AGENDA – Saratoga Springs Community Development and Renewal Agency Meeting

Chair Jim Miller
Vice Chair Stephen Willden
Board Member Audrey Barton
Board Member Christopher Carn
Board Member Michael McOmber
Board Member Lance Wadman

CITY OF SARATOGA SPRINGS
Tuesday, May 7, 2024, ~6:00 PM, in conjunction with City Council meeting
City of Saratoga Springs Council Chambers
1307 North Commerce Drive, Suite 200, Saratoga Springs, UT 84045

CALL TO ORDER

1. Roll Call.

PUBLIC HEARING

1. Resolution Approving FY 2024-2025 CDRA Tentative Budget; CDRA R24-1 (5-7-24).

MINUTES

1. May 16, 2023.

ADJOURNMENT

Supporting materials are available for inspection on the City Website, www.saratogasprings-ut.gov. Questions and comments to Staff and/or Council may be submitted to comments@saratogasprings-ut.gov Meetings are streamed live at https://www.youtube.com/c/CityofSaratogaSprings.

PLEASE NOTE: The order of items may be subject to change with the order of the Chair. One or more board members may participate by electronic telecommunication means such as phone, internet, etc. so that they may participate in and be counted as present for all meeting purposes, including the determination that a quorum is present.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City Recorder at 801.766.9793 at least two days prior to the meeting.

CDRA RESOLUTION NO. R24-1 (5-7-24)

RESOLUTION ADOPTING THE TENTATIVE BUDGET FOR THE SARATOGA SPRINGS COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) FOR THE FISCAL YEAR 2024-2025; SETTING A DATE, TIME, AND PLACE FOR A PUBLIC HEARING AND ADOPTION OF THE FISCAL YEAR 2024-2025 BUDGET; AND ORDERING THAT NOTICE OF THE PUBLIC HEARING BE PUBLISHED AT LEAST SEVEN DAYS IN ADVANCE.

WHEREAS, Section 10-6-111, Utah Code Annotated, 1953, as amended, requires that the Budget Officer, on or before the first regularly scheduled meeting in May, to present to the CDRA for consideration a tentative budget for the next fiscal year; and

WHEREAS, Section 10-6-113, Utah Code Annotated, 1953, as amended, requires that a public hearing should be scheduled to obtain public comment prior to the final budget adoption; and

WHEREAS, Section 10-6-113, Utah Code Annotated, 1953, as amended, requires that the CDRA establish the date, time, and place of a public hearing to consider its adoption and to order that notice of the public hearing be published at least seven days prior to the hearing in at least one issue of a newspaper of general circulation published in the county in which the CDRA is located and on the Utah Public Notice Website.

NOW THEREFORE, be it resolved by the Governing Body of the CDRA of Saratoga Springs, Utah, that:

1. The CDRA of Saratoga Springs does hereby adopt the tentative budget for fiscal year 2023-2024 as set forth and attached hereto.
2. Public hearings are hereby scheduled for Tuesday, May 7th, 2024 at 6:00 pm at the City Council Chambers at 1307 N. Commerce Drive, Suite 200, in Saratoga Springs, Utah, for the purpose of receiving public comment and input on the tentative CDRA budget for the fiscal year 2024-2025.
3. The CDRA orders that notice of the public hearings be published at least seven days prior to the May 7th, 2024 hearing in a newspaper of general circulation in the county in which the City is located and, on the Utah, Public Notice Website.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage.

Signed: ________________________________

Jim Miller, Mayor

Attest: ___________________________ ____________________

Nicolette Fike, City Recorder Date

FY 2025 Recommended Balanced Funds

Staff have determined that 2025 expenditures are covered by projected revenues

General Fund

Revenue	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Taxes	$ 20,695,750	$ 21,895,000	$ 23,513,000	7%
Licenses and Permits	$ 1,898,241	$ 1,761,700	$ 2,373,000	26%
Intergovernmental Revenue	$ 3,279,501	$ 2,571,000	$ 2,224,000	-16%
Charges for Service	$ 4,317,008	$ 4,402,400	$ 4,878,700	10%
Other Revenue	$ 5,084,694	$ 4,227,119	$ 4,210,700	0%
Administrative Charges	$ 3,393,767	$ 3,882,743	$ 4,462,470	13%
Contributions & Transfers	$ -	$ 2,120,080	$ 2,480,380	15%
Total General Fund Revenue	**$ 38,668,961**	**$ 40,860,042**	**$ 44,142,250**	**7%**

Department	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Legislative	$ 190,750	$ 186,920	$ 186,921	0%
Administrative	$ 1,639,050	$ 2,259,525	$ 2,376,066	5%
Utility Billing	$ 337,267	$ 464,744	$ 492,224	6%
Treasurer	$ 373,501	$ 506,954	$ 534,888	5%
Recorder	$ 206,385	$ 309,429	$ 285,537	-8%
Attorney	$ 666,839	$ 784,989	$ 851,206	8%
Justice Court	$ 330,622	$ 338,130	$ 343,877	2%
Non-Departmental	$ 917,697	$ 1,187,790	$ 1,188,290	0%
General Gov. Bldings & Grounds	$ 385,857	$ 371,004	$ 296,300	-25%
Elections	$ 6,789	$ 92,500	$ 92,500	0%
Planning & Zoning	$ 850,405	$ 1,248,914	$ 1,324,851	6%
Community Development	$ 323,290	$ 448,666	$ 466,992	4%
Police	$ 5,060,125	$ 5,819,925	$ 7,125,659	18%
Police-Bluffdale	$ 1,996,845	$ 2,392,730	$ 2,556,327	6%
Fire	$ 4,227,067	$ 5,236,449	$ 5,645,592	7%
Building Inspection	$ 1,291,568	$ 1,714,891	$ 1,754,240	2%
Grant Expenditures	$ -	$ 71,250	$ 71,250	0%
Streets	$ 1,040,991	$ 1,465,443	$ 1,562,285	6%
Public Works	$ 873,113	$ 916,251	$ 978,893	6%
Engineering	$ 867,890	$ 913,635	$ 911,204	0%
IT	$ 480,064	$ 659,867	$ 627,046	-5%
Public Improvements	$ 544,192	$ 761,803	$ 756,620	-1%
Parks	$ 1,709,354	$ 2,415,404	$ 2,442,359	1%
Recreation	$ 910,898	$ 1,180,812	$ 1,218,444	3%
Public Relations and Community Outreach	$ 297,438	$ 444,562	$ 434,903	-2%
Library	$ 680,016	$ 920,451	$ 960,774	4%
Transfers	$ 8,276,559	$ 7,747,000	$ 8,657,000	11%
Total General Fund Expenditures	**$ 34,484,572**	**$ 40,860,042**	**$ 44,142,250**	**7%**

Net Revenue Over Expenditures	**$ 4,184,389**	**$ -**	**$ -**

General Fund Summary

Revenues by Major Object	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Tax Revenue	$ 20,695,750	$ 21,895,000	$ 23,513,000	7%
Licenses and Permits	$ 1,898,241	$ 1,761,700	$ 2,373,000	26%
Intergovernmental Revenue	$ 3,279,501	$ 2,571,000	$ 2,224,000	-16%
Charges for Services	$ 4,317,008	$ 4,402,400	$ 4,878,700	10%
Other Revenue	$ 5,084,694	$ 4,227,119	$ 4,210,700	0%
Contributions and Transfers	$ 3,393,767	$ 6,002,823	$ 6,942,850	14%
Total Revenues	**$ 38,668,961**	**$ 40,860,042**	**$ 44,142,250**	**7%**

General Fund Expenditures by Major Object

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Personnel	$ 19,600,185	$ 25,318,338	$ 27,956,322	9%
Materials, Supplies, and Services	$ 6,377,523	$ 7,146,938	$ 7,398,928	3%
Capital Outlay	$ 230,305	$ 647,763	$ 130,000	-398%
Transfers	$ 8,276,559	$ 7,747,000	$ 8,657,000	11%
Total Expenditures	**$ 34,484,572**	**$ 40,860,039**	**$ 44,142,250**	**7%**

Zone 2 SID (24)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Water SID Revenue	$ 91,444	$ 353,000	$ 345,000	-2%
Interest Revenue	$ 9,500	$ 5,000	$ 13,000	62%
Total Revenue	**$ 100,944**	**$ 358,000**	**$ 358,000**	0%
Water SID Expenses	$ 97,206	$ 358,000	$ 358,000	0%
Transfers	$ -	$ -	$ -	0%
Total Expenses	**$ 97,206**	**$ 358,000**	**$ 358,000**	**0%**
Net Revenue Over Expenditures	**$ 3,738**	**$ -**	**$ -**	

Storm Drain Capital Projects (31)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Intergovernmental Revenue	$ 128,979	$ -	$ 1,831,845	0%
Contributions & Other Sources	$ 568	$ 51,595	$ -	0%
Transfers	$ -	$ 611,240	$ -	-
Impact Fees Revenues	$ 671,588	$ 327,300	$ 250,000	-31%
Total Revenue	**$ 801,135**	**$ 1,149,656**	**$ 2,081,845**	**45%**
Capital Project Expenditures	$ 694,407	$ 1,149,656	$ 2,081,845	45%
Transfers	$ -	$ -	$ -	0%
Total Expenses	**$ 694,407**	**$ 1,149,656**	**$ 2,081,845**	**45%**
Net Revenue Over Expenditures	**$ 106,728**	**$ -**	**$ -**	

Parks Capital Projects (32)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Intergovernmental Revenue	$ 1,668,092	$ 5,788,000	$ 8,198,637	0%
Transfers	$ -	$ 2,571,996	$ -	-
Contributions & Other Sources	$ -	$ 22,664	$ -	0%
Impact Fees Revenues	$ 2,147,838	$ 7,874,673	$ 1,480,000	-432%
Total Revenue	**$ 3,815,930**	**$ 16,257,334**	**$ 9,678,637**	**-68%**
Capital Project Expenditures	$ 12,364,451	$ 13,920,338	$ 9,428,637	-48%
Transfers	$ -	$ 2,321,996	$ 250,000	-829%
Total Expenses	**$ 4,140,745**	**$ 16,257,334**	**$ 9,678,637**	**-68%**
Net Revenue Over Expenditures	**$ (324,815)**	**$ -**	**$ -**	

Roads Capital Projects (33)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Intergovernmental Revenue	$ -	$ -	$ -	0%
Impact Fees Revenues	$ 1,254,520	$ 21,286,043	$ 16,826,460	-27%
Total Revenue	**$ 1,254,520**	**$ 21,286,043**	**$ 16,826,460**	**-27%**
Capital Project Expenditures	$ 10,340,076	$ 11,286,043	$ 14,826,460	24%
Transfers	$ -	$ 10,000,000	$ 2,000,000	-400%
Total Expenses	**$ 10,340,076**	**$ 21,286,043**	**$ 16,826,460**	**-27%**
Net Revenue Over Expenditures	**$ (9,085,556)**	**$ -**	**$ -**	

Public Safety Capital Projects (34)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Impact Fees Revenues	$ 812,337	$ 1,579,226	$ 825,000	-91%
Transfers	$ -	$ 375,978	$ -	-
Total Revenue	**$ 812,337**	**$ 1,955,204**	**$ 825,000**	**-137%**
Capital Project Expenditures	$ 261,337	$ 1,432,204	$ 75,000	-1810%
Transfers	$ -	$ 523,000	$ 750,000	30%
Total Expenses	**$ 261,337**	**$ 1,955,204**	**$ 825,000**	**-137%**
Net Revenue Over Expenditures	**$ 551,000**	**$ -**	**$ -**	

Capital Projects (35)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Transfers and Other Sources	$ 1,398,000	$ 11,379,840	$ 7,378,000	-54%
Contributions & Other Revenues	$ 760,420	$ 11,760,196	$ 800,000	-1370%
Total Revenue	**$ 2,158,420**	**$ 26,090,036**	**$ 8,178,000**	**-219%**
Capital Project Expenditures	$ 2,691,053	$ 25,590,035	$ 5,178,000	-394%
Transfers	$ -	$ 500,000	$ 3,000,000	0%
Total Expenses	**$ 2,691,053**	**$ 26,090,036**	**$ 8,178,000**	**-219%**
Net Revenue Over Expenditures	**$ (532,633)**	**$ -**	**$ -**	

Debt Service (40)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Admin Fees	$ 213,773	$ 174,000	$ 215,000	19%
Contributions and Transfers	$ 78,027	$ 119,500	$ 78,000	-53%
Total Revenue	**$ 291,800**	**$ 293,500**	**$ 293,000**	**0%**
Debt Service	$ 290,567	$ 293,500	$ 293,000	0%
Total Expenses	**$ 290,567**	**$ 293,500**	**$ 293,000**	**0%**
Net Revenue Over Expenditures	**$ 1,233**	**$ -**	**$ -**	

Community Development Renewal Agency (42)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Transfers and Other Sources	$ 760,000	$ 880,000	$ 960,000	8%
Total Revenue	**$ 760,000**	**$ 880,000**	**$ 960,000**	**8%**
Materials, Supplies and Services	$ 729,649.69	$ 880,000	$ 960,000	8%
Total Expenses	**$ 729,649.69**	**$ 880,000**	**$ 960,000**	**8%**
Net Revenue Over Expenditures	**$ 30,350.31**	**$ -**	**$ -**	

Local Building Authority (44)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Transfers and Other Sources	-	-	$ 3,200,000	-
Total Revenue	**-**	**-**	**$ 3,200,000**	**-**
Debt Service	-	-	$ 3,200,000	-
Total Expenses	**-**	**-**	**$ 3,200,000**	**-**
Net Revenue Over Expenditures	**-**	**-**	**$ -**	**-**

Street Lighting (50)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Street Lighting	$ 583,216	$ 554,000	$ 541,000	-2%
Transfers	$ 28,063	$ 121,186	$ 34,000	-256%
Total Revenue	**$ 611,279**	**$ 675,186**	**$ 575,000**	**-17%**
Street Lighting Operations	$ 211,576	$ 396,309	$ 399,438	1%
Street Lighting Capital	$ 119,841	$ 130,160	$ -	-
Transfers	$ 53,236	$ 58,717	$ 85,562	31%
Depreciation	$ -	$ 90,000	$ 90,000	0%
Total Expenses	**$ 384,653**	**$ 675,186**	**$ 575,000**	**-17%**
Net Revenue Over Expenditures	**$ 226,626**	**$ -**	**$ -**	

Water (51)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Utility Operating Revenue	$ 9,034,013	$ 8,300,000	$ 9,710,000	15%
Water	$ -	$ 3,011,871	$ -	-
Total Revenue	**$ 9,034,013**	**$ 11,311,871**	**$ 10,788,630**	**-5%**
Water Operations	$ 4,014,991	$ 4,581,587	$ 4,655,484	2%
Secondary Water Operations	$ 1,919,496	$ 2,500,103	$ 2,259,421	-11%
Depreciation	$ -	$ 3,275,000	$ 2,800,000	-17%
Transfers	$ 842,635	$ 955,181	$ 1,073,725	11%
Total Water Fund Expenses	**$ 6,777,123**	**$ 11,311,871**	**$ 10,788,630**	**-5%**
Net Revenue Over Expenditures	**$ 2,256,891**	**$ -**	**$ -**	

Sewer (52)

	2022 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Operating & Non-Operating Revenue	$ 7,023,592	$ 10,884,418	$ 7,420,000	-47%
Total Revenue	**$ 7,023,592**	**$ 10,884,418**	**$ 8,039,604**	**-35%**
Sewer Operations	$ 3,742,692	$ 8,503,889	$ 5,502,886	-55%
Depreciation	$ -	$ 1,200,000	$ 1,200,000	0%
Transfers	$ 979,829	$ 1,180,528	$ 1,336,718	12%
Total Expenses	**$ 4,722,521**	**$ 10,884,418**	**$ 8,039,604**	**-35%**
Net Revenue Over Expenditures	**$ 2,301,072**	**$ -**	**$ -**	

Wastewater Capital Projects (53)

	2022 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Transfers	$ -	$ 735,593	$ -	-
Impact Fees Revenue	$ 2,420,217	$ 2,343,525	$ 1,025,000	-129%
Total Revenue	**$ 2,420,217**	**$ 3,079,118**	**$ 1,025,000**	**-200%**
Capital Project Expenditures	$ 3,084,524	$ 2,679,118	$ 625,000	-329%
Depreciation	$ -	$ 400,000	$ 400,000	0%
Transfers	$ -	$ -	$ -	0%
Total Expenses	**$ 3,084,524**	**$ 3,079,118**	**$ 1,025,000**	**-200%**
Net Revenue Over Expenditures	**$ (664,307)**	**$ -**	**$ -**	

Storm Drain (54)

	2022 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Operating Revenue	$ 1,372,324	$ 1,266,000	$ 1,400,000	10%
Contributions & Other Sources	$ 91,418	$ 1,161,755	$ 1,125,211	-3%
Total Revenue	**$ 1,488,661**	**$ 2,427,755**	**$ 2,525,211**	**4%**
Storm Drain Operations	$ 356,291	$ 517,768	$ 541,496	4%
Depreciation	$ -	$ 1,200,000	$ 1,200,000	0%
Transfers and Other Uses	$ 527,851	$ 709,987	$ 783,715	9%
Total Expenses	**$ 884,142**	**$ 2,427,755**	**$ 2,525,211**	**4%**
Net Revenue Over Expenditures	**$ 604,519**	**$ -**	**$ -**	

Garbage (55)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Operating Revenue	$ 2,688,811	$ 2,500,000	$ 2,900,000	14%
Interest Revenue & Other Sources	$ 23,789	$ 35,000	$ 36,000	3%
Total Revenue	**$ 2,712,600**	**$ 2,535,000**	**$ 2,936,000**	**14%**
Garbage Operations	$ 2,384,726	$ 2,358,425	$ 2,731,550	14%
Transfers	$ 195,188	$ 176,575	$ 204,450	14%
Total Expenses	**$ 2,579,914**	**$ 2,535,000**	**$ 2,936,000**	**14%**
Net Revenue Over Expenditures	**$ 132,686**	**$ -**	**$ -**	

Culinary Water Capital Projects (56)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Connection Fees Revenue	$ 2,096,144	$ 1,573,000	$ 1,520,000	-3%
Intergovernmental Revenues	$ -	$ -	$ -	0%
Transfers	$ -	$ -	$ -	0%
Total Revenue	**$ 2,096,144**	**$ 8,063,495**	**$ 1,520,000**	**-430%**
Capital Project Expenditures	$ 4,327,810	$ 6,863,496	$ 50,000	-13627%
Transfers and Other Uses	$ -	$ -	$ 270,000	0%
Depreciation	$ -	$ 1,200,000	$ 1,200,000	0%
Total Expenses	**$ 4,356,856**	**$ 8,063,495**	**$ 1,520,000**	**-430%**
Net Revenue Over Expenditures	**$ (2,260,713)**	**$ -**	**$ -**	

Secondary Water Capital Projects (57)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Connection Fees Revenues	$ 1,709,075	$ 3,277,323	$ 1,300,000	-152%
Transfers	$ -	$ 436,213	$ -	-
Total Revenue	**$ 1,717,870**	**$ 3,713,536**	**$ 3,300,000**	**-13%**
Capital Project Expenditures	$ 2,912,383	$ 2,513,536	$ 2,100,000	-20%
Transfers Out	$ -	$ -	$ -	0%
Depreciation	$ -	$ 1,200,000	$ 1,200,000	0%
Transfers and Other Uses	$ -	$ -	$ -	0%
Total Expenses	**$ 2,912,383**	**$ 3,713,536**	**$ 3,300,000**	**-13%**
Net Revenue Over Expenditures	**$ (1,194,513)**	**$ -**	**$ -**	

Water Rights (58)

	2023 Actuals	2024 Adj. Budget	2025 Budget	% Change Between 2024 and 2025
Water Rights	$ 6,172,530	$ 3,447,000	$ 1,600,000	-115%
Interest Revenue & Other Sources	$ 352,039	$ 2,454,194	$ 2,239,600	0%
Total Revenue	**$ 6,524,569**	**$ 5,901,194**	**$ 3,839,600**	**-54%**
Water Rights Expenses	$ 3,741,682	$ 5,901,194	$ 3,839,600	-54%
Transfers	$ -	$ -	$ -	0%
Total Expenses	**$ 3,741,682**	**$ 5,901,194**	**$ 3,839,600**	**-54%**
Net Revenue Over Expenditures	**$ 2,782,886**	**$ -**	**$ -**	

Total Budget

	2023 Actuals	2023 Budget	2024 Budget	% Change Between 2024 and 2025
Total Budgeted Revenues	$ 82,292,991	$ 157,721,388	$ 121,092,237	-30%
Total Budgeted Expenditures	$ 83,173,411	$ 157,721,388	$ 121,092,237	-30%
Total Net Revenues Over Expeditures	**$ (880,420)**	**$ -**	**$ -**	

Statistical Information

	2021	2022	2023 (City Estimate)	% Difference
Population (according to the US Census)	44,164	49,354	56,000	12%

MINUTES – COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

Tuesday, May 16, 2023

City of Saratoga Springs City Offices

1307 North Commerce Drive, Suite 200, Saratoga Springs, Utah 84045

Call to Order: Chairman Jim Miller called the Meeting to order at 6:15 p.m.

Roll Call:

Present	Chairman Jim Miller, Board Members Michael McOmber, Chris Carn, Chris Porter and Stephen Willden.
Excused	Board Member Ryan Poduska
Staff Present	City Manager Mark Christensen, City Attorney Kevin Thurman, Assistant City Manager Owen Jackson, Community Development Director Ken Young, Fire Chief Jess Campbell, Finance Director Chelese Rawlings, Planning Director Sarah Carrol, Planner Kendal Black, Budget/Finance Administrator Spencer Quain, and Deputy City Recorder Kayla Moss

PUBLIC HEARING:

1) Resolution Approving FY 2023-2024 CDRA Final Budget; CDRA R23-2 (5-16-23).

Chairman Miller opened the meeting for public hearing at 6:16 p.m. There were no comments and the public hearing was closed.

<u>Motion by Board Member Porter to approve Resolution Approving FY 23-24 CDRA Final Budget: CDRA R23-2 (5-16-23), was seconded by Board Member Willden.</u>
<u>Vote: Board Members Miller, McOmber, Carn, Willden and Porter – Aye.</u>
<u>Absent: Board Member Poduska</u>
<u>Motion carried 5-0.</u>

MINUTES

1) **May 2, 2023**.

<u>Motion by Board Member Porter to approve the minutes of May 2, 2023, was seconded by Board Member Willden.</u>
<u>Vote: Board Members Miller, McOmber, Carn Porter, and Willden – Aye.</u>
<u>Absent: Board Member Poduska</u>
<u>Motion carried 5-0.</u>

ADJOURNMENT:
There being no further business, Chairman Miller adjourned the meeting at 6:17 p.m.

______________________________ __________________________
Jim Miller, Chairman Date Approved

____
City Recorder