

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

October 5, 2016

1. **Call to Order** – determination of a quorum (7:03PM)
Commissioners Present: Dan Powers, Erica Rice, Larry Young, Bart Birch, Bill Leake, Greer Jones
Commissioners by Phone: none

Others Present: Cynthia Rose
Others by Phone: none

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

A motion was made to approve the agenda as presented.

Moved: Bart Birch Second: Larry Young Passed: Unanimously

3. **Approval of Minutes from, September 7, 2016**
Changes to Minutes: None

A motion was made to approve the minutes of the September 7, 2016 meeting as presented.

Moved: Bart Birch Second: Larry Young Passed: Unanimously

4. **Front Street District Progress Report**

Dan reviewed the letters and legal notice the City had completed since the last DURA meeting and reminded the Board that approval of the new district will be addressed at the City Council's Special Meeting October 25, 2016. DURA Commissioners were encouraged to attend the meeting.

The Driggs Planning and Zoning agency approved the new district at their meeting on September 28, 2016.

5. **City Projects Update**
Downtown Master Plan

The City will be hosting a two-day workshop to address updating the Master Plan on October 26th and 27th. Specific meetings requiring DURA participation will be held 10.26.16 at 9:00am, which Erica and Cynthia will attend, and 10.27.16 at 4:00PM, which Dan and Cynthia will attend. Other commissioners are encouraged to join these meetings if possible.

Façade Funding

The Board reviewed the response from Elam & Burke regarding possible funding of downtown façade improvements.

A motion was made to deny the O'Rourke's funding request based on legal advice and the historic preservation exemption being highly unlikely.

Moved: Larry Young

Second:

Passed:

A motion was made to amend the proposed motion to read:

A motion was made to deny the O'Rourke's funding request based on legal advice.

Moved: Bill Leake

Second: Larry Young

Passed: Unanimously

Cynthia will prepare a letter for Dan to send to O'Rourke's explaining DURA's decision. Elam & Burke will be contacted for further understanding of the qualifications for "historic preservation" and the process for receiving the designation.

Driggs Library Project

Cynthia had been contacted by the Driggs Library branch regarding help with funding structures for "Little Libraries," which would serve as places for community members to exchange books, and for a fundraising auction. Installation of these structures would be distributed around the City of Driggs. The Board favored supporting this project. They will consider funding the materials for the structures and/or construction costs, as long as some of the structures are placed permanently within the Main Street District. This funding would be contingent upon asking potential builders to submit designs prior to building. The library must submit a funding request. Funds would come from the District Beautification budget category.

6. Monthly Financial Reports

The financial reports the month ending 8.31.2016 were reviewed.

7. Monthly Claims

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

Moved: Larry Young

Second: Greer Jones

Passed: Unanimously

8. Commissioner Terms – Bart Birch

Bart shared that he is ready to step down from the Board and let someone else take his place. He has served for five years and enjoyed being a Commissioner. Cynthia will inform the mayor of the vacancy.

9. Updating Funding Request Form

The Board reviewed the updated Funding Request Form. A line for the amount of funding desired and additional explanation of the types of funding DURA is permitted will be added.

10. Adjourn (7:50 PM)

A motion was made to adjourn the meeting.

Moved: Bart Birch

Second: Larry Young

Passed: Unanimously

Attest:



Dan Powers, Chair



Carrie Cleary, Secretary

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