

Minutes Meeting of the Board of Commissioners Driggs Urban Renewal Agency

June 1, 2011 – 6:30 p.m.
Driggs Town Hall – Conference Room

The meeting was called to order by Hyrum at 6:46pm.

Commissioners Present: Hyrum Johnson, Lyn Christian, Guch Lombardi, Isabel Waddell, Aaron Myler, Aaron Little, Sean Moulton

Others Present: Cynthia Rose

Adoption of Amended Agenda

Changes: Moved item #8, Scenic Byway Center/PAC Report to the end of the meeting and to be discussed in an Executive Session.

Motion: Aaron Myler Second: Guch Lombardi Passed: Unanimously

Approval of minutes from previous meeting

Changes: Minutes were amended to change the wording re: Gem Grant closeout to indicate City of Driggs "budget over-runs"; and to clarify the section under Public Comment that related to considering a CPA for URA accounting/bookkeeping duties.

Motion: Guch Lombardi Second: Aaron Myler Passed: Unanimously

Approval of financial reports

Financial reports for both April 2011 and May 2011 were reviewed. It was explained that the ICRMP Insurance premium will be prorated for the remaining of the FY. The remaining balance for FY 2010-2011 is \$347.

The Board discussed budget items: *Exhibits 40-315-2* and *40-315-6* to identify what had been purchased with the funds listed. The Moran-Jackson Exhibit purchases include several professional copies of T. Moran paintings, including one from the Oval Office; the expenses under the Federal Agency Exhibit were not known. This exhibit has been abandoned and Lyn will check with Ryan K. to find out what the \$1269.04 purchased.

Sean expressed concern at the SBC Project Management and Travel expenses, and Isabel pointed out that the project is still under budget for the year.

Motion: Isabel Waddell Second: Sean Moulton Passed: Unanimously

Approval of claims/warrants

Claims Approved: ICRMP \$347, Rent for 6 months \$450, Phone System Repair to Black Box \$90, Harlan Mann \$114, Redevelopment Association of Idaho dues \$50, Office Supply reimbursement

\$53.44, City of Driggs annual loan payment \$5000, Elam & Burke \$1466.45 (\$500 for SBC and balance for URA) and Teton Valley Enterprises \$1038.75

Ryan K. is the Fiscal Agent for the Scenic Byway Grant and has a contract for that relationship. DURA does not have a contract with him for bookkeeping services. Lyn will ask Ryan to restructure his accounting with DURA and separate his tasks and hourly rates, presenting separate invoices for the two roles.

Motion: Sean Moulton

Second: Isabel Waddell

Passed: Unanimously

Discussion of Public Records Request Form

A draft of the DURA Public Records Request Form was presented. This form conforms to the State Statute and provides detailed information for requesters. Cynthia will update the form per input from Commissioners, and present it at the meeting on July 6, 2011.

Discussion DURA Logo Draft

A draft DURA Logo was reviewed. The Commissioners generally liked the design, but wondered if it should include the Tetons. Discussion was tabled for a future meeting.

New Business

At the request of the City Maintenance Department's Jared Gunderson, Aaron Myler asked the Board if the URA would help pay for a water main upgrade at the Corner Drug building during the water main project in Driggs. The Board declined to participate in this project.

Executive Session

No actions or decisions were taken during the Executive Session.

Adjourn (8:18pm)

The meeting was adjourned at 8:00pm.

Motion: Sean Moulton

Second: Lyn Christian

Passed: Unanimously

Attest:


Hyrum Johnson, Chairman


Isabel Waddell, Secretary

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