



**\*MEETING NOTICE & AGENDA\***

**KUNA URBAN RENEWAL AGENCY**

**June 3, 2020**

**City Council Chambers**

**6:00 p.m.**

**751 W. 4<sup>th</sup> Street**

**Kuna, Idaho**

*Under authority of the Governor's partial Open Meeting Law Suspension Proclamation dated March 13, 2020, and due to social distancing protocol,*

*the Council Chambers Audience Occupancy Capacity is 15.*

*Social Distancing will be enforced.*

*The first 15 persons who appear, in addition Agency Commissioners, Agency staff and consultants (if any), will be allowed in Council Chambers. All other persons may access the meeting via Live Streaming.*

The meeting will also be conducted through the use of a video conference call (zoom) for Agency Commissioners, Agency Staff and Consultants. Persons who wish to provide comment on agenda items may do so by emailing Lisa Holland at [lholland@kunaid.gov](mailto:lholland@kunaid.gov) on or before June 03, 2020, at 12:00 p.m.

The public may join the meeting by watching the livestream on the Kuna Economic Development Facebook page:  
<https://www.facebook.com/KunaEconDev/>

**MINUTES**

1. **Call to order/Roll Call**

**COMMITTEE MEMBERS PRESENT:**

Commissioner Todd Cooper – Via Zoom

Commissioner Rocco D'Orazio – Absent

Commissioner Winston Inouye – Present

Chair – Greg McPherson- Present  
Commissioner Tayler Tibbitts – Via Zoom

**CITY STAFF PRESENT:**

Lisa Holland, Economic Development Director  
Nathan Stanley, Deputy City Clerk

**ELAM AND BURKE LAW FIRM:**

Meghan S. Conrad- Via Zoom

**J-U-B ENGINEERS:**

Brad Marshall- Via Zoom (Coeur d’Alene)  
Lisa Bachman- Via Zoom (Boise)  
Alivia Metts- Via Zoom (Coeur d’Alene)

2. **Action Item:** Approval of Agenda  
(Timestamp 00:03:27)

**Motion to approve agenda by Commissioner Cooper. Seconded by Commissioner Tibbitts. Motion carried 3-0-0.**

3. **Consent Agenda:** ALL OF THE LISTED CONSENT AGENDA ITEMS ARE ACTION ITEMS  
(Timestamp 00:05:15)

*All items listed under the Consent Agenda are considered to be routine and are acted on with one motion by the Urban Renewal Agency. There will be no separate discussion on these items unless the Chair, Commissioner, or Agency Staff requests an item to be removed from the Consent Agenda for discussion. Items removed from the Consent Agenda will be placed on the Regular Agenda.*

- a. URA Special Meeting Minutes Dated April 24, 2020
- b. Consideration of Resolution No. URA 03-2020 Approval of Engagement Letter between Elam and Burke and Kuna Urban Renewal Agency
- c. Consideration of Resolution No. URA 04-2020 Approval of City Staff providing administrative assistance to agency with City Clerk serving as Secretary, City Treasurer serving as Treasurer, and Economic Development Director serving as Administrator.
- d. Consideration of Resolution No. URA 05-2020 Retention of J-U-B to study the proposed East Kuna District and prepare an eligibility study.

**Motion to approve Consent Agenda by Commissioner Cooper. Seconded by Commissioner Tibbitts. Motion carried 3-0-0.**

4. **Discussion Item:** Ada County Letter & Parcels in Eligibility Study Outside of City Limits

*(Timestamp 00:05:57)*

Chair McPherson opened the discussion for the Ada County letter in the packet as well as what that means for the eligibility study. He asked City of Kuna Economic Development Director and Urban Renewal Agency Administrator Lisa Holland for an overview.

Ms. Holland reviewed that since the last meeting; the Eligibility Study was presented to the Ada County Board of Commissioners as well as Kuna City Council for their approval. Because there were a few parcels included in the eligibility area that were not in City limits, an inter-governmental agreement with Ada county would be needed to include those parcels as part of an Urban Renewal District.

Mayor Stear, Meghan Conrad and Ms. Holland met with the Ada County Board of Commissioners on May 14, 2020 to make a formal request for consideration. They had passed on a resolution for Ada County's consideration letting them know that Kuna was still in the preliminary stages, but would love to have their participation. They followed up with a detailed memo on May 19, 2020 answering some questions from the Board of Commissioners. Ms. Holland was happy to distribute and make the memo available in the minutes of this meeting. She noted in the packet, there was a copy of the letter Ada County responded back with on May 29, 2020.

Ms. Holland gave a little more history. The City of Kuna adopted a new comprehensive plan in July 2019 after over two years of community input. That plan had not formally been adopted by Ada County yet, so they were referring to Kuna's former Area of Impact from a previous plan when they reference Area A and B. In Kuna's Future Use Map, the area they were including in Ada County was indicated for future light industrial, which was the reason for wanting to include it in the study.

Ms. Holland stated preserving farmland was certainly something in the comprehensive plan as a priority. In Kuna's current City Area of Impact, 8,400 acres were zoned ag. The Comp Plan designated to preserve 7,900 acres of agriculture. Bedrock depth was between 20-40 inches for the proposed Ada County Parcels in the eligibility study, so there were only a few types of crops or seed plants that could be farmed there.

In forming an Urban Renewal District, anyone who claimed an ag exemption would have to sign a document saying they were willing to be included in the Urban Renewal boundaries, and they had the option to opt out. Kuna would never force a change of use on a property owner.

Ms. Holland said, while Ada County was supportive of Kuna's Economic development initiatives, they had decided to not participate in forming the district. Without including some of these parcels in the district, it's unlikely they would see development happen anytime in the future.

Ms. Holland shared that a drafted letter for property owners they planned to send out the next week that offers information about Urban Renewal, and gives them an option to

annex into the City of Kuna if they would like to participate. The City would manage the annexation of any owners who wanted to be included, and waive the fee for annexing. Kuna would then move forward in planning efforts for the district only focused on parcels within City limits.

Ms. Holland stood for any questions related to Ada County before bringing Lisa Bachman with JUB up to introduce a few of their team members and talk through the general process of what would come next.

She also asked if Ms. Conrad wanted to add any comments.

Commissioner Cooper asked Ms. Holland, if coming from an overarching planning perspective, without the Ada County involvement, did she feel it was a significant loss to the district or was there plenty of other areas that would need their attention.

Ms. Holland explained it was still a pretty good size area they still wanted to look at, regardless of those parcels. It was just a matter of how to prioritize which project they wanted to see as part of the district. They would remove the parcels that didn't want to be part of the district. A few people had already indicated they wanted to annex into the district anyway. The biggest green bill parcels are the ones that were open for brand new developments for the developers, were a lot of the ones in the county and they would miss out on some of that land size. She believed roughly 20 percent of the district was part of the county.

Lisa Bachmann, J-U-B Engineers, confirmed the percent of the district that was part of unincorporated Ada County.

**5. Discussion Item: JUB Scope of Work Overview & Discussion on Next Steps**  
(Timestamp 00:13:18)

Brad Marshall, J-U-B Engineers, reviewed J-U-Bs roll in the Eligibility Study and the next steps that would be taken in the process.

Lisa Bachman, J-U-B Engineers, summarized along with what Mr. Marshall reviewed in the roll of J-U-B Engineers.

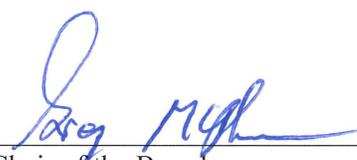
**6. Board Questions or Concerns**  
(Timestamp 00:23:00)

No questions or concerns.

**7. Adjourn**  
(Timestamp 00:23:35)

Chair McPherson adjourned the meeting at 6:26 PM.

APPROVED:

By   
Chair of the Board

ATTEST:

By   
Secretary



*Minutes prepared by Nathan Stanley, Deputy City Clerk*  
*Date Approved: URAM 07.01.2020*