

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

February 5, 2014

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

Commissioners Present: Lyn Christian, Bart Birch, Dan Powers, Carrie Cleary, Kathy Rinaldi

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: Dan Powers**

**Passed: Unanimously**

3. **Approval of Minutes from January 8, 2014**

Changes to Minutes: NONE

A motion was made to approve the minutes of the January 8, 2014 meeting as presented.

**Moved: Carrie Cleary**

**Second: Bart Birch**

**Passed: Unanimously**

4. **Monthly Financial Reports and Match Commitment to Teton Geotourism Center (TGC)**

Lyn reviewed the DURA match commitment to the TGC, including when any increments to the match were approved by the Board. The total commitment is \$449,028.00, \$154,000.00 of which is required by the state under the grant. The balance has been committed as additional support. DURA has begun paying the match to the City of Driggs. The monthly financial reports will begin highlighting these payments next month.

Lyn reported the DURA currently has \$403,000.00 cash on hand, making it possible for the entire match to be paid from cash reserves.

DURA has also committed \$50K to the West Little re-development project, \$20K to the Transit Center and \$30K for a market gap analysis/feasibility study in FY2014. Cynthia will request a monthly update on the status of these projects from Doug Self.

5. **Audit Update**

The FY2013 audit by Galusha Higgins & Galusha (GH&G) is nearing completion. Ryan Ballain of GH&G has reviewed DURA records in depth, and conferred with Lyn and Ryan Armbruster. No significant findings are anticipated. The audit will be presented at the March monthly meeting.

**6. Openings on Board**

One expired seat on the Board of Commissioners remains unfilled. Lyn is contacting potential candidates and having them submit a letter of interest to the mayor. The mayor will make a recommendation to the City Council and request their approval to fill the open seat.

**7. Redevelopment Association of Idaho (RAI) Update**

Bart drafted a letter to the legislature in response to a request from RAI. The letter was reviewed by Lyn and DURA's legal council and will be distributed immediately.

**8. Project Updates – TGC Construction, Exhibits & Plaza**

Dan reported that the TGC construction was progressing on schedule and in budget. The cold weather is hampering concrete work this week, but the interior demolition is nearly complete. Cynthia reported that the exhibit selection of images, artifacts, and text will be finalized by February 17<sup>th</sup>. Local artists have also been recruited to create several of the exhibit murals, both saving costs and increasing community involvement.

**9. Scheduling Strategic Planning Session**

The Board discussed holding a strategic planning session during the April 2014 meeting. They decided to invite comments and/or attendance from the City Council, mayor, and business community within the DURA district. Commissioners will also submit names of individuals to invite.

**10. Adjourn (7:27 PM)**

**11.**

A motion was made to adjourn the meeting.

**Moved: Kathy Rinaldi**

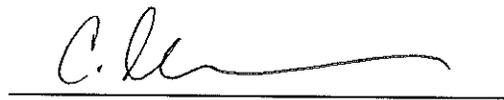
**Second: Carrie Cleary**

**Passed: Unanimously**

Attest:



Lyn Christian, Chair  
Carrie Cleary, Secretary



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