MORGAN CITY
EST. 1868

MBA SPECIAL MEETING

06-20-24

(5:45 p.m.)

MUNICIPAL BUILDING AUTHORITY OF MORGAN CITY AGENDA
JUNE 20, 2024 – 5:45 P.M. – SPECIAL MEETING
MORGAN, UTAH

PUBLIC NOTICE is hereby given that the Municipal Building Authority of Morgan City, Utah, will hold a public meeting in the Council Conference Room in the City Office Building, 90 West Young Street, Morgan, Utah, commencing at 5:45 p.m. on June 20, 2024.

1. **CALL TO ORDER AND APPROVAL OF AGENDA**
   - A. Welcome – Steve Gale, Chair
   - B. Approval of Meeting's Agenda

2. **CONSENT AGENDA**
   - A. Municipal Building Authority Meeting Minutes – May 14, 2024

3. **PUBLIC HEARING**
   - A. Open and Adjust the 2023 – 2024 Fiscal Year Budget

4. **ACTIVE AGENDA**
   - A. Review / Action – Opening and Adjusting the 2023 – 2024 Fiscal Year Budget – Resolution M24-22

5. Adjournment

The Board at its discretion may rearrange the order of any item(s) on the agenda.

In compliance with the American with Disabilities Act, individuals needing special accommodation (including auxiliary communicative aids and service) during the meeting should notify Denise Woods, City Recorder, at (801) 829-3461 at least 48 hours prior to the meeting.

This meeting may involve the use of electronic communications for some of the members of this public body. The anchor location for the meeting shall be the Morgan Council Conference Room, 90 West Young Street, Morgan, Utah. Elected Officials at remote locations may be connected to the meeting electronically to participate.

Notice is hereby given that by motion of the Board of the Municipal Building Authority of Morgan City, pursuant to Title 52, Chapter 4 of the Utah Code, the Board may vote to hold a closed session for any of the purposes identified in that Chapter.

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Morgan City limits on this **13th day of June, 2024** at Morgan City Hall, on the Utah State Public Notice Website, at morgancityut.org, and three public places within the City.

/s/ Denise Woods., City Recorder

DRAFT

MINUTES OF THE MUNICIPAL BUILDING AUTHORITY OF MORGAN CITY MEETING — **MAY 14, 2024; 5:30 P.M.**

CHAIR AND BOARD MEMBERS PRESENT: **Chair Steve Gale, Tony London, Jeff Wardell, and Dave Alexander**

STAFF PRESENT IN-PERSON: **Ty Bailey, City Manager; Denise Woods, Agency Secretary**

EXCUSED: **Eric Turner, Jeffery Richins, and Gary Crane, City Attorney**

This meeting was held in the Council Conference Room of the Morgan City Offices, 90 West Young Street, Morgan, Utah. The meeting was streamed live on YouTube and available for viewing on the City's website – morgancityut.org.

This meeting was called to order by Chair, Steve Gale.

APPROVAL OF MEETING AGENDA

MOTION: Board Member London moved to approve the agenda.

SECOND: Board Member Wardell

Vote was 3 ayes; Motion passed unanimously to approve the agenda; Board Member Turner and Board Member Richins were absent.

MINUTES

MOTION: Board Member Alexander moved to approve the following:
Municipal Building Authority Meeting Minutes – August 22, 2023.

SECOND: Board Member London

Vote was 3; Motion passed unanimously to approve the minutes as written; Board Member Turner and Board Member Richins were absent.

ITEMS FOR DISCUSSION/APPROVAL

DISCUSSION – 2024 AMENDED BUDGET

Ty Bailey, Executive Director, explained there was a minor change of $1,000.00 to the amended budget. He stated the $971.00 under Capital Outlay was not originally budgeted, so $1,000 was reallocated from Maintenance and Expense into Capital Outlay. The budget remains balanced and unchanged except for this adjustment.

DRAFT

PUBLIC HEARING

A. ADOPTION OF TENTATIVE BUDGET FOR THE MUNICIPAL BUILDING AUTHORITY OF MORGAN CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025 AND SETTING A DATE FOR A PUBLIC HEARING TO ADOPT FINAL BUDGET – RESOLUTION M24-16

MOTION: Board Member London moved to open the public hearing to hear public comments regarding the Tentative Budget for the Municipal Building Authority of Morgan City for the fiscal year beginning July 1, 2024 and ending June 30, 2025 and setting a date for a public hearing to adopt a final budget.

SECOND: Board Member Wardell

Discussion on the Motion: None

Vote was 3 ayes; Motion passed unanimously to open the public hearing to hear public comments regarding the Tentative Budget for the Municipal Building Authority of Morgan City for the fiscal year beginning July 1, 2024 and ending June 30, 2025 and setting a date for a public hearing to adopt a final budget; Board Member Turner and Board Member Richins were absent.

Public Comments: None.

MOTION: Board Member Alexander moved to close the public hearing.

SECOND: Board Member Wardell

Discussion on the Motion: None

Vote was 3 ayes; Motion passed unanimously to close the public hearing; Board Member Turner and Board Member Richins were absent.

ADOPTION OF A TENTATIVE BUDGET FOR THE MUNICIPAL BUILDING AUTHORITY OF MORGAN CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025 AND SETTING A DATE FOR A PUBLIC HEARING TO ADOPT FINAL BUDGET – RESOLUTION M24-16

Ty explained the budget for the Municipal Building Authority. The rents remained the same. The Municipal Building Authority charged for space to various City departments, including the Health Department, Health and Human Services, and the Train Depot. Unlike the previous year, the $90,000.00 rent for five years from the Train Depot was not received this year. On the expense side, $125,000.00 was allocated to replace windows with panels that open and to upgrade fluorescent lights to LED in the City office building. These improvements were funded by the rent income. Last year, funds were used for new tables, chairs, and office chairs, including the new office desk for Ty's office. This summary covers the updates and ongoing maintenance of the Municipal Building Fund.

Board Member Alexander asked for clarification regarding the Train Depot rent.

Ty explained that last year, there was a $90,000.00 one-time payment for five years of rent for the Train Depot. This year, a fund balance of $280,000.00 was available for potential building improvements. The Train Depot's rent was prepaid for five years through the Rural Opportunities Grant, so no monthly payments would be made during this period.

Board Member Alexander asked where the $36,000.00 in revenue came from.

Ty explained it was the rent money received quarterly from the Health Department and the Health and Human Services Department in the basement of the City office building. He explained to fund building maintenance the Municipal Building Authority (MBA) took ownership of all assets, i.e., electric department, water/wastewater department, shop, road department, etc. and then each department became a tenant, and were charged based on the square footage they occupied. The MBA, acting as the landlord, handled all upkeep and improvements. Recent improvements included redoing the back entryway and windows and installing a new door with a code system. Rent rates were set based on a market survey of general office space, averaging around $2 per square foot.

MOTION: Board Member London moved to adopt the Tentative Budget for the Municipal Building Authority of Morgan City for the fiscal year beginning July 1, 2024 and ending June 30, 2025 and setting June 25, 2024 as the date for a public hearing to adopt a final budget.

SECOND: Board Member Alexander

Discussion on the Motion: None

ROLL CALL VOTE: Dave Alexander – aye
Jeffery Richins – absent
Jeff Wardell – aye
Tony London – aye
Eric Turner – absent

Vote was 3 ayes; Motion passed unanimously to adopt the Tentative Budget for the Municipal Building Authority of Morgan City for the fiscal year beginning July 1, 2024 and ending June 30, 2025 and setting June 25, 2024 as the date for a public hearing to adopt a final budget; Board Member Turner and Board Member Richins were absent.

This meeting was adjourned at 5:41 p.m.

_____ _____

Denise Woods, Agency Secretary Steve Gale, Chair

These minutes were approved at the June 20, 2024 meeting.

RESOLUTION M24-22

MORGAN CITY MUNICIPAL BUILDING AUTHORITY

A RESOLUTION OPENING AND ADJUSTING THE 2023 – 2024 FISCAL YEAR BUDGET FOR THE MORGAN CITY MUNICIPAL BUILDING AUTHORITY.

WHEREAS, the public hearing has been advertised and held on Thursday, June 20, 2024, at 5:45 p.m., for the purpose of hearing all interested persons on the matter of opening the 2023 – 2024 Fiscal Year Budget; and

WHEREAS, the City desires, pursuant to Utah Code Section 10-6-135 – Operating and Capital Budgets, to open the 2023 – 2024 Fiscal Year Budget by making the adjustments listed in Attachment "A"; and

WHEREAS, the Board of the Morgan City Municipal Building Authority has duly and fully considered the proposed amendments to the 2023 – 2024 Fiscal Year Budget and is ready to adopt the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MORGAN CITY MUNICIPAL BUILDING AUTHORITY:

1. That after holding a public hearing on Thursday, June 20, 2024, at 5:45 p.m., the Morgan City Municipal Building Authority does open the 2023 – 2024 Fiscal Year Budget by making the adjustments listed in Attachment "A," which is attached hereto and incorporated herein by this reference.

PASSED AND ADOPTED by the Morgan City Municipal Building Authority of Morgan, Utah, this 20th day of June, 2024.

_____
STEVE GALE, Chair

ATTEST:

_____
DENISE WOODS, Agency Secretary

BOARD VOTE AS RECORDED:

	Aye	**Nay**	**Excused**
Board Member London	___	___	___
Board Member Wardell	___	___	___
Board Member Turner	___	___	___
Board Member Richins	___	___	___
Board Member Alexander	___	___	___

(In the event of a tie vote of the Board):

Chair Gale	___	___

EXHIBIT "A"

Morgan City

State Budget Report
74 Municipal Building Authority - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	2023 Actual	2024 Year to Date Actual	2024 Original Budget	2024 Amended Budget	2025 Tentative Budget	2025 Final Budget
Change In Net Position						
Revenue:						
Miscellaneous revenue						
30210 LEASE PAYMENTS - EXTERNAL	30,000.00	38,125.00	36,000.00	36,000.00	0.00	0.00
30220 LEASE PAYMENTS - INTERNAL	180,600.00	150,500.00	189,000.00	189,000.00	0.00	0.00
Total Miscellaneous revenue	**210,600.00**	**188,625.00**	**225,000.00**	**225,000.00**	**0.00**	**0.00**
Contributions and transfers						
39100 TRANSFER FROM GENERAL FU	0.00	90,000.00	90,000.00	90,000.00	0.00	0.00
Total Contributions and transfers	**0.00**	**90,000.00**	**90,000.00**	**90,000.00**	**0.00**	**0.00**
Total Revenue:	**210,600.00**	**278,625.00**	**315,000.00**	**315,000.00**	**0.00**	**0.00**
Expenditures:						
General government						
Administration						
40240 OFFICE EXPENSE & SUPPLIES	10,670.48	5,004.16	10,000.00	10,000.00	0.00	0.00
40250 MAINTENANCE EXPENSE	1,067.30	2,961.00	20,000.00	19,000.00	0.00	0.00
40260 EQUIPMENT EXPENSE	0.00	38,741.20	40,000.00	40,000.00	0.00	0.00
40280 LIABILITY INSURANCE	865.34	0.00	0.00	0.00	0.00	0.00
40300 PROFESSIONAL SERVICES	25.00	2,357.89	30,000.00	30,000.00	0.00	0.00
40750 CAPITAL OUTLAY	119,697.72	34,283.55	215,000.00	215,000.00	0.00	0.00
40930 UTILITY EXPENSE	0.00	1,066.76	0.00	1,000.00	0.00	0.00
Total Administration	**132,325.84**	**84,414.56**	**315,000.00**	**315,000.00**	**0.00**	**0.00**
Total General government	**132,325.84**	**84,414.56**	**315,000.00**	**315,000.00**	**0.00**	**0.00**
Total Expenditures:	**132,325.84**	**84,414.56**	**315,000.00**	**315,000.00**	**0.00**	**0.00**
Total Change In Net Position	**78,274.16**	**194,210.44**	**0.00**	**0.00**	**0.00**	**0.00**