

Approved
Draft

Minutes of Regular Meeting of the Board of Commissioners Driggs Urban Renewal Agency

April 10, 2013 – 6:30pm
Driggs City Hall – Conference Room

1. **Call to Order** – determination of a quorum (6:37pm)

Commissioners Present: Hyrum Johnson, Carrie Cleary, Denis duNann, Bart Birch, Aaron Little, Kathy Rinaldi, Lyn Christian

Commissioners by Phone: none

Others Present: Cynthia Rose

2. **Adoption of Agenda**

Changes to Agenda: None

A motion was made to approve the agenda as presented.

Moved: Bart Birch

Second: Carrie Cleary

Passed: Unanimously

3. **Approval of Minutes from March 6, 2013**

Changes to Minutes from 3.6.13: None

A motion was made to approve the Minutes of the Meeting March 6, 2013 as presented.

Moved: Aaron Little

Second: Carrie Cleary

Passed: Unanimously

4. **Review of Financial Reports & Invoices –February 28, 2013**

Lyn shared that these reports did not reflect the repayment of the Wells Fargo Loan balance which was completed on March 7th.

5. **Discussion of 2012 Audit Fees**

Hyrum had raised the issue of an increase in fees for the completion of the DURA 2012 Audit at the March meeting. Galusha Higgins & Galusha had underestimated the time for this initial audit due to unforeseen and unusual circumstances surrounding the SBC project, as well as DURA's and GH&G's mutual desire to thoroughly vet questions specific to that project. GH&G requested an additional amount to bring their compensation to 77% of their actual costs. The request for an adjustment in the engagement amount is a one-time affair, and is unlikely to affect future audit costs. Hyrum and Lyn both shared that these auditors had provided excellent, in depth services not previously provided, and that the extra work and transparency for DURA was well worth the extra cost.

It was moved to approve an additional \$1000 to Galusha Higgins & Galusha for the 2012 Audit.

Moved: Aaron Little

Second: Kathy Rinaldi

Passed: Unanimously

6. Downtown Projects Update

Scenic Byway Center (SBC) – Hyrum explained that the SBC project is moving forward. The architect's contract has been sent to Idaho Transportation Department (ITD) and should be approved within a few weeks. He also reported that from this time forward, the City will be handling payments to vendors for the project, and that DURA will make one monthly payment to the City which will be repaid at a future time from grant funds by IDTD.

City Center Plaza – Hyrum shared that the Plaza project is ready to start work, but the architects have been put on hold, waiting for the SBC project contract to be approved by City Council.

Survey of Business – Hyrum is developing a survey for the downtown business and land owners to determine how DURA can help them thrive.

7. DDCA Report

No report from the DDCA.

8. Board of Commissioners Strategy Session

The Commissioners brainstormed project ideas for the DURA. Ideas included:

- 1.) helping with downtown snow plowing, 2.) helping fill the vacancies in downtown buildings, 3.) creating a program to support downtown beautification, 4.) helping with *Branding* of the district, 5.) working to remove blight and deterioration by preparing empty lots for sale, removing old structures, and/or purchasing properties and reselling for a loss to bring prices down and allow for growth, 6.) purchasing the Stock Lumber building to create a beautiful park and amphitheater, 7.) providing new street and amenity signage.

The Commissioners also discussed updating the DURA web page. Carrie Cleary is the DURA web master and requested that each Commissioner send her a brief biography and possibly a photo for the web page.

9. Adjourn (7:50pm)

Moved: Bart Birch

Second: Aaron Little

Passed: Unanimously

Attest:


 Hyrum Johnson, Chairman


 Lyn Christian, Secretary

Anyone requiring special access consideration must notify the DURA 2 days prior.