

Hailey Urban Renewal Agency
Hailey City Hall
115 Main Street S
Council Chambers – upstairs AND via Teams
Tuesday, August 20, 2024
11:00 AM

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Meeting ID: 237 503 468 111

Passcode: q2iFwo

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[+1 469-206-8535,,324529467#](tel:+14692068535,324529467) United States, Dallas

Phone Conference ID: 324 529 467#

Email: Public comments may be shared with the Agency Board via email to Lisa Horowitz, lisa.horowitz@haileycityhall.org. Emails or other written testimony must be received no later than 5:00 p.m. on Monday, August 19, 2024.

Live Meeting Attendance: Members of the public wishing to attend the meeting may do so remotely through the virtual platform with a phone or a computer or in person. The Agency strives to make the meeting available virtually but cannot guarantee access due to platform failure, internet interruptions or other potential technological malfunctions. Log-in information is located at the top of this agenda.

If there are any questions, contact Lisa Horowitz at lisa.horowitz@haileycityhall.org or (208) 788-4221.

<i>Chair:</i>	Larry Schwartz
<i>Vice Chair:</i>	Sandi Viau
<i>Treasurer</i>	Becky Stokes
<i>Board Members</i>	Martha Burke, Bob Brand, Brian McCue
<i>Staff Support:</i>	Lisa Horowitz, Executive Director of HURA and City Administrator

Next Resolution Available: 2024-011

1. CALL TO ORDER

2. Consent:

- a. Motion to approve bills since July 2024. ACTION ITEM
- b. Motion to approve meeting minutes date July 16, 2024, July 22, 2024, July 25, 2024 and August 6, 2024. ACTION ITEM

3. Old Business:

- a. Presentation by Eric Heringer on bond financing (*Documents to be brought to the meeting*) ACTION ITEM
- b. Consideration of engagement agreement with GGLO for Airport Way Transportation Master Plan. ACTION ITEM
- c. Consideration of Resolution 2024-_____, a resolution to approve the Real Property Purchase and Sale Agreement with the Williams Family Trust for the purchase of 111 Empty Saddle Trail, Hailey, Idaho. ACTION ITEM

4. New Business:

- a. Public Hearing on the Fiscal Year 2025 Agency Budget
- b. Consideration of Resolution 2024-____, a resolution adopting the FY25 budget, a budget with expenditures not to exceed \$4,085,906.00. ACTION ITEM
- c. Consideration of Bond Counsel Engagement Letter with Hawley Troxell for bond counsel services. ACTION ITEM
- d. Consideration of Resolution 2024-____, a resolution to remove Walt Denekas as a signer on the Agency's checking accounts and to add a new third signer to the checking accounts. ACTION ITEM
- e. Consider issuance of a Request for Proposal for selection of a bank for a bank financing. *(Documents to be brought to the meeting)* ACTION ITEM

5. Staff Reports

- a. Upcoming Meetings: September 17, 2024
- b. Financials

6. Adjourn

AGENDA ITEM SUMMARY

DATE: 08/20/2024

District: Gateway and Airport Way Districts

STAFF: JP/BS

SUBJECT: Approval of bills since July 2024.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Below is a summary of current bills due, all invoices are attached for details.

Bill Summary			
Company	Invoice Date	Invoice	Amount
Lisa Enourato	08/12/2024	102	\$1,020.00
Elam & Burke	07/31/2024	209791	\$3,135.35

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve payment for bills since July 2024.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

Invoice 103 Detail

HURA

Date	Task	Time
2-Jul-24	HURA review meeting w/MC, budget prep meeting	1.5
8-Jul-24	Budget template	1.5
10-Jul-24	Budget finalize	1
11-Jul-24	Budget meeting w/BS	2
12-Jul-24	Budget/meeting prep	1
16-Jul-24	Heringer meeting, HURA meeting	2
22-Jul-24	Budget meeting	1.5
23-Jul-24	Budget prep w/BS, LH	1
25-Jul-24	HURA budget meeting	0.5

TOTAL 12

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



July 31, 2024

Hailey Urban Renewal Agency
Attn: Lisa Horowitz
City of Hailey
115 Main Street South
Hailey, ID 83333

Invoice No. 209791
Client No. 887
Matter No. 1
Billing Attorney: MSC

INVOICE SUMMARY

For Professional Services Rendered from July 2, 2024 through July 31, 2024.

RE: General

Total Professional Services	\$ 3,134.00
Total Costs Advanced	<u> \$ 1.35</u>
TOTAL THIS INVOICE	\$ 3,135.35

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



July 31, 2024

Hailey Urban Renewal Agency
Attn: Lisa Horowitz
City of Hailey
115 Main Street South
Hailey, ID 83333

Invoice No. 209792
Client No. 887
Matter No. 2
Billing Attorney: MSC

INVOICE SUMMARY

For Professional Services Rendered from July 14, 2024 through July 31, 2024.

RE: Airport Way

Total Professional Services	\$ 275.00
Total Costs Advanced	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 275.00

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 08/20/2024

District: Gateway and Airport Way Districts

STAFF: JP

SUBJECT: Approval of Meeting Minutes dated July 16, July 22, July 25 and August 6, 2024.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Meeting Minutes:

- July 16, 2024
- July 22, 2024
- July 25, 2024
- August 6, 2024

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve of Meeting Minutes July 16, July 22, July 25 and August 6, 2024.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

Hailey Urban Renewal Agency
Hailey City Hall
115 Main Street S
Council Chambers – upstairs AND via Teams
Tuesday, July 16, 2024
11:00 AM

AMENDED AGENDA

THIS MEETING IS BEING HELD IN MICROSOFT TEAMS.

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Vice Chair:	Sandi Viau
Treasurer	Becky Stokes
Board Members	Martha Burke, Bob Brand, Brian McCue
Staff Support:	Lisa Horowitz, Executive Director of HURA and City Administrator

Present

Board: Brian McCue, Bob Brand, Larry Schwartz, Martha Burke

Staff: Lisa Horowitz, Becky Stokes, Lisa Enourato, Jessie Parker

Absent: Sandi Viau

Next Resolution Available: 2024-010

1. [10:59:36 AM](#) CALL TO ORDER

2. [11:00:58 AM](#) **ACTION ITEM** – Consider Amending the Agenda. **ACTION ITEM**

[11:01:05 AM](#) Burke motioned to amend agenda to add 5b. Brand seconded. All in Favor.

3. [10:59:43 AM](#) Consent Agenda:

a. Motion to approve Meeting Minutes dated May and June 2024. **ACTION ITEM**

b. Motion to approve bills since June 2024. **ACTION ITEM**

[10:59:48 AM](#) Burke motioned to approve minutes. Brand seconded. McCue abstained. All in Favor.

[11:00:15 AM](#) Burke motioned to approve bills. Brand seconded. McCue abstained. All in Favor.

4. [11:01:35 AM](#) Presentation:

- a. Presentation from Eric Heringer, Piper Sandler on the updated Gateway District financial modeling. **ACTION ITEM**

Eric Heringer, Piper Sandler, introduced himself and provided summarized history of his work history. Heringer provided presentation for a updated Gat3eway District Financial Model. Presentation used included in the packet.

[11:23:59 AM](#) Schwartz summarized bonding vs. getting a bank loan.

[11:27:16 AM](#) McCue asked if there is a project contemplated for this to fund. Horowitz summarized most projects are outlined in the recently adopted Downtown Master Plan. McCue asked if possible to have option for line of credit instead of a one loan up front. Schwartz and Heringer summarized reasons why believe one bond is route to go. Conrad stated thinks line of credit should always be considered as an option, but realistic a private placement is more realistic. McCue asked if have a forecast for CapEx.

[11:34:52 AM](#) Horowitz asked how the board is feeling on if want to proceed with this. Schwartz believes getting closer. Heringer explained it is trying to determine when should pull money to spend on projects. Schwartz clarified in past had not been ready to start projects but that getting closer now.

5. New Business:

- a. [11:38:28 AM](#) Tentative approval of the HURA FY 2025 Budget; selection of public hearing date of August 20, 2024 and authorization to publish the budget public hearing notice.
ACTION ITEM

Horowitz explained separation of districts, believe south urban to be finalized so has been included and new category for General Fund. Enourato added also created a General Fund to match the audit. Stokes explained why need the general fund to address not specific items. Stokes stated it is a board discussion to determine if interest accrued by districts should go to general fund. Schwartz asked what need to do to keep deadlines moving forward but still be able to amend. The board discussed need for workshop, and all agreed to have special meeting on July 25th at 8am to further discuss with full board.

- b. Resolution No. ____ to approve selection of firm to prepare the Transportation Master Plan for the Airport Way Project Area. **ACTION ITEM**

[11:48:22 AM](#) Burke motioned to approve Resolution 2024-010 to selection GGLO, that remains subject to final negotiation of fees and rates. [11:48:46 AM](#) Brand seconded All in Favor.

6. Executive Session:

- a. Executive Session under Idaho Code §74-206(1)(c) to acquire an interest in real property not owned by a public agency..... **ACTION ITEM**

[11:53:55 AM](#) Burke motioned to enter into executive session under Idaho Code §74-206(1)(c) to acquire an interest in real property not owned by a public agency. Brand seconded. Yes: Brand, McCue, Schwartz, Burke (4). No: (0).

[12:16:44 PM](#) Board has returned from Executive Session.

7. Action Item:

- a. [12:17:00 PM](#) Discussion/decision regarding a Notice of Intent to acquire an interest in real property not owned by a public agency. **ACTION ITEM**

Schwartz stated letter of intent needs to be adjusted two things – closing date and property needs to be maintained prior to closing.

[12:17:33 PM](#) Burke motioned to accept letter of intent from the Urban Renewal Agency to the Williams Family Trust with changes noted, July 2024 and allow the Chair to negotiate any small changes that arise. Brand seconded. All in Favor.

8. [12:18:46 PM](#) Staff Update:

- a. Update on URA Projects
- b. Financials
- c. Upcoming Meetings
 - i. July 24, 2024: Special Meeting: Budget
 - ii. August 20, 2024: FY25 Budget, Revision to Participation Policy to reflect increase from 50% to 75% reimbursement.

No updates from Horowitz. Yeager to update on LTAC at next meeting.

Stokes summarized financials, and responded to questions emailed - that the 19k in interest income does not show up in the PL for Jobs, difference between totals, and that no expenses have currently been coded for Airport Way debit services.

Board went back to discuss whether we want to put in another Letter of Intent or whether want to move towards actual offer.

[12:28:33 PM](#) Burke motioned to change letter of intent dated July 2024 and turn it into an actual offer on real property.

9. Adjourn

[12:29:01 PM](#) Brand motioned to adjourn. McCue seconded. All in Favor.

Hailey Urban Renewal Agency
Hailey City Hall
115 Main Street S
Council Chambers – upstairs AND via Teams
Monday, July 22, 2024
11:00 AM

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Chair:	Larry Schwartz
Vice Chair:	Sandi Viau
Treasurer	Becky Stokes
Board Members	Martha Burke, Bob Brand, Brian McCue
Staff Support:	Lisa Horowitz, Executive Director of HURA and City Administrator

Present

Board: Brian McCue, Bob Brand, Larry Schwartz, Martha Burke, Brian McCue

Staff: Lisa Horowitz, Lisa Enourato, Jessie Parker

Absent: Bob Brand,

Next Resolution Available: 2024-011

1. [4:02:56 PM](#) CALL TO ORDER
2. Consent Agenda

[4:03:12 PM](#) Viau motioned to approve bills. Burke seconded. All in Favor.

3. New Business:

- a. [4:03:26 PM](#) Tentative approval of the HURA FY 2025 Budget; selection of public hearing date of August 20, 2024 and authorization to publish the budget public hearing notice.

..... **ACTION ITEM**

[4:03:58 PM](#) Horowitz explained proposing a general fund, splitting across 4 ways. Viau disagrees with general fund. Viau explained why thinks it is important to have separate bank accounts for each district, and why need to separate out times of staff time. Viau stated interest earned needs to go into applicable account for applicable district. Horowitz explained recommendation from Brady to keep things simple.

[4:13:46 PM](#) Viau asked why adding debt service to Gateway & Airport for 75K. Horowitz explained it is a place holder that the Gateway may need to loan a new potential district. Horowitz provided quick update on potential district.

[4:17:26 PM](#) Horowitz confirmed can remove the general fund line items and re-proportionate it across the three districts. Horowitz asked if re- re-proportionate across the board, or a third each. Schwartz stated that is an accounting issue need to iron out. Horowitz explained that for budget purpose need to place somewhere.

[4:20:08 PM](#) McCue joined the meeting late, Horowitz & Schwartz summarized discussion up to this point. Schwartz summarized recommending separate accounts for debits & revenue for each district, and staff time that applies to all districts be split by percentage.

[4:22:56 PM](#) Viau does not think should budget for general fund. Staff confirmed can remove general fund. Schwartz summarized to split time between districts as appropriate.

[4:25:36 PM](#) Board agreed need to have separate checking accounts for each district.

[4:29:31 PM](#) Horowitz referenced May 21st meeting project list on page 82 of that packet. Yeager provided summary of those proposed projects. McCue asked about projects from May meeting. Board discussed capital expenses for Gateway, Yeager stated it is his understanding URA is fully committed for LHTAC reimbursement. Schwartz expressed the question on \$601K for Capital Expenses compared to project list from 5/21/24 meeting. Burke asked why are not proceeding with Bond. Schwartz explained thought E. Heringer was going to come back with options for bond.

[4:44:11 PM](#) Schwartz asked for update on staff estimate the land sale to close. Schwartz asked to somehow include bonding in budget? Yeager provided two options – 1) estimated bond proceeds or 2) put X% percentage in a reserve. Schwartz stated to add land sale into capital expenses for approximately 2.9 million and show estimated bond. Horowitz confirmed will also need to update table to match numbers from Heringer. [4:49:42 PM](#) Schwartz confirmed updating capital expenses in Gateway.

The board agreed to have another meeting before authorizing publication. All agreed to meet again July 25th at 8am.

[4:55:01 PM](#) Enourato confirmed potential bond revenue, and the General Fund is going to be split three ways.

[4:55:51 PM](#) McCue asked what the debit service is for South Urban. Horowitz explained debit service is where South Urban borrows from another district to be established then repays. Viau & McCue requested debit services to be moved to professional and legal. Lisa E asked if should have separate debt service the for 2.9, both members agreed that should be debit service.

4. Adjourn

[4:59:30 PM](#) Viau motioned to adjourn. Burke seconded. All in Favor.

Hailey Urban Renewal Agency – Special Meeting
Hailey City Hall
115 Main Street S
Council Chambers – upstairs AND via Teams
Thursday, July 25, 2024
8:00 AM

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Treasurer	Becky Stokes
Board Members	Martha Burke, Bob Brand, Brian McCue
Staff Support:	Lisa Horowitz, Executive Director of HURA and City Administrator

Next Resolution Available: 2024-011

1. [8:01:19 AM](#) CALL TO ORDER
2. **New Business:**
 - a. [8:01:23 AM](#) Tentative approval of the HURA FY 2025 Budget; selection of public hearing date of August 20, 2024 and authorization to publish the budget public hearing notice.

ACTION ITEM

Horowitz summarized changes made. Discussion took place regarding increasing budget line item for RPAs. Board requested to increase Broyles estimated payment.

[8:09:07 AM](#) Viau asked for clarification on how staff reached the \$3.1 million in capital expenses. Enourato explained how this number was determined. [8:12:55 AM](#) Schwartz expressed concern of budget more than revenue. Stokes explained the fund balance. Horowitz noted Eric Heringer did a quick review of estimate and had no comments. [8:14:59 AM](#) Enourato went back to the 3.1, summarizing \$1.2 is for land purchase, \$1.9 remaining to be used towards public works projects.

[8:16:31 AM](#) Horowitz, using memo from 5/21/24 noted

8:17:55 AM Burke motioned to approve tentatively FY25 budget with a public hearing on August 20,2024 and authorize staff to publish the notice. McCue seconded. All in Favor.

3. 8:18:15 AM Old Business:

- a. Updated memo from May 21, 2024 regarding pending River Street Projects. **ACTION ITEM**

Horowitz stated this is available to discuss today or can continue this to a future meeting.

Schwartz asked when can estimate an update of land purchase. Conrad stated it is forthcoming.

8:20:18 AM Conrad addressed stated her other clients for URA do not have separate checking accounts per district. Stokes explained how current checking and two LCIP account work.

8:22:46 AM Schwartz asked about Ketchum URA.

4. Adjourn

8:24:22 AM Viau motioned to adjourn. Burke seconded. All in Favor.

Stokes noted received update from county on new check coming in today.

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<i>Staff Support:</i>	Lisa Horowitz, Executive Director of HURA and City Administrator

Next Resolution Available: 2024-011

Present

Board: Larry Schwarz, Brian McCue, Sandi Viau, Lisa Horowitz, Lisa Enourato, Jessie Parker

1. [8:03:31 AM](#) CALL TO ORDER

2. New Business:

- a. [8:03:44 AM](#) Consideration of a Real Property Purchase and Sale Agreement between the Hailey Urban Renewal Agency and the Williams Family Trust for the purchase of 105 Empty Saddle Trail, Hailey ACTION ITEM**

[8:04:00 AM](#) Conrad summarized purchase and sale agreement and changes in redline. Conrad asked about any questions.

[8:08:09 AM](#) Horowitz stated seller was firm in \$100,000.00. Horowitz stated Eric Heringer is working through bond details. Burke wants to ensure move forward with bond. Viau asked about easement details. Horowitz explained that the easements would need to be written. Schwartz asked if have all seller comments. Conrad confirmed pending final comments from seller. Conrad explained two options on how to move forward, Board agreed to wait until have final comments from seller and his attorney then sign at next meeting.

[8:18:00 AM](#) Schwartz clarified closing date with Conrad. McCue clarified parking credits. Conrad explained that the seller has been awarded with a number of parking credits and that the seller, through amendments, has some options to assign parking credits. Conrad stated the seller has to take some action to assign parking credits.

No action taken.

3. Adjourn

[8:22:11 AM](#) Viau motioned to adjourn. Burke seconded. All in Favor

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 08/20/2024

District: Gateway and Airport Way Districts

STAFF: LH/LE

SUBJECT: Consideration of engagement agreement with GGLO, LLC for Airport Way Transportation Master Plan.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Attached is the Engagement Agreement and Terms of Agreement with GGLO Architecture, Interior Design, Landscape Architecture, Planning and Urban Design, LLC for design and transportation services regarding the HURA Airport Way Master Plan.

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to authorize Chair to sign engagement agreement with GGLO, LLC for Airport Way Transportation Master Plan.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

Authorization For Design Services

Date: August 14, 2024
Project: HURA Airport Way Master Plan
GGLO Proj #: 2024061

This document constitutes the working agreement and authorizes GGLO to provide design services as described below. Services will be performed and invoiced either on lump sum or on an hourly basis at GGLO's current hourly rates. No construction document or construction contract administration services will be performed under this Authorization. The attached Terms of Agreement are incorporated by reference into this Agreement.

Client:

Hailey Urban Renewal Agency (HURA)
115 Main Street South Hailey, ID 83333

Authorized Representative: Lisa Horowitz, HURA Executive Director & City Administrator

Project Description: See Study Area Exhibit at the end of this document

Scope of Services of this Authorization:

Task 1: Discovery

- Review of Existing Plans including Urban Renewal Plan for the Airport Way District
- Site Tour with HURA & City Core Team
- Study potential roadway, pedestrian, and bicycle connections.
- Develop Summary of Findings, Goals and Vision
- Public Engagement:
 - Develop draft and final online public survey, launch monitor, and summarize results.
 - Conduct 1:1 up to (3) Priority Stakeholder Interviews
 - Conduct Joint Stakeholder Workshop
 - Conduct Public Workshop
- Present at HURA Work Session for initial feedback on direction, public involvement feedback, preliminary findings
- Bi-weekly meetings with HURA & City Core Team

Deliverables

Summary of Findings
Goals & Vision
Public Engagement Materials
Public Engagement Summary

Task 2: Draft Master Plan

- Develop preliminary pedestrian and bike network improvements.
- Develop preliminary gateway type and location.
- Develop typical road section alternatives.
- Develop key intersection concepts.
- Develop preliminary land use recommendations.
- Coordinate with Traffic and Civil Consultants (contracted with HURA and/or City)
- Present at HURA Work Session for feedback on Draft Master Plan
- Present to P&Z at Work Session for feedback on Draft Master Plan
- Present to City Council at Work Session for feedback on Draft Master Plan
- Public Engagement:
 - Develop draft and final online public survey, launch monitor, and summarize results.
 - Conduct 1:1 up to (3) Priority Stakeholder Interviews
 - Conduct Joint Stakeholder Workshop
 - Conduct Public Workshop
- Bi-weekly meetings with HURA & City Core Team (Lisa Horowitz, Brian Yaeger)

Deliverables

Cover
Public Engagement Summary
Goals & Vision
Proposed Road Section Alternatives
Pedestrian & Bike Network
Land Use Recommendations
Public Art/Gateways
Landscape Character
Phasing Plan

Task 3: Final Master Plan

- Refine and finalize pedestrian and bike network improvements.
- Refine and finalize gateway type and location.
- Refine and finalize typical road section alternatives.
- Refine and finalize key intersection concepts.
- Refine and finalize land use recommendations.
- Coordinate with Traffic and Civil Consultants (contracted with HURA and/or City)
- Present at Joint Session of HURA & City Council Work Session
- Present at Planning & Zoning Work Session
- Bi-weekly meetings with HURA & City Core Team (Lisa Horowitz, Brian Yaeger)

Deliverables

Cover
Public Engagement Summary
Goals & Vision
Proposed Road Section Alternatives
Pedestrian & Bike Network

Land Use Recommendations
Public Art/Gateways
Landscape Character
Phasing Plan

Task 4: Adoption

- Incorporate feedback from Work Sessions and Public Outreach
- Develop Final Plan and Presentation for Adoption
- Present to HURA for Adoption
- Present to City Council for Adoption

Reimbursable Expenses

- Travel
- Printing and Mounting
- Lodging
- Incidental project required materials

Compensation of this Authorization:

Task	Terms	Fee	Schedule
Discovery	Fixed Fee	\$15,000	September 2024
Draft Master Plan	Fixed Fee	\$25,000	October-November 2024
Final Master Plan	Fixed Fee	\$17,000	December 2024-January 2025
Adoption	Fixed Fee	\$5,000	February 2025
Reimbursable Expenses	Estimated to a Limit	\$3,000	
Total		\$65,000	6 Months

Authorized Client Representative

Date

GGLO Architecture, Interior Design,
Landscape Architecture, Planning and Urban Design, LLC.

Date

Attachments: Terms of Agreement

Study Area Exhibit



Terms of Agreement

Date of Agreement: August 14, 2024
Project: HURA Airport Way Master Plan
GGLO Proj #: 2024061

I. COMPENSATION

Compensation for Professional Services is billed on an hourly basis or as a percentage of project completion. Compensation for Supplemental Services shall be billed on an hourly basis according to the billing rate schedule below, or as agreed to prior to the commencement of the services.

II. 2024 HOURLY BILLING RATES

Principal III	\$350
Principal II	\$310
Principal I	\$265
Senior Landscape Architect III	\$230
Senior Landscape Architect II	\$215
Senior Landscape Architect I	\$195
Landscape Architect II	\$180
Landscape Architect I	\$165
Landscape Designer II	\$155
Landscape Designer I	\$140
Senior Urban Designer III	\$240
Senior Urban Designer II	\$230
Senior Urban Designer I	\$220
Urban Designer IV	\$185
Urban Designer III	\$175
Urban Designer II	\$155
Urban Designer I	\$140
Intern	\$120

The rates and multiples set forth above may be adjusted as required by GGLO compensation practices.

III. SUBCONSULTANTS

The costs of subconsultants for engineering, model construction, artist’s renderings, etc., when required and authorized by the Owner, shall be billed at a multiple of one and one-tenth (1.10) times the expense incurred by GGLO.

IV. REIMBURSABLE EXPENSES

Reimbursable expenses are charged in addition to compensation for Professional Services and include printing and reproduction; postage, delivery charges; transportation, air travel, parking; and automobile

use. Unless agreed otherwise, reimbursable expenses shall be billed at a multiple of one and one-tenth (1.10) times the expenses incurred by GGLO.

V. INVOICING AND PAYMENTS

Invoices shall be submitted monthly for services and reimbursable expenses incurred during the preceding month. Services shall be billed on an hourly basis or as a percentage of project completion. Payments are due and payable upon receipt of the invoice by the Owner. Failure of the Owner to notify GGLO in writing of any disputes with the amount of any monthly invoices, within thirty (30) days of receipt by the Owner, shall be considered acceptance of those invoices for payment under this agreement.

Amounts unpaid thirty (30) days after the date of the invoice shall bear interest at the rate of one and one-half percent (1-1/2%) per month, or the maximum amount allowed by law, whichever is less. In addition, GGLO may, after giving written notice to the Owner, suspend services until all amounts due are paid in full, and the Owner shall indemnify, defend and pay any claims and expenses incurred by GGLO resulting from such work stoppage and expenses from collection of amounts past due.

VI. OTHER CONDITIONS

- 1. Limitation of Liability:** The Owner and GGLO have discussed the risks, rewards and benefits of the project and GGLO's total fee for services. The risks have been allocated such that the Owner agrees that, to the fullest extent permitted by law, GGLO's total liability to the Owner for any and all injuries, claims, losses, expenses, damages or claims expenses arising out of this agreement from any cause or causes, shall not exceed the total amount of GGLO's total fee for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, or breach of contract.
- 2. Design of Alterations:** Inasmuch as the remodeling and/or rehabilitation of an existing structure requires that certain assumptions be made regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money, or destroying otherwise adequate or serviceable portions of the building, the Owner agrees that, except for negligence on the part of GGLO, the Owner will hold harmless, indemnify and defend GGLO from and against any and all claims, damages and costs arising out of assumptions made regarding existing conditions related to the professional services provided under this Agreement.
- 3. Design Without Construction Review:** The Owner understands that there may be misinterpretations of GGLO's plans and specifications during construction which may lead to errors and subsequent damage. In the event that the Owner elects to proceed with the work without GGLO providing regular and on going construction contract administration services, the Owner agrees to indemnify, hold harmless and defend GGLO against any and all claims which may arise out of the acts of a Contractor performing work not in compliance with the intent of the design documents.
- 4. Design of Studies:** Because preliminary studies require that assumptions be made regarding existing conditions and some of these assumptions may not be verifiable without expending additional resources, studies are based upon Owner-provided information and are prepared in response to specific program requirements and limitations. Studies are subject to additional site investigation, design development and regulatory review. Information provided in a study is not to be relied upon for any purpose without the express written consent of GGLO. The Owner hereby agrees to hold harmless, indemnify and defend GGLO from and against any and all claims, damages and costs arising out of professional services provided related to preliminary studies under this agreement.

5. Ownership of Documents: The Owner acknowledges GGLO's construction documents as instruments of professional service. All reports, plans, specifications, field data and notes, and other documents, including all documents on electronic media, prepared by GGLO as instruments of service shall remain the property of GGLO. GGLO will provide the Owner with record electronic files of the Contract Documents, conforming to GGLO's standard specifications for software and file format. The Owner agrees, to the fullest extent permitted by law, to indemnify and hold GGLO harmless from any claim, liability or cost (including reasonable attorney's fees and defense costs) arising or allegedly arising out of any use or modification of the construction documents by the Owner or any person or entity that acquires or obtains the plans and specifications from or through the Owner without the written authorization of GGLO.

6. Termination or Suspension: If the project is suspended by the Owner for more than 30 consecutive days, GGLO shall be compensated for services performed prior to notice of such suspension. When the project is resumed, GGLO's fees for the remaining services and the time schedules shall be equitably adjusted. In the event of termination not the fault of GGLO, GGLO shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due.

7. Statute of Limitations: Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run no later than either the date of Substantial Completion for acts or failures to act occurring prior to Substantial Completion or the date of issuance of the final Certificate for Payment for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when GGLO's services are substantially completed.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 08/20/2024

District: Gateway District

STAFF: LH

SUBJECT: Consideration of a Real Property Purchase and Sale Agreement between Hailey Urban Renewal Agency and Williams Family Trust for the purchase of 111 Empty Saddle Trail, Hailey, Idaho, 83333 (Lot 1, Block 1, Saddle River Subdivision).

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

At the last meeting the HURA Board voted to direct the preparation of a purchase and sale agreement for the Agency's acquisition for 105 Empty Saddle Trail, Hailey for the purposes of a public parking lot. On Tuesday, August 13, 2024 the seller contacted the HURA chair and staff to suggest an alternate proposal: that HURA purchase 111 Empty Saddle, a developed parking lot due west of the current parcel (105 Empty Saddle Trail) under consideration. The following benefits are associated with this change:

- 1) 111 Empty Saddle Trail was represented by seller to be a "clean" parcel without the need for any easements. The parcel discussed by the Board at the last meeting (105 Empty Saddle Trail) would require cross easements for parking access and a dumpster, both tied to the adjacent (currently vacant) movie theater.
- 2) The purchase price would be lower (\$1,052,100 instead of \$1,224,900) as the parcel is slightly smaller (14,263 square feet vs. 16,818 square feet).
- 3) The previously discussed parcel (105 Empty Saddle Trail) contains 34 parking spaces. The new proposed parcel (111 Empty Saddle Trail) contains 33 spaces. The cost to HURA per stall would be lower: \$31,881 per space vs. \$35,294 per space (previous parcel).
- 4) The seller states that this change would provide more flexibility in the re-development of the theatre property, as he would continue to own an adjacent parcel.



The seller is preparing a purchase and sale agreement for 111 Empty Saddle Trail, which will be emailed in advance and/or brought to the meeting.

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the Real Property Purchase and Sale agreement for 111 Empty Saddle providing for any technical changes necessary prior to signature; providing the authority to the Board Chair and Lisa Horowitz to work with seller and his counsel to finalize the agreement; and providing the authority to the Board Chair to sign the agreement once final.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

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

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF HAILEY, IDAHO, APPROVING THE REAL PROPERTY PURCHASE AND SALE AGREEMENT BY AND BETWEEN WILLIAMS FAMILY TRUST, LATHAM WILLIAMS, TRUSTEE, AND THE URBAN RENEWAL AGENCY OF THE CITY OF HAILEY, IDAHO; AUTHORIZING AND DIRECTING THE CHAIR OR VICE-CHAIR AND SECRETARY TO EXECUTE AND ATTEST ANY AND ALL DOCUMENTS OR AGREEMENTS NECESSARY TO ACQUIRE THE PROPERTY, SUBJECT TO CERTAIN CONTINGENCIES; AUTHORIZING ANY TECHNICAL CORRECTIONS TO THE AGREEMENT; AUTHORIZING THE APPROPRIATION OF CERTAIN FUNDS PURSUANT TO THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Urban Renewal Agency of Hailey, Idaho, also known as the Hailey Urban Renewal Agency, 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 Hailey, Idaho, hereinafter referred to as the "Agency."

WHEREAS, the City Council ("City Council") of the city of Hailey, Idaho (the "City"), after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Gateway District Urban Renewal Project (the "Plan");

WHEREAS, following said public hearing the City Council adopted its Ordinance No. 1138 on October 15, 2013, approving the Plan and making certain findings, including establishing the Gateway District Project Area (the "Project Area");

WHEREAS, Williams Family Trust, Latham Williams, Trustee (the "Seller") is the owner of a surface parking lot approximately 14,385 square feet in the city of Hailey, Blaine County, Idaho, including any and all rights, easements, water and mineral rights, tenements, privileges, road and access rights, and ditch rights, appurtenant to the real property (collectively "Property");

WHEREAS, Seller also has the authority to allocate ten (10) in-lieu parking credits as an appurtenance to the Property (the "Parking Credits") as established by the Saddle River Subdivision Development Agreement, recorded as Instrument No. 507867 on August 5, 2004, in the real property records of Blaine County, Idaho, and as subsequently amended by the First Amendment to the Saddle River Subdivision Development Agreement, recorded as Instrument No. 544996 on February 23, 2007, in the real property records of Blaine County, Idaho, and as further amended by the Second Amendment to Saddle River Subdivision Development Agreement, recorded as Instrument No. 700970 on June 30, 2023, in the real property records of Blaine County, Idaho (collectively, Property, includes the Parking Credits);

WHEREAS, the Property is located in the Project Area as created by the Plan. Buyer has identified the Property as a site for a public paid surface parking lot;

WHEREAS, the Agency desires to purchase the Property from Seller in order to make such public improvements related to supporting the functionality as a public paid surface parking lot, and Seller desires to sell the Property to Buyer for it to be developed with public improvements and used for said public purpose subject to certain easements described in paragraph 6 of the Real Property Purchase and Sale Agreement (the "Agreement"), attached hereto as **Exhibit A** and incorporated herein by reference;

WHEREAS, the Agency desires to purchase the Property from Seller, and Seller desires to sell the Property to the Agency, based on the terms and conditions in the Agreement;

WHEREAS, the Agency Board finds it in the best interest of the Agency and the public to approve the Agreement and purchase the Property and to authorize the Chair and Vice-Chair, and Secretary, respectively, to execute the Agreement, closing documents, and to pay the purchase price subject to certain conditions.

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

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

Section 2. That the Agency Board hereby approves the Agreement, attached hereto as Exhibit A and incorporated herein by reference.

Section 3. That the Chair or Vice-Chair and Secretary are authorized and directed to execute the Agreement and any and all documents or agreements necessary to acquire the Property, including the documents necessary to appropriate and tender the purchase price of ONE MILLION, FIFTY-TWO THOUSAND, ONE HUNDRED AND NO/100 DOLLARS (\$1,052,100.00) along with specified closing costs, subject to satisfaction of all contingencies set forth in the Agreement, including but not limited to any necessary escrow instructions and any necessary technical changes to the Agreement or other closing documents, upon advice from Agency's legal counsel that said changes are consistent with the provisions of the Agreement and the comments and discussions received at the August 20, 2024, Agency Board meeting;.

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

PASSED by the Urban Renewal Agency of Hailey, Idaho, on August 20, 2024. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on August 20, 2024.

URBAN RENEWAL AGENCY OF HAILEY

By _____
Chair

ATTEST:

By _____
Secretary

Exhibit A
REAL PROPERTY PURCHASE AND SALE AGREEMENT
111 Empty Saddle Trail, Hailey, Idaho

4854-8873-3400, v. 1

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 08/20/2024

District: All Districts

STAFF: BS/LH/LE/JP

SUBJECT: Public Hearing and consideration of Resolution 2024-____, a resolution adopting FY25 Budget, a budget with expenditures not to exceed \$4,085,906.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

See attached final budget with exhibits.

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2024-____, a resolution adopting FY25 Budget, a budget with expenditures not to exceed \$4,085,906

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF HAILEY, IDAHO A/K/A/ HAILEY URBAN RENEWAL AGENCY:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF HAILEY, IDAHO A/K/A THE HAILEY 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, 2024, AND ENDING SEPTEMBER 30, 2025, FOR ALL GENERAL, SPECIAL, AND CORPORATE PURPOSES; DIRECTING THE AGENCY ADMINISTRATOR TO SUBMIT SAID BUDGET; AND PROVIDING AN EFFECTIVE DATE

THIS RESOLUTION, made on the date hereinafter set forth by the Urban Renewal Agency of Hailey, Idaho, also known as the Hailey Urban Renewal Agency, 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 (the “Law”), and the Local Economic Development Act, Chapter 29, Title 50, Idaho Code, as amended (the “Act”), a duly created and functioning urban renewal agency for Hailey, Idaho, hereinafter referred to as the “Agency.”

WHEREAS, on or about January 25, 2010, by Resolution No. 2010-02 the City Council (“City Council”) of the City of Hailey (“City”) found that deteriorating areas exist in the City; therefore, for the purposes of the Law, the City Council created the Agency pursuant to the Law, authorizing it to transact business and exercise the powers granted by the Law and Act upon making the findings of necessity required for creating said Agency;

WHEREAS, pursuant to Resolution No. 2010-02, the Mayor, with the advice and consent of the City Council, appointed a Board of Commissioners of the Agency;

WHEREAS, the City Council, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Gateway District Urban Renewal Project (the “Gateway Plan”);

WHEREAS, following said public hearing the City Council adopted its Ordinance No. 1138 on October 15, 2013, approving the Gateway Plan and making certain findings;

WHEREAS, the City Council after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Airport Way District Urban Renewal Project (the “Airport Way Plan”);

WHEREAS, following said public hearing the City Council adopted its Ordinance No. 1295 on November 22, 2021, approving the Airport Way Plan and making certain findings;

WHEREAS, pursuant to Idaho Code Sections 50-2006(5)(d), 50-2903(5), and 50-1002, the Agency prepared a budget, attached hereto as Exhibit A, and the Agency tentatively approved estimated revenues and expenditures for the fiscal year commencing October 1, 2024, and ending September 30, 2025, by virtue of its action at the Agency's Board meeting of July 25, 2024;

WHEREAS, Agency has previously published notice of a public hearing to be conducted on August 20, 2024, at 11:00 a.m. at the City Council Chambers, Hailey, Idaho, a copy of which notice is attached hereto as Exhibit B and incorporated herein by reference;

WHEREAS, on August 20, 2024, pursuant to Sections 50-2006(5)(d), 50-2903(5), and 50 1002, Idaho Code, the Agency held a public hearing at the City Council Chambers, Hailey, Idaho, on the proposed budget and considered public comment, along with Board input, on services, expenditures, and revenues planned for Fiscal Year 2025;

WHEREAS, pursuant to Sections 50-2006(5)(d), 50-2903(5), and 50-1002, Idaho Code, the Agency is required to pass an annual appropriation resolution and submit the resolution to the City of Hailey, Idaho, on or before September 1, 2024;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF HAILEY, IDAHO, A/K/A/ HAILEY 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 Exhibits A and B, which is annexed hereto and by reference made a part of this Resolution, reflecting no changes from the proposed FY 2025 Budget which was published on August 7, 2024 and August 14, 2024, and the same are hereby appropriated for the general, special, and corporate purposes and objectives of the Agency for the fiscal year commencing October 1, 2024 and ending September 30, 2025.

Section 3. That the Chair, Vice-Chair, or Agency Administrator shall submit the Resolution and budget to the City of Hailey on or before September 1, 2024, and any other entity entitled to a copy of the Resolution and budget.

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

PASSED By the Urban Renewal Agency of the City of Hailey, Idaho, on August 20, 2024. Signed by the Chair of the Board of Commissioners, and attested by the Secretary to the Board of Commissioners, on August 20, 2024.

HAILEY URBAN RENEWAL AGENCY

Chair

ATTEST:

By _____
Secretary

DRAFT

EXHIBIT A Complete Budget

	ACTUAL FY23	BUDGET FY24	PROPOSED FY25
REVENUE			
Tax Increment Revenue – Gateway	\$398,392	\$475,000	\$482,000
Interest - Gateway	\$42,030	\$40,000	\$34,684
Potential Bond Revenue – Gateway			\$2,900,000
Tax Increment Revenue – Airport Way	\$116,294	\$75,000	\$150,000
Interest - Airport Way			\$5,316
Tax Increment Revenue – South District	\$0	\$15,000	
TOTAL HAILEY URA REVENUE	\$556,716	\$605,000	\$3,572,000
EXPENDITURES – General Fund			
Professional and Legal	\$21,435		
Administration & Insurance	\$1,497		
Other Expenses	\$118		
TOTAL GENERAL FUND EXPENDITURES	\$23,050	\$0	\$0
EXPENDITURES – Gateway District			
Debt Service	\$0		\$456,000
Professional and Legal		\$73,500	\$36,700
Administration & Insurance	\$37,411	\$27,300	\$40,000
Other Expenses	\$119	\$2,500	\$1,300
Participation Agreements		\$60,000	\$60,000
Capital Expenses	\$633,895	\$311,700	\$3,115,906
TOTAL GATEWAY EXPENDITURES	\$671,425	\$475,000	\$3,709,906
EXPENDITURES – Airport Way District			
Debt Service			
Professional and Legal		\$5,000	\$36,700
Studies and Master Plans			\$100,000
Administration & Insurance	\$959	\$25,000	\$40,000
Other Expenses	\$118		\$1,300
Participation Agreements			
Capital Expenses	\$10,309	\$45,000	\$50,000
TOTAL AIRPORT WAY EXPENDITURES	\$11,386	\$75,000	\$228,000
EXPENDITURES – South Urban District			
Loan from Gateway			\$70,000
Debt Service		\$50,000	
Professional and Legal		\$30,000	\$36,700
Administration & Insurance		\$20,000	\$40,000
Other Expenses			\$1,300
Participation Agreements			
Capital Expenses			
TOTAL SOUTH URBAN EXPENDITURES	\$0	\$100,000	\$148,000
TOTAL EXPENDITURES	\$705,861	\$650,000	\$4,085,906
CHANGE IN FUND BALANCE	-\$149,145	-\$45,000	-\$513,906
FUND BALANCE BEGINNING	\$864,801	\$715,656	\$670,656
FUND BALANCE ENDING	\$715,656	\$670,656	\$156,750

RESOLUTION NO. HURA 2024-_____
Adopted: August 20, 2024

**EXHIBIT B
Published Notice**

**Notice of Public Hearing
Hailey Urban Renewal Agency
Proposed Budget for Fiscal Year 2025**

A public hearing for consideration of the proposed Hailey Urban Renewal Agency budget for the fiscal year October 1, 2024 through September 30, 2025, will be held at the Hailey City Council Chambers, located at 115 Main St. S, Hailey, Idaho on August 20, 2024 at 11:00 AM, pursuant to Idaho Code 50-1002 and 50-2903(5). Written comments may be mailed prior to the meeting to: Hailey Urban Renewal Agency, ATTN: Lisa Horowitz, 115 Main St. S., Hailey, ID, 83333 or emailed to lisa.horowitz@haileycityhall.org. Oral comments are welcome at the public hearing.

City Council Resolution No. 2010-02 adopted on January 25, 2010, authorized the establishment of the Urban Renewal Agency. The Agency has completed the urban renewal plan for the Gateway District, thereby establishing the baseline of assessed value according to 2013 values. The Agency established the new Airport Way District (Ordinance No. 1295), thereby establishing the baseline of assessed value according to the 2021 values. The Agency expenses will primarily include capital projects, insurance, legal expenses and other consulting expenses in FY25. Those activities will be funded through the proposed \$2,900,000 bond and the projected tax increment revenue of \$482,000 (Gateway), and \$150,000 (Airport Way).

The public hearing on the proposed budget is required for formal adoption of the FY25 budget, The City Council chambers are accessible to persons with disabilities.

	ACTUAL FY23	BUDGET FY24	PROPOSED FY25
REVENUE			
Tax Increment Revenue – Gateway	\$398,392	\$475,000	\$482,000
Interest - Gateway	\$42,030	\$40,000	\$34,684
Potential Bond Revenue – Gateway	-	-	\$2,900,000
Tax Increment Revenue – Airport Way	\$116,294	\$75,000	\$150,000
Interest - Airport Way	-	-	\$5,316
Tax Increment Revenue – South District	-	\$15,000	-
TOTAL HAILEY URA REVENUE	\$56,716	\$605,000	\$3,572,000
TOTAL GENERAL FUND EXPENDITURES	\$23,050	-	-
TOTAL GATEWAY EXPENDITURES	\$671,425	\$475,000	\$3,709,906
TOTAL AIRPORT WAY EXPENDITURES	\$11,386	\$75,000	\$228,000
TOTAL SOUTH URBAN EXPENDITURES	-	\$100,000	\$148,000
TOTAL EXPENDITURES	\$705,861	\$650,000	\$4,085,906
CHANGE IN FUND BALANCE	-\$149,145	-\$45,000	-\$513,906
FUND BALANCE BEGINNING	\$864,801	\$715,656	\$670,656
FUND BALANCE ENDING	\$715,656	\$670,656	\$156,750

The proposed expenditures and revenues for FY25 have been tentatively approved by the Urban Renewal Agency at the Board Meeting on July 25, 2024.

Lisa Horowitz, Executive Director of the Hailey Urban Renewal Agency.

PUBLISH IDAHO MOUNTAIN EXPRESS **August 7 and August 14, 2024.**

RESOLUTION NO. HURA 2024-____
Adopted: August 20, 2024

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 08/20/2024

District: Gateway and Airport Way Districts

STAFF: LH/LE

SUBJECT: Consideration of Bond Counsel Engagement Letter with Hawley Troxell for bond counsel services.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Staff has moved forward in the next steps with Hawley Troxell to establish a bond under the Gateway District, as directed by the board.

Attached is the Bond Counsel Engagement Letter submitted by Hawley Troxell. If accepted, this letter appoints and sets forth the role of Hawley Troxell as Hailey Urban Renewal Agency’s bond counsel.

Included within this letter are the fee breakdowns, scope of work, client service policies, and disclaimers.

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to authorize Chair to sign the Bond Counsel Engagement Letter with Hawley Troxell for bond counsel services.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

CHELSEA M. PORTER
ADMITTED TO PRACTICE LAW IN IDAHO, OREGON & WASHINGTON
EMAIL: CPORTER@HAWLEYTROXELL.COM
DIRECT DIAL: 208.388.4855

August 13, 2024

Hailey Urban Renewal Agency
115 Main Street South
Hailey, Idaho 83333

Re: *Bond Counsel Engagement*

Dear Chair Schwartz:

You have requested we act as bond counsel to Hailey Urban Renewal Agency (the “Agency”). This letter accepts our appointment and sets forth our role as bond counsel and our agreement regarding the fees for our services. I enclose a copy of our Client Service Policies. The statement of policies and this letter constitute our engagement agreement for this transaction.

In 2021, you engaged our firm for bond counsel services on a project that did not proceed. This engagement letter and the terms hereof shall replace that prior engagement.

A. Scope of Work

As bond counsel, our scope of work for the Agency is to advise the Agency on matters of Idaho law and federal tax law that affect the Agency’s ability to issue bonds and to structure the Agency’s indebtedness most advantageously. We will prepare or review various suggested forms of proceedings for the Agency in connection with the financing. As to any suggested forms of proceedings which we have a responsibility for preparing, we will submit such forms to your financial advisor and Agency attorney for review and approval prior to adoption. We will also prepare and submit for review and approval before execution, various closing papers and forms of opinions.

We understand the Agency is considering a bank financing for certain public infrastructure improvements within the district (the “Financing”). We have worked with almost every major bank and community bank in Idaho and can readily prepare loan documents that are appropriate for an urban renewal financing and that are acceptable to the bank. Our services for the Financing would include:

- Preparation of loan documents.

- Preparation of resolutions of the Agency board to approve the loan documents.
- Attendance at Agency meetings, if required.
- Perform project due diligence to confirm that the improvements financed qualify as an urban renewal project.
- Perform tax due diligence to confirm that we can render an opinion that the bonds are tax-exempt. This research will involve understanding all the potential uses of the improvements and the terms of such use.
- Conduct the closing of the Financing.
- Preparation of bound and electronic transcripts of proceedings memorializing the Financing.

B. Fees and Costs

We propose to act as bond counsel for the financing, with an estimated fee of not to exceed \$30,000.00. Our hourly rates are:

<u>Attorney</u>	<u>Rate</u>
Chelsea M. Porter	\$350
Brandon Helgeson	\$265
Jim Lane*	\$640

*We have a consulting relationship with Mr. Lane, a partner in Sherman & Howard law firm based in Denver. Mr. Lane has a national reputation for his expertise in federal income tax law applicable to state and local government financial obligations. Our affiliation with Mr. Lane gives us a strong backup on federal tax issues, although we utilize his services sparingly to control costs.

I will be the primary partner working on the Financing, with the support of associate, Brandon Helgeson. We also have four other partners in our public finance department, Danielle Quade, Adam Christensen, Nick Miller and Mike Stoddard, and I may consult with them from time-to-time. We also bill for our out-of-pocket expenses: printing, copying, travel etc.. If we advance funds to pay for the legal notice publications, we will include that as a cost reimbursement. It is our intention to bill the Agency upon completion of the Financing, and such fees can be built into the costs of the Financing.

C. Disclaimers

Our engagement as bond counsel and disclosure counsel is on behalf of the Agency. In unrelated matters, we have consulted with and may in the future act as counsel to the financial firms the Agency is considering or has retained as its financial advisor or underwriter. Although we work collaboratively with the financial advisor to prepare the Agency's bonds for sale, we do not represent the financial advisor.

As you are aware, our firm represents many political subdivisions, companies and individuals. It is possible that during the time that we are representing the Agency, one or more of our present or future clients will have transactions with the Agency. It is also possible that we may be asked to represent, in an unrelated matter, one or more of the entities involved in the issuance of the Agency's bonds or notes. Applicable ethical rules prohibit us from undertaking the representation of parties with directly adverse interests unless we reasonably believe the representation of either client will not adversely affect our representation of the other client and unless we obtain the consent of both clients. Similarly, ethics rules prohibit us from undertaking the representation of a client if such representation would be "materially limited" by our duties to another client, a former client or a third person or by personal interests.

We hope that such representations will not adversely affect our ability to represent you as provided in this letter, either because such matters will be sufficiently different from the issuance of the bonds so as to make such representations not adverse to our representation of you, or because the potential for such adversity is remote or minor and outweighed by the consideration that it is unlikely that advice given to the other client will be relevant to any aspect of the issuance of the bonds. However, any actual conflict or consent thereto will have to be dealt with case by case and with full disclosure to you.

We are not aware of any engagements at this time that would fit the foregoing description of conflicting interests, but will consult with you if any occur.

D. Signature

We would appreciate acknowledgment of your agreement with the terms of this letter by signing below in the place provided for such purpose on the enclosed copy of this letter. Please return one copy to us for our files.

We believe we have the capability to serve the Agency well and are honored to have this opportunity to be of service to the Agency.

Sincerely,

HAWLEY TROXELL ENNIS & HAWLEY LLP



Chelsea M. Porter

Hailey Urban Renewal
August 13, 2024
Page 4

I have read and understand the terms of our engagement as stated above and agree to be bound thereby.

HAILEY URBAN RENEWAL AGENCY

By: _____

Date: _____

CLIENT SERVICE POLICIES

A) Client Service

At Hawley Troxell Ennis & Hawley LLP, we maintain the firm's century-old tradition of professional excellence and integrity by providing every client with the highest quality legal service. Regardless of a client's size, business, or location, the services we provide are individually fashioned to meet each client's specific needs and wishes. We are aware of our clients' concerns for efficiency and economy and make every effort to keep costs down, consistent with proper representation.

The ideal client-attorney relationship requires a mutual understanding of expectations and an open line of communication. The following policies were developed with that objective in mind and with a commitment to hold the line on escalating legal costs.

B) Initial Conference

The client-attorney relationship generally begins with an initial conference. When scheduling this conference, you will be asked to provide information regarding potential parties involved in your situation so that we can ensure we have no conflict of interest with other clients or firm members. The purpose of this initial meeting is for your attorney to learn about your situation, and then to discuss with you the scope and amount of services that will need to be provided, who will provide those services, and the fees and costs involved.

A fundamental principle in the client-attorney relationship is that the attorney maintains confidentiality of information relating to the representation. We encourage you to communicate fully and frankly with your attorney.

C) Engagement Letter Or Representation Agreement

The initial meeting will be followed by an engagement letter from your attorney that will outline the pertinent facts of the case, the scope of the representation, the fees to be charged, and the possible expenses to be incurred.

D) Retainer

A retainer may be requested at the beginning or during the course of representation. Depending on our arrangement with you, this retainer may be used throughout the representation to pay for out-of-pocket costs and our fees. At the conclusion of the representation the retainer will be used to pay our final invoice for costs and legal services. If a balance remains, it will be refunded to you. If the retainer is exhausted, you are responsible for payment of fees and out-of-pocket costs not covered by the retainer. Payment of a retainer does not relieve you of your obligation to make prompt payment of our monthly invoices.

Unless otherwise directed, all retainer funds are placed in an interest bearing client trust account. The interest on this account is donated, by law, to support public interest objectives of the Idaho Law Foundation.

E) Fees And Expenses

We usually compute our fees on an hourly basis. These standard hourly rates are subject to modification at any time. Time charges may, if applicable, include waiting time in court or elsewhere and time spent in travel. Other fee arrangements include setting a reasonable fixed fee for services, and occasionally the firm represents a client on a contingent fee basis. Premium rates may also be charged for work involving greater complexity, intensity of effort, specialized services, or additional liability potential.

CLIENT SERVICE POLICIES

We believe in providing the most efficient and cost-effective services to our clients. As a commitment to this philosophy, you will not be charged for long-distance phone calls, regular USPS postage, facsimile transmissions or computer assisted legal research. There will be times when other out-of-pocket expenses are incurred as a necessary part of your representation and these will be billed to you accordingly. These can include photocopies, deliveries, travel, document production, court reporter services, expert witness fees, and court fees.

Unless arrangements are made, the firm does not advance costs of more than \$300. Necessary costs above that amount may be billed directly to you by the service provider.

F) Billing Statements

Unless otherwise agreed, you will receive monthly statements. These statements provide you with chronological information about the services provided and the cost of such services. We can, however, provide you with as much—or as little—detail as you wish, regarding the services we provide. You should discuss your billing preferences with your primary attorney. All invoices are due and payable in full upon receipt. If your account becomes delinquent:

- You will be subject to an interest charge of 12% per annum for invoices delinquent for more than 30 days.
- You will be subject to attorney fees and expenses allowed by law if your account is referred for collection.
- The firm may find it necessary to terminate services and withdraw from representation.

Problems or questions about bills should be promptly directed to your primary attorney or the Executive Director at (208) 344-6000.

G) Working Relationship

You convey to the firm, as your legal representative, the power of attorney to execute all pleadings and take such other actions as may be necessary or advisable on your behalf. Any settlement affecting your interests will, however, require your prior consent.

Your satisfaction with our law firm depends on your relationship with the individuals who are helping you solve your problem. If you have concerns about which attorneys work on your matter, please discuss these concerns with your primary attorney. If, at any time during our representation, you become unhappy or dissatisfied with our work, we encourage you to contact your primary attorney and discuss your concerns. If you are unable to resolve these issues with your primary attorney, please contact Tom Mortell, our Managing Partner at (208) 344-6000.

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AGENDA ITEM SUMMARY

DATE: 08/20/2024

District: Gateway and Airport Way Districts

STAFF: JP

SUBJECT: Discussion and approval to add a new third signer to URA Checking Account, and to revoke the authority previously granted to Walt Denekas.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Currently a check issued by the URA requires two signatures. Resolution 2024-002 authorizes Larry Schwartz, Sandi Viau and Walt Denekas to sign checks. Staff is recommending the authority granted to Denekas be revoked and a new third signer be added to allow checks to be issued if Schwartz or Viau are unavailable.

All checks will continue to require two signatures.

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to add _____, as a third signer to Hailey Urban Renewal Agency checking account and to revoke the authority previously granted to Walt Denekas.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

RESOLUTION NO. 2024-__

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

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HAILEY URBAN RENEWAL AGENCY APPROVING AND AUTHORIZING AN ADDITIONAL SIGNER ON AGENCY BANK ACCOUNTS AS IS DEEMED APPROPRIATE; REVOKING SIGNATURE AUTHORITY FOR A COMMISSIONER NO LONGER ON THE AGENCY BOARD; AUTHORIZING THE CHAIRMAN AND SECRETARY TO EXECUTE ALL NECESSARY DOCUMENTS REQUIRED TO IMPLEMENT THIS ACTION; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Hailey Urban Renewal Agency, 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 (the "Law"), a duly created and functioning urban renewal agency for Hailey, Idaho, hereinafter referred to as the "Agency."

WHEREAS, the City Council (the "City Council") of the City of Hailey, Idaho (the "City"), after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Gateway District Urban Renewal Project (the "Gateway Plan");

WHEREAS, following said public hearing the City Council adopted its Ordinance No. 1138 on October 15, 2013, approving the Gateway Plan and making certain findings;

WHEREAS, the City Council after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Airport Way District Urban Renewal Project (the "Airport Way Plan");

WHEREAS, following said public hearing the City Council adopted its Ordinance No. 1295 on November 22, 2021, approving the Airport Way Plan and making certain findings;

WHEREAS, the Agency currently maintains one or more accounts at Mountain West Bank;

WHEREAS, the Agency deems it appropriate to designate an additional check signer on the bank accounts of the Agency and seeks to add _____;

WHEREAS, _____ has the authority to sign checks for the Agency, together with the previously authorized signer;

WHEREAS, the Agency seeks to revoke the authority of Walter Denekas as a signer on

the bank accounts, including the ability to sign checks on behalf of the Agency. Mr. Denekas is no longer a Commissioner on the Agency Board.

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

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

Section 2. That the Agency authorizes _____ as an additional signer on the Agency's bank accounts.

Section 3: That said Commissioner, in addition to previously authorized Commissioners, is authorized to sign checks of the Agency and such authority shall remain in full force until written notice of the change or revocation thereof is directed by the Board of Commissioners of the Agency.

Section 4: Walter Denekas is no longer a Commissioner and his signature authority on the bank accounts, and his authorization to sign checks of the Agency, is revoked.

Section 5: That the Agency Chair and Secretary are also authorized to take any other action necessary to implement this resolution including executing other documents or agreements relating to those bank accounts concerning authorized signers.

Section 6: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Hailey Urban Renewal Agency, on August 20, 2024. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on August 20, 2024.

APPROVED:

By _____
Chair of the Board

ATTEST:

By _____
Secretary

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Hailey Urban Renewal Agency
Profit & Loss Budget Performance
July 2024

	Jul 24	Budget	Oct '23 - Jul 24	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Interest Income	4,852.90	3,333.33	41,809.56	33,333.34	40,000.00
Tax Increment Revenue-AIRPORT W	24,960.27	6,250.00	142,666.36	62,500.00	75,000.00
Tax Increment Revenue-GATEWAY	104,071.97	39,583.33	488,985.53	395,833.34	475,000.00
Tax Increment Revenue-South URD	0.00	1,250.00	0.00	12,500.00	15,000.00
Total Income	133,885.14	50,416.66	673,461.45	504,166.68	605,000.00
Expense					
Administrative Expense	0.00	6,025.00	2,298.99	60,250.00	72,300.00
Capital Expenses	0.00	29,725.00	0.00	297,250.00	356,700.00
Insurance	0.00		1,947.50		
Interest / Debt Service Expense	0.00	4,166.67	0.00	41,666.66	50,000.00
Other Expenses	0.00	208.33	0.00	2,083.34	2,500.00
PARTICIPATION AGREEMENT	9,361.57	5,000.00	9,361.57	50,000.00	60,000.00
Professional and Legal Services	4,230.35	9,041.67	51,796.73	90,416.66	108,500.00
Total Expense	13,591.92	54,166.67	65,404.79	541,666.66	650,000.00
Net Ordinary Income	120,293.22	-3,750.01	608,056.66	-37,499.98	-45,000.00
Net Income	120,293.22	-3,750.01	608,056.66	-37,499.98	-45,000.00

Hailey Urban Renewal Agency
Profit & Loss Prev Year Comparison
October 2023 through September 2024

	Oct '23 - Sep 24	Oct '22 - Sep 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
Interest Income	41,809.56	42,029.67	-220.11	-0.5%
Tax Increment Revenue-AIRPORT W	142,666.36	116,294.42	26,371.94	22.7%
Tax Increment Revenue-GATEWAY	489,222.15	398,392.16	90,829.99	22.8%
Total Income	673,698.07	556,716.25	116,981.82	21.0%
Expense				
Administrative Expense	2,298.99	1,184.95	1,114.04	94.0%
Capital Expenses	5,000.00	600,745.40	-595,745.40	-99.2%
Insurance	1,947.50	1,693.00	254.50	15.0%
Other Expenses	0.00	355.28	-355.28	-100.0%
PARTICIPATION AGREEMENT	9,361.57	36,452.32	-27,090.75	-74.3%
Professional and Legal Services	52,816.73	64,894.89	-12,078.16	-18.6%
Total Expense	71,424.79	705,325.84	-633,901.05	-89.9%
Net Ordinary Income	602,273.28	-148,609.59	750,882.87	505.3%
Net Income	602,273.28	-148,609.59	750,882.87	505.3%

Hailey Urban Renewal Agency
Balance Sheet Prev Year Comparison
As of August 13, 2024

	Aug 13, 24	Aug 13, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
LGIP - AIRPORT WAY	202,717.78	19,283.77	183,434.01	951.2%
LGIP - GATEWAY	1,063,407.85	1,125,307.29	-61,899.44	-5.5%
Mountain West Bank	45,874.15	163,772.19	-117,898.04	-72.0%
Total Checking/Savings	1,311,999.78	1,308,363.25	3,636.53	0.3%
Other Current Assets				
Property Taxes Receivable	10,772.70	0.00	10,772.70	100.0%
Total Other Current Assets	10,772.70	0.00	10,772.70	100.0%
Total Current Assets	1,322,772.48	1,308,363.25	14,409.23	1.1%
TOTAL ASSETS	1,322,772.48	1,308,363.25	14,409.23	1.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	-156.25	1,496.75	-1,653.00	-110.4%
Total Accounts Payable	-156.25	1,496.75	-1,653.00	-110.4%
Total Current Liabilities	-156.25	1,496.75	-1,653.00	-110.4%
Total Liabilities	-156.25	1,496.75	-1,653.00	-110.4%
Equity				
Unrestricted Net Assets	715,655.45	864,265.04	-148,609.59	-17.2%
Net Income	607,273.28	442,601.46	164,671.82	37.2%
Total Equity	1,322,928.73	1,306,866.50	16,062.23	1.2%
TOTAL LIABILITIES & EQUITY	1,322,772.48	1,308,363.25	14,409.23	1.1%

Hailey Urban Renewal Agency
Profit & Loss by Job
October 2023 through September 2024

	Airport Way	Gateway District	South URD	TOTAL
Ordinary Income/Expense				
Income				
Interest Income	4,912.58	32,044.08	0.00	36,956.66
Tax Increment Revenue-AIRPORT W	142,023.03	0.00	0.00	142,023.03
Tax Increment Revenue-GATEWAY	0.00	489,222.15	0.00	489,222.15
Total Income	146,935.61	521,266.23	0.00	668,201.84
Expense				
Administrative Expense	766.33	766.35	766.31	2,298.99
Capital Expenses	0.00	5,000.00	0.00	5,000.00
Insurance	649.17	649.17	649.16	1,947.50
PARTICIPATION AGREEMENT	0.00	9,361.57	0.00	9,361.57
Professional and Legal Services	6,282.68	23,001.51	23,532.54	52,816.73
Total Expense	7,698.18	38,778.60	24,948.01	71,424.79
Net Ordinary Income	139,237.43	482,487.63	-24,948.01	596,777.05
Net Income	<u>139,237.43</u>	<u>482,487.63</u>	<u>-24,948.01</u>	<u>596,777.05</u>

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