

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

April 2, 2014

1. Call to Order – determination of a quorum (6:36 PM)

Commissioners Present: Lyn Christian, Carrie Cleary, Bart Birch, Larry Young, Kathy Rinaldi

Others Present: Hyrum Johnson, Ashley Koehler

Ryan Armbruster by phone

2. Agenda

Changes to Agenda: Move Executive Session up from item 8 to 2. Move items 6 and 7 to follow Executive Session

A motion was made to approve the agenda with the noted changes.

Moved: Bart Birch

Second: Larry Young

Passed: Unanimously

3. Executive Session

A motion was made to enter Executive Session.

Roll Call: Lyn Christian: Aye, Bart Birch: Aye, Carrie Cleary: Aye, Kathy Rinaldi: Aye, Larry Young: Aye

4. Exit Executive Session: 6:59 PM

5. Discussion of Amending/Expanding Urban Renewal District

The City of Driggs and DURA have begun preliminary discussions about expanding the DURA District or creating a second district. The prospects for development in downtown Driggs are improving, leading to an opportunity for a second district to play a unique role in development. If a second district were formed, it would be governed by the same Board of Commissioners. Each district would maintain separate funds and could share the administrative costs.

The City will provide information on possible projected values of any new district properties and possible boundaries for the new district.

DURA will research the process for requesting eligibility and feasibility reports, which may cost around \$5K.

6. Approval of Minutes from March 5, 2014

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

Moved: Lyn Christian

Second: Carrie Cleary

Passed: Unanimously

7. Review of Financial Reports

Financial Reports as of March 26th were reviewed. In anticipation of a request for a grant report, Lyn is working with the accountant to create additional coding for expenses related to the Teton Geotourism Center (TGC). The City is paying all project invoices, then submitting expenses to DURA and ITD for reimbursement. ITD has been reimbursing their portion of expenses within 2 weeks.

Lyn indicated that DURA may need to draw on loan funds for TGC payments until tax revenues are available. The Commissioners would like the monthly reports to reflect actual vs. budget numbers in the future.

8. Recycling Budget Item

Hyrum requested that DURA spend their \$2,000 recycling budget line item for recycling bins in the new downtown plaza. He was requested to submit a design for bins to DURA.

9. Hyrum Reports: West Little Grant, Extended Pathway, Depot Street Beautification:

The mayor made informal requests for a \$50K allocation for West Little, and a donation to connect pathway from Creekside development to Wells Fargo. The Commissioners have asked that these requests be submitted in writing.

Current PAC Committee includes: 1) Hyrum Johnson, 2) Deb Hinkley 3) Dan Powers

10. Project Updates

Library has interest in moving to old courthouse, which is owned by Huntsman.

11. Agenda Items for next meeting

Move monthly meeting from Wednesday to Thursday.

12. Developing Strategic Planning Session

Lyn wants to schedule a DURA Strategic Planning meeting soon, with the goal of creating a 5 year plan. Commissioners will be polled for a convenient time and place.

13. Adjourn (8:15 PM)

Moved: Lyn Christian

Second: Kathy Rinaldi

Passed: Unanimously

Attest:


Lyn Christian, Chairman


Carrie Cleary, Secretary

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