

**Draft Minutes of the
Regular Meeting and Public Hearing on the FY17 Budget
of the Board of Commissioners
Driggs Urban Renewal Agency**

August 3, 2016

- 1. Call to Order** – determination of a quorum (7:05PM)
Commissioners Present: Dan Powers, Erica Rice, Carrie Cleary, Larry Young, Bill Leake, Greer Jones
Commissioners by Phone: Meghan Conrad, Phil Kushlan

Others Present: Cynthia Rose, Doug Self

- 2. Adoption of Agenda**
Changes to Agenda: None

A motion was made to approve the agenda as presented.

Moved: Larry Young

Second: Erica Rice

Passed: Unanimously

- 3. City Funding Request for Updating Master Plan**
Doug Self presented the City's request for funding not to exceed \$12,500 for updating the 2008 Downtown Driggs Master Plan. The City would match the DURA contribution. Three important developments have evolved in the NW Quadrant of the four-square block area addressed in the original Master Plan. These include the relocation of Front Street, the parking lot west of the Colter Building and developments along Depot Street.

A motion was made to approve the request for funding to pay half of the cost of updating the Driggs Downtown Master Plan, not to exceed \$12,500 using FY16 funds.

Moved: Larry Young

Second: Carrie Cleary

Passed: Unanimously

- 4. O'Rourke's Funding Request**

The Board reviewed the O'Rourke's Restaurant funding request for improvements to the front façade, lighting and signs for the business. DURA does not typically fund improvements to private property and was uncertain of the legality of such funding. Cynthia will contact Elam & Burke regarding the question. If some funding help is possible, Erica/Cynthia will request further detail on the project including cost breakdown and design documents.

- 5. Public Hearing on FY17 Budget**

Dan introduced the Public Hearing and noted that no members of the public were in attendance and no written comment on the FY17 Budget had been received. He invited the Commissioners to share any insights or concerns that may have arisen since the Budget was tentatively approved on July 6, 2016. No concerns were shared. Dan then closed the Public Hearing.

6. Approval of FY17 Budget

A motion was made to approve Resolution 2016.08.03, entered below by Title only.

Moved: Erica Rice

Second: Larry Young

Passed: Unanimously

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF DRIGGS, IDAHO, TO BE TERMED THE "ANNUAL APPROPRIATION RESOLUTION," APPROPRIATING SUMS OF MONEY AUTHORIZED BY LAW AND DEEMED NECESSARY TO DEFRAY ALL EXPENSES AND LIABILITY OF THE URBAN RENEWAL AGENCY, FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017, FOR ALL GENERAL, SPECIAL, AND CORPORATE PURPOSES; DIRECTING THE CHAIRMAN OR VICE-CHAIRMAN TO SUBMIT SAID BUDGET TO THE CITY OF DRIGGS; AND PROVIDING AN EFFECTIVE DATE.

7. Working Session on the Draft Front Street Urban Renewal Plan

Meghan Conrad from Elam & Burke, led a review of Draft Plan for the new Front Street District. Meghan walked the Board through each section of the Draft Plan explaining implications, rights and limitations of each paragraph.

Phil Kushlan, of Kushlan Associates, reviewed the revenue projections, cash flow analysis and Improvement Schedule he had developed for the District. His projections were based on the assumptions of moderate growth (estimated 2% annual increase in land value and 4% annual increase in improvement values) and a "pay-as-you-go", no debt acquisition financial practice. He acknowledged that estimates of revenues and project costs 20 years into the future were difficult, but he erred on the side of conservative estimates.

Phil had drafted two options for the Improvement Schedule. The Board wished to keep the possibility of funding at least a small portion of any Main Street Streetscape improvements. If the District becomes more "flush" than the projections in the final Plan, DURA can accelerate projects, but must be cautious about increasing contributions.

The Final Plan and feasibility report for the Front Street District will be presented for approval at the DURA meeting on September 7, 2016.

8. City Projects Update

Transit Center

Doug reported that Broulims is interested in selling the north portion of the lot between ACE and Kaufman's Tires for the project.

Wayfinding Signage

The City will be installing the first downtown wayfinding signs in the plaza in front of City Hall

soon. ITD would not allow the signs to be placed in the highway right-of-way.

Depot Street – Asbestos Abatement

No discussion of Depot Street was held.

9. Approval of Minutes from July 6, 2016

Changes to Minutes: None

A motion was made to approve the minutes of the July 6, 2016 meeting as presented.

Moved: Larry Young

Second: Erica Rice

Passed: Unanimously

10. Monthly Financial Reports

The financial reports the month ending 6.30.2016 were presented. Cynthia was asked to contact the county treasurer for an explanation of the July TIF revenues received, which were less than anticipated.

11. Monthly Claims

A motion was made to approve the monthly claims as presented.

Moved: Greer Jones

Second: Larry Young

Passed: Unanimously

12. Three Year Planning Process

Details of discussion on future planning are recorded above.

13. Adjourn (8:54PM)

A motion was made to adjourn the meeting.

Moved: Greer Jones

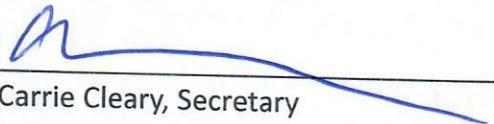
Second: Erica Rice

Passed: Unanimously

Attest:



Dan Powers, Chair



Carrie Cleary, Secretary

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