

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

**March 5, 2014**

**1. Call to Order – determination of a quorum (6:39PM)**

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

Commissioners by Phone: None

Others Present: Fred Goodworth, Ryan Ballain, Jason Suder, 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 February 5, 2014**

Changes to Minutes: None

A motion was made to approve the minutes of the February 5, 2014 meeting as presented.

**Moved: Carrie Cleary**

**Second: Bart Birch**

**Passed: Unanimously**

**4. Monthly Financial Reports**

The Board reviewed the monthly financial reports. Lyn reported that she had spoken with Kelly Chircop regarding tracking of DURA payments to the City of Driggs for the Teton Geotoursim Center. Kelly is creating new monthly reports that will reflect all payments made toward the TGC project. The City provides two invoices monthly, one for payments on expenses that are covered 80% under the original project grant, and another for expenses not eligible for grant reimbursement. DURA has committed a total of \$449,028 to the TGC. At least \$154,000 must be applied to expenses eligible for grant reimbursement. The remaining funds can be applied to either grant eligible expenses, or other project costs. Another source of TGC match payments is credit card charges that have been made to procure images and artifacts for the TGC Exhibits. To date this amount totals just under \$1000.

**5. Audit Update**

Fred Goodworth and Ryan Ballain of Gaulsha Higgins & Galusha, presented their completed audit of DURA's 2013 finances. They reported that there were no significant findings, that they encountered no difficulties working with DURA management or their consultants, and that all misstatements identified during the audit had been corrected.

**6. Openings on Board**

DURA has one opening for a full, expired term on their Board of Commissioners. Lyn has spoken with several interested individuals, and at least one has said he will write a letter to the mayor

asking to be considered for the seat.

**7. Amending the URA District or Establishing a new District**

DURA has been contacted by the City of Driggs about increasing development and growing interest in new development in the area north of the Urban Renewal District. The Commissioners discussed the options of amending the current District, or creating a second district in the blocks north of Wallace/Depot Streets.

Aaron asked what projects DURA could immediately fund in the proposed area, and if that was the driving force in considering this option. He also asked if the Board could receive a summary report on development within the existing district since the inception of DURA.

Lyn will speak with Ryan Armbruster regarding the process involved in either amending or creating a new district, and report back at the April meeting. She will also invite the City Planner, Ashley Koehler, Community Development Director, Doug Self, and the mayor to attend the meeting in April for further discussion on this topic.

**8. RAI Update**

The Redevelopment Association of Idaho has been communicating with urban renewal districts across the state regarding pending legislation that may impact how urban renewal agencies operate. Lyn asked the commissioners to please read the information about the legislation, along with a letter from Ryan Armbruster, that was included with the handouts at the meeting. Cynthia is also forwarding email messages from RAI to the commissioners to keep them updated.

**9. Project Updates – TGC, New Projects**

Doug Self provided the Board with a summary of pending City projects that DURA has either committed funds to, or is considered a future source of funding assistance. These include West Little Ave., the City Center Plaza, the Transit Center, the Wayfinding Plan, completing curbs, gutters & sidewalks south of Wells Fargo Bank to Johnson Ave., and adding curbs and sidewalks on Depot Street. Doug will keep the Board updated on the status of these projects, and will be available to answer questions at the April meeting.

**10. Scheduling Strategic Planning Session**

It was decided to move the strategic planning session to the May meeting to allow more time to gather input and to accommodate travel schedules.

**11. Adjourn ( 7:42PM)**

**Moved: Kathy Rinaldi**

**Second: Aaron Little**

**Passed: Unanimously**

Attest:



Lyn Christian, Chairman



Carrie Cleary, Secretary

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