



BLACKFOOT URBAN RENEWAL AGENCY

March 1, 2022

Meeting minutes

Present: Jason Moulton, Bart Brown, Commissioner Whitney Manwaring, Christi Kotter, Jordan McLaughlan, Garrett Sandow, Ginette Manawring,

Absent: Wayne Mikesell

Guests: Janis Groesbeck, Mayor Carroll, Zac Fillmore

Jason Moulton called the meeting to order at 7:30 a.m. and welcomed all guests and new board members, Christi Kotter and Jordan McLaughlin.. The board was asked if anyone had any conflicts of interest. No conflicts of interest were disclosed. Jason Moulton asked for approval of the minutes for January 2022. A motion to approve the January 4, 2022 meeting minutes of the Blackfoot Urban Renewal Agency was made by Bart Brown and the motion was seconded by Commissioner Whitney Manwaring . all in favor. Motion was unanimously adopted.

Downtown District:

Nothing to report at this time, however there was discussion regarding the remaining time and funds for the Downtown district. The Downtown district ends in a few months. Bart Brown made a point that the project deadlines need to be kept and adhered to . It is the desire of the board to have an update on the Milmor project from Justin Oleson and requested this be put on the April meeting agenda.

Riverview District: Nothing to report at this time.

Other Business:

- Election of Officers: Action Item

Jason Moulton expressed appreciation for the many years of service Scott Reese, Chairman of the Bura board and Chase McAllister, board member rendered . He noted that each of them played a vital role on the BURA board and their knowledge and influence were far reaching and they will be missed as their time serving on the BURA board has come to an end.

Jason Moulton discussed the need to elect new officers for the Bura board and noted that the outgoing officers were: Scott Reese, Chairman, JasonMoulton, Vice Chairman, and Chase McAllister, Secretary/Treasurer. Jason Moulton asked the board to entertain discussion and election of new officers. Bart Brown asked about the term limits and Mayor Carroll replied noting the history of term limits with the city agencies and that there needed to be continuity with these. The city went with two 3-year term maximums.

The board discussed term limits and Bart Brown noted how often the board reviewed the officers and board members. It was also noted that Bart Brown and Jason Moulton's term of service on the BURA board will end at the end of this fiscal year.

Jordan McLaughlin asked what the responsibilities of the elected officers were and the board replied.

Jason Moulton asked for nominations for the new officers. Bart Brown nominated Jason Moulton as the Chairman of the BURA board. Commissioner Whitney Manwaring seconded the nomination motion. All in Favor. Motion Unanimously adopted.

Commissioner eWhitney Manwaring nominated Christi Kotter as the Vice Chairman of the BURA board. Jordan McLaughlin seconded the nomination motion. All in Favor. Motion Unanimously adopted.

Commissioner Whitney Manwaring nominated Jordan McLaughlin as the Secretary/Treasurer of the BURA board. Bart Brown seconded the nomination motion. All in Favor. Motion Unanimously adopted.

- **Financial Report: Action Item**

Ginette Manwaring sent in the financial report and reported on the balances available in each of the districts. Each district received their bi-annual payment from taxes. There is \$1.6 million all committed to projects in the Downtown district and there is just over \$1 million in Riverview district. The board discussed the committed money in the Downtown district. Jordan McLaughlin had questions and concerns regarding some of the projects. The board reviewed and discussed the time frames allotted for projects and the contracts and money committed already to current projects.

Bart Brown made a motion to approve the Financials as presented. Commissioner Whitney Manwaring seconded the motion. All in favor, motion unanimously adopted.

- **Ratify February Payables: Action Item**

Jason Moulton asked the board for ratification of the February Payables totaling \$143,938.94. Bart Brown made the motion to ratify the February 2022 payables. Commissioner Whitney Manwaring seconded the motion. All in favor, motion unanimously adopted.

- **March Payables: Action Item**

Jason Moulton presented the March payables as follows totaling \$ 61,562.09 :

Garrett Sandow	\$	400.00
Ginette Manwaring	\$	750.00
Janis Groesbeck	\$	23.20
Marcus Mickelsen	\$	7,500.00

Teton House Invoices \$ 52,888.89

Bart Brown asked for the remaining amount on the frontier Building project and Janis Groesbeck provided the information.

Bart Brown made the motion to approve the March 2022 payables as presented. Commissioner Whitney Manwaring seconded the motion. All in favor, motion unanimously adopted.

- **Mayor's Update:**

Mayor Carroll discussed the following:

- The Twin Bridges area in RV district is in need of repair. Mayor Carroll asked BURA about the availability of funds for helping with the Twin Bridges project. The board did discuss and Commissioner Whitney Manwaring noted that some of the areas over by the river in the Riverview district are managed by other designated agencies. Garrett Sandow noted this would need to be on the April Agenda in order for Mayor Carroll to present the project to the board and discuss further. The board agreed.
- Jordan McLaughlin asked about the scope of help BURA provides and the Board confirmed that BURA can and has helped with other City projects over the years. Zac Fillmore suggested that a history be written - with the knowledge and help of Scott Reese - that would provide insight into the scope of all that BURA has done over the years and how that has helped increase the tax base and provided growth and improvements in and around the city of Blackfoot.

A motion to adjourn the meeting was made by Bart Brown. The motion was seconded by Commissioner Whitney Manwaring. All in favor. The motion was unanimously adopted. The meeting was adjourned at 8:20 am

The next meeting is April 5, 2022, at 7:00 a.m.

Chambers Room at City Hall