

# BELLEVUE URBAN RENEWAL 2018 ANNUAL REPORT



# Executive Summary



## **2018 Board Members:**

Becky Duncan, Chairman

Melanie Dahl

Jami Sluder

Brian Bourgette

Pricilla Adamson

## **City Staff:**

Diane Shay, Community Development Director

Ashley Dyer, Associate Planner

Kathy Clark, City Clerk

## **2018 City Highlights:**

- BURA replaced a Utility pole on Main Street to hang event banners from.
- BURA purchased Christmas decorations for the annual tree lighting ceremony on Main Street.
- BURA Approved the adoption of the 2019 Fiscal Year Annual budget.
- BURA approved funding for two (2) bus shelter on Main Street.

## **2019 Proposed Projects:**

- BURA is currently working on getting Easements granted with land owners for the two (2) bus shelters on Main Street.
- BURA is waiting for approval for Engineering costs to survey the land for the public bus shelter, on Spruce and Main.
- Approve FY2020 budget.
- Look into lighted cross walk south end of town, by Co-Op.

**BELLEVUE URBAN RENEWAL**  
**2018 Budget**

		ACTUAL 2014	BUDGET 2015	FINAL 2015	BUDGET 2016	FINAL 2016	BUDGET 2017	BUDGET 2018	Ref #
<b>INCOME</b>									
4000 40	CARRYOVER BURA	7,100.00	2,000.00	2,000.00	8,500	8,500	8,500.00	15,000.00	
4103 40	PROPERTY	16,277.41	10,000.00	21,287.30	16,000	27,739	16,000.00	18,000.00	
4105 40	INTEREST INCOME BURA	0.65	5.00	1.26		52	0.00	0.00	
	<b>TOTAL INCOME</b>	<b>23,378.06</b>	<b>12,005.00</b>	<b>23,288.56</b>	<b>24,500</b>	<b>36,241</b>	<b>24,500.00</b>	<b>33,000.00</b>	
<b>PAYROLL</b>									
	<b>TOTAL PAYROLL EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
<b>OPERATING EXPENSES</b>									
5110 40	POSTAGE	0.00	0.00	0.00	100	0	100.00	50.00	
5030 40	REPAIRS & MAINT	0.00	300.00	0.00	1,000	0	1,000.00	1000	#1
5100 40	PUBLISHING/ADVERT	383.28	500.00	1,074.80	800	467	800.00	800.00	
5150 40	CITY ATTORNEY	0.00	150.00	0.00	150	0	150.00	100.00	
5161 40	LEGAL/ACCOUNTING	400.00	500.00	400.00	500	400	500.00	2,500.00	#2
5165 40	MEMBERSHIP/DUES	141.05	250.00	120.05	2,000	245	2,000.00	2,000.00	#3
	<b>TOTAL OPERATING EXPENSES</b>	<b>924.33</b>	<b>1,700.00</b>	<b>1,594.85</b>	<b>4,550</b>	<b>1,112</b>	<b>4,550.00</b>	<b>6,450.00</b>	
	<b>SUB-TOTAL: OPERATING EXPENSE w/PAYROL</b>	<b>924.33</b>	<b>1,700.00</b>	<b>1,594.85</b>	<b>4,550</b>	<b>1,112</b>	<b>4,550.00</b>	<b>6,450.00</b>	
<b>CAPITAL OUTLAY EXPENSES</b>									
5650 40	IMPROVEMENT & CONST	3,474.85	10,305.00	4,869.08	19,950	0	19,950.00	26550.00	#4
	<b>TOTAL CAPITAL OUTLAY</b>	<b>3,474.85</b>	<b>10,305.00</b>	<b>4,869.08</b>	<b>19,950</b>	<b>0</b>	<b>19,950.00</b>	<b>26,550.00</b>	
	<b>TOTAL EXPENSES</b>	<b>4,399.18</b>	<b>12,005.00</b>	<b>6,463.93</b>	<b>24,500</b>	<b>1,112</b>	<b>24,500.00</b>	<b>33,000.00</b>	
	<b>INCOME MINUS EXPENSES</b>	<b>18,978.88</b>	<b>0.00</b>	<b>16,824.63</b>	<b>0</b>	<b>35,129</b>	<b>0.00</b>	<b>0.00</b>	
<b>Explanation</b>									
#1	Solar battery for rapid flashing light								
#2	annual audit fee, additional support from Elam & Burke PA								
#3	RAI Dues & Legislative Laws								
#4	Flashing crosswalk @ Brandles totaling \$19950.00								
	\$6600 for new Improvement and Construction projects in FY 2018								

9/18/2017 9:07 AM

BELLEVUE URBAN RENEWAL AGENCY

ORDINANCE #BURA - 10

AN ORDINANCE OF THE BELLEVUE URBAN RENEWAL AGENCY, BELLEVUE, IDAHO, ENTITLED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017, AND ENDING SEPTEMBER 30, 2018, APPROPRIATING THE SUM OF THIRTY-THREE THOUSAND DOLLARS (\$33,000) TO DEFRAY THE EXPENSES AND LIABILITIES OF THE BELLEVUE URBAN RENEWAL AGENCY, BELLEVUE, IDAHO, FOR SAID FISCAL YEAR; AUTHORIZING A LEVY OF A SUFFICIENT TAX UPON THE TAXABLE PROPERTY WITHIN THE BELLEVUE URBAN RENEWAL AGENCY, BELLEVUE, IDAHO; SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE; AND PROVIDING FOR AN EFFECTIVE DATE.

THE BELLEVUE URBAN RENEWAL AGENCY, BELLEVUE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: The sum of \$33,000 shall be, and the same is hereby appropriated to defray the necessary expenses and liabilities of the Bellevue Urban Renewal Agency, Bellevue, Idaho, for the fiscal year beginning October 1, 2017.

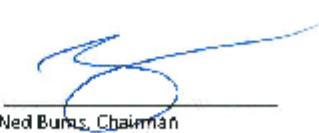
SECTION 2: The object and purpose for which such appropriations are made, and the amount of each object and purpose, are as follows:

OPERATING EXPENSES	\$6,450
CAPITAL IMPROVEMENT PROJECTS	\$26,550
<b>TOTAL EXPENDITURES</b>	<b>\$33,000</b>

SECTION 3: A general tax levy on all taxable property within the Bellevue Urban Renewal District, City of Bellevue, Idaho, shall be levied in an amount allowed by law for the general purposes of said District for the fiscal year beginning October 1, 2017.

SECTION 4: This ordinance shall be in full force and effect from and after its passage, approval and publication according to law.

PASSED AND ADOPTED BY THE BELLEVUE URBAN RENEWAL AGENCY AND APPROVED BY THE CHAIRMAN THIS 24<sup>th</sup> DAY OF AUGUST 2017.



Ned Burns, Chairman

ATTEST:



Amanda Karst, City Clerk

Ord #BURA-10

**BURA**  
**Balance Sheet**  
As of September 30, 2018

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02/25/19  
Accrual Basis

	<u>Sep 30, 18</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10001 · US Bank Checking	149,370.19
Total Checking/Savings	<u>149,370.19</u>
Total Current Assets	<u>149,370.19</u>
<b>TOTAL ASSETS</b>	<b><u>149,370.19</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
32000 · Unrestricted Net Assets	96,999.30
Net Income	52,370.89
Total Equity	<u>149,370.19</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>149,370.19</u></b>

11:10 AM  
02/25/19  
Accrual Basis

BURA  
Profit & Loss Budget vs. Actual  
October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
41001 - Carryover Prior Year	0.00	15,000.00	-15,000.00	0.0%
41000 - Property Assessments	52,657.26	18,000.00	34,657.26	292.5%
41200 - Personal Property Replacement	812.82			
45100 - Interest Income	20.81			
<b>Total Income</b>	<b>53,490.89</b>	<b>33,000.00</b>	<b>20,490.89</b>	<b>162.1%</b>
<b>Gross Profit</b>	<b>53,490.89</b>	<b>33,000.00</b>	<b>20,490.89</b>	<b>162.1%</b>
<b>Expense</b>				
<b>OPERATING EXPENSES</b>				
52000 - City Attorney	0.00	100.00	-100.00	0.0%
55000 - Legal & Accounting	1,120.00	2,500.00	-1,380.00	44.8%
56000 - Membership/Dues	0.00	2,000.00	-2,000.00	0.0%
56500 - Postage	0.00	50.00	-50.00	0.0%
56700 - Publishing/Advertising	0.00	800.00	-800.00	0.0%
56800 - Repairs & Maintenance	0.00	1,000.00	-1,000.00	0.0%
<b>Total OPERATING EXPENSES</b>	<b>1,120.00</b>	<b>6,450.00</b>	<b>-5,330.00</b>	<b>17.4%</b>
<b>CAPITAL OUTLAY EXPENSES</b>				
58100 - Improvement & Construction	0.00	26,550.00	-26,550.00	0.0%
<b>Total CAPITAL OUTLAY EXPENSES</b>	<b>0.00</b>	<b>26,550.00</b>	<b>-26,550.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>1,120.00</b>	<b>33,000.00</b>	<b>-31,880.00</b>	<b>3.4%</b>
<b>Net Income</b>	<b>52,370.89</b>	<b>0.00</b>	<b>52,370.89</b>	<b>100.0%</b>

**BURA**  
**Reconciliation Detail**  
**10001 - US Bank Checking, Period Ending 09/30/2018**

02/25/19

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						150,327.11
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	09/11/2018	1043	Elam & Burke Attorn...	X	-960.00	-960.00
Total Checks and Payments						-960.00
<b>Deposits and Credits - 1 item</b>						
Deposit	09/30/2018			X	3.08	3.08
Total Deposits and Credits						3.08
Total Cleared Transactions						-956.92
Cleared Balance						-956.92
Register Balance as of 09/30/2018						149,370.19
<b>New Transactions</b>						
<b>Checks and Payments - 7 items</b>						
Check	10/14/2018	1044	Elam & Burke Attorn...		-240.00	-240.00
Check	12/19/2018	1046	American Vac Servi...		-700.00	-940.00
Check	12/19/2018	1048	C & R Electric		-650.00	-1,590.00
Check	12/19/2018	1045	Elam & Burke Attorn...		-600.00	-2,190.00
Check	12/19/2018	1049	Westec Concrete C...		-480.00	-2,670.00
Check	12/19/2018	1047	Parma Post & Pole, ...		-283.25	-2,953.25
Check	12/19/2018	1050	Concrete Constructi...		-14.50	-2,967.75
Total Checks and Payments						-2,967.75
<b>Deposits and Credits - 2 items</b>						
Deposit	12/19/2018				2,545.57	2,545.57
Deposit	01/28/2019				29,274.52	31,820.09
Total Deposits and Credits						31,820.09
Total New Transactions						28,852.34
<b>Ending Balance</b>						<b>27,895.42</b>
						<b>178,222.53</b>

**SPECIAL MEETING OF THE  
BELLEVUE URBAN RENEWAL AGENCY  
MONDAY, AUGUST 13, 2018 — 9:00 A.M.  
AT BELLEVUE CITY HALL**

**9:00 Call to Order:**

**NOTICE AND HEARING COMPLIANCE:**

Agenda posted on Thursday, August 9<sup>th</sup> in the Bellevue Post Office, and Bellevue City Hall. Public Hearing Notice published / Mountain Express on July 13th, and 20<sup>th</sup>. (Idaho Code 67-2343)

- **Suggested Motion:** I move that the notice for the August 13, 2018 meeting was done in accordance with Idaho Code, Section §67-2343.

**NEW BUSINESS:**

1. **Introductions of new Board Members**
2. **Election of Board Chair**
3. **Treasurer's report**
4. **Bills and Claims**
5. **Discussion / action on tentative Fiscal Year 2019 Annual Appropriations Budget.**

**\* BURA Board action requires motion to approve the tentative FY2019 Annual Budget.**

**Adjourn**

**BELLEVUE URBAN RENEWAL AGENCY  
FRIDAY, SEPTEMBER 14, 2018 – 9AM  
BELLEVUE CITY HALL**

**9:00 Am Call to order:**

**NOTICE AND HEARING COMPLIANCE:**

Agenda posted on Monday, September 11<sup>th</sup> in the Bellevue Post Office, and the Bellevue City Hall. Public Hearing published/ Mountain Express on September 5, 2018. (Idaho Code 67-2343)

- **Suggested Motion:** I move that the notice for the September 14, 2018 meeting was done in accordance with Idaho Code §67-2343.

**OLD BUSINESS:**

- Approval of minutes from August 13, 2018

**NEW BUSINESS:**

- Mountain Rides Bus Shelters
  - Mountain Rides is proposing the \$4,000.00 to their director
  - Waiting to hear from ITD/ Main and Spruce location/ Easement
  - BID Contractor build shelters
  - Temporary structure for winter season at Spruce location
  - Service agreement between City and MR
- Crosswalk Main & Birch
  - Waiting to hear back from ITD
- New steel pole- Guffy's building for banners
  - Galena Engineering- footing plan, weight etc.
  - Funds for engineering process
  - ITD approval of location of pole
  - BID Steel production for pole

**ADJOURN**

## Contact Information

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**Ashley Dyer**  
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