

**Ashton Urban Renewal Agency**  
**Meeting Minutes**  
**March 17, 2016**  
**Ashton, Idaho**

Chairman Mark Chandler called the meeting to order about 4:30 PM.

Attendance

Board Members: Mark Chandler, Mayor Teddy Stronks, Roz Jenkins, and Stacy Dexter.

Visitors: Sheryl Hill, Todd Martindale, Sara Bowersox, Brett Bowersox, Michele OMalley, Sara Reinke, Garth Blanchard, Katherine Stronks, Shon Shuldberg

Administrative Support: Terry Butikofer from ECIPDA

Approval of Meeting Minutes

Mark Chandler asked for approval of the meeting minutes from September 10, 2015. Teddy Stronks made the motion to approve the minutes, Roz Jenkins seconded the motion and the motion passed unanimously.

Board Member Changes

Two new board members were welcomed after being appointed by the Mayor: Roz Jenkins and Stacy Dexter. Stacy Wynn's appointment expires this month and she will no longer be serving on the board.

Presentation of FY 2015 Audit

Sheri Poulsen from Jensen Poulsen & Company, PLLC called in and presented the audit to the Board. The audit came back with an unmodified opinion, meaning there were no issues. Mark Chandler motioned to approve the audit, Stacy Dexter seconded and the motion passed unanimously.

Consideration of Payment of Invoices

N/A

Project Update and Potential Projects

*Pocket Park Project*

Garth Blanchard was the spokesman for a group of Ashton citizen's that have been meeting to develop potential ideas for the pocket park at the corner of 5<sup>th</sup> and Main. The lot is about 60'x140'. Because of the size of the lot, they recommend putting in a curved walkway and possibly a covered pavilion for events. The community also indicates that they would like a public bathroom as well. Sculptures and various landscape ideas are also part of the ideas.

The Vasak fund is another avenue for some financial assistance with the project. They have been contacted, but no commitment has been made by them. There was discussion about the

cost of maintaining the park and who would be responsible for that. If there were bathrooms, they would have to be cleaned and stocked daily in the summer months and the grass would need mowed weekly as well as other landscape maintenance.

Sheryl Hill asked for clarification on when ownership would revert back to the City of Ashton. Terry Butikofer explained that typically once a project is complete, it is then given to the city to maintain. She also asked where the funding and maintenance would come from. This project is still in the developmental stages and not all of those details have been determined. The high school is also interested in getting some of the students involved with the development of the project and possibly some of the upkeep.

Sara Bowersox asked the purpose behind purchasing the land. Chairman Mark Chandler explained that it was to beautify the downtown area and to make it more inviting. Katherine Stronks voiced that as a business owner, she would like to see parking incorporated in to the design since there is already an issue with insufficient parking downtown.

Garth Blanchard presented various price ranges for the project. On the low end it would cost about \$28,000 for the basic plan for the park and on the high end with everything being included, it would be roughly \$82,000. If a restroom facility is desired, that would be an additional \$32,000-40,000. Sheryl Hill asked if a composting toilet was considered and it has been. The designs presented are still in the concept stage.

Going back to the long term maintenance, Sheryl Hill asked if the City is willing to take on that kind of commitment to maintain the park. She also asked if the City would consider selling the lot at a future date if commercial development were to come and want that location. Mayor Stronks said that it would be considered especially if commercial business were coming to downtown. Sheryl is concerned about investing large amounts of public funds in a project that may be used in the future for commercial development.

Katherine Stronks explained that they own an adjacent lot that they plan to put a sculpture on and add some additional parking for those visiting the area. As mentioned before, a major concern is parking for those wanting to stop in the downtown area. It is possible to coordinate the beautification efforts between the two lots with keeping them separate.

## 2015 Annual Report-Public Hearing

Copies of the FY 2015 Annual Report were emailed to the Board prior to the meeting. A public hearing notice was printed on March 8, 2016 in the Standard Journal legal notifications section inviting public comment on the Ashton Urban Renewal Agency Annual Report. Mark Chandler called the public meeting to order and read the Public Hearing Script provided. Several members of the public were present, and public comment was given.

Sheryl Hill had several comments which are archived with the meeting minutes as provided in a letter from Sheryl. The concerns were noted and will be addressed as directed by the Board. Sheryl emphasized the fiduciary duty that each member of the Board has and asked that there be more training and information provided to the new Board members.

Terry Butikofer read resolution 2016-01 to approve the 2015 Annual Report and then asked for a motion to approve the FY 2015 Annual Report by resolution. Stacy Dexter made a motion to approve the annual report, Teddy Stronks seconded and the motion passed unanimously.

### Other Business & Next Meeting Date

Sara Reinke asked if it is possible for funds to be borrowed by one district to fund projects when funds are not currently available in a specific district. She specifically mentioned the tennis courts. One district can borrow from another with the terms of repayment and interest rates documented, it is a loan and must be paid back. The biggest concern is that if there is not enough tax increment coming in to pay the other district back, it would not make sense to make that loan to the other district. Sara Reinke also spoke about funding that may be available from outside sources, but they just have to be sought out. She also mentioned the Vasak fund which are funds available from a past resident of Ashton that put money aside to help with these types of projects.

Mark Chandler presented two items that were voted on by the Board members via email in between meetings and therefore needed ratification by the Board. One was for \$1500 that the URA contributed to the tree trimming on Main St. and the other was \$200 for an architect to do some renderings of the pocket park. All Board members present voted aye to ratify those payments.

The next meeting was not set; Mark Chandler would like to meet with the Main Street Matters group before the next meeting. The meeting was adjourned at about 6pm.

Meeting minutes prepared by Katie Cook

Minutes accepted by:

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Mark Chandler, Chairman