

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

**September 7, 2016**

1. **Call to Order** – determination of a quorum (7:00 PM)  
Commissioners Present: Dan Powers, Erica Rice, Bart Birch, Greer Jones

Commissioners by Phone: None

Others Present: Doug Self

Others Present by Phone: Phil Kushlan; Ryan Armbruster; Meghan Conrad

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

**A motion was made to approve the agenda as presented.**

**Moved: Bart Birch**

**Second: Greer Jones**

**Passed: Unanimously**

3. **Approval of Minutes from August 3, 2016**  
Meghan and Phil should be referred to as "guests" or "other" not commissioners- Rice

**A motion was made to approve the minutes of the August 3, 2016 meeting as presented.**

**Moved: Erica Rice with changes**

**Second: Bart Birch**

**Passed: Unanimously**

4. **Approval of Front Street District**

Ryan reviewed changes/updates to Plan verbally to group. Dan asked for clarification on project timing and adding new projects - Projects can be completed/commenced "out of order" as outlined in project timeline.

Once DURA approves the Plan and recommends it to the City, the City will hold a working session at their regular meeting on October 18, 2016, then publish notice and hold a Special Meeting to approve the Plan on October 25, 2016. Additionally, the Driggs P&Z for will be discussing the Plan and DURA Resolution 2016.09.07 at their meeting on Wednesday, September 28<sup>th</sup>.

A motion was made to pass Resolution 2016.09.07 entered below by title only.

Moved: Bart Birch                      Second: Greer Jones                      Passed: Roll Call Vote  
Birch – Aye; Greer – Aye; Rice – Aye; Dan did not vote as Chair

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF DRIGGS, IDAHO, RECOMMENDING AND ADOPTING THE URBAN RENEWAL PLAN FOR THE FRONT STREET URBAN RENEWAL PROJECT, WHICH PLAN INCLUDES REVENUE ALLOCATION FINANCING PROVISIONS SUBJECT TO CERTAIN CONDITIONS; AUTHORIZING THE CHAIRMAN OR HIS DESIGNEE AND SECRETARY TO TAKE APPROPRIATE ACTION; PROVIDING FOR THE RESOLUTION TO BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL; AND PROVIDING AN EFFECTIVE DATE.

**5. City Projects Update**

**Transit Center**

Broulims owners ready to entertain offers on property. The City will need to re-tool grant with ITD based on new selling price of property. The Board asked "does DURA want to approve the \$100k for the project?" They decided to wait for other board members and Cynthia, and to receive new information on project.

**Downtown Master Plan**

10/27-28 - public workshop presenting plan by Harmony Design and Engineering, Aqua, Hale Transportation, Ralph Tahrán and Scot Siegel. Design standards will be updated at the same time. This Master Plan update scope includes the NW quadrant and the north portion of the SW quadrant as defined in the original plan.

**Depot Street**

The City's Funding Request will be updated after master plan update is completed, and when a more detailed project design, along with information on other funding sources/amounts are provided to DURA.

**Wayfinding**

Doug is looking for quotes/vendors. Those he has contacted are either too busy or feel the project is outside of their capabilities.

**6. Monthly Financial Reports**

The financial reports the month ending 7.31.2016 were presented and reviewed.

**7. Monthly Claims**

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

Moved: Bart Birch                      Second: Erica Rice                      Passed: Unanimously

