

BURA

AMENDED MEETING NOTICE and AGENDA

TUESDAY, July 16, 2019 at 4:00 P.M.

BELLEVUE CITY HALL

115 East Pine, Bellevue, Idaho

4:00 CALL TO ORDER

- **NOTICE AND HEARING COMPLIANCE:**

The notice and agenda were posted in accordance with Idaho Code §67-2343, prior to the meeting, at the Bellevue Post Office, on the bulletin board of City Hall and on the City website on July 11, 2019.

- **Suggested Motion-** I move that the notice for the July 16, 2019 meeting was done in accordance with Idaho Code §67-2343.
- **Suggested Motion-** I move to approve or deny the amended Agenda for July 16, 2019.

HEARING:

- **ACTION ITEM-** Appoint Ashley Dyer as BURA Secretary
Suggested Motion- I move to appoint Ashley Dyer as BURA's Secretary
- **ACTION ITEM-** Tentatively approve 2020 Budget
Suggested Motion- I move to approve or deny the proposed 2020 budget
- Discussion about appointing two (2) new members to fill; Melanie Dahl and Priscilla Adamson's seats.

CONSENT:

- **ACTION ITEM-** Approval of Minutes from May 17, 2019
Suggested Motion- I move to approve or deny the Minutes from March 19, 2019

DISCUSSION

- Availability for meeting on August 20, 2019 public hearing to approve budget

ADJOURN

Please Note: The agenda is subject to revisions. Anyone needing assistance to attend or participate should contact Bellevue City Hall prior to the meeting at 208- 788-2128. Committee packets will be available online at www.bellevueidaho.gov

BELLEVUE URBAN RENEWAL AGENCY- EXHIBIT A

BUDGET FY20

		FINAL 2015	BUDGET 2016	FINAL 2016	BUDGET 2017	FINAL 2017	BUDGET 2018	FINAL 2018	BUDGET 2019	FINAL 2019	BUDGET 2020
	INCOME										
41001	CARRYOVER BURA	2000	8500	8500	8500	0	15000	0	20550		40,000
41000	PROPERTY	21287.3	16000	27738.86	16000	35527.36	18000	53,470.08	45000		45,000
	INTEREST INCOME										
41200	BURA	1.26		2.36	0	3.77	0	20.81	15		15
	TOTAL INCOME	23,288.56	24,500	36,241	24,500	35,531.13	33,000	53,491	65,565		85,015
	PAYROLL										
	TOTAL PAYROLL										
	EXPENSE	0	0	0	0	0	0	0	0	0	0
	OPERATING EXPENSES										
52000	CITY ATTORNEY	0	150	0	150		100	100	0		500
55000	LEGAL/ACCOUNTING	400	500	400	500	438.5	2500	1120	2600		2600
56000	MEMBERSHIP/DUES	120.05	2000	245	2000	366.44	2000	0	2000		2000
56500	POSTAGE	0	100	0	100		50	0	50		50
56700	PUBLISHING/ADVERT	1074.8	800	467	800	366.44	800	0	900		900
56800	REPAIRS & MAINT	0	1000	0	1000		1000	0	0		500
	TOTAL OPERATING	1,594.85	1,900	1,112	4,550	366.44	6,450	1,120	5,550		6,550
	EXPENSES										
	SUB-TOTAL: OPERATING	1,594.85	1,900	1,112	4,550	366.44	6,450	1,120	5,550		6,550
	CAPITAL OUTLAY										
	EXPENSES										
58100	IMPROVEMENT & CONST	4869.08	19950	0	19950	0	26550		60000		50000
	TOTAL CAPITAL										
	OUTLAY	48,69.08	19,950	0	19,950	0	26,550		60,000		50,000
	TOTAL EXPENSES	64,63.93	21,850	1,112	24,500	366.44	33,000	1,120.00	65,550		56,550
	INCOME MINUS										
	EXPENSES	16,824.63	2,650	35,129	0	35,164.69	0	52,371	0		33,465

10:50 AM

07/15/19

Accrual Basis

BURA
Profit & Loss

October 1, 2018 through July 15, 2019

	Oct 1, '18 - Jul 15, 19
Income	
41000 · Property Assessments	33,933.66
41200 · Personal Property Replacement	0.00
45100 · Interest Income	27.97
Total Income	33,961.63
Gross Profit	33,961.63
Expense	
OPERATING EXPENSES	
55000 · Legal & Accounting	2,182.50
56700 · Publishing/Advertising	0.00
Total OPERATING EXPENSES	2,182.50
CAPITAL OUTLAY EXPENSES	
58100 · Improvement & Construction	2,717.35
Total CAPITAL OUTLAY EXPENSES	2,717.35
Total Expense	4,899.85
Net Income	29,061.78

8:44 AM

06/12/19

Accrual Basis

2019

BURA
Profit & Loss Budget vs. Actual
 October 2018 through September 2019

	Oct '18 - Sep 19	Budget	\$ Over Budget	% of Budget
Income				
41001 - Carryover Prior Year	0.00	20,550.00	-20,550.00	0.0%
41000 - Property Assessments	59,518.89	45,000.00	14,518.89	132.3%
41200 - Personal Property Replacement	1,625.66	0.00	1,625.66	100.0%
45100 - Interest Income	0.00	0.00	0.00	0.0%
Total Income	61,144.55	65,550.00	-4,405.45	93.3%
Gross Profit	61,144.55	65,550.00	-4,405.45	83.3%
Expense				
OPERATING EXPENSES				
55000 - Legal & Accounting	1,707.50	2,600.00	-892.50	65.7%
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	900.00	-900.00	0.0%
Total OPERATING EXPENSES	1,707.50	5,550.00	-3,842.50	30.8%
CAPITAL OUTLAY EXPENSES				
58100 - Improvement & Construction	2,717.35	60,000.00	-57,282.65	4.5%
CAPITAL OUTLAY EXPENSES - Other	0.00	0.00	0.00	0.0%
Total CAPITAL OUTLAY EXPENSES	2,717.35	60,000.00	-57,282.65	4.5%
Total Expense	4,424.85	65,550.00	-61,125.15	6.8%
Net Income	56,719.70	0.00	56,719.70	100.0%

4:37 PM

07/11/19

Accrual Basis

BURA
Balance Sheet
As of July 11, 2019

	Jul 11, 19
ASSETS	
Current Assets	
Checking/Savings	
10002 · DL EVANS X1714	30,432.73
10001 · US Bank Checking	147,999.24
Total Checking/Savings	178,431.97
Total Current Assets	178,431.97
TOTAL ASSETS	178,431.97
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	149,370.19
Net Income	29,061.78
Total Equity	178,431.97
TOTAL LIABILITIES & EQUITY	178,431.97

3:05 PM

07/11/19

BURA
Reconciliation Detail
 10001 - US Bank Checking, Period Ending 06/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						149,460.78
Cleared Transactions						
Checks and Payments - 3 items						
Bill Pmt -Check	06/12/2019	2006	Galena Engineering ...	X	-589.60	-589.60
Bill Pmt -Check	06/12/2019	2007	Workman And Com...	X	-400.00	-989.60
Bill Pmt -Check	06/17/2019	2008	Elam & Burke Attom...	X	-40.00	-1,029.60
Total Checks and Payments					-1,029.60	-1,029.60
Deposits and Credits - 3 items						
Deposit	01/28/2019			X		0.00
Check	05/13/2019	2004	Idaho Mountain Expr...	X	0.00	0.00
Deposit	06/28/2019			X	3.06	3.06
Total Deposits and Credits					3.06	3.06
Total Cleared Transactions					-1,026.54	-1,026.54
Cleared Balance					-1,026.54	148,434.24
Uncleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	06/25/2019	2009	Law Office of Freder...		-25.00	-25.00
Bill Pmt -Check	06/27/2019	2010	Lawson Laski Clark ...		-390.00	-415.00
Total Checks and Payments					-415.00	-415.00
Total Uncleared Transactions					-415.00	-415.00
Register Balance as of 06/30/2019					-1,441.54	148,019.24
New Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	07/11/2019	2011	Elam & Burke Attom...		-20.00	-20.00
Total Checks and Payments					-20.00	-20.00
Total New Transactions					-20.00	-20.00
Ending Balance					-1,461.54	147,999.24

1:26 PM

07/11/19

BURA
Reconciliation Detail
10002 · DL EVANS X1714, Period Ending 06/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						29,324.46
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	06/14/2019			X	1,108.27	1,108.27
Total Deposits and Credits					1,108.27	1,108.27
Total Cleared Transactions					1,108.27	1,108.27
Cleared Balance					1,108.27	30,432.73
Register Balance as of 06/30/2019					1,108.27	30,432.73
Ending Balance					1,108.27	30,432.73

8:50 AM

06/12/19

Accrual Basis

BURA Profit & Loss Detail

October 1, 2018 through June 12, 2019

2019

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
Income									
41000 - Property Assessments									
Deposit	12/19/2018	2018-...		2018 Property Tax		10001 - US Bank Checking		2,545.57	2,545.57
Deposit	01/28/2019	2019-...		Property tax income - FY 209		10001 - US Bank Checking		28,461.69	31,007.26
Deposit	05/15/2019	2019-...		Warrant 2019-0002163		10002 - DL EVANS X1714		28,461.69	59,468.95
Deposit	05/17/2019	2019-...		warrant 2019-04754 property tax real 2018		10002 - DL EVANS X1714		48.15	59,517.10
Deposit	05/28/2019	2019-...		Property Taxes		10002 - DL EVANS X1714		1.79	59,518.89
Total 41000 - Property Assessments							0.00	59,518.89	59,518.89
41200 - Personal Property Replacement									
Deposit	01/28/2019	2019-...		Property tax income - FY 209		10001 - US Bank Checking		812.83	812.83
Deposit	05/15/2019	2019-...		Warrant 2019-0002163		10002 - DL EVANS X1714		812.83	1,625.66
Total 41200 - Personal Property Replacement							0.00	1,625.66	1,625.66
Total Income							0.00	81,144.55	81,144.55
Gross Profit							0.00	81,144.55	81,144.55
Expense									
OPERATING EXPENSES									
55000 - Legal & Accounting									
Check	10/14/2018	1044	Elm & Burke Attorney at Law	175878		10001 - US Bank Checking	240.00		240.00
Check	12/19/2018	1045	Elm & Burke Attorney at Law	176157		10001 - US Bank Checking	600.00		840.00
Check	03/15/2019	2001	Elm & Burke Attorney at Law	Legal advice February		10001 - US Bank Checking	30.00		870.00
Bill	04/04/2019	10046	Law Office of Frederick C. Allington	Review Contract Bus Stop Shelters		20000 - Accounts Payable	125.00		995.00
Bill	05/02/2019	10048	Law Office of Frederick C. Allington	Prepare Contract for Bus Shelter Constru...		20000 - Accounts Payable	312.50		1,307.50
Bill	06/12/2019	FY20...	Workman And Company	FY2018 URA Combining Stmt		20000 - Accounts Payable	400.00		1,707.50
Total 55000 - Legal & Accounting							1,707.50	0.00	1,707.50
56700 - Publishing/Advertising									
Check	05/13/2019	2004	Idaho Mountain Express	VOID		10001 - US Bank Checking	0.00		0.00
Total 56700 - Publishing/Advertising							0.00	0.00	0.00
Total OPERATING EXPENSES							1,707.50	0.00	1,707.50
CAPITAL OUTLAY EXPENSES									
58100 - Improvement & Construction									
Check	12/19/2018	1046	Bura Projects:Utility Pole - Main Street	Power Pole install		10001 - US Bank Checking	700.00		700.00
Check	12/19/2018	1047	Bura Projects:Utility Pole - Main Street	Treated utility pole		10001 - US Bank Checking	283.25		983.25
Check	12/19/2018	1048	Bura Projects:Utility Pole - Main Street	Remove old street pole and set new one		10001 - US Bank Checking	650.00		1,633.25
Check	12/19/2018	1049	Bura Projects:Utility Pole - Main Street	24" Core drill 1-24" old in sidewalk		10001 - US Bank Checking	480.00		2,113.25
Check	12/19/2018	1050	Bura Projects:Utility Pole - Main Street	Concrete Pre-Mix		10001 - US Bank Checking	14.50		2,127.75
Bill	06/12/2019	#703...	Galena Engineering Inc.	Spruce St Topo for Bus Shelter		20000 - Accounts Payable	589.60		2,717.35
Total 58100 - Improvement & Construction							2,717.35	0.00	2,717.35
Total CAPITAL OUTLAY EXPENSES							2,717.35	0.00	2,717.35
Total Expense							4,424.85	0.00	4,424.85
Net Income							4,424.85	81,144.55	85,719.70



P.O. Box 1800
Saint Paul, Minnesota 55101-0800

3689 TRN S Y ST01

Business Statement

Account Number

1 533 9505 864

Statement Period

Jun 3, 2019

through

Jun 30, 2019

Page 1 of 1



000013239 01 AV 0.383 000638122559139 P Y

CITY OF BELLEVUE
BELLEVUE URBAN RENEWAL
PO BOX 825
BELLEVUE ID 83313-0825



To Contact U.S. Bank

Commercial Customer
Service:

1-800-346-2244

U.S. Bank accepts Relay Calls

Internet:

usbank.com

INFORMATION YOU SHOULD KNOW

New Terms and Conditions will be effective for U.S. Bank business clients on July 31, 2019. You can obtain a copy at usbank.com/termsandconditions. If you are unable to access this information for any reason, please reach out to your U.S. Bank contact or Commercial Customer Service team for assistance.

MUNICIPAL INVESTOR

U.S. Bank National Association

Member FDIC

Account Summary

Account Number 1-533-9505-864

	# Items				
Beginning Balance on Jun 3		\$	149,460.78	Annual Percentage Yield Earned	0.02498%
Other Deposits	1		3.06	Interest Earned this Period	\$ 3.06
Checks Paid	3		1,029.60	Interest Paid this Year	\$ 18.53
Ending Balance on Jun 30, 2019		\$	148,434.24	Number of Days in Statement Period	30

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Jun 28	Interest Paid	2800004621	\$ 3.06
Total Other Deposits			\$ 3.06

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
2006	Jun 17	8056318443	589.60	2008	Jun 21	9254141287	40.00
2007	Jun 18	8355862959	400.00				
Conventional Checks Paid (3)			\$				1,029.60-

RESOLUTION NO. 19-02

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BELLEVUE, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BELLEVUE URBAN RENEWAL AGENCY, TO BE TERMED THE "ANNUAL APPROPRIATION RESOLUTION," APPROPRIATING SUMS OF MONEY AUTHORIZED BY LAW AND DEEMED NECESSARY TO DEFRAY ALL EXPENSES AND LIABILITY OF THE URBAN RENEWAL AGENCY, FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020, FOR ALL GENERAL, SPECIAL AND CORPORATE PURPOSES; DIRECTING THE CHAIRMAN TO SUBMIT THE RESOLUTION AND BUDGET TO THE CITY OF BELLEVUE AND ANY OTHER ENTITY ENTITLED TO A COPY OF THE RESOLUTION AND BUDGET; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Bellevue Urban Renewal Agency of Bellevue, Idaho, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (hereinafter the "Law") and the Local Economic Development Act, Chapter 29, Title 50, Idaho Code, as amended (hereinafter the "Act"), a duly created and functioning urban renewal agency for Bellevue, Idaho, hereinafter referred to as the "Agency."

WHEREAS, the City Council of the city of Bellevue, Idaho, on August 20, 2019, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Revenue Allocation Area of the Bellevue Urban Renewal Agency (the "Plan");

WHEREAS, following said public hearing the City Council adopted its Ordinance No. 2008-03 on December 11, 2003, approving the Plan and making certain findings;

WHEREAS, pursuant to Idaho Code §§ 50-2006, 50-2903(5) and 50-1002, the Agency prepared a budget and the Agency tentatively approved estimated revenues and expenditures for the fiscal year commencing October 1, 2019, and ending September 30, 2020, by virtue of its action at the Agency's Board meeting on July 16, 2019;

WHEREAS, the Agency has previously published notice of a public hearing to be conducted on Tuesday, August 20, 2019, at 4:00 p.m., at Bellevue City Hall, 115 East Pine, Bellevue, Idaho, pursuant to the Notice of Hearing published August 7 and 14, 2019, a copy of which is attached hereto and incorporated herein as Exhibit A;

WHEREAS, pursuant to Idaho Code § 50-2006, the Agency is required to pass an annual appropriation resolution and submit the resolution to the city of Bellevue, Idaho, on or before September 1, 2019.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE BELLEVUE URBAN RENEWAL AGENCY, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2. That the sums of money, or as much thereof as may be authorized by law, needed or deemed necessary to defray all expenses and liabilities of the Agency, as set forth in **Exhibit A- Budget FY20**, which is annexed hereto and by reference made a part of this Resolution, which was published on August 7 and 14, 2019. Those sums of money are hereby appropriated for the general, special, and corporate purposes and objectives of the Agency for the fiscal year commencing October 1, 2019 and ending on September 30, 2020.

Section 3: That the Chairman shall submit this Resolution and Budget to the City of Bellevue, Idaho, on or before September 1, 2019.

Section 4: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Bellevue Urban Renewal Agency, on August 20, 2019. Signed by the Chairman of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on August 20, 2019.

APPROVED:

By _____
Becky Duncan, Chairman of the Board

ATTEST:

By _____
Ashley Dyer, Board Secretary

BURA
City of Bellevue
Minutes
5/17/19

4:05 Pm

Chairman Duncan called the meeting to order. Commissioners present were Duncan, Sluder and Bourgette. Adamson and Dahl were absent. Staff present was Ashley Dyer, Associate Planner.

Notice and Hearing Compliance:

Notice for this meeting was posted in accordance with Idaho Code 67-2343 by the following:

1. The agenda was posted at the Bellevue Post Office, the bulletin board, outside Bellevue City Hall and on the City website on May 13, 2019.
2. The agenda was amended to include consent Item, approval of minutes.

Sluder made a motion that the notice is in accordance with Idaho Code 67-2343, Bourgette seconded and the vote was unanimous.

Bourgette made a motion to approve the amended agenda to include consent items; Sluder seconded and the vote was unanimous.

Call for conflict of interest of any Agenda Item:

There were no conflicts declared.

Changes to the Agenda or minutes:

Consent Items, approval of minutes from March 19, 2019 were added to the agenda and approved by the commission at the beginning of the meeting.

Public comment:

No public comment.

Action Items:

- The Agency approved funds for a public Improvement project not to exceed \$2,000.00 for Legal Review and On-site survey work for an Easement for the bus shelter located at 108 N Main Street.

Bourgette moved to approve funds for the public improvement project, Sluder seconded and the vote was unanimous.

Bills and Claims:

No bills or claims

Committee and Staff:

Availability for meeting on July 16, 2019 to tentatively approve FY2020 budget. All members are available for the meeting.

Duncan moved to adjourn the meeting, Bourgette seconded and the vote was unanimous.

Signed this _____ day of June, 2019

Becky Duncan, Chairman

Diane Shay, Community Development Director