend the bylaws and Article VII talks about to the adoption and approval of the bylaws and amendments.

Some of the changes made to the bylaws include: adding an address for the office of the agency, clarifying the fiscal year of the agency, and noting that an annual audit will be conducted.

Ms. Turner expressed concerns about not receiving a red-lined copy of the bylaws so she can have a better idea of what is being changed.

Ms. Greenwood explained that staff was not able to provide a red-lined copy of the bylaws because the version of the document they were working with was 30 years old. She said staff would be happy to create a red-lined version for the RDA Board so they could better see the changes.

Ms. Turner said she would appreciate receiving that before the RDA Board approves the updated bylaws.

Ms. Martinez said she read through the old version of the bylaws and did a comparison with the updated bylaws and felt most of the changes were not fundamental.

Ms. Dominguez said she would like to take some more time to review the updated bylaws.

MOTION: Ms. Turner moved to postpone the Consideration of a Resolution of the Redevelopment Agency of Murray City Adopting Amended and Restated Bylaws until the September 15, 2020 RDA meeting. The motion was SECONDED by Ms. Dominguez.

RDA roll call vote:

Ms. Martinez	Aye
Mr. Cox	Aye
Ms. Dominguez	Aye
Ms. Turner	Aye
Mr. Hales	Aye

Motion Passed 5-0

4. Project Updates (*Presenter: Melinda Greenwood*)

Ms. Greenwood said the Ore Sampling Mill agreement has been fully executed. The first step for reimbursement is for the Ore Sampling Mill developers to submit costs for the work they have already done to the City.

The 4250 South Fireclay area has all of the utilities in place. It is anticipated the road will be paved within the next couple of weeks so there will be a fully functioning connecting street in that area. The developer is working on getting their building permit to construct a parking lot in that area.

The Phase 2 Environmental Site Assessment is underway for the Think Architecture property. That should be completed by the end of the month.

A second round of interviews has been scheduled for the 4800 South State Street RFP. As soon as the information on who was chosen for interviews is public, it will be forwarded to the RDA Board. It is anticipated that those interviews will be done around September 17, 2020.

Ms. Martinez asked what the RDA Board's role is once the finalist is presented to them.

Ms. Greenwood said the plan is to enter into an exclusive development agreement with the firm that is chosen. The RDA Board would look over and approve that agreement.

Ms. Dominguez asked what happens if the RDA Board cannot come to an agreement with the selected developer.

Ms. Greenwood replied if that were to happen, the City could try to work out an agreement with the firm that came in second or they could issue another RFP.

The meeting was adjourned at 4:03 p.m.

Jennifer Kennedy, City Recorder

DRAFT



TO: RDA Board

THROUGH: Mayor Blair Camp, RDA Executive Director

FROM: Melinda Greenwood, RDA Deputy Executive Director

MEETING DATE: September 15, 2020

RE: Agenda Item #3 – Discussion and Consideration of a Resolution of the Redevelopment Agency of Murray City Adopting Amended and Restated Bylaws

The RDA initially approved bylaws in 1982 and they were amended in December of 1990. At the August 25, 2020 RDA meeting, staff presented updated bylaws to the RDA Board. The bylaws have been updated to reflect current state law, Murray's current form of government and other current practices.

At the request of the Board, staff provided a copy of the bylaws from 1990 with changes and deletions marked for the ease of review. This document was sent to the Board on August 28, 2020 but has been included again in this packet.

Recommended Motion

Staff recommends a motion of approval of the resolution of the Redevelopment Agency of Murray City adopting amended and restated bylaws.

Attachments:

1. Draft Bylaws of the Redevelopment Agency of Murray City
2. Redlined Draft Bylaws of the Redevelopment Agency of Murray City
3. Draft resolution
4. Bylaws of the Redevelopment Agency of Murray City, 1982, As Amended December 18, 1990

THE REDEVELOPMENT AGENCY OF MURRAY CITY
BYLAWS

ARTICLE I
THE AGENCY

- 1.1 Name of Agency.** The name of the Agency shall be the “Redevelopment Agency of Murray City” in accordance with Ordinance No. 435 adopted by the City Commission of Murray City, Utah, dated April 29, 1976.
- 1.2 Purpose of Agency.** The purpose of the Agency is to provide Murray City residents a redevelopment plan and take action that will revitalize, upgrade and develop certain areas of the City with quality developments which are conducive to the long-range goals of the City.
- 1.3 Governing Board.** The governing board of the Agency shall be known as the Board of Directors of the Redevelopment Agency of Murray City. The Board of Directors shall be composed of the five members of the City Council. Each member shall have one vote. All policy making powers of the Agency shall be exercised by the Board.
- 1.4 Executive Director.** The Executive Director shall exercise all executive and administrative powers of the Agency.
- 1.5 Seal of Agency.** The Agency shall have an official seal that the Board of Directors shall approve as to form and style.
- 1.6 Office of Agency.** The offices of the Agency are the Murray City Offices, currently located at 5025 South State Street, Murray, Utah. The Board by resolution may designate another location within the Agency’s boundaries as the principal offices of the Agency. The Board may also from time to time designate other offices or locations for the carrying out of Agency business or for the holding of Agency meetings.
- 1.7 Fiscal Year of Agency.** The fiscal year of the Agency shall begin on July 1st of each year and conclude on June 30th of the following year.
- 1.8 Annual Audit.** The Agency shall cause an annual independent audit, in conjunction with the audit of Murray City, of the immediate past fiscal year financial transactions and operations to be completed in accordance with State law and professional auditing standards, requirements, and practices established for governmental entities.
- 1.9 Annual Budget.** The Agency shall review and approve an annual budget in accordance with State law.
- 1.10 Required Reports.** The Agency shall file any required reports with other agencies in accordance with State law.

- 1.11 Entity Registration.** The Agency shall register with the Lieutenant Governor in accordance with State law. Annually thereafter, the agency shall renew its registration.

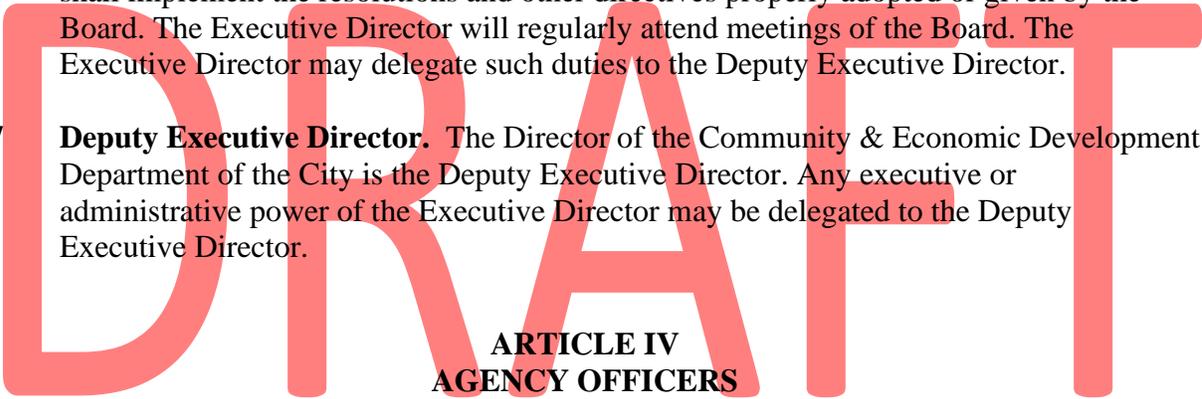
ARTICLE II BOARD MEMBERS

- 2.1 Board members.** At the meetings of the Agency, any Board member may submit such recommendations and information regarding the agenda items as they may consider proper concerning the business, affairs, and policies of the Agency.
- 2.2 Additional Duties.** The Officers and Board members of the Agency shall perform such other duties and functions as may from time to time be required by Board Resolution.
- 2.3 Reimbursement for Expenses.** Board members shall serve without compensation but may be reimbursed for expenses incurred in carrying out their official responsibilities by the Agency.
- 2.4 Code of Conduct.** Board members shall be governed by the Murray City Ethics and Standards of Conduct Ordinance, as amended, and any policies that the Board may adopt.

ARTICLE III BOARD OFFICERS

- 3.1 Officers.** The officers of the Agency shall be individuals elected from the Board of Directors. The officers shall be a Chair and a Vice-Chair.
- 3.2 Election.** The Chair and Vice-Chair shall be elected members of the Board of Directors at the organizational meeting, and thereafter, shall be elected at the first Regular Meeting in January. The Chair and Vice-Chair shall hold office for one year each, or until their successors are elected and begin their full term of service. In the event the Vice-Chair assumes the Chairship, pursuant to Section 3.4, or upon a vacancy in the office of Vice-Chair, the Board shall, at its next Regular Meeting elect a Vice-Chair who shall serve until the next election.
- 3.3 Chair.** The Chair shall preside at all meetings of the Agency. These meetings shall consist of the following: The organizational meetings, the regular meetings, and special meetings. At each such meeting, the Chair may submit such recommendations and information as the Chair may consider proper concerning the business of the Agency.
- 3.4 Vice-Chair.** The Vice-Chair of the Agency shall perform the duties of Chair in the temporary absence or incapacity of the Chair; in the case of the resignation, death, or other occurrence resulting in a vacancy, the Vice-Chair shall automatically become the Chair and shall fulfill the office of Chair for the unexpired portion of the term of that office.

- 3.5 Vacancies.** Should both offices of Chair and Vice-Chair become vacant, the Board shall elect successors from among the member of the Board of Directors of the Agency at the next Regular meeting and such election shall be for the unexpired terms of these offices.
- 3.6 Executive Director.** The Mayor of Murray City, or the Mayor’s designee, is the Executive Director of the Agency. The Executive Director shall have general supervisory authority over the administrative and business affairs of the Agency. The Executive Director shall be responsible for carrying out the policies established by the Board and have general supervision over, and be responsible for, the performance of the day-to-day operations of the Agency. The Executive Director shall be responsible for preparing an annual budget for the Board's approval and shall be otherwise responsible for the Agency’s fiscal operations. The Executive Director will negotiate contracts within budget appropriations or as otherwise directed by the Board. Except as otherwise specifically provided by resolution of the Board or in the Agency Policies and Procedures, the Executive Director shall sign all contracts, deeds, resolutions, orders, checks, and other instruments, after such documents have been properly prepared. The Executive Director shall implement the resolutions and other directives properly adopted or given by the Board. The Executive Director will regularly attend meetings of the Board. The Executive Director may delegate such duties to the Deputy Executive Director.
- 3.7 Deputy Executive Director.** The Director of the Community & Economic Development Department of the City is the Deputy Executive Director. Any executive or administrative power of the Executive Director may be delegated to the Deputy Executive Director.



**ARTICLE IV
AGENCY OFFICERS**

- 4.1 Secretary.** The Secretary shall be the City Recorder of Murray City. The Secretary shall, under the general direction of the Executive Director, keep the official minutes and records of the Agency, shall act as the secretary for the meetings of the Agency and record all votes, shall keep a record of the proceedings of the Agency, shall keep the seal of the Agency, and shall have the power to affix such seal to all documents authorized to be executed by the Agency. The Assistant Secretary shall be the Deputy Recorder of Murray City.
- 4.2 Treasurer.** The Treasurer shall be the Treasurer of Murray City. The Treasurer shall, under the general direction of the Executive Director, be responsible to ensure the proper care and custody of all funds of the Agency and shall ensure proper disbursement of and deposit of the funds in the name of the Agency.
- 4.3 Attorney.** The City Attorney shall serve as legal counsel to the Agency. When appropriate, the services of legal specialists in redevelopment law may be utilized.
- 4.4 Financial Officer.** The Financial Officer shall be the Director of Finance and Administrative Services for Murray City. The Financial Officer shall be responsible for

the financial affairs of the Agency including the preparation of the annual budget, financial reports, annual audits and any other financial affairs of the Agency.

- 4.5 Other Employees.** The Agency administrative and operational needs shall be served by the Murray City staff whereby the City shall provide services, including but not limited to, accounting, public relations, purchasing, and general clerical services. The City shall be entitled to reimbursement for the cost of providing such services. The Agency also may hire, retain and engage such consultants, experts, and specialists as it deems appropriate.

ARTICLE V MEETINGS

- 5.1 Open Meetings.** The Agency's meetings shall be open to the public except for closed door meetings as outlined in this Article.
- 5.2 Quorum.** The powers of the Agency shall be vested in the Board of Directors of the Agency. Three members shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes. Action may be taken by the Board of Directors upon a positive vote of the majority of those present.
- 5.3 Regular Meetings.** The Regular Meeting of the Agency shall be held on the day or days designated by the Board of Directors and published beginning in January each year. The Board of Directors may, from time to time, change such regular meeting schedule and published notice. Official notice shall be given of the time and place of each meeting.
- 5.4 Special Meetings.** The Chair may, or shall, upon written request of three members of the Board, or shall, upon the request of the Executive Director, call a special meeting of the Agency for the purpose of transacting any business deemed expedient. The notice for such special meeting shall be posted as required by Utah laws and each member of the Board and the Executive Director shall receive a copy of such notice of the meeting at the business or home of each at least 24 hours prior to the time of the meeting. At such special meeting no business shall be considered other than as designated in the noticed agenda.
- 5.5 Emergency Meetings.** The Chair shall call an emergency meeting of the Board whenever the Chair deems it imperative for the Board to take emergency action on business affairs of the Agency.
- 5.6 Closed Meetings.** Every meeting is open to the public, unless closed pursuant to Sections 52-4-204 and 52-4-205 of the Utah Code. A closed meeting may be held if a quorum is present and upon the affirmative vote of two-thirds of the members of the public body present at an open meeting for which notice is given pursuant to Section 52-4-202. No closed meeting is allowed except for purposes expressly allowed under Section 52-4-205; provided no ordinance, resolution, rule, regulation, contract, or appointment

shall be approved at a closed meeting. A record of closed meetings shall be created and maintained in accordance with Section 52-4-206 of the Utah Code, as amended.

- 5.7 Work Sessions.** Work sessions are open informational meetings, where new items are introduced, or regular meeting agenda items are discussed for clarification prior to action. No formal action is scheduled or taken during a work session.
- 5.8 Meeting Information.** At each meeting, the Board of Directors and the Executive Director, or designee, may submit such recommendations and information on an agenda item as they may consider proper concerning the business, affairs, and policies of the Agency.
- 5.9 Parliamentary Procedure.** The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Agency in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Agency may adopt. No action of the Board is to be deemed invalid or otherwise unlawful for failure to strictly comply with Robert's Rules of Order.
- 5.10 Agenda Preparation For Meetings.** The agenda shall be prepared by the Chair with the assistance of the Executive Director. Board members desiring agenda items shall make their request to the Chair at least fourteen days before a meeting. A copy of the agenda and all supporting information available shall be provided to the Board at least seven days before the meeting. In the case of a Special or Emergency Meeting the agenda and supporting data will be provided as soon as it is available
- 5.11 Agenda Approval.** The agenda shall be approved by the Chair.
- 5.12 Order of Business.** At the Regular meetings of the Agency, the following may be the order of business:
- (a) Call to order.
 - (b) Approval of Minutes.
 - (c) Citizen Comment.
 - (d) Scheduled Items.
 - (e) Adjournment.
- 5.13 Official Book of Minutes and Resolutions.** The Executive Director shall cause official Books of approved Minutes and Resolutions to be created and maintained. All Resolutions shall be in writing and designated by number.

**ARTICLE VI
AMENDMENTS OF THE BYLAWS**

- 6.1 Amendments of the Agency Bylaws.** The Bylaws of the Agency may be amended by majority vote of the Board of Directors of the Agency at a regular or special meeting. All amendments and additions to the Bylaws shall be submitted to the Board in writing.
- 6.2 Review of Bylaws.** The Bylaws of the Agency shall be reviewed by the Board of Directors at least annually.

**ARTICLE VII
ADOPTION AND APPROVAL OF THE BYLAWS AND AMENDMENTS**

Approval by the Agency. These Bylaws are effective immediately upon approval by Board resolution.

DATED this ____ day of _____, 2020.

DRAFT

Brett D. Hales, Chair

ATTEST:

Jennifer Kennedy, Secretary

~~BYLAWS OF~~
THE REDEVELOPMENT AGENCY
OF
MURRAY CITY, ~~UTAH~~
BYLAWS
1982

(As Amended December 18, 1990)

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ARTICLE VI – AMENDMENTS OF THE BYLAWS

- ~~Section 1~~6.1 ~~Amendments of the Agency Bylaws~~
- 6.2 Review of Bylaws

ARTICLE VII – ADOPTION AND APPROVAL OF THE BYLAWS

Approval by the Agency.

BYLAW APPROVAL SIGNATURES AREA

~~The Chairman of the Board of Directors Signature~~
~~The Vice Chairman of the Board of Directors Signature~~
~~The Chief Administrative Officer's Signature~~

~~BYLAWS OF THE REDEVELOPMENT AGENCY OF MURRAY CITY, UTAH~~

BYLAWS

ARTICLE I ~~THE AGENCY~~
THE AGENCY

~~Section 1.1~~ **Name of Agency.** The name of the Agency shall be the “Redevelopment Agency of Murray City,” in accordance with ~~a resolution~~ Ordinance No. 435 adopted by the City Commission of Murray City, Utah, dated April 29, 1976.

~~Section 1.2~~ **Purpose of the Agency.** The purpose of the Agency is to provide residents of Murray City residents a redevelopment plan ~~of~~ and take action that ~~would~~ will revitalize, ~~and~~ upgrade, and develop certain areas of the City with quality developments which are conducive to the long-range goals of the City.

~~Section 1.3~~ **Governing Board.** The governing board of the Agency shall be known as the Board of Directors of the Redevelopment Agency of Murray City. The Board of Directors shall be ~~comprised~~ composed of the five ~~persons who are~~ members of the City Council ~~of Murray City, Utah. The Board of Directors of the Redevelopment Agency of Murray City shall determine policy.~~ Each member shall have one vote. All policy making powers of the Agency shall be exercised by the Board.

1.4 **Executive Director.** The Executive Director shall exercise all executive and administrative powers of the Agency.

~~Section 4.5~~ **Seal of Agency.** The Agency shall have an official seal ~~which~~ that the Board of Directors shall approve as to form and style.

~~Section 5.6~~ **Office of Agency.** The offices of the Agency ~~shall be at such place in Murray, Utah, as the Agency may designate~~ are the Murray City offices currently located at 5025 South State Street, Murray, Utah. The Board by resolution may designate another location within the Agency's boundaries as the principal officers of the Agency. The Board may also from time to time designate other officers or locations for the carrying out of Agency business for the holding of Agency meetings.

1.7 **Fiscal Year of Agency.** The fiscal year of the Agency shall begin July 1st of each year and conclude on June 30th of the following year.

Commented [GC1]: UCA 17C-1-601.5(3).

1.8 **Annual Audit.** The Agency shall cause an annual independent audit, in conjunction with the audit of Murray City, of the immediate past fiscal year financial transactions and operations to be completed in accordance with state law and professional auditing standards, requirements, and practices established for governmental entities.

Commented [GC2]: UCA 17C-1-605.

1.9 **Annual Budget.** The Agency shall review and approve an annual budget in accordance with state law.

Commented [GC3]: UCA 17C-1-601.5(2)(a).

1.10 **Required Reports.** The Agency shall file any required reports with other agencies in accordance with state law.

Commented [GC4]: UCA 17C-1-603(3); --605

1.11 **Entity Registration.** The Agency shall register with the Lieutenant Governor in accordance with state law. Annually thereafter, the Agency shall renew its registration.

Commented [GC5]: UCA 17C-1-608.

Commented [GC6]: The lower case "a" was inadvertently used in the DRAFT.

ARTICLE II BOARD MEMBERS

2.1 **Board members.** At the meetings of the Agency, any Board member may submit such recommendations and information as they may consider proper concerning the business, affairs, and policies of the Agency.

2.2 **Additional Duties.** The Officers and Board members of the Agency shall perform such other duties and functions as may from time to time be required by Board Resolution.

2.3 **Reimbursement for Expenses.** Board members shall serve without compensation but may be reimbursed for expenses incurred in carrying out their official responsibilities by the Agency.

2.4 **Code of Conduct.** Board members shall be governed by the Murray City Ethics and Standards of Conduct Ordinance, as amended, and any policies that the Board may adopt.

ARTICLE III – OFFICERS BOARD OFFICERS~~BOARD MEMBERS~~

~~Section 3.1~~ **Officers.** The officers of the Agency shall be individuals elected from the Board of Directors of the Redevelopment Agency of Murray. These officers shall be a Chairman and a Vice-Chairman.

Section 3.2. Election. The Chair~~man~~ and Vice-Chair~~man~~ shall be elected by members of the Board of Directors at the organizational meeting, and thereafter, shall be elected at the first Regular Meeting in January. The Chair~~man~~ and Vice-Chair~~man~~ shall hold office for one year each, or until their successors are elected and begin their full term of office. In the event the Vice-Chair~~man~~ assumes the Chair~~man~~ship, ~~as per~~ pursuant to Section 3.4, or upon ~~the death or resignation of a vacancy in~~ the office of Vice-Chair~~man~~, the Board shall, at its next Regular Meeting, elect a Vice-Chair~~man~~, who shall serve until the next election.

Section 3.3. Chair~~man~~. The Chair~~man~~ shall preside at all meetings of the Agency. These meetings shall consist of the following; the organizational meetings, the regular meetings, and special meetings. At each such meeting, the Chair~~man~~ may submit such recommendations and information as ~~he~~ the Chair may consider proper~~y~~ concerning the business, ~~affairs and policies~~ of the Agency.

Section 3.4. Vice-Chair~~man~~. The Vice-Chair~~man~~ of the Agency shall perform the duties of the Chair~~man~~ in the temporary absence or incapacity of the Chair~~man~~; in case of the resignation, ~~or death, or other occurrence resulting in a vacancy, of the Chairman,~~ the Vice-Chair~~man~~ shall automatically become the Chair~~man~~ and shall fulfill the office of Chair~~man~~ for the unexpired portion of the term of that office.

Section 5. Additional Duties. ~~The officers of the Agency shall perform such other duties and functions as may from time to time be required by the Agency, the bylaws or rules and regulations of the Agency.~~

Commented [GC7]: See 2.2.

3.5 Vacancies. Should both offices of Chair and Vice-Chair become vacant, the Board shall elect successors from among the members of the Board of Directors of the Agency at the next Regular meeting and such election shall be for the unexpired terms of these offices.

Commented [GC8]: A lower-case "s" was inadvertently omitted in the DRAFT but added here.

3.6 Executive Director. The Mayor of Murray City, or the Mayor's designee, is the Executive Director of the Agency. The Executive Director shall have the general supervisory authority over the administrative and business affairs of the Agency. The Executive Director shall be responsible for carrying out the policies established by the Board and have general supervision over, and be responsible for, the performance of the day-to-day operations of the Agency. The Executive Director shall be responsible for preparing an annual budget for the Board's approval and shall be otherwise responsible for the Agency's fiscal operations. The Executive Director will negotiate contracts within budget appropriations or as otherwise directed by the Board. Except as otherwise specifically provided by resolution of the Board or in the Agency Policies and Procedures, the Executive Director shall sign all contracts, deeds, resolutions, orders, checks, and other instruments, after such documents have been properly prepared. The Executive Director shall implement the resolutions and other directives properly adopted or given by the Board. The Executive Director will regularly attend meetings of the Board. The Executive Director may delegate such duties to the Deputy Executive Director.

Commented [GC9]: UCA 17C-1-203(4)(a)(i).

Commented [GC10]: UCA 17C-1-203(4)(a)(ii): "The mayor or the mayor's designee ... exercises the agency's executive powers."

3.7 Deputy Executive Director. The Director of the Community and Economic Development Department of the City is the Deputy Executive Director. Any executive or administrative power of the Executive Director may be delegated to the Deputy Executive Director.

~~Section 5. Additional Duties. The officers of the Agency shall perform such other duties and functions as may from time to time be required by the Agency, the bylaws or rules and regulations of the Agency.~~

~~Section 6. Vacancies. Should the offices of both Chairman and Vice Chairman become vacant the Board shall elect successors from among the members of the Board of Directors of the Agency at the next regular Meeting and such election shall be for the unexpired term of said office.~~

Commented [GC11]: Replaced by Section 3.5, above.

~~Section 7. Chief Administrative Officer. The Mayor of Murray City shall serve as the Chief Administrative Officer of the Agency, exercising the executive powers of the Agency and shall, subject to the policy direction of the Board of Directors, have general supervision of the administration of the business affairs of the Agency. The Chief Administrative Officer shall sign all contracts, deeds, resolutions, orders and other instruments made by the Agency after such documents have been properly prepared.~~

Commented [GC12]: I assume this may be a holdover term from when we operated under a Board of Commissioners, but whenever this was introduced, these duties are included in Section 3.6, Executive Director.

~~Section 8. Executive Director. The Executive Director shall be appointed by the Chief Administrative Officer, with the advice and consent of the Board of Directors of the Agency and shall serve at the pleasure of the Chief Administrative Officer. The Executive Director shall, under the direction of the Chief Administrative Officer, direct the affairs of the Agency and shall ensure the proper care and custody of all funds of the Agency and shall ensure proper~~

~~disbursement of and deposit of same in the name of the Agency in or from such bank or banks as the Agency may select. The Executive Director shall have authority to sign purchase order and/or issue checks up to the amount of five thousand dollars (\$5,000). Purchase orders and/or checks in an amount exceed five thousand dollars (\$5,000) shall be counter signed by the Chief Administrative Officer.~~

~~The Executive Director shall ensure the proper keeping of regular books of accounts showing receipts and expenditures and shall render at least quarterly, or as requested, a report of the transactions and the financial condition of the Agency. The Executive Director shall be adequately bonded for the faithful performance of the duties as Executive Director of the Agency.~~

~~The compensation of the Executive Director shall be determined by the Chief Administrative Officer, subject to approval of the Board of Directors. The Executive Director or his designee shall keep the records of the Agency, act as the secretary of the meetings of the Agency and record all votes and shall keep a record of the proceedings of the Agency. The Executive Director shall keep the seal of the Agency and shall have power to affix such seal to all documents authorized to be executed by the Agency.~~

Commented [GC13]: This section appears to be an old section that includes references to duties that are performed by others, such as the financial officer and secretary.

~~ARTICLE III – EMPLOYEES~~

Commented [GC14]: Replaced by new Article IV.

~~Section 1. Employees of the Agency. The Chief Administrative Officer may, from time to time, employ such additional personnel as may be necessary to exercise the powers, duties, and functions of the Redevelopment Agency of Murray City as prescribed by the laws of the State of Utah, after approval by the Board of Directors of the Agency. The selection and compensation~~

~~of such personnel shall be determined by the Chief Administrative Officer, subject to the policies established by the Board of Directors of the Agency.~~

ARTICLE IV
AGENCY OFFICERS

4.1 Secretary. The Secretary shall be the City Recorder of Murray City. The Secretary shall, under the general direction of the Executive Director, keep the official minutes and records of the Agency, shall act as the secretary for the meetings of the Agency and record all votes, shall keep a record of the proceedings of the Agency, shall keep the seal of the Agency, and shall have the power to affix such seal to all documents authorized to be executed by the Agency. The Assistant Secretary shall be the Deputy Recorder of Murray City.

4.2 Treasurer. The Treasurer shall be the Treasurer of Murray City. The Treasurer shall, under the general direction of the Executive Director, be responsible to ensure the proper care and custody of all funds of the Agency and shall ensure proper disbursement of and deposit of the funds in the name of the Agency.

4.3 Attorney. The City Attorney shall serve as legal counsel to the Agency. When appropriate, the services of legal specialists in redevelopment law may be utilized.

4.4 Financial Officer. The Financial Officer shall be the Director of Finance and Administrative Services for Murray City. The Financial Officer shall be responsible for the financial affairs of the Agency including the preparation of the annual budget, financial reports, annual audits and any other financial affairs of the Agency.

4.5 Other Employees. The Agency administrative and operational needs shall be served by the Murray City staff whereby the City shall provide services, including but not limited

to, accounting, public relations, purchasing, and general clerical services. The City shall be entitled to reimbursement for the cost of providing such services. The Agency also may hire, retain and engage such consultants, experts, and specialists as it deems appropriate.

ARTICLE IV – MEETINGS

5.1 Open Meetings. The Agency’s meetings shall be open to the public except for closed door meetings as outlined in this Article.

5.2 Quorum. The powers of the Agency shall be vested in the Board of Directors of the Agency. Three members shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes. Action may be taken by the Board of Directors upon a positive vote of the majority of those present.

~~Section 45.3. Regular Meetings.~~ The Regular Meeting of the Agency shall be held on the day or days designated by the Board of Directors and published beginning in January each year. The Board of Directors may, from time to time, change such regular meeting schedule ~~by a vote of at least four (4) members in a regular meeting and published notice.~~ Official notice shall be given of the time and place of each meeting.

Commented [GC15]: This language, "and published notice" was inadvertently included in the DRAFT.

~~Section 25.4 Special Meetings.~~ The Chair~~man of the Board~~ may, or shall, upon written request of three members of the Board, or shall, upon the request of ~~the Chief~~

~~Administrative Officer~~ Executive Director, call a special meeting of the Agency for the purpose of transacting any business deemed expedient. The notice for such special meeting shall be posted as required by Utah laws and each member of the Board and the ~~Chief Administrative Officer~~ Executive Director shall receive a copy of such notice of the meeting at their ~~business or residence~~ home at least 24 hours prior to the time of the meeting. At such special meeting no business shall be considered other than as designated in the noticed agenda.

~~Section 3. Quorum. The powers of the Agency shall be vested in the Board of Directors of the Agency. Three members shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes. Action may be taken by the Board of Directors upon a vote of the majority of those present.~~

Commented [GC16]: Moved to Section 5.2

5.5 Emergency Meetings. The Chair shall call an emergency meeting of the Board whenever the Chair deems it imperative for the Board to take emergency action on business affairs of the Agency.

5.6 Closed Meetings. Every meeting is open to the public, unless closed pursuant to Sections 52-4-204 and 52-4-205 of the Utah Code. A closed meeting may be held if a quorum is present and upon the affirmative vote of two-thirds of the members of the public body present at an open meeting for which notice is given pursuant to Section 52-4-202. No closed meeting is allowed except for purposes expressly allowed under Section 52-4-205; provided no ordinance, resolution, rule, regulation, contract, or appointment shall be approved at a closed meeting. A record of closed meetings shall be created and maintained in accordance with Section 52-4-206 of the Utah Code, as amended.

5.7 Work Sessions. Work sessions are open informational meetings, where new items are introduced, or regular meeting agenda items are discussed for clarification prior to action. No formal action is scheduled or taken during a work session.

5.8 Meeting Information. At each meeting, the Board of Directors and the Executive Director, or designee, may submit such recommendations and information on an agenda item as they may consider proper concerning the business, affairs, and policies of the Agency.

5.9 Parliamentary Procedure. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Agency in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Agency may adopt. No action of the Board is to be deemed invalid or otherwise unlawful for failure to strictly comply with Robert's Rules of Order.

5.10 Agenda Preparation For Meetings. The agenda shall be prepared by the Chair with the assistance of the Executive Director and City Staff. Board members desiring agenda items shall make the request to the Chair at least fourteen days before the meeting. A copy of the agenda and all supporting information available shall be provided to the Board at least seven days before the meeting. In the case of a Special or Emergency Meeting the agenda and supporting information will be provided as soon as it is available.

5.11 Agenda Approval. The agenda shall be approved by the Chair.

5.12 Order of Business. At the Regular meetings of the Agency, the following may be the order of business:

Commented [GC17]: The word "data" was inadvertently included here instead of information.

- _____ (a) Call to order.
- _____ (b) Approval of Minutes.
- _____ (c) Citizen Comment.
- _____ (d) Scheduled Items.
- _____ (e) Adjournment.

~~Section 4. The Official Book of Resolutions. All resolutions shall be in writing and designated by number, reference to which shall be inscribed in the minutes and in an approved copy of the approved resolution should be filed in the Official Book of Resolutions of the Agency.~~

5.13 Official Book of Minutes and Resolutions. The Executive Director shall cause _____ official Books of approved Minutes and Resolutions to be created and maintained. All _____ Resolutions shall be in writing and designated by number.

Commented [GC18]: Replaces old section 4.

ARTICLE VI – AMENDMENTS OF THE BYLAWS AMENDMENTS OF THE BYLAWS

~~Section 6.1. Amendments of the Bylaws. The Bylaws of the Redevelopment Agency of Murray City shall may be amended only with the approval of at least four members by a majority vote of the Board of Directors of the Agency at a regular or special meeting. All amendments and additions to the Bylaws shall be submitted to the Board in writing.~~

6.2 Review of Bylaws. The Bylaws of the Agency shall be reviewed by the Board of Directors at least annually

ARTICLE VII

ADOPTION AND APPROVAL OF THE BYLAWS AND AMENDMENTS

_____ Approval by the Agency. These Bylaws are effective immediately upon approval by Board Resolution.

DATED THIS ____ DAY OF _____, 2020.

~~Arlene Gillen~~ Brett A. Hales
Chairman of the Board of Directors

~~Mary Jane Ashton~~ Dale M. Cox
Vice-Chairman of the Board of Directors

~~Lynn Pett~~ Jennifer Kennedy
Chief Administrative Officer Secretary

History:

Adopted 1982

Revised December 18, 1990; September 15, 2020

RESOLUTION NO. _____

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF MURRAY CITY
("RDA") ADOPTING AMENDED AND RESTATED BYLAWS

WHEREAS, the Redevelopment Agency of Murray City ("RDA") was created and organized pursuant to the provisions of the Community Reinvestment Agency Act, Title 17C of the Utah Code, as amended, and is authorized and empowered to undertake certain activities and actions pursuant to the law; and

WHEREAS, the RDA Board of Directors ("Board") from time to time establishes, updates or modifies the Board's bylaws; and

WHEREAS, the bylaws were adopted in 1982 and amended by the Board on December 18, 1990; and

WHEREAS, Board wants to update, amend and restate its bylaws to clarify its internal operations;

NOW THEREFORE, BE IT RESOLVED by the Redevelopment Agency of Murray City as follows:

1. It hereby approves and adopts the amended and restated bylaws of the Redevelopment Agency of Murray City, attached as Exhibit "A" and incorporated herein by reference.

PASSED, APPROVED AND ADOPTED by the Redevelopment Agency of Murray City on this ____ day of _____, 2020.

Redevelopment Agency of Murray City

Brett A. Hales, Chair

ATTEST:

D. Blair Camp, Executive Director

EXHIBIT “A”

Amended and Restated Bylaws
of the Redevelopment Agency of Murray City

BYLAWS OF
THE REDEVELOPMENT AGENCY
OF
MURRAY CITY, UTAH
1982

(As Amended December 18, 1990)

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BYLAW APPROVAL SIGNATURES AREA

The Chairman of the Board of Directors Signature

The Vice-Chairman of the Board of Directors Signature

The Chief Administrative Officer's Signature

BYLAWS OF THE REDEVELOPMENT AGENCY OF MURRAY CITY, UTAH

ARTICLE I - THE AGENCY

Section 1. Name of Agency. The name of the Agency shall be the "Redevelopment Agency of Murray City", in accordance with a resolution adopted by the City Commission of Murray City, Utah, dated April 29, 1976.

Section 2. Purpose of the Agency. The purpose of the Agency is to provide residents of Murray a redevelopment plan of action that would revitalize and upgrade certain areas with quality developments which are conducive to long-range goals of the City.

Section 3. Governing Board. The governing board of the Agency shall be known as the Board of Directors of the Redevelopment Agency of Murray City. The Board of Directors shall be comprised of five persons who are members of the City Council of Murray City, Utah. The Board of Directors of the Redevelopment Agency of Murray City shall determine policy. Each member shall have one vote.

Section 4. Seal of Agency. The Agency shall have an official seal which the Board of Directors shall approve as to form and style.

Section 5. Office of Agency. The offices of the Agency shall be at such place in Murray, Utah, as the Agency may designate.

ARTICLE II - OFFICERS

Section 1. Officers. The officers of the Agency shall be individuals elected from the Board of Directors of the Redevelopment Agency of Murray City.

ments Agency of Murray. These officers shall be a Chairman and a Vice-Chairman.

Section 2. Election. The Chairman and Vice-Chairman shall be elected by members of the Board of Directors at the organization meeting, and thereafter, shall be elected at the first Regular Meeting in January. The Chairman and Vice-Chairman shall hold office for one year each, or until their successors are selected and begin their full term of office. In the event the Vice-Chairman assumes the Chairmanship, as per Section 4, or upon the death or resignation of the Vice-Chairman, the Board shall, at its next Regular Meeting, elect a Vice-Chairman, who shall serve until the next election.

Section 3. Chairman. The Chairman shall preside at all meetings of the Agency. These meetings shall consist of the following: The organizational meetings, the regular meetings, and special meetings. At each such meeting, the Chairman may submit such recommendations and information as he may consider property concerning the business, affairs and policies of the Agency.

Section 4. Vice-Chairman. The Vice-Chairman of the Agency shall perform the duties of the Chairman in the temporary absence or incapacity of the Chairman; in case of the resignation or death of the Chairman, the Vice-Chairman shall automatically become the Chairman and shall fulfill the office of Chairman for the unexpired portion of the term of that office.

Section 5. Additional Duties. The officers of the Agency shall perform such other duties and functions as may from time to

time be required by the Agency, the laws or rules and regulations of the Agency.

Section 6. Vacancies. Should the offices of both Chairman and Vice-Chairman become vacant, the Board shall elect successors from among the members of the Board of Directors of the Agency at the next regular Meeting and such election shall be for the unexpired term of said office.

Section 7. Chief Administrative Officer. The Mayor of Murray City shall serve as the Chief Administrative Officer of the Agency, exercising the executive powers of the Agency and shall, subject to the policy direction of the Board of Directors, have general supervision of the administration of the business affairs of the Agency. The Chief Administrative Officer shall sign all contracts, deeds, resolutions, orders and other instruments made by the Agency after such documents have been properly prepared.

Section 8. Executive Director. The Executive Director shall be appointed by the Chief Administrative Officer, with the advice and consent of the Board of Directors of the Agency and shall serve at the pleasure of the Chief Administrative Officer. The Executive Director shall, under the direction of the Chief Administrative Officer, direct the affairs of the Agency and shall ensure the proper care and custody of all funds of the Agency and shall ensure proper disbursement of and deposit of same in the name of the Agency in or from such bank or banks as the Agency may select. The Executive Director shall have authority to sign purchase order and/or issue checks up to the amount of five-thou

and dollars (\$5,000). Purchase orders and/or checks in an amount exceeding five-thousand dollars (\$5,000) shall be counter signed by the Chief Administrative Officer.

The Executive Director shall ensure the proper keeping of regular books of accounts showing receipts and expenditures and shall render at least quarterly, or as requested, a report of the transactions and the financial condition of the Agency. The Executive Director shall be adequately bonded for the faithful performance of the duties as Executive Director of the Agency.

The compensation of the Executive Director shall be determined by the Chief Administrative Officer, subject to approval of the Board of Directors. The Executive Director or his designee shall keep the records of the Agency, act as the secretary of the meetings of the Agency and record all votes, and shall keep a record of the proceedings of the Agency. The Executive Director shall keep the seal of the Agency and shall have power to affix such seal to all documents authorized to be executed by the Agency.

ARTICLE III - EMPLOYEES

Section 15. Employees of the Agency. The Chief Administrative Officer may, from time to time, employ such additional personnel as may be necessary to exercise the powers, duties, and functions of the Redevelopment Agency of Murray City as prescribed by the laws of the State of Utah, after approval by the Board of Directors of the Agency. The selection and compensation of such personnel shall be determined by the Chief Administrative Officer, subject to the policies established by the Board of Directors of the Agency.

ARTICLE IV - MEETINGS

Section 1. Regular Meetings. The Regular Meeting of the Agency shall be held on the day or days designated by the Board of Directors and published beginning in January each year. The Board of Directors may, from time to time, change such regular meeting schedule by a vote of at least four (4) members in a regular meeting and published notice. Official notice shall be given of the time and place of each meeting.

Section 2. Special Meetings. The Chairman of the Board may, or shall, upon written request of three members of the Board, or shall, upon the request of the Chief Administrative Officer, call a special meeting of the Agency for the purpose of transacting any business deemed expedient. The notice for such special meeting shall be posted as required by Utah laws and each member of the Board and the Chief Administrative Officer shall receive a copy of such notice of the meeting at their residence at least 24 hours prior to the time of the meeting. At such special meeting no business shall be considered other than as designated in the noticed agenda.

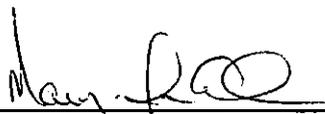
Section 3. Quorum. The powers of the Agency shall be vested in the Board of Directors of the Agency. Three members shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes. Action may be taken by the Board of Directors upon a vote of the majority of those present.

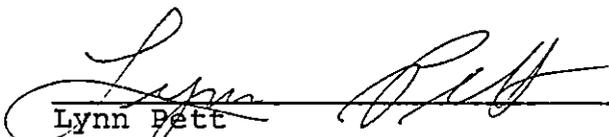
Section 4. The Official Book of Resolutions. All resolutions shall be in writing and designated by number, reference to which shall be inscribed in the minutes and an approved copy of the approved resolution should be filed in the Official Book of Resolutions of the Agency.

ARTICLE V - AMENDMENTS OF THE BYLAWS

Section 1. Amendments of the Bylaws. The Bylaws of the Redevelopment Agency of Murray City shall be amended only with the approval of at least four members of the Board of Directors of the Agency at a regular or special meeting. All additions to the Bylaws shall be submitted to the Board in writing.


Arline Gillen
Chairman of the Board of
Directors


Mary-Jane Ashton
Vice-Chairman of the Board
of Directors


Lynn Pett
Chief Administrative Officer