

**Aston Urban Renewal Agency  
Meeting Minutes  
February 22, 2018  
Ashton Idaho**

Chairman Sara Bowersox called the meeting to order at 4:30 PM

Attendance:

*Board Members:* Sara Bowersox, Mark Chandler, and Teddy Stronks

*Administrative Support:* Katie Cook from ECIPDA

Approval of Meeting Minutes:

Chairman Sara Bowersox asked for a motion to approve last meeting's minutes that Katie sent out with the notice and agenda. Teddy Stronks made a motion to approve the meeting minutes. Mark Chandler seconded the motion and it passed unanimously.

Consideration of Invoices:

Katie Cook presented invoices to the board. The first was for \$62.50 to the City of Ashton which had been previously approved as an ongoing payment, so no vote was taken. The second was for Keller and Associates for \$3,984 for the first part of their sidewalk engineering contract including task #1 and task #2 design services. Which had also been previously approved, so no vote was taken. Then Katie reviewed the balances of the two districts from the last bank statement from January 31, 2018. The Downtown Main Street District has an ending balance of \$202,898.75 and the Park District has a balance of \$26,145.

Audit Engagement Letter:

Katie Cook presented an audit engagement letter confirming that Jensen, Poulson and Company would be hired to complete the FY 2017 audit. A representative will be on the phone for the meeting in March to present it to the board. Mark Chandler made a motion to approve the Audit Engagement letter and Teddy Stronks seconded the motion. The motion passed unanimously.

Preliminary Annual Report:

Katie Cook presented the preliminary annual report to the board. The board asked that Katie include the contract price with Daniel Borup for the pocket park sculpture. Teddy Stronks made a motion that the board accept the preliminary annual report with the revision to include the price of the sculpture. Mark Chandler seconded the motion.

Idaho Community Review Program:

Sara Bowersox received a letter from the Mayor requesting that someone from Urban Renewal and from the Chamber of Commerce for help with the community review. The first Community Review happened several years ago, but now they would like to do phase II and phase III and they are putting out applications and if they are accepted then the University of Idaho Extension office will come out and help review and criticize and review the things that have been done. There is no cost for the Community Review because it is a grant funded by the state. The application must be completed by Friday, March 2, 2018. The City would be in charge of submitting the application. Devin was appointed as a representative from the AURA to sit on the

committee for the Program. Sara will reach out to Devin and discuss with him about working on this project.

#### Sidewalk Project Update:

Marvin Fielding was phoned to discuss the progress of the project. He recently received a call from LTAG to report that Ashton was ranked number 3 out of 71 projects and that only the top 12 would be funded. The funding has been confirmed as of 22 February 2018 in the amount of \$250,000 for the whole amount. They would like the project to be completed by November with the final documentation by December 1<sup>st</sup>. A question was asked to Marvin regarding drainage near the Lutheran church for the project. Marvin Fielding reported that they were planning to add a storm drain line that will aid in the drainage. The parking lot area is much lower and may still be susceptible to issues. Marvin suggested to perhaps clean out the existing culvert to aid in the drainage.

#### Project Update and Potential Projects

##### A. Pocket Park

###### 1. Sculpture:

Daniel Borup will be coming up to the Idaho Art Lab the week of February 26<sup>th</sup> and there will be an event in Ashton at the Community Center on the 27<sup>th</sup> of February. It was requested of the board to help pay for the rent of the Community Center for the sculpture. Teddy Stronks made a motion to approve the spending for the rent of the community center and Mark Chandler seconded it. The vote was passed unanimously, and a check was made out to the North Fremont Library District for \$50.

###### 2. Name the Pocket Park:

Michelle O'Malley requested that the Pocket Park be named after Emily Baum. Several other names were brought forward, but the matter was tabled and would be left up to the City to determine a name for the park once ownership is given to them.

###### 3. Rocks with Plaques:

Mickey Funk with the Vasak foundation wishes to fund a rock that would have a plaque put on it which would then be placed in the park. All decisions about the look of the rocks and of the plaques will come from Mickey Funk, except for the size of the rock. The board decided that the rock should be no larger than 2 feet by 2 feet.

###### 4. Fir Tree Donation:

There was an offer from a community member to bring a 12-15-foot fir tree from a local residence and put it in the park. It was decided by the board that the park did not have enough room for another tree in it. The matter will be referred to the City to see if there is a different place for it.

##### B. Future Projects:

Teddy Stronks brought up a project for the tennis court. He spoke with Rick Miller at the Development Company about a community development grant which application is due on the 28<sup>th</sup> of February. One option is to repair the courts and another option is to tear them down.. It is determined by the board to write a letter of support for the project.

Other Business:

Teddy suggested taking some pictures of some of the progress that has been made for the projects that are being conducted to show to the Association of Idaho Cities the good work that has been done. It was suggested to find a photographer and to take 'before' pictures and 'after' pictures of the upgrades and improvements. Katie Cook will email some of the pictures that she took along the development of the park for the board's records.

Set Next Meeting Date:

The next meeting is set for Wednesday the 28<sup>th</sup> of March 2018 at 4:30 pm.

Adjournment:

Teddy Stronks made a motion to adjourn the meeting, Mark Chandler seconded the motion and it was passed unanimously. The meeting was adjourned at 5:10 pm

Meeting minutes prepared by: Hannah McDonald

Minutes Accepted by:

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Sara Bowersox, Chairman