

Hailey Urban Renewal Agency
Hailey City Hall
115 Main Street S
Council Chambers – upstairs AND via GoToMeeting
Tuesday, July 20, 2021
11:00 AM

AMENDED AGENDA

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/247356349>

Via Teleconference: +1 (669) 224-3412 Access Code: 247-356-349

Via One-Touch Teleconference: <tel:+16692243412,,247356349#>

Council Chambers will be open to the public in accordance with the City of Hailey Health Order 2021-01. Pursuant to Health Order 2021-01, dated February 8, 2021, Council Chamber’s 6-foot social distancing occupancy capacity is 10. It is anticipated there will be [4] Agency Board Members and Staff present in the meeting location; therefore, the first [6] persons who appear will be allowed to be present in the meeting location.

Because social distancing is still required seating will be extremely limited and alternative methods of participation are still highly encouraged.

Face coverings and social distancing are required.

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, July 19, 2021.**

Live Meeting Attendance: Members of the public wishing to attend the meeting may do so remotely through the GoToMeeting platform with a phone or a computer. 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) 788-9815 x 1.

Chair:	Larry Schwartz
Vice Chair:	Sandi Viau
Treasurer	Becky Stokes
Board Members	Walt Denekas, Martha Burke, Don Keirn
Staff Support:	Lisa Horowitz, Community Development Director

1. CALL TO ORDER 11:00 am
2. CONSENT AGENDA ACTION ITEM
 - a) Approval of Bills since May 13, 2021..... ACTION ITEM
3. New Business:
 - a) Tentative approval of the FY 2022 Budget; selection of public hearing date of August 17th and authorization to publish the budget public hearing notice. ACTION ITEM
4. Staff Report
5. Adjourn

See below for summary of Elam & Burke Invoices, breaking down total balance due.

Balances listed forwarded on April invoice paid at last check.

April	General	\$1,842.70
	Airport	\$1,722.55
May	General	\$926.22
	Airport	\$1,090.00
June	General	\$80.00
	Airport	\$3,280.00
Total Due		\$8,941.47

ELAM & BURKE
ATTORNEYS AT LAW

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

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

June 30, 2021

Invoice # 191419

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED

From June 24, 2021 Through June 30, 2021

RE: General

CLIENT/MATTER: 00887-00001

HOURS

6/24/21	MSC	.20	Draft email communication to Lisa Horowitz concerning budget adoption process.
6/28/21	MSC	.20	Review and respond to email communication from Lisa Horowitz concerning the budget adoption process. Review and follow up with Ms. Horowitz concerning likely need for a bylaw amendment to address day/time of meeting change.

PROFESSIONAL FEES

80.00

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable	
					Hours	Amount
Conrad, Meghan S.	Shareholder	200.00	.40	80.00	.00	.00
			.40	80.00	.00	.00

INVOICE TOTAL

80.00

BALANCE FORWARD

2,768.92

PAGE 1

ELAM & BURKE
ATTORNEYS AT LAW

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

RE: General

CLIENT/MATTER: 00887-00001
June 30, 2021
Invoice # 191419

BALANCE DUE

2,848.92

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

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

June 30, 2021
Invoice # 191420
Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED
From June 7, 2021 Through June 30, 2021

RE: Airport Way

CLIENT/MATTER: 00887-00002

HOURS

6/07/21	CMH	.80	Work on drafting the urban renewal plan.
6/08/21	CMH	2.50	Work on drafting the urban renewal plan. Review eligibility study and related documents for purposes of the same.
6/10/21	CMH	.50	Continue drafting the urban renewal plan.
6/11/21	CMH	3.10	Work on drafting the urban renewal plan.
6/12/21	CMH	2.50	Continue drafting the urban renewal plan.
6/14/21	CMH	1.60	Review City's comprehensive plan. Continue drafting the plan.
6/15/21	CMH	3.10	Edit and revise plan. Review new legislation for purposes of the same.
6/16/21	CMH	2.30	Finalize initial draft of plan, and revise with necessary legislative updates.

PROFESSIONAL FEES

3,280.00

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable	
					Hours	Amount
House, Cheyenne M	Associate	200.00	16.40	3,280.00	.00	.00
			16.40	3,280.00	.00	.00

ELAM & BURKE
ATTORNEYS AT LAW

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

RE: Airport Way

CLIENT/MATTER: 00887-00002
June 30, 2021
Invoice # 191420

INVOICE TOTAL	3,280.00
BALANCE FORWARD	2,812.55
BALANCE DUE	6,092.55

251 East Front Street, Suite 300
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Tax Id No. 82-0451327

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

May 31, 2021

Invoice # 191005

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED

From May 3, 2021 Through May 31, 2021

RE: General

CLIENT/MATTER: 00887-00001

HOURS

5/03/21	KSK	.60	Draft resolution approving River Street construction agreement.
5/03/21	MSC	.80	Review meeting agenda items. Review Lisa Horowitz edits to the city-agency construction agreement. Review, revise and final the city-agency agreement resolution.
5/04/21	MSC	.20	Review and finalize the exhibits to the city-agency agreement in preparation for the upcoming agency board meeting. Review proposed rate schedule exhibit.
5/13/21	MSC	1.20	Prepare for the agency board meeting concerning city-agency agreement and the eligibility study. Attend and participate in the agency board meeting (virtually).
5/24/21	MSC	1.40	Review city council packet in preparation for the city council meeting to consider the city-agency agreement re the River Street project. Attend (virtually) and participate in the city council meeting.

PROFESSIONAL FEES

774.00

ELAM & BURKE
ATTORNEYS AT LAW

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

RE: General

CLIENT/MATTER: 00887-00001
May 31, 2021
Invoice # 191005

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable	
					Hours	Amount
Conrad, Meghan S.	Shareholder	200.00	3.60	720.00	.00	.00
Kline, Kim S.	Paralegal	90.00	.60	54.00	.00	.00
			4.20	774.00	.00	.00

COSTS ADVANCED	QTY	RATE	AMOUNT
Online Legal Research (CMH search: 4/7/21)			152.22
TOTAL COSTS ADVANCED			152.22

INVOICE TOTAL	926.22
BALANCE FORWARD	1,842.70
BALANCE DUE	2,768.92

251 East Front Street, Suite 300
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Tax Id No. 82-0451327

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

May 31, 2021

Invoice # 191006

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED
From May 10, 2021 Through May 31, 2021

RE: Airport Way

CLIENT/MATTER: 00887-00002

HOURS

5/10/21	CMH	.50	Begin drafting city council resolution re eligibility.
5/11/21	CMH	1.50	Continue reviewing Airport Way eligibility report and drafting city council resolution re eligibility report.
5/12/21	MSC	.10	Call with consultant in preparation for the upcoming agency board meeting.
5/18/21	MSC	1.00	Review, revise and final the proposed city council resolution adopting the airport way eligibility study and circulate the same to Lisa Horowitz and the city attorney.
5/24/21	MSC	.70	Review city council board packet in preparation for the city council meeting. Prepare for call with Lisa Horowitz; leave voicemail. Attend and participate in the city council meeting.
5/28/21	CMH	1.20	Begin drafting Airport Way Plan narrative.

PROFESSIONAL FEES

1,090.00

ELAM & BURKE
ATTORNEYS AT LAW

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

RE: Airport Way

CLIENT/MATTER: 00887-00002
May 31, 2021
Invoice # 191006

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable	
					Hours	Amount
House, Cheyenne M	Associate	200.00	3.20	640.00	.00	.00
Conrad, Meghan S.	Shareholder	250.00	1.80	450.00	.00	.00
			5.00	1,090.00	.00	.00

INVOICE TOTAL	1,090.00
BALANCE FORWARD	1,722.55
BALANCE DUE	2,812.55

251 East Front Street, Suite 300
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Tax Id No. 82-0451327

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

April 30, 2021

Invoice # 190597

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED

From April 1, 2021 Through April 30, 2021

RE: General

CLIENT/MATTER: 00887-00001

HOURS

4/01/21	MSC	.60	Attend and participate in the agency board meeting. Call with consultant Kushlan to discuss scope of plan amendment.
4/01/21	MSC	1.60	Prepare for meeting with public works and city attorney re city-agency agreement. Attend and participate in a meeting with Lisa Horowitz, city attorney and Brian Yeager to discuss city-agency agreement, scope of the project, project area boundary, and next steps. Draft follow up email communication to team re same.
4/02/21	MSC	.80	Meet with consultant Phil Kushlan to discuss proposed plan amendment, initial thoughts concerning the amended area and use of revenue allocation funds to fund River Street Improvements.
4/05/21	MSC	.10	Follow up with Lisa Horowitz concerning status of review of the plan amendment concept and potential next steps that would not require a plan amendment to proceed at this time.
4/11/21	MSC	3.00	Work on revising the draft city-agency agreement to address the scope of the Phase 1 improvements and to narrow the scope of the agreement. Continue to work on revising the agreement.
4/11/21	RPA	.20	Review email concerning City-Agency agreement for infrastructure project. Outline issues.

ELAM & BURKE

ATTORNEYS AT LAW

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

RE: General

CLIENT/MATTER: 00887-00001

April 30, 2021

Invoice # 190597

4/12/21	RPA	.30	Address issues for City-Agency agreement for public infrastructure and outstanding issues.
4/20/21	MSC	.70	Review and respond to email communication from Ms. Horowitz concerning payment of project invoices. Review and respond to comments to the agreement in preparation for finalizing the revised draft for circulation to the client.
4/20/21	RPA	1.00	Review draft construction improvement agreement between Agency and the city of Hailey. Outline drafting concerns and revisions. Prepare explanatory email. Review email on status and preferred course of proceedings.
4/22/21	MSC	.90	Work on revising the draft city-agency agreement and circulate the same to city attorney, Lisa Horowitz and Brian Yeager.

PROFESSIONAL FEES

1,840.00

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable	
					Hours	Amount
Armbruster, Ryan P.	Of Counsel	200.00	1.50	300.00	.00	.00
Conrad, Meghan S.	Shareholder	200.00	7.70	1,540.00	.00	.00
			9.20	1,840.00	.00	.00

COSTS ADVANCED

QTY

RATE

AMOUNT

Color Copies

18.00

.15

2.70

TOTAL COSTS ADVANCED

2.70

INVOICE TOTAL

1,842.70

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ELAM & BURKE
ATTORNEYS AT LAW

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
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Fax 208 384-5844

Tax Id No. 82-0451327

RE: General

CLIENT/MATTER: 00887-00001
April 30, 2021
Invoice # 190597

BALANCE FORWARD	1,220.00
BALANCE DUE	3,062.70

251 East Front Street, Suite 300
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Tax Id No. 82-0451327

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

April 30, 2021

Invoice # 190598

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED

From April 1, 2021 Through April 30, 2021

RE: Airport Way

CLIENT/MATTER: 00887-00002

HOURS

4/01/21	CMH	.70	Begin drafting agency resolution accepting eligibility report.
4/02/21	RPA	.50	Address eligibility issues for proposed new project area with consultant. Consider alternative findings and next steps.
4/05/21	MSC	1.50	Review the revised eligibility study and provide final comment on the same to Mr. Kushlan.
4/05/21	RPA	.20	Review email and updated information on eligibility and next steps.
4/07/21	CMH	1.20	Review revised Airport Way eligibility study and agency history and revise and finalize draft agency resolution accepting the eligibility study.
4/12/21	CMH	.30	Revise draft agency resolution.
4/12/21	MSC	.80	Work on reviewing and revising the agency resolution accepting the airport way eligibility study.
4/12/21	RPA	.30	Review status of eligibility report and schedule for consideration.
4/13/21	CMH	1.70	Draft Airport Way plan approval timeline.
4/14/21	MSC	.10	Review and assess Phil Kushlan's assessment of potential amendment to add parcels to the existing Gateway RAA.
4/14/21	RPA	.20	Review email concerning updated eligibility report. Consider next steps.

PAGE 1

ELAM & BURKE

ATTORNEYS AT LAW

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Tax Id No. 82-0451327

RE: Airport Way

CLIENT/MATTER: 00887-00002
April 30, 2021
Invoice # 190598

4/16/21	CMH	.20	[NO CHARGE] Review eligibility study in preparation for agency and city council meetings upcoming plan approval tasks
4/19/21	CMH	.40	[NO CHARGE] Review status of potential annexations to Gateway and review status of Airport Way project.
4/20/21	CMH	.20	Plan approval status review in preparation for completing next steps in approval process and in preparation for upcoming agency meeting.

PROFESSIONAL FEES 1,720.00

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable	
					Hours	Amount
House, Cheyenne M	Associate	200.00	4.10	820.00	.60	120.00
Armbruster, Ryan P.	Of Counsel	250.00	1.20	300.00	.00	.00
Conrad, Meghan S.	Shareholder	250.00	2.40	600.00	.00	.00
			7.70	1,720.00	.60	120.00

COSTS ADVANCED	QTY	RATE	AMOUNT
Color Copies	17.00	.15	2.55
TOTAL COSTS ADVANCED			2.55

INVOICE TOTAL	1,722.55
BALANCE FORWARD	365.00
BALANCE DUE	2,087.55



115 MAIN STREET S. SUITE H
 HAILEY, ID 83333
 PHONE: (208) 788-4221
 FAX: (208) 788-2924

INVOICE #	INVOICE DATE
111843926	07/14/2021
DUE DATE	CUSTOMER ACCOUNT NUMBER
07/15/2021	8513
AMOUNT DUE	TERMS:
891.50	Open Terms

BILL TO:

HAILEY URBAN RENEWAL AGENCY

115 MAIN STREET SOUTH
 HAILEY ID 83333

PLEASE DETACH AND RETURN THIS TOP PORTION WITH
 YOUR PAYMENT BY DUE DATE TO:

CITY OF HAILEY
 115 S MAIN ST STE H
 HAILEY, ID 83333

INVOICE

DESCRIPTION	QUANTITY	CHARGE	EXT. PRICE
REIMBURSEMENT FOR CURB & GUTTER WORK ON	1	791.50	791.50
REIMBURSEMENT FOR CROY ST DRYWELL TESTIN	1	100.00	100.00
			891.50
			TOTAL AMOUNT DUE

THANK YOU FOR YOUR PROMPT PAYMENT
 For Billing Inquiries Call: (208)788-4221
 Office Hours: 9:00 a.m. - 5:00 p.m.
 Monday thru Friday



CITY OF HAILEY

115 SOUTH MAIN STREET
SUITE H
HAILEY, ID 83333
Phone: 208-788-4221

PURCHASE ORDER

BILL TO:

ATTN: ACCOUNTS PAYABLE
115 Main Street South, Suite H
Hailey ID 83333

VENDOR:

7001
CONRAD BROTHERS
BOX 3432
HAILEY ID 83333

SHIP TO: (If different)

CITY OF HAILEY

115 MAIN STREET SOUTH, SUITE H
HAILEY ID 83333

P.O. # 50561
PO DATE 5/18/2021
PRINT DATE 7/14/2021

QTY	DESCRIPTION	UNIT PRICE	AMOUNT	GL ACCOUNT NO	JOB NO
1.00	3207 CURB & GUTTER	791.50	791.50	100-40-41403	10.15.0002.1

PAID BY CITY ON 5/25 CK#50813

SUBTOTAL	<u>791.50</u>
FREIGHT	<u> </u>
NET AMOUNT	<u><u>791.50</u></u>

NOTES

DEPARTMENT HEAD SIGNATURE

DATE



Conrad Brothers
 General Contractors and Builders
 P.O. Box 3432 - Hailey, Idaho 83333
 208-726-3830 Fax 208-726-5788
 www.conradbrothersconstruction.com

Invoice

DATE	INVOICE NO.
12/31/2020	3207

BILL TO

City of Hailey

P.O. NO.	TERMS	PROJECT
	Net 15	

ITEM	DESCRIPTION	QTY.	RATE	AMOUNT
03202	City of Hailey Request: Adjustments to approved curb and gutter to accommodate the new city bike path design	1	509.00	509.00
02010	Curb & Gutter Misc Sitework	1	282.50	282.50

			Total	\$791.50
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RCE - 376

Deposit Credited	\$0.00
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Balance Due	\$791.50
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CITY OF HAILEY

115 SOUTH MAIN STREET
SUITE H
HAILEY, ID 83333
Phone: 208-788-4221

PURCHASE ORDER

BILL TO:

ATTN: ACCOUNTS PAYABLE
115 Main Street South, Suite H
Hailey ID 83333

SHIP TO: (If different)

CITY OF HAILEY

115 MAIN STREET SOUTH, SUITE H
HAILEY ID 83333

VENDOR:

5375
FIRST BANKCARD - SCHWARZ
PO BOX 2818

OMAHA NE 68103-2818

P.O. # 50596
PO DATE 5/20/2021
PRINT DATE 7/14/2021

QTY	DESCRIPTION	UNIT PRICE	AMOUNT	GL ACCOUNT NO	JOB NO
1.00	4/9/21 001116 CROY ST BLDG FIRE - DRYWELL TESTING	100.00	100.00	100-40-41313	21.55.0001.1

K.Schwarz paid to directly Analytical Lab with his City of Hailey Credit Card. CK#50823

SUBTOTAL	_____	100.00
FREIGHT	_____	
NET AMOUNT	=====	100.00

NOTES

DEPARTMENT HEAD SIGNATURE

DATE



Analytical Laboratories, Inc.

1804 N. 33rd Street
Boise, Idaho 83703
Phone (208) 342-5515

Date Report Printed: 04/19/2021 02:56:16 PM
<http://www.analyticallaboratories.com>
These test results relate only to the items tested.

Laboratory Analysis Report

Sample Number: 2116230

Attn: ROGER PARKER
CITY OF HAILEY-WASTEWATER
115 SOUTH MAIN ST
STE H
HAILEY, ID 83333

Collected By: K. SCHWARZ
Submitted By: K. SCHWARZ

Source of Sample:
CROY ST. FIRE DRY WELL

Time of Collection: 11:00
Date of Collection: 04/09/2021
Date Received: 04/09/2021
Report Date: 4/16/2021

Field pH: Lab pH:
Field Temp: Temp Recd in Lab:

PWS#:
PWS Name: CITY OF HAILEY

Test Requested	MCL	Analysis Result	Units	MDL	Method	Date Completed	Analyst
Diesel Range Organics		3,890	mg/kg	160.0	EPA 8015 MOD	04/13/2021	CG
Gasoline Range Organics		<160	mg/kg	160.0	EPA 8015 MOD	04/13/2021	CG
Oil Range Organics		2,480	mg/kg	160.0	EPA 8015 MOD	04/13/2021	CG

Email: STEVE.HOLYOAK@HAILEYCITYHALL.ORG

CC: kelly.schwarz@haileycityhall.org

MCL = Maximum Contamination Level
MDL = Method/Minimum Detection Limit
UR = Unregulated

Thank you for choosing Analytical Laboratories for your testing needs.

If you have any questions about this report, or any future analytical needs, please contact your client manager:

Michael Moore

Return to Agenda

Notice of Public Hearing
Hailey Urban Renewal Agency
Proposed Budget for Fiscal Year 2022

A public hearing for consideration of the proposed Hailey Urban Renewal Agency budget for the fiscal year October 1, 2021 through September 30, 2022, will be held at the Hailey City Council Chambers, located at 115 Main St. S, Hailey, Idaho on August 17, 2021 at 11:00 AM, pursuant to Idaho Code 50-1002. 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 now completed the urban renewal plan for the Gateway District, thereby establishing the baseline of assessed value according to 2014 values. The Agency expenses will primarily include capital projects, insurance, legal expenses and other consulting expenses in FY 2021. Those activities will be funded through the projected tax increment revenue of **\$275,000**.

The public hearing on the proposed budget is required for formal adoption of the FY22 budget, The City Council chambers are accessible to persons with disabilities.

	<u>Actual FY20</u>	<u>Budget FY21</u>	<u>Proposed FY 22</u>
REVENUE			
Tax Increment Revenue	\$ 170,000	\$ 250,000	\$ 275,000
Other Revenue/Interest	<u>5,000</u>	<u>5,000</u>	<u>\$ 2,000</u>
TOTAL HAILEY URA REVENUE	\$ 175,000	\$ 255,000	\$ 277,000
EXPENDITURES			
Dept Service (Note to City of Hailey)	-	-	-
Professional and Legal	\$ 25,000	\$ 40,000	\$ 50,000
Administration & Insurance Expenses	8,700	10,700	\$ 12,000
Other Expenses	2,500	2,500	\$ 2,500
Capital Expenses	<u>150,000</u>	<u>150,000</u>	<u>\$ 600,000</u>
TOTAL EXPENDITURES	\$ 186,200	\$ 203,200	\$ 664,500
CHANGE IN FUND BALANCE	\$ (11,200)	\$ 51,800	\$ (387,500)
CARRY OVER FUND BALANCE	\$ 412,524	\$ 464,324	\$ 76,824

The proposed expenditures and revenues for FY 22 have been tentatively approved by the Urban Renewal Agency at the board meeting August 17, 2021.

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

PUBLISH IDAHO MOUNTAIN EXPRESS *August 4 and 11, 2021*

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