

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

December 3, 2014

1. **Call to Order** – determination of a quorum (7:10PM)

Commissioners Present: Lyn Christian, Bart Birch, Carrie Cleary, Larry Young, Aaron Little

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: Larry Young**

**Second: Aaron Little**

**Passed: Unanimously**

3. **Approval of Minutes from November 5, 2014**

Changes to Minutes: None

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

**Moved: Larry Young**

**Second: Carrie Cleary**

**Passed: Unanimously**

4. **Monthly Financial Reports**

Lyn shared that the cash amount on the Balance Sheet included \$85,264.70 of unpaid invoices, and that a check would soon clear out those funds. Of the remaining \$131,444.88 cash, \$100,000 is the loan proceeds from the line of credit.

Lyn also shared her recent letter to Mayor Johnson, explaining DURA's position that DURA commitment to the Geotourism Center project has been fulfilled. The letter expressed awareness of the City's FY14 budget overage of ~\$27,000, and included DURA's offer of \$7,000 to help this City with this shortfall.

5. **City Project Updates and Priority List**

Doug Self's City Staff Report showed that the Phase II of the Wayfinding project (Sign Design) came in \$5,000 under budget. Since the HUD grant will pay \$15,000, DURA will only pay \$5,000 of the \$10,000 they had committed to this project. The City requested the DURA reallocate those funds to the new City Center Stage.

**A motion was made to reallocate \$5,000 of the funds committed to the Wayfinding project, to the City Center Stage, provided the Wayfinding project contribution does not exceed \$5,000.**

**Moved: Larry Young**

**Second: Bart Birch**

**Passed: Unanimously**

The Commissioners also reviewed the City's list of project priorities extending out to the year 2028. DURA has already approved the City priorities in FY2014 & FY2015 that have committed funds from DURA. Lyn encouraged the Board to study the City's list in preparation for the DURA Strategic Planning Session in January.

**6. Request from Teton Geotourism Center for Community Gallery Project Funds**

Cynthia reported that the Teton Geotourism Center (TGC) received a \$9K grant from Teton Springs Foundation for completion of the changing exhibit room. This amount is slightly less than half of the funds needed for the project. She is asking DURA to provide the remaining funds needed for this project.

Aaron suggested that Cynthia provide answers to three questions before DURA make a decision – Are the bid figures for the project current, and if not please provide updated estimates? What will the City's part be in this effort? What is a fair estimate of the amount needed for administrative costs? Cynthia will bring this information to the January meeting.

**7. Recruitment of Commissioners with Terms Expiring in October**

Commissioners had not been able to contact prospective new Board members during November, but will get in touch with them in December.

**8. Adjourn (7:58PM)**

**Moved: Bart Birch**

**Second: Aaron Little**

**Passed: Unanimously**

Attest:

  
Lyn Christian, Chair

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Carrie Cleary, Secretary

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