

Ashton Urban Renewal Agency

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August 14, 2013

TO: Agency Board Members

FROM: Jeff Hamilton, Board Chairman

**SUBJECT: Notice of Special Board Meeting
Wednesday, August 21, 2013**

At the call of the Chairman, a special Meeting of the Board of Commissioners of the Ashton Urban Renewal Agency has been scheduled for 1:00 PM, at the City Council Chambers, 604 Main Street, Ashton, Idaho.

Enclosed is the Proposed FY 2014 Budget, Resolution 2013-03, the minutes from the July 30, 2013 meeting, and invoices for payment for your review prior to the meeting.

Agenda

1. Call meeting to order – Chairman Jeff Hamilton
2. FY 2014 Budget Hearing – Chairman Jeff Hamilton
3. Approval of the July 30, 2013 meeting minutes – Chairman Jeff Hamilton
4. Consider Invoices for payment – Chairman Jeff Hamilton
5. Eagle Scout Project Presentation – Jordan Bossard
6. Review Draft of Amended and Restated Urban Renewal Plan for the Ashton Urban Renewal Project, now known as the 5th, Main, and Highway 20 Project Urban Renewal Plan - Ryan Armbruster
7. Consider Resolution Approving the Amended and Restated Urban Renewal Plan for the Ashton Urban Renewal Project, now known as the 5th, Main, and Highway 20 Project Urban Renewal Plan and Authorize Transmittal to the city of Ashton – Ryan Armbruster
8. Review Draft of Historic High School and City Park Urban Renewal Project Urban Renewal Plan – Ryan Armbruster
9. Consider Resolution Approving the Historic High School and City Park Urban Renewal Project Urban Renewal Plan and Authorize Transmittal to the city of Ashton – Ryan Armbruster
10. Street Light Project Update – Chairman Jeff Hamilton
11. Executive Session: Communicate – Chairman Jeff Hamilton with Legal Counsel to discuss the legal ramifications and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated [Idaho State Code §67-2345(1)(f)].
12. Set Next Meeting Date - Chairman Jeff Hamilton
13. Adjournment – Chairman Jeff Hamilton

Ashton Urban Renewal Agency

Meeting Minutes
August 21, 2013
Ashton, Idaho

Chairman Hamilton called the meeting to order at 1:03 PM. Those attending were Jeff Hamilton, Mayor Teddy Stronks, MaryLou Davis, Stacy Wynn, Jordan Bossard, Todd Bossard, Ryan Armbruster, Meghan Conrad, Shon Shuldberg, Terry Butikofer and Judy Coy.

FY2014 Budget Hearing

Chairman Hamilton reviewed the FY 2014 budget going over revenue and expense items for the coming fiscal year. He noted that the only project being worked on presently is the street lighting project in the downtown area. He then opened the public hearing by stating that this was the time and place for the public hearing on the FY 2014 budget for the Ashton Urban Renewal Agency. The hearing was conducted under the authority of Idaho Code Section 50-1002, as required by recent amendments to the Idaho Local Economic Development Act which governs urban renewal agencies. By way of background, the Agency Board at its meeting of July 30 , 2013 tentatively approved a budget for FY 2014. The Agency then took steps to publish notice of the budget and this date as the date for any person to appear and show cause, if any, why such budget should or should not be adopted. Chairman Hamilton then asked if anyone wished to testify on the budget and if so that they sign the sign-up sheet listing their name, address and telephone number. He then asked that when testifying to please state your name and address for the record. He then asked that before taking any public testimony if any of the Board had any questions or comments about the budget since the last meeting on the budget. Hearing none he then asked if anyone in the audience would like to testify on the budget. Having heard no public comment he declared the public hearing closed at 1:07 PM. **He then read the title to Resolution 2013-03 and asked for a motion to approve the budget by adoption of Resolution 2013-03. A motion was made by Mayor Stronks to accept Resolution 2013-03 as presented. The motion was seconded by Stacy Wynn. Motion carried.**

July 30, 2013 Meeting Minutes

Chairman Hamilton asked if there were any changes or comments on the July 30, 2013 meeting minutes. Hearing none had asked for a motion to approve the minutes as presented. **Stacy Wynn made a motion to approve the minutes as presented. The motion was seconded by MaryLou Davis. Motion carried.**

Invoice for Payment

Chairman Hamilton presented invoices from Elam & Burke for legal fees for the Ashton Plan Amendment in the amount of \$2,557.90. The other invoices were for legal fees dealing with the Ashton Memorial Tax Appeal for \$37.00 and \$466.11. The invoices totaled \$3,061.01. **A motion was made by MaryLou Davis to approve payment of the invoices as presented. Stacy Wynn seconded the motion. Motion carried.** Chairman Hamilton then presented an invoice from Scheiss Associates, the engineering firm that has been putting together the mapping for the new urban renewal Plans. The invoice was in the amount of \$582.50. **A motion was made by Mayor Stronks to approve the invoice as presented. The motion was seconded by Stacy Wynn. Motion carried.**

Eagle Scout Project

Jordan Bossard presented his Eagle Scout project which consists of refurbishing the corner of 6th and Main Street. This is area is an eye sore at the present. It could also be considered a safety hazard because of the holes in the concrete. The project would consist of cleaning up the junk at the site and then taking out the old concrete. A new planter would then be built and benches would be installed. Dan's Plumbing

volunteered to install a watering system so that the planter could be watered. Most of the work on the project would be donated as in-kind. The property in question is privately owned but does lie in the urban renewal district. The property owner was willing to let Jordan use the property for the project at no cost. Chairman Hamilton stated that the board would review the project costs that he had provided and get back to him.

Amended and Restated Urban Renewal and Restated Urban Renewal Plan for the Ashton Urban Renewal Project, now known as the 5th, Main and Highway 20 Project Urban Renewal Plan

Ryan Armbruster stated that the agency board is down to the last few steps to get the Plan finished and then it will be presented to the City of Ashton. He noted that the purpose of the meeting today was to flush out a few remaining issues and then have the board provide direction to make the changes needed and then the Plan will be formally submitted to the city for consideration. The Plan and the resolution to approve the Plan have been provided. Mr. Armbruster went over a few of the highlights. He noted that the amended Plan is a little bit more complicated to complete because there is a two sided limitation. The limitation consists of the assessed value limitation where all of the assessed values of the base assessment roll of the existing project area and the new amended area to be included and the brand new area cannot exceed 10% of the overall valuation of the City of Ashton. Because of the way the assessment process works the City of Ashton's final numbers will not be in until September. It is not necessary to wait for that information because there is enough play in the 10% valuation limit that the project can move forward. On the 10% geographic limit there were some challenges partly in trying to go back and determine how exactly the initial calculation of the overall project area, including the rights of way of Highway 20 and Main Street, totaled approximately 86 acres. What they did find was that there were some initial reports from Harlan Mann that were thought to be 86 acres in dimension. The four parcels looking at to be added can be added and will be just over 8.01 acres. Mr. Armbruster provided documents to the board showing areas in the Plan that need a work. He further noted that the Plan is pretty straight forward. They will be making some changes to the legal description based upon contact with the State Tax Commission and they will probably suggest that the engineer talk directly to the State Tax Commission to be sure that the legal descriptions are all up to snuff. Any property acquisition will be to purchase property only for remediation and environmental conditions. Chairman Hamilton did state that the community center was added into this area. Terry Butikofer commented that the legal descriptions have been separated into the parcels and hopefully the State Tax Commission will approve that. He also noted that the legal description on parcel number 3 will change. Mr. Armbruster stated that they will need to coordinate with the city clerk in terms of getting a land use map of the city. **Mr. Armbruster read the title to Resolution 2013-05. A motion was made by Mayor Stronks to adopt the resolution. Stacy Wynn seconded the motion. Motion carried.**

Historic High School and City Park Urban Renewal Plan

Mr. Armbruster stated that there were fewer changes to be made to this Plan. He went over the map and change sheet associated with the new district. The overall base assessed values of the parcels are well below the 10% figure. The content of the Plan is very similar as to the Amended Plan and will need the same land use zoning map to insert. The levy rate calculation for the new Plan area is more straight forward and there is no concern for the varying levy rate because this Plan is being adopted after 2008. After 2008 an urban renewal agency is not entitled to any of the levies of any board approved levy rate increases. Over the life of this Plan it will be shorter than the original Plan because of a change in the statute. This Plan will have a life of 20 years and will have a seven and a half million dollar increase in value over the life of the Plan. Attachment 5B sets out what is hoped, at some point, to be able to fund public infrastructure, street lights, water and sewer and other public improvements. Mr. Armbruster noted that there is a bad legal description call that will have to be corrected. Terry Butikofer had a question on the ten percent limitation that he was unsure of. The legislature looked at the personal property issue. Mr. Armbruster stated that the 10% limit is not really a big issue for these areas. He further noted that the Agency should be getting a certification from the State Tax Commission that the personal property inside

that project area as of 2013 is so many dollars. The Agency will receive state reimbursement for that number times the levy rate from the State as if the agency were receiving a tax payment. That is a frozen number and cannot change. If the legislature doesn't do anything with personal property tax the agency will get value of any piece of personal property that exceeds \$3,000 and also the tax creditor must have personal property in excess of \$100,000 total. **Mr. Armbruster read the title to Resolution 2013-04. A motion was made by Chairman Hamilton to adopt Resolution 2013-04. The motion was seconded by MaryLou Davis. Motion carried.**

Terry Butikofer noted that both Plans will now need to be presented to the City Council. Mayor Stronks stated that the Council will be meeting on September 11, 2013. Mr. Armbruster stated that in the next week the documents will be completed and a formal letter will be signed by Chairman Hamilton to the Mayor and the City Clerk stating here are the Plans please schedule a hearing and please publish the notice of publication and also deliver said copies of the Plan to the Taxing Entities. The statute requires at least 30 but no more than 60 days notice for the public hearing so that will probably fall in October 2013. A Planning & Zoning meeting needs to be attended sometime in September. Mayor Stronks stated that a special meeting could be held if necessary. Mr. Armbruster stated that a special meeting is not necessary but it would be good if all three readings of the ordinance could be done in the same meeting. Terry Butikofer noted that the school district needs to be contacted and met with as well.

Street Light Project Update

Chairman Hamilton stated that at the last meeting a representative from BECO gave the board a quote and since then Chairman Hamilton has made several attempts to contact Mountain States Lighting and finally had a connection on Monday. They stated that they are really busy and they promised that they would have a response in the next week. Once that information comes in the board will recap the project and see if it can be completed before winter.

Executive Session

A motion was made at 1:50 PM by Mayor Stronks to move into Executive Session to discuss the legal ramifications and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated as per Idaho Code 67-2345-1-f. The motion was seconded by Stacy Wynn. Roll call vote was taken in the affirmative. Motion carried. A motion was made to move out of Executive Session by Chairman Hamilton. The motion was seconded by MaryLou Davis. Motion carried.

Eagle Scout Project Revisited

After discussion it was decided to support Jordan Bossard's Eagle Scout project. **A motion was made by Chairman Hamilton to support the project up to \$1,200.00 in expense. The motion was seconded by MaryLou Davis. Motion carried.** It was stated that Jordan will need to bring in the receipts for the expense and they will be paid from cash on hand.

The next meeting date was not scheduled and a motion was made to adjourn the meeting at 1:45 PM by Chairman Hamilton. The motion was seconded by Mayor Stronks. Motion carried.

Meeting Minutes accepted by:

Meeting Minutes prepared by:

Jeff Hamilton, Chairman

Judy Coy, Administrative Assistant