

GARDEN CITY URBAN RENEWAL AGENCY

**MEETING MINUTES
January 20, 2009**

**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 12:04 p.m.

- **Roll call** was taken and the following were present . . . Chair Beaumont, Commissioners Massman, and Souza.
- **Changes to Agenda:** No changes.
- **Approval of November 17, 2008 Minutes:** A motion was made by Parker Massman to approve the minutes of the meetings. Jeff Souza seconded the motion. Motion carries.
- **Treasurer's Report:** Parker Massman reported that liability and equity of \$697,536.96 that includes fixed assets of the 42nd Street Park of nearly \$300,000 which is still on the books even though it has been turned over to the City. Chair noted that there are special entries that need to be made for this transaction and Bailly and Company who do the financial statements for the audit worked with the auditors to insure this is done correctly. Lou, our bookkeeper is going to meet with Cassie at Bailly and Company to make these journal entries correctly in Quick Books. Tax Revenue income was \$10,386, total expenses of \$129,751 and the majority of the expenses was for the park development. Net income was -\$118,712. He has reviewed the check register and initialed the checks.

Chair addressed some items on the Treasurer's Report. Interest Income was only \$653 in December because of the low interest rates. The other item, all banking is being done with the Bank of the Cascades and they have been just great to deal with, however, given the current economic environment, the Chair recommended that a second account be opened at US Bank to spread the risk. In addition to that, Chair is going to meet with the City Treasurer, Jim Krueger. The City has been investing some of their funds in the State Local Investment Pool, which the Agency is also allowed to do. Will discuss with Jim how that works and whether or not it makes sense for the Agency to put any of the excess funds . . . anything above \$250,000 in the Bank of the Cascades and \$250,000 at US Bank in the State Investment Pool.

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Ryan Armbruster advised that several other urban renewal agencies do invest in the State Investment Pool and in this most recent crisis there have been others who have moved their monies around depending on the balances they are carrying, just to be sure to try to get as much of it protected as possible. There is no minimum balance to open in the State Treasurer's pool and getting money out of it is not difficult.

The next tax increment check will be arriving within the next two weeks and should be about \$400,000. There is around \$400,000 in Bank of the Cascades, about \$37,000 to be paid to King Excavation, and another \$20,000 for the playground equipment and the first payment on the police department building which work that balance down to about \$300,000 which is pretty close to being acceptable.

Ryan Armbruster advised that an approval to open a second checking account with a motion to authorize Chair and Treasurer to open a second account with US Bank and also depending upon the information, allow them to go ahead and open an account at the State Pool whenever that is most appropriate.

A motion was made by Jeff Souza to approve the opening of a deposit account with US Bank and/or the State Investment Pool. Parker Massman seconded the motion. Motion carries.

A motion was made by Parker Massman to approve the treasurer's report. Jeff Souza seconded the motion. Motion carries.

- ***Mystic Cove Playground Equipment:*** Chair Beaumont reminded the Commissioners that there was a 50% off sale in December on playground equipment and we purchased some equipment for the Mystic Cove park. At that time we authorized up to \$20,000 for the purchase of the equipment and the installation. Subsequent to that date, we received a proposal for the installation and the installation is \$12,968.06. This would put the total cost up to \$22,243, so Chair is asking for an increase for that appropriation to \$25,000 to cover the cost of the playground equipment and installation and any other miscellaneous items that might occur. A motion was made by Parker Massman to increase the Mystic Cove Playground Equipment budget authorization to \$25,000. Jeff Souza seconded the motion. Motion carries.
- ***Public Works 2009 Funding Requests – Water and Wastewater Collection CIP:*** Chair Beaumont advised that a discussion was held last year during the budget process and again in the November meeting, about the need to begin building the infrastructure within the Urban Renewal Area and to that end, we asked Public Works to develop a list of projects in the Urban Renewal Area that we could begin working on during this fiscal year. The attached are the projects for a total of \$441,000. These are the broad cost estimates at this point. All items are from the Capital Improvement Plan and need to be done. Discussion followed for each item listed . . . Convert URA to Radio Reads, Monitoring Station #2 Improvements, Standby Power at Well #3, Well House #3 Rehabilitation, and Safety Equipment. Chair suggested that preliminary approval be given for these projects and as they come up, on each

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one with a tighter estimate, that they then be approved on a one-by-one basis. Questions and discussion followed. A motion was made by Jeff Souza to provide preliminary approval to the Public Works Request for Funding for 2008/9 on the projects provided to the Agency, with final approval as final estimates are received on each individual project. Parker Massman seconded the motion. Motion carries.

- ***Riverfront Park Payment Status Update:*** Chair Beaumont reported that discussions have been held with King Excavation about the final billing. We were down to owing them about \$40,000 for Riverfront Park. There was some question about whether or not they had completed certain remaining items, such as the O&M Manuals, and we were concerned about the hydro seeding because it was late getting in and whether or not we would have a stand of grass this summer. There were some other issues on liquidated damages because they were late finishing up the project. After about a month of going back and forth at an increasingly difficult negotiation, it was finally decided yesterday by Ryan Armbruster, Doug Russell of The Land Group and Chair Beaumont to finalize the negotiations with King Excavation on this. It was agreed to pay everything except \$2,700 which is the cost of re-hydro seeding if needed. Even beyond that, if there are problems, the warranty should cover it. Chair commented that King Excavation is very difficult to work with. While the work product of their subs was good, there are some things particularly with the restroom where the City will have to do some fine tuning on it, but for the most part their work was OK. They were terrible at paperwork, very difficult to deal with. Chair would not recommend using them again on an Urban Renewal project and will recommend the same to the City.

Ryan Armbruster, advised that one of the main reasons we were waiting to make final payment is that we had not seen lien waivers from the subs that have provided work. These were finally received. He also stated the Public Works Statutes do not provide flexibility and discretion for public agencies and the Agency has to comply with that statute and we have complied with that statute and will continue to comply with that statute to make our selections of the contractors that we engage for the public works projects that we will undertake. It is not an uncommon experience that public agencies face from time to time. The public works statute that was revised a couple of years ago makes it very difficult to **not** select the low bidder if that low bidder has a public works license. Part of the statute allows you to pre-qualify contractors, but usually those are for more expensive projects because it creates another layer of selection. It is more complicated, but for your standard middle of the run projects, such as the park, you are pretty much stuck with the low bidder.

- ***Greenbelt Extension from 52nd Street to Remington:*** Chair stated that the greenbelt extension from 52nd Street to Remington that has been discussed for some time . . . we have talked about building a bridge at a cost of \$800,000 to \$900,000; going behind some of the homes down there; or reviewing other possible routes.
- Jeff Souza moved to enter into Executive Session pursuant to Idaho Code 67-2345, for the purpose of discussing property acquisition. Parker Masman seconded the motion. A roll call vote was taken . . . Chair Beaumont - yes, Commission Heil - absent, Commissioner

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Massman - yes, Commissioner Souza - yes, and Commissioner Ziegert - absent. No nays. Motion carries.

- Adjournment from Executive Session: A motion was made by Jeff Souza to move out of Executive Session into regular session. Parker Massman seconded the motion. A roll call vote was taken . . . Chair Beaumont - yes, Commissioner Heil - absent, Commissioner Masman - yes, Commissioner Souza - yes, and Commissioner Ziegert - absent. No nays. Motion carries.

A motion was made by Jeff Souza to approve up to \$10,000 under Professional Services budget to authorize The Land Group to assist in planning for greenbelt expansion. Motion carries.

- **Other Business:** None.
- A motion was made by Parker Massman to adjourn. Jeff Sousa seconded the motion. Motion carries.
- Next Meeting to be held **Monday, March 16, 2009.**

Chair, Pam Beaumont

Date

Secretary, Sherry Atwell

Date