

Urban Renewal Agency Meeting

December 8, 2010

6:30p.m.

Driggs City Hall

Members Present: Hyrum Johnson (conducting), Lyn Christian, Aaron Little, Sean Moulton, Guch Lombardi, Aaron Myler and Kathy Rinaldi.

Approval of Minutes

Hyrum Johnson made a correction to the minutes from November 10, 2010.

Sean Moulton made a motion to approve the minutes as corrected. Lynn Christian seconded the motion. The motion passed with all in favor.

Hyrum asked that the agenda be amended to add a review of correspondence to the Project Advisory Committee in place of the Strategic Planning Work Session.

Hyrum Johnson made a motion to amend the agenda to include the review of correspondence to the Project Advisory Committee regarding the Scenic Byway Project. Aaron Little seconded the motion. The motion passed with all in favor.

Approval of the Financial Reports

Sean Moulton made a motion to approve the Financial Reports. Aaron Little seconded the motion. The motion passed with all in favor.

Hyrum met with the executive members regarding how to proceed with administrative issues. He stated the Agency would have office space in City Hall and all paperwork would be archived there.

Hyrum reviewed accounts payable.

Guch Lombardi made a motion to pay the payables discussed. Sean Moulton seconded. All were in favor.

Hyrum reviewed further invoices involving the Scenic Byway Project. Sean questioned if the above letter to the Project Advisory Committee should be explained to the Commissioners before making a motion to approve the payables dealing with the Scenic Byway Project. Hyrum reviewed the letter, which stated that the Project Advisory Committee should review and approve the proposed expenditures and oversee the budget. He felt this should be explained in more depth after the expenses had been approved.

Sean Moulton made a motion to approve the two invoices. Lynn Christian seconded the motion. The motion passed with all in favor.

Hyrum reviewed an invoice from Elam and Burke for work on the expansion of the district and administrative expenses, of which most was Scenic Byway related. It was determined that Elam and Burke were the best to deal with the Urban Renewal Agency Statutes. Most of the time included within the invoice was to prepare the RFQ.

Kathy Rinaldi made a motion to approve and pay the two invoices from Elam and Burke. Sean Moulton seconded the motion. The motion passed with all in favor.

Nelson Engineering Community Block Grant invoice was reviewed.

Kathy Rinaldi made a motion to approve and pay the invoice for Nelson Engineering Community Block Grant contractual invoice. Sean Moulton seconded the motion. The motion passed with all in favor.

Nelson Engineering – GEM Grant Reimbursement

Nelson Engineering has asked for a reimbursement of \$1,667, which was one-third of the original amount of \$5,000. This is a final settlement for the administration fees with the grant. Hyrum stated that a reimbursement of \$400 was due to the Urban Renewal Agency.

Kathy Rinaldi made a motion to pay the reimbursement of \$1,667 with the condition that a release of all further obligations to Nelson Engineering be signed. Guch Lombardi seconded the motion. The motion passed with all in favor.

GAP

Bylaws Update – Discussion and Approval

Kathy Rinaldi made a motion to approve Resolution #120810A to amend and adopt the Bylaws.

Hyrum explained the reasons for changing the Bylaws, which included changing the meeting time.

Guch Lombardi seconded the motion. The motion passed with all in favor.

The Commissioners in attendance signed the Resolution and the Bylaws.

Resolution for Bank Account Signatories

Hyrum presented a resolution to approve the signatories for the Urban Renewal accounts. He read the resolution to the Commission.

Aaron Little made a motion to approve Resolution #120810B. Kathy Rinaldi seconded the motion. The motion passed with all in favor.

Loan Procurement Discussion

In the past, the Commission had approved an operating loan for the Scenic Byway Project. Hyrum requested the amount to be increased because the Commission did not have the amount in the bank accounts over a one-year period and if funds were not obtained, he did not want the Urban Renewal Agency to be in a position of having no funds for the Scenic Byway Project. He stated that the bank was willing to do so with the same terms.

Kathy felt the Commission should have a project in mind before getting a loan. Guch questioned what the situation would be for the grant not to be given and the agency to be responsible. Hyrum stated that if the project was not done to the specifications, the Urban Renewal Agency, city and Chamber might be responsible for the funds.

GAP

Hyrum began to discuss a letter he drafted regarding the request for payables for the Scenic Byway Project to be reviewed by the Project Advisory Committee.

Kathy Rinaldi made a motion to approve the letter. Sean Moulton seconded the motion.

Hyrum explained that this letter would put responsibility on the Project Advisory Committee and Reid Rogers to work within the budget for the Scenic Byway Project.

GAP

All were in favor on the above motion.

Kathy stated that the Board of County Commissioners was going to address an error in the tax levy. The property within the Urban Renewal District was not taxed for the road levy. The Board of County Commissioners would discuss this and determine if the properties should be re-noticed or if the error should be overlooked. The total amount would equate to about \$23,000 for the County and the cities. She asked for input from the Commissioners.

Kathy Rinaldi made a motion to adjourn. Sean Moulton seconded. The motion passed with all in favor.

Attest:

Isabel Wadell
Secretary

Hyrum Johnson
Chairman