

GARDEN CITY URBAN RENEWAL AGENCY

MEETING MINUTES

July 21, 2008

**Garden City Municipal Building
6015 Glenwood Street — Garden City, Idaho**

Chair Pam Beaumont called the meeting of the Garden City Urban Renewal Agency to order at 12:00 p.m.

- **Roll call** was taken and the following were present . . . Chair Beaumont, Commissioners Heil, Massman, and Souza.
- **Changes to the Agenda:** None
- **Approval of the June 10, 2008 Minutes:** A motion was made by Gene Heil to approve the minutes of the meetings. Parker Massman seconded the motion. Motion carries.
- **Treasurer's Report:** Parker Massman reported that total tax revenue was \$450,000 . . . expenses of \$83,000 . . . \$51,851 of that was for the park improvements at 42nd Street. Net Income \$396,000 for total assets of \$1,559,768.02. He has reviewed the check register and initialed and approved. The 2007 Audit report was presented. A motion was made by Gene Heil to accept the audit report. Jeff Souza seconded the motion. Motion carries. Chair Beaumont advised that a tax revenue check of \$200,000 should be received in the next few weeks. She advised that there are several new procedures that the auditors are doing this year and one is to observe the processes. Chair and our bookkeeper, Lou Hansen met with the auditors and reviewed with him how the tax increment checks and how the expenses are handled. Explained how Parker reviews the bank statements. The other item in terms of the audit . . . when it comes down to the year-end financial reports, last year Bailey and Company did the financial reports to provide to EideBailly because of the tremendous requirements for municipal financial statements. That is something that should be considered again this year. With the reorganization in the City Treasurer's Department, the Agency should meet with them and see if they can do this for us next year.
- **Election of 2008/09 Officers:** Jeff Souza made a motion to retain to retain the current officers: Chair, Pam Beaumont; Vice Chair, Gene Heil; Treasurer, Parker Massman; and Secretary, Sherry Atwell. Parker Massman seconded the motion. Motion carries.
- **Update on 42nd Street Park Bids:** Chair Beaumont advised that it is underway . . . the ground is cleared and they are making progress. King Excavation has not given a time schedule to Doug Russell yet, but he should have one by the end of the week. Found out this

**Garden City
Urban Renewal Agency**

week that this project must go through Design and Review because of the restrooms being a new structure.

- **Preliminary FY2008/09 Budget:** Chair Beaumont stated that when the Plan was extended and updated for an additional five years, one of the items focused on was City infrastructure. Major projects in the past were done in conjunction with ACHD for street improvements. ACHD no longer has their community development plan where we leveraged with them for street improvements, etc. The Police Department was added to our area so that we can help with some projects there. Chair requested from Chief Bensley and Bob Ruhl with the Public Works Program for budget requests for capital improvements for the next three to five years for each department. The Public Works projects are very complex and Bob Ruhl will present a PowerPoint review to help explain their written request (attached). Chair presented the Garden City Police Department request (attached) . . . building upgrade/maintenance, parking, fencing, gates, etc. Both projects are important to the City on a long-term basis.

Chair Beaumont reviewed the preliminary budget as follows:

Projected Revenue 2009	\$715,000
Expenditures/Total Operating Expense	\$54,200
Community Activities	\$1,500
Public Facility Improvements	<u>\$104,500</u>
Total	\$1,100,700

- A motion was made by Gene Heil to approve the preliminary budget as presented. Parker Massman seconded the motion. A roll call vote was taken . . . Chair Beaumont – yes; Commissioner Heil – yes; Commissioner Massman – yes; Commissioner Souza – yes, Commissioner Ziegert – absent. Motion carries.
- No Executive Session was held.
- **Other Business:** None.
- A motion was made by Gene Heil to adjourn. Jeff Souza seconded the motion. Motion carries.
- Next Meeting to be held **Monday, August 18, 2008 for a public hearing to approve the 2009 Budget.**

Chair, Pam Beaumont

Date

Secretary, Sherry Atwell

Date