

DDA Meeting | June 16, 2026

These meeting minutes were generated with the assistance of Microsoft Teams AI technology to enhance accuracy, organization, and clarity. The final version has been reviewed for completeness and adherence to meeting records.

Call to Order: 1:05 PM

Roll Call:

- **Members Present:** Greg Shroeder (Teams), Keith Carrieri, Lachie Thomas, Andrew Atkins, Marci Leith, Scott Schlosser
- **Members Absent:** Jake Roach
- **Staff:** Nikki Davis, Kira Koppel, Melissa Daruna, Jessica Johnsen, Gram Dick
- **Guests:** Bryan Woods (Town Council), Troy Bernberg (Northland Financials)

Conflict of Interest Disclosure(s): None

Public Comment:

- Lachie has a new tenant moving into the former Slope and Hatch location.
- Keith requested time at a future meeting to discuss parking challenges and loading zones downtown.

Approval of Minutes: Minutes dated May 19, 2026

- Motion to approve made by Lachie, seconded by Marci. Motion carried.

Administrative:

- DDA Resolution 02-2026 requesting that Town Council approve an increase in the number of board members.
 - Motion to approve made by Marci, seconded by Lachie. Motion carried.
- Attendance and Roles
 - The group discussed increased participation from individual board members.
 - Staff will work with IT to establish separate planners for DDA Agenda Planning and DDA Project Tracking.

Updates:

- Troy met with the Capitol Flats applicant team to re-engage them in file a Petition for Inclusion into the district.
- Melissa presented an update on the town's new five-year strategic plan, highlighting the DDA's responsibilities in economic development, commercial property activation, and collaboration on major infrastructure and community vitality projects.

Business & Discussion Items:

- **EV Charger Grant Application and Site Selection:** The board discussed and approved DDA Resolution 03-2026 which authorized a \$10,000 match for a grant

application to install four fast EV chargers near 2nd Street, considering technical requirements, site impacts, and future parking needs.

- Motion to approve made by Marci, seconded by Andrew. Motion carried.
- **Property Inclusion Petitions and DDA District Expansion:** The board discussed and approved DDA Resolution 04-2026 which enables the inclusion of 22 Town-owned parcels into the DDA district, facilitating future inclusion of private properties and supporting the town's strategic growth objectives.
 - Motion to approve made by Marci, seconded by Lachie. Motion carried.
 - Communication and Outreach Strategy: The board discussed creating a one-page document and publicizing the new inclusion process making it easier for property owners to understand and apply for inclusion in the DDA district.
- **Commercial Vacancy Incentive Program Recommendation:** The board agreed to advance a memo to the Town Council recommending an incentive-based approach, modeled after the City of Lafayette, to encourage redevelopment and occupancy of vacant commercial properties, rather than implementing vacancy taxes or fees.
 - **Review of Incentive Models:** The board considered various approaches to address commercial vacancies, ultimately favoring a rebate program for building permit and related fees, capped at a set amount, to incentivize property owners to redevelop or lease vacant spaces.
 - **Discussion of Eligibility and Implementation:** The board discussed eligibility criteria, noting that Lafayette's model may need adjustments for Eagle, such as broader eligibility beyond signed leases. The board agreed to recommend the incentive approach and leave detailed program design to staff and council.
 - Motion to approve made by Marci, seconded by Andrew. Motion carried.
- **Updates on Private Property Inclusion and Development Projects:** Troy reported positive discussions with Capitol Flats developers regarding inclusion in the DDA, with administrative steps clarified for both inclusion and potential exclusion. Jessica provided contact information for McDonald's project representatives, and the board discussed the need for timely coordination to ensure inclusion before redevelopment.

Adjourn: 3:04 PM