

# Urban Renewal Agency Meeting

January 21, 2010

5:30p.m.

Driggs City Hall

**Members Present:** Reid Rogers (conducting), Tracy Silver, Hyrum Johnson, Guch Lombardi, Kathy Rinaldi, Aaron Myler, and Dick Wienbrandt.

## **Introduction of New Commissioners**

Reid introduced those new Commissioners in attendance. Appointments and terms were explained and Reid stated his excitement to the new Commissioners.

Officers are to be elected every year, Reid stated. Elections did occur in 2008, but were not reflected in the minutes, even though elections took place. Elections for 2009 had not been completed due to questions regarding the Secretary and Treasurer's positions. Reid suggested that Aaron Myler retain the Vice Chairman position and he retain the Chairman position and elect a Secretary and Treasurer from within the Urban Renewal Agency members. The group concurred that the elections should be postponed. Kathy felt the Commission "should follow the Bylaws." Reid further stated that City employees couldn't hold any principal offices according to the current state law. Hyrum requested a copy of the Bylaws and suggested doing elections at the next meeting. Reid stated the Agency needed to review and update the Bylaws.

Reid stated that having the City review and approve Urban Renewal Agency funds was not correct and needed to be stopped. However, in doing so the Urban Renewal Agency should come up with its own procedures. Reid presented a few examples from other agencies. He stated that a Treasurer's Report should be reviewed at each meeting. Those transactions that were in the budget would not be approved prior to taking action and those transactions that were not, would have to be approved by the Agency prior to any action being taken. Reid suggested assigning a committee to "tackle" the financial aspect of the Commission. Reid stated the long term Capital Budget needs to be reviewed as well.

It was determined that two committees needed to be developed; an organizational committee and a financial committee.

Reid further stated that the Urban Renewal Agency was in legal limits to expand the district. He explained that the district could only be 10% of the City. However, the City recently annexed Valley Centre Subdivision, which would allow the agency to change its district as well.

**Tracy Silver made a motion to form two sub-committees; one consisting of Hyrum, Guch, Sean, Kathy and Reid to be the Organizational Committee and one consisting of Sean, Dick, Tracy, Reid, Amy Smith involved in the Financial Committee. Kathy Rinaldi seconded the motion.**

Discussion of when those committees should have results began and was determined recommendations should be presented as soon as possible. Tracy felt that reducing

meetings was not a good idea and suggested that even in Reid's absence the Vice Chair should continue with the meetings to do the duties that are needed.

**All were in favor.**

Discussion of dates and times for the meetings began. Kathy will send emails to determine what was best for everyone. Tracy stated that he felt that the agency should be consistent with meeting times.

Reid reviewed the anticipated budget and the current financials. He stated the January tax increment has been paid to the agency. Reid then explained those consultants that were involved in the Project Management Team. Kathy requested a copy of the Interagency Agreement between the Chamber of Commerce, Urban Renewal Agency and the City of Driggs.

Reid stated as the Project Manager, he was required to report to each entity. He explained the changes that ITD was providing in the document process, which would simplify the process for the RFP and RFQ significantly. At this time, no other information was known. Reid further explained the Scenic Byway project and Geotourism Visitors Center. The Project Management Team signed a contract with the Eastern Entrepreneurial Team to do a study regarding the economy benefit of something like the Yellowstone/Grand Teton Loop, linked with the Geotourism Visitors Center.

Hyrum suggested taking information that had been given at the meeting and figuring out what the role of each member of the board was and how that fit into the projects in the future.

Further paperwork was given to the Commissioners regarding the budget, valuation, revenues, etc. He further explained the reimbursable grants; the Gem Grant and the Community Development Block Grant.

**Property Owner Request Regarding SE Block Parking Facility**

Reid explained the location of the property owned by Jim Lubing and stated the property does not join the city parking lot property but is one lot off. He'd like to access the parking lot from his property and is unable to do so unless a "deal is made with the property owner in between."

Julie Robinson, representing Jim Lubing, stated that at this time the property owner's plans had changed. Because the City did not move forward with his request, he was now selling his property. Ms. Robinson stated that she felt this was a "perfect example of having too much on your plate" and not taking action with important matters as Mr. Lubing was willing to donate the land. Ms. Robinson felt there was lack of communication between the agency and the City of Driggs. Discussion of who at the City should be responsible.

Reid stated that the City Council had adopted the Master Plan and incorporated them into their Design Standards which state the parking lot should be delineated as a parking lot.

He further stated that he had asked for a legal opinion as to if someone wanted to develop a piece of property that is different from the Master Plan if that was acceptable.

Kathy suggested a letter be written from the Urban Renewal Agency requesting the City contact the surrounding property owners to this parking lot.

**Guch Lombardi made a motion to draft a letter to the City of Driggs to request them to contact the various land owners and point out that we are going to loose this potential donation of land. Hyrum Johnson seconded motion. All were in favor.**

**Hyrum Johnson made a motion to postpone the next meeting and move to February 10, 2010 at 6:00pm. Reid Rogers seconded the motion. The motion passed with all in favor.**

**Kathy Rinaldi made a motion to adjourn. Hyrum Johnson seconded the motion. The motion passed with all in favor.**

Attest:

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Reid Rogers  
Chairman