

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

December 3, 2013

1. Call to Order – determination of a quorum (6:35PM)

Commissioners Present: Hyrum Johnson, Bart Birch, Carrie Cleary, Aaron Little

Commissioners by Phone: Lyn Christian

Others Present: Doug Self, Colin Dye, 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 November 6, 2013

A motion was made to approve the minutes of the November 6, 2013 meeting as presented.

Moved: Bart Birch

Second: Lyn Christian

Passed: Unanimously, with Carrie

Cleary abstaining because she did not attend the November meeting

4. Openings on Board

Commissioner Aaron Little announced that he would like to continue serving a second term on the Board. The Chair will submit this request to the Mayor. Two seats need to be filled on the Board: the expired seat for Hyrum Johnson and the unexpired seat for Denis duNann.

5. Election of Officers

A motion was made to nominate Lyn Christian Chair of DURA.

Moved: Bart Birch

Second: Aaron Little

Passed: Unanimously

A motion was made to nominate Bart Birch as Vice Chair and Carrie Cleary as Secretary/Treasurer

6. Review Monthly Financial Reports

Aaron inquired whether DURA had only budgeted \$587 for legal expenses in FY2014. Lyn responded that it looked like the accountant had presented expenses as a portion of a prorated budget figure, rather than as a percentage of the annual budget amount. She will ask for the reports to be changed in future months.

7. Review of Teton Geotourism Center (TGC) Budget Shortfall

The Commissioners reviewed documents from Plan 1 Architects outlining the lowest construction bid for the Teton Geotourism project, and the differences between this bid and Plan 1's bid estimates. The largest difference was in the General Conditions category, which includes contractors profit and overhead, charges for travel, winter conditions, and wage requirements, among other items.

The Commissioners also reviewed Community Development Director, Doug Self's, TGC budget summary, which reflected a total budget shortfall for the construction, exhibits and plaza of \$341,237.91. Hyrum reminded the Commissioners that the actual costs of all three parts of the TGC project, \$1,125,792.97, is very close to the original project budget estimate several years ago of \$1.2M. Bart added that the community was getting a \$1.2M project for approximately \$600K, since the Federal Scenic Byway Grant money was paying for at least half of the total budget.

Aaron asked whether the DURA FY2014 Budget could support debt service, should they draw on the Wells Fargo Bank loan for additional funds for the TGC. Hyrum and Lyn indicated that debt service had been factored into the current fiscal year budget, and that the low interest rate of 3% was about the same as the rate of inflation, making use of the loan funds a prudent choice.

Hyrum recommended to the Board that they commit "all the funds necessary to complete the project as bid, and further recommend that the Board consider adding to that allotment sufficient to complete the 'Bid Alternates' as proposed."

8. Recess to Reconvene with City Council (7:11PM)

A motion was made to recess the meeting and reconvene in Council Chambers with the City Council.

Moved: Carrie Cleary

Second: Aaron Little

Passed: Unanimously

9. Reconvening the Meeting

The meeting was reconvened at 7:15PM with the same DURA participants present and on the phone.

10. TGC Bids and Budget Allocation

Mayor Dan Powers lead the City Council and DURA Commissioners in another review of the TGC budget issues. After lengthy discussion and several public comments favorable to committing additional funds to complete the TGC as bid, the City Council voted to accept the low bid and move forward with a contract with Bateman-Hall. They also voted to approve spending an

additional amount, not to exceed \$140K, from the City's reserve funds to complete the TGC.

Hyrum then asked the Commissioners to decide on committing additional funds for the TGC.

A motion was made by the DURA Board to commit an additional \$200K for the completion of the Teton Geotourism Center.

Moved: Bart Birch

Second: Aaron Little

Passed: Unanimously

11. Adjourn (8:30PM)

A motion was made to adjourn the meeting.

Moved: Aaron Little

Second: Carrie Cleary

Passed: Unanimously

Attest:



Hyrum Johnson, Chairman

Lyn Christian



Lyn Christian, Secretary

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

CAROLYN CLEARY