

## COMMITTEE MEMBERS

Jace Hellman, Committee Chair  
Robert Cleere, Committee Member  
David Gronbeck, Committee Member  
Andy Kahl, Committee Member  
Kris Perdeu, Committee Member



## CITY OF KUNA

Kuna City Hall Council Chamber, 751 W. 4<sup>th</sup> Street, Kuna, Idaho 83634

### Park Impact Fee Committee Meeting

#### AGENDA

Wednesday, December 18, 2019

6:30 P.M.

1. *Call to Order and Roll Call*
2. *Business:*
  - A. Consideration to approve PIFC Meeting Minutes from August 15, 2019 **ACTION ITEM**
  - B. Update on Park Impact Fees – Bobby Withrow, Parks Director
  - C. Consideration to approve 2020 Park Impact Fee Capital Improvement Plan – Bobby Withrow, Parks Director **ACTION ITEM**
3. *Adjournment:*



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 Andy Kahl, Committee Member  
 Kris Perdew, Committee Member

## CITY OF KUNA

Kuna City Hall Council Chamber, 751 W. 4<sup>th</sup> Street, Kuna, Idaho 83634

### Park Impact Fee Committee Meeting

#### Minutes

Thursday, August 15, 2019

6:30 P.M.

#### 1. *Call to Order and Roll Call*

##### COMMITTEE MEMBERS PRESENT:

Committee Chairman Jace Hellman  
 Committee Member Robert Cleere  
 Committee Member David Gronbeck –Absent  
 Committee Member Andy Kahl – Absent  
 Committee Member Kris Perdew

##### CITY STAFF PRESENT:

Bobby Withrow, Parks Director  
 Jesse Morfin, Parks Staff

#### 2. *Business:*

(Timestamp 00:00:28)

- A. Consideration to approve PIFC Meeting Minutes for April 18, 2019 **ACTION ITEM**

**Committee Member Perdew moved to approve the April 18, 2019 PIFC Minutes. Seconded by Committee Member Cleere. Motion passed 3-0-2. Committee Members Gronbeck and Kahl were absent.**

- B. Update on Park Impact Fees – Bobby Withrow, Parks Director

Parks Director Bobby Withrow stated they were doing really well that year. So far they had 556 impact fees for the year. That was just over \$500,000. at the Impact Fee Fund was at \$1.6 million. Since they started, \$1,829 in impact fees had been collected.

- C. Discuss Options for New Park – Bobby Withrow, Parks Director

Parks Director Bobby Withrow shared the Zamzows property had been purchased and asked what the committee wanted to see in the new park.

Committee Member Perdew asked what the City was thinking of putting there.

Mr. Withrow had planned on putting in two soft ball fields and two soccer fields. He was considering putting in a field that could be rolled up and changed for use with other games. Other possibilities included a dugout, bleachers, and building some rest rooms and concessions. A walking path all the way around the playground was a must. A parking lot could be laid out with 200-300 parking spots. They were looking at a small playground with some kind of ninja course and maybe some pickleball/tennis courts. They could put together some kind of design to bring back to the next meeting.

**3. Executive Session:**  
(Timestamp 00:14:54)

**A. Convene Executive Session pursuant to:**

Idaho Code Section 74-206 (1)(c)

- (c) To receive information regarding the acquisition of an interest in real property which is not owned by the City of Kuna. **ACTION ITEM**

**Committee Member Perdew moved to convene to Executive Session pursuant to Idaho Code Section 74-206 (1)(c) to receive information regarding the acquisition of an interest in real property which is not owned by the City of Kuna. Seconded by Committee Member Cleere. Motion passed 3-0-2. Committee Members Gronbeck Kahl were absent.**

Chairman Jace Hellman indicated he, the Committee, Parks Director Bobby Withrow, and Jesse Morfin, Parks Staff, would remain for the executive session and that Jesse Morfin would serve as clerk to take the minutes of the Executive Session.

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**Executive Session Minutes of August 15, 2019** – The session commenced at 6:44 p.m. with Chairman Jace Hellman, the Committee, Parks Director Bobby Withrow, and Jesse Morfin, Parks Staff. Committee Members Gronbeck and Kahl were absent. Jesse Morfin was appointed as secretary to take the minutes of this executive session. Information was then exchanged among Chairman Jace Hellman, the Committee, Parks Director Bobby Withrow, and Jesse Morfin, Parks Staff, on the subject of the executive session. No action was taken. A motion was then made by Committee Member Cleere and seconded by Committee Member Perdew to come out of executive session which motion passed unanimously at 6:51 p.m.

Signed By: \_\_\_\_\_  
Jesse Morfin, Parks Staff, Secretary of Executive Sessions.

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**Open session resumed** and Chairman Jace Hellman reported that information was received in relation to the announced purpose for going into executive session and no action was taken by the Committee Members.

**4. Business Continued:**

**A. Request for Expenditures – Bobby Withrow, Parks Director ACTION ITEM**

Parks Director Bobby Withrow stated in the Capital Improvement Plan, \$200,000 was allocated to spend for a sport complex and the Zamzow property would qualify for that. The request was to start to spending the \$200,000 for the Zamzow park; some of which would be for engineering for the parking lot.

**Committee Member Perdeu moved to approve to spend the \$200,000 for the Zamzows Park construction. Seconded by Committee Member Cleere. Motion passed 3-0-2. Committee Members Gronbeck and Kahl were absent.**

**5. Adjournment: 6:56 P.M.**

**Committee Member Perdeu moved to adjourn the meeting. Seconded by Committee Member Cleere. Motion passed 3-0-2. Committee Members Gronbeck and Kahl were absent.**

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Jace Hellman, Committee Chair

ATTEST:

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Chris Engels, City Clerk

*Minutes prepared by Jesse Morfin, Parks Coordinator/CPSI*

*Date Approved: PIFC Meeting 12.18.2019*



**CITY OF KUNA**  
**P.O. BOX 13**  
**KUNA, ID 83634**

**BOBBY WITHROW**  
**PARKS DIRECTOR**

**Telephone (208) 573-7668**  
**Email: [BWithrow@kunaid.gov](mailto:BWithrow@kunaid.gov)**

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## **MEMORANDUM**

To: Park Impact Fee Committee

From: Bobby Withrow

Subject: Capital Improvement Plan

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Committee Members,

Every year the Park Impact Fee will need to approve the Capital Improvement Plan. The CIP guides all of the purchases the impact fees can be used on. The CIP shows and guides how the monies will be spent. I have attached an updated Capital Improvement Plan. You will notice one change from last year. In year 2019 I have monies being spent on developing Helen Zamzow Park, updating the Park Impact Fee and a pathway at Crimson point.

So far the Impact Fee has brought in approximately \$1.9 million. So far we have purchased land along Indian Creek, current Parks office, and the Helen Zamzow property. So far 2019 has brought in \$716,457. This next year looks to be another good one.

Thank You,

Bobby Withrow  
Parks Director

General Fund

Capital Projects	Acres		2020	2021	2022	2023	2024	2025	2026	2027	2028
Crimson Point Green up	20.5	\$250,000									
Discovery Creek	6	\$200,000									
Meadow View Green up	20	\$200,000									
Large Arear Mower		\$55,000									
Picnic Shelters		\$22,500		\$7,500							
Parking Lots Paved		\$150,000			\$100,000						
Employee		\$45,000									
Employee Arborist		\$50,000					\$50,000				
Employee		\$45,000			\$45,000						
Mini Excavator		\$35,000	\$55,000								
Restroom		\$150,000	\$25,000	\$25,000	\$25,000						
RTV		\$40,000									
RTV		\$20,000									
Park Impact Fee Update		\$50,000									
Truck		\$28,000									
Truck		\$28,000				\$28,000					
Truck		\$28,000									
Trailer		\$8,000		\$8,000							
Greenbelt Lighting		\$75,000	\$35,000								
Pathways											
Behind Young's Property	1800 ft.	\$48,600									
Crimson Point Pathway	1800 ft.	\$100,000									
Well 5	2,000 ft.	\$54,000									
Nicholson	2400 ft.	\$64,800									
Grant Match		\$67,000	\$6,700	\$6,700	\$6,700	\$6,700	\$6,700				
Land Acquisition		\$470,000									
Sports Complex Construction		\$350,000									
Green Up		\$100,000									
Patagonia Park											
			\$121,700	\$47,200	\$176,700	\$34,700	\$56,700	\$0	\$0		
	Total	\$2,636,300				Total:	\$437,000				

Grant Fund

Capital Projects	Acres		2020	2021	2022	2023	2024	2025	2026	2027	2028
Crimson Point Green up	20.5	\$250,000									
Discovery Creek	6	\$200,000									
Meadow View Green up	20	\$200,000									
Large Arear Mower		\$55,000									
Picnic Shelters		\$22,500									
Parking Lots Paved		\$150,000									
Employee		\$45,000									
Employee Arborist		\$50,000									
Employee		\$45,000									
Mini Excavator		\$35,000									
Restroom		\$150,000									
RTV		\$40,000									
RTV		\$20,000									
Park Impact Fee Update		\$50,000									
Truck		\$28,000									
Truck		\$28,000									
Truck		\$28,000									
Trailer		\$8,000									
Greenbelt Lighting		\$75,000									
Pathways											
Behind Young's Property	1800 ft.	\$48,600									
Crimson Point Pathway	1800ft	\$100,000									
Well 5	2,000 ft.	\$54,000		\$54,000							
Nicholson	2400 ft.	\$64,800				\$64,800					
Grant Match		\$67,000									
Land Acquisition		\$470,000									
Sports Complex Construction		\$1,000,000									
Green Up		\$100,000	\$100,000	\$0							
Patagonia Park											
			\$100,000	\$54,000	\$0	\$64,800	\$0	\$0	\$0		
	Total	\$2,636,300				Total:	\$218,800				

## Park Impact Fee Capital Improvement Plan

Capital Projects	Acres										
			2020	2021	2022	2023	2024	2025	2026	2027	2028
Crimson Point Green up	20.5	\$250,000				\$150,000	\$100,000				
Discovery Creek	6	\$200,000			\$100,000		\$100,000				
Meadow View Green up	20	\$200,000						\$200,000			
Large Arear Mower		\$55,000									
Picnic Shelters		\$22,500									
Parking Lots Paved		\$150,000									
Employee		\$45,000									
Employee Arborist		\$50,000									
Employee		\$45,000									
Mini Excavator		\$35,000									
Restroom		\$150,000									
RTV		\$40,000									
RTV		\$20,000				\$20,000					
Park Impact Fee Update		\$50,000	\$50,000					\$20,000			
Truck		\$28,000									
Truck		\$28,000									
Truck		\$28,000		\$28,000							
Trailer		\$8,000									
Greenbelt Lighting		\$75,000									
Pathways											
Crimson Point Pathway	1800 ft.	\$100,000	\$100,000								
Behind Young's Property	1800 ft.	\$48,600									
Well 5	2,000 ft.	\$54,000									
Nicholson	2400 ft.	\$64,800									
Grant Match		\$67,000									
Land Acquisition											
Sports Complex Construction		\$1,200,000	\$1,000,000								
Green Up		\$100,000				\$0					
Patagonia Park		\$550,000	\$550,000								
			\$1,700,000	\$28,000	\$100,000	\$170,000	\$200,000	\$220,000	\$0		
	Total	\$2,636,300				Total:	\$2,418,000				