

**PROCEEDINGS OF THE BOONE CITY PARKS COMMISSION  
WORK SESSION – BUDGET  
MONDAY, JULY 8, 2024**

Sherry called the meeting to order at 6:30 pm.

1. Roll Call: Members present: Kevin Pearson, John Niemants, David Sherry, Susan Thorngren. Absent: Amy Landas  
Also present: Mike Cornelis, Cherie Angstrom, Jim Turbes, Eli Stines, Bill Skare and Terry Moorman
2. Approval of Agenda: Motion by Pearson to approve the agenda, seconded by Niemants. All Ayes.
3. New Business:

**A. Educational work session – Budget**

a. Introductions and reason for being on the Commission

Dave Sherry, Susan Thorngren, John Niemants and Kevin Pearson all have similar reasons to be park commissioners: Pride in parks, support for the park director, beautification and updates of our current parks, building improvements, and improve the relationship with the city council.

**B. Bill Skare and Mayor Eli Stines – City Budget 101**

a. How does it work? City Administrator Bill Skare provided a brief overview of how the budget works for the city and its departments.

i. Process and

ii. Timeline

Budget planning starts in the fall. CIP (capital improvement projects) need to be identified. These are projects are over \$25,000 with a life expectancy of over 10 years. Examples: pool projects, new buildings, etc. CIP projects are usually budgeted over several years to plan for the total amount of money for the project, including extra for increasing costs. Departments provide as much information as possible – plans, priorities, timeline, and quotes. Department budgets are planned later in November and December. The county auditor provides the amount of money collected to see what can be budgeted for the upcoming fiscal year. Legislature and financial officer use the provided numbers and budget requests to see if it can be balanced. 75% of the local option tax available is to be spread out to departments. Some items included in this are bond payments, road use tax, leases, and demolition.

iii. Inventory Update – Before strategic planning can begin, data needs to be collected to evaluate

the condition of park assets. We have started identifying what the needs are and have been collecting data to identify needs, cost, timeline, evaluation of labor hours. Assets in the park are ranked 1-5 for condition (1 – extremely poor and 5 - excellent) This inventory will be used to prioritize projects and plan for budget needs.

iv. Mayor’s/City Council’s goals for the Park Comprehensive Plan – Mayor Stines provided some guidance for the park commission: Identify where we are now and where we are now and where we want to be in ten years. Have an action plan for CIP projects and look for money from other sources, such as grants, and utilizing the Park Foundation - becoming more actively raising funds.

4. Adjournment – Pearson made a motion for adjournment, seconded by Niemants. All ayes.

The meeting was adjourned at 7:35 p.m.

Commission Secretary \_\_\_\_\_

Commission President \_\_\_\_\_

**NEXT COMMISSION MEETING ON AUGUST 12<sup>TH</sup>, 2024 AT 7 PM**