

Ashton Urban Renewal Agency

299 East 4th North

Rexburg, Idaho 83440

Phone 208-356-4525 Fax 208-356-4544

October 17, 2012

TO: Agency Board Members

FROM: Chairman Jeff Hamilton

RE: Notice of Meeting

Just a reminder of the meeting of the Ashton Urban Renewal Agency.

Date: Wednesday, October 24, 2012

Time: 4:30 P.M.

**Place: Ashton City Hall
Council Chamber
604 Main Street
Ashton, Idaho 83420**

Enclosed are the minutes from the August 29 and September 19, 2012 meetings, invoices from Targhee Publishing, ECIPDA and Elam & Burke, an engagement letter from Jensen Poulsen & Company, LLC for preparation of the FY 2012 audit, the Historic High School and City Park Area Urban Renewal Eligibility Report, the Amended and Restated Ashton Area Urban Renewal Plan Eligibility Report now known as the 5th, Main, and Highway 20 Urban Renewal Area, and Resolution 2012-03 and 2012-04 for each of the Eligibility Reports for your review prior to the meeting.

Agenda

1. Call meeting to order – Chairman Jeff Hamilton
2. Approval of August 29 and September 19, 2012 – Chairman Jeff Hamilton Meeting Minutes
3. Approve Invoices for payment – Chairman Jeff Hamilton
4. Approve the Engagement Letter from – Chairman Jeff Hamilton Jensen Poulsen & Company PLLC for preparation of the Fiscal Year 2012 Audit
5. Review and approval of the Historic High School – Terry Butikofer And City Park Eligibility Report
6. Review and approval of the Amended and Restated – Terry Butikofer Ashton Area urban Renewal Plan Eligibility Report
7. Approval of Resolution 2012-03 and Resolution 2012-04 – Terry Butikofer
6. Other Projects – Chairman Jeff Hamilton
7. Set Next Meeting Date - Chairman Jeff Hamilton
8. Adjournment – Chairman Jeff Hamilton

ASHTON URBAN RENEWAL AGENCY

Meeting Minutes
October 24, 2012
Ashton, Idaho

Attending

Jeff Hamilton, MaryLou Davis, Stacy Wynn, Mayor Teddy Stronks, Shon Shuldberg from Ashton Memorial, and Terry Butikofer.

Meeting Minutes

Chairman Hamilton called the meeting to order at 4:05 PM. The first order of business of the meeting was to approve meeting minutes from August 29 and September 19, 2012. There were no additions or changes to either set of minutes. Stacy Wynn moved to approve the minutes of August 29th, MaryLou seconded the motion, the motion passed. Teddy Stronks moves to accept the minutes of September 19, 2012, Stacy Wynn seconded the motion, the motion passed and the minutes were approved.

Payment of Invoices

Chairman Hamilton presented invoices from Elam and Burke for work conducted on both the legal issues involving Ashton Memorial and work being done to coordinate the drafting of eligibility reports for the amended and new urban renewal areas. Teddy Stronks moved to approve and pay the invoices from September 4, 2012; Jeff Hamilton seconded the motion, the motion passed. Mary Lou Davis moved that the agency approve and pay invoices from Elam and Burke from an October 10th billing totaling \$1,519.25.

Chairman Hamilton also presented invoices from Targhee publishing for publication costs of publishing the budget as required by urban renewal law, and from the Development Company for administrative work and the drafting of the eligibility reports for the amendment of the existing and new urban renewal areas. Following the presentation and discussion of these invoices, Jeff Hamilton moved to approve and pay the invoices as presented, Teddy Stronks seconded the motion.

Approval of Audit Engagement Letter

Chairman Hamilton presented a letter of engagement from Jensen Poulsen & Company to conduct the Ashton Urban Renewal Agency's audit for this year's activities. It was noted that the date on the second line of this letter was the wrong date and needed to be corrected. Jeff Hamilton moved to engage Jensen Poulsen & Company to conduct the audit for the year ended September 30, 2012 for \$995.00; Stacy Wynn seconded the motion, the motion passed.


Review and Approval of the amended and new Urban Renewal Eligibility Reports

Terry Butikofer and Ryan Armbruster of Elam and Burke presented the eligibility reports to both amend and restate the existing urban renewal area and to create a new urban renewal area. Terry discussed the boundaries of the two areas, the methodology for identification of deteriorating and deteriorated conditions, the appropriateness of the amended and new area for urban renewal projects, and the conclusion derived from the eligibility reports. Ryan Armbruster discussed next steps and processes of creating urban renewal plans for the areas. Additional discussion followed.

Chairman Hamilton then presented two resolutions that had been prepared accepting the eligibility reports and providing justification for designating the area appropriate for urban renewal projects and seeking designation of an amended and new urban renewal area from the City Council. Ryan Armbruster read the resolution number 2012-03 by title. Stacy Wynn moved to pass the resolution; MaryLou Davis seconded the motion, the motion passed. Chairman Hamilton read the resolution number 2012-04 by title. Teddy Stronks moved to pass the resolution; Stacy Wynn seconded the motion, the motion passed.

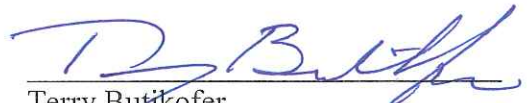
Chairman Hamilton discussed next steps with the commission. It was noted that the next City Council Meeting will be held on November 14, and that Terry Butikofer will present the eligibility reports and resolutions to the City Council that evening. Chairman Hamilton thanked everyone for their participation, and opted not to set a next meeting date until after the City Council meeting. The meeting was then adjourned at approximately 5:40 PM.

Minutes accepted by:



Chairman Jeff Hamilton

Minutes prepared by:



Terry Butikofer

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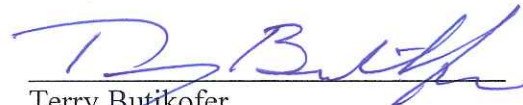
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Chairman Jeff Hamilton



Terry Butikofer