

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

December 2, 2015

1. Call to Order – determination of a quorum (7:01PM)

Commissioners Present: Carrie Cleary, Dan Powers, Erica Rice, Larry Young

Commissioners by Phone: None

Others Present: Cynthia Rose

2. Adoption of Agenda

Changes to Agenda: None

A motion was made to approve the agenda as presented.

Moved: Larry Young

Second: Carrie Cleary

Passed: Unanimously

3. Approval of Minutes from November 4, 2015

Changes to Minutes: None

A motion was made to approve the minutes of the November 4, 2015 meeting as presented.

Moved: Erica Rice

Second: Carrie Cleary

Passed: Unanimously

4. Monthly Financial Reports

Dan explained that the "negative income" income item on the 10.31.15 Balance Sheet appears because October is the first month of the fiscal year.

5. Monthly Claims

Cynthia shared that the DURA computer security system, Trend Micro, will renew in December. The Board decided to cancel the subscription. Cynthia added that the Wells Fargo credit card had a zero balance for the current month.

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

Moved: Larry Young

Second: Erica Rice

Passed: Unanimously

6. Discussion of Administrator Contract

The Board reviewed the requirements for classifying individuals as either "employees" or "contractors," and decided that the DURA Administrator is appropriately classified as a "contractor."

A motion was made to approve the Consultant Contract for the DURA Administrator for FY16.

Moved: Larry Young

Second: Carrie Cleary

Passed: Unanimously

7. Resolution for New Check Signers

A motion was made to pass the New Check Signer Resolution 2015.12.02 listed here by title only:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF DRIGGS, IDAHO, APPROVING AND AUTHORIZING SIGNERS ON AGENCY BANK ACCOUNTS AS IS DEEMED APPROPRIATE; AUTHORIZING THE CHAIR AND SECRETARY TO EXECUTE ALL NECESSARY DOCUMENTS REQUIRED TO IMPLEMENT THIS ACTION; AND PROVIDING AN EFFECTIVE DATE.

Moved: Larry Young

Second: Carrie Cleary

Passed: Unanimously

8. Project Updates

1. Wayfinding #4 & #20

Sign fabrication is on hold until the City determines where the transit center will be located.

2. Transit Center

The Conceptual Design phase for the park & ride lot will begin this month. The City will plan to meet with DURA at its January meeting to obtain input/feedback on design options. They have also been meeting with START Board and others in Jackson to raise additional funds for the project. Broulims is still engaged and will participate in the conceptual design phase.

3. Front Street District

Doug Self is beginning to work on the eligibility report for this possible new district. He will provide drafts to DURA and Ryan Armbruster, who the city will contract with directly to produce all necessary documents for the district to be considered.

4. 60 N First St

The Fire Dept. was contacted regarding this abandoned derelict building and they are working with the owner to demolish the building as part of a fire training exercise. Dan will contact Julie Bryan to suggest she contact the Fire Department to discuss doing the same thing with the derelict buildings on Depot Street.

5. New Land Use Code

City staff recommends that DURA review the proposed new land use code and send comments to Doug Self at DSelf@DriggsIdaho.org by January 13, when the P&Z meeting will be held. Doug specifically wanted the Commissioners to look at the portion on the potential new DURA District. The code can be found at www.TetonValleyCode.org/Driggs.

9. New Internet Service

Silver Star installed the new internet services at the DURA Office.

10. Commissioner Vacancy

Dan reported that he spoke with Mayor Johnson regarding nominating a City Council Member to serve on the DURA Board. The Mayor will submit a recommendation before the January DURA meeting.

11. Adjourn (7:50 PM)

Moved: Larry Young

Second: Carrie Cleary

Passed: Unanimously

Attest:



Dan Powers, Chair



Carrie Cleary, Secretary

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