

**Minutes - Meeting of the Board of Commissioners  
Driggs Urban Renewal Agency**

**April 4, 2012 – 6:30 p.m.  
Driggs City Hall – Conference Room**

**1. Call to Order – determination of a quorum (6:40p.m.)**

Commissioners Present: Hyrum Johnson, Carrie Cleary, Guch Lombardi, Bart Birch, Isabel Waddell, Lyn Christian, Kathy Rinaldi

Others Present: Kelly Chircop, Cynthia Rose

**2. Adoption of Amended Agenda**

Changes to Agenda:

The Chairman noted for the Board that the agenda for tonight's meeting had been amended from the original agenda by adding an Executive Session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated (Idaho Code Section 67-2345(1)(f)). The Chairman also noted that the amended agenda had been posted no less than 48 hours prior to the scheduled regular meeting.

**Moved: Hyrum Johnson                      Second: Isabel Waddell                      Passed: Unanimously**

The Board then moved to approve the amended agenda.

**Moved: Bart Birch                      Second: Guch Lombardi                      Passed: Unanimously**

**3. Approval of Minutes from Previous Meeting(s)**

Discussion/Changes to Minutes: Special Meeting March 1, 2012 - NONE

**Moved: Guch Lombardi                      Second: Isabel Waddell                      Passed: Unanimously**

Discussion/Changes to Minutes: Regular Meeting March 7, 2012

Isabel inquired as to how the level of detail recorded in the minutes was determined, and Hyrum explained that he had requested that the minutes record the general content without too much detail. Isabel asked if more detail could be included in future minutes where commissioners were questioning presenters, and all agreed that this was a good idea.

The Minutes were approved without changes.

**Moved: Carrie Cleary                      Second: Guch Lombardi                      Passed: Unanimously**

Discussion/Changes to Minutes: Special Meeting 3.21.12 – NONE

**Moved: Lyn Christian      Second: Bart Birch      Passed: Hyrum Johnson abstained because he had not reviewed the minutes, All Other Commissioners Approved the Minutes**

**4. Review of Financial Reports – March 2012**

Kelly Chircop gave an overview of the new format she had created for the DURA financial reports. Kelly is planning to book receivables from Teton County based on income projections from Harlan Mann. She had noticed two small issues in reviewing the records of the Teton County revenue, and she is working to resolve them. On her Budget to Actual Report, she is making the information more readable and also changing some of the classifications that the previous accountant had used. For example, she has combined the Scenic Byway Center (SBC) accounts for Program Development and Program Management. Kelly also pointed out that the dollar amount in the account for Association Fees had increased significantly over last year due to a recalculation of the fee based on DURA's annual revenues.

Guch asked for verification that she was reading the SBC figures correctly; that the total spent to date is ~\$326,000 and that ~\$204,000 had been paid to the Project Coordinator. Kelly responded that it appears that is correct.

**5. Well Fargo Bank Loan Update**

Hyrum reported that Wells Fargo Bank had extended the loan commitment for 90 days, with a slight change in the interest calculation formula that will require formal approval of the Board. He explained that some fees will be owed, even if the loan is never closed, including Bond Counsel fees, legal fees, and a few Wells Fargo charges.

**6. Fund-raising/Grant Report – Carrie**

Carrie reported that she and Cynthia had attended several Community Foundation of Teton Valley fundraising presentations recently that would help with future grants and other fundraising activities. She also shared that the annual Tin Cup Challenge kick off meeting had also been held earlier in the day, and DURA is planning to participate in 2012.

**7. Downtown Driggs Community Association (DDCA) Report - Guch**

Guch shared that the DDCA Plein Air website is up at <http://driggspleinair.com/>. She added that the DDCA has almost completed their sales of advertisements for the downtown map and that the monthly Art Walk on the first Friday of the month resumes this week.

**8. Executive Session**

A Motion was made by Kathy Rinaldi and seconded by Bart Birch that the Board enter into executive session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated (Idaho Code Section 67-2345(1)(f)).

Roll Call Vote: Kathy Rinaldi – Aye, Hyrum Johnson – Aye, Carrie Cleary – Aye, Guch Lombardi – Aye, Lyn Christian – Aye, Isabel Waddell – Aye, Bart Birch – Aye.

The Board entered into Executive Session at 7:10PM.

The Executive Session was concluded at 8:57PM.

**9. SBC Project Update**

Hyrum reported that the Project Advisory Counsel (PAC) had met on March 26, 2012 and suspended the SBC project. During that meeting, Bill Shaw of the Idaho Transportation Department shared that the PAC must "recharter" the grant with a new plan and current budget, if they want to resume the SBC project in the future. He added that this process would require a new RFQ process for the selection of an architect/design firm.

Isabel moved that, as provided for in the Amended and Restated Inter-Agency Development and Reimbursement Agreement, the PAC take all appropriate and allowable actions to remove the Project Coordinator, by providing him an opportunity to resign, and then by any means should he not resign.

**Moved: Isabel Waddell      Second: Kathy Rinaldi      Passed: Unanimously**

Kathy Rinaldi moved to suspend the SBC project as of April 6, 2012.

**Moved: Kathy Rinaldi      Second: Bart Birch      Passed: Unanimously**

Kathy moved to pursue the SBC project in the future.

**Moved: Kathy Rinaldi      Second: Guch Lombardi      Passed: Unanimously**

**10. Adjourn (9:10PM)**

The Board moved to adjourn.

**Moved: Guch Lombardi      Second: Bart Birch      Passed: Unanimously**

Attest:

  
Hyrum Johnson, Chairman

  
Isabel Waddell, Secretary

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