



MEETING NOTICE & AGENDA

**KUNA URBAN RENEWAL AGENCY
February 3, 2021
City Council Chambers/Virtual Meeting Via Zoom
6:00 p.m.
751 W. 4th Street
Kuna, Idaho**

Due to the rise in COVID-19 cases and the Governor's Order dated November 14, 2020:

Council Chambers is limited to 15 people, public is also able to view via Live Streaming

The meeting will be conducted through the use of a video conference call (zoom) and in person for Board Members, City Staff and Consultants. Persons who wish to provide comment on agenda items may do so by emailing Nathan Stanley at cityclerk@kunaid.gov on or before February 3, 2021, at 12:00 p.m. City staff will be available in person at City Hall.

Live Streaming Instructions:

The public may also join the meeting by watching the livestream at 6:00 PM on the Kuna Economic Development Facebook page: <https://www.facebook.com/KunaEconDev/>

AGENDA

1. Call to Order / Roll Call
 - Seat 1: Todd Cooper
 - Seat 2: Rocco D'Orazio
 - Seat 3: Winston Inouye
 - Seat 4: Greg McPherson
 - Seat 5: Tayler Tibbitts
2. **Action Item:** Adoption of the Agenda
3. **Action Item:** Consent Agenda
 - a. Approving Minutes from December 2, 2020 Meeting
4. **Action Item:** Consideration to Approve Draft Annual Report and Set Meeting Date to Take Comments from the Public on March 3, 2021
5. **Business Item:** Urban Renewal Updates from Staff
6. Adjourn



MEETING NOTICE & AGENDA

KUNA URBAN RENEWAL AGENCY
December 2, 2020
City Council Chambers/Virtual Meeting Via Zoom
6:00 p.m.
751 W. 4th Street
Kuna, Idaho

Due to the rise in COVID-19 cases and the Governor's Order dated November 14, 2020:

Council Chambers is closed to the public

Public Attendance Option is Live Streaming

Live Streaming Instructions:

Members of the public may watch the December 2, 2020 Urban Renewal Agency Meeting via Facebook Live. Live feed will start at 6:00 PM on the City of Kuna Economic Development page linked below

<https://www.facebook.com/KunaEconDev>

The meeting will be conducted through the use of a video conference call (zoom) for Board Members, City Staff and Consultants. Persons who wish to provide comment on agenda items may do so by emailing Nathan Stanley at cityclerk@kunaid.gov on or before December 2, 2020, at 12:00 p.m. City staff will be available in person at City Hall.

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MINUTES

1. Call to Order / Roll Call

(Timestamp 00:00:43)

Seat 1: Todd Cooper – Present (Via Zoom)

Seat 2: Rocco D'Orzio – Present (Via Zoom)

Seat 3: Winston Inouye – Present (Via Zoom)

Seat 4: Greg McPherson – Present (Via Zoom)

Seat 5: Tayler Tibbitts - Absent

2. **Action Item:** Adoption of the Agenda
(Timestamp 00:01:30)

Motion to approve the adoption of the agenda by Commissioner D’Orazio. Seconded by Commissioner Inouye. Motion carried 3-0-0.

3. **Action Item:** Consent Agenda
(Timestamp 00:02:06)

Motion to approve the consent agenda by Commissioner Cooper. Seconded by Commissioner D’Orazio. Motion carried 3-0-0.

- a. Approving Minutes from October 7, 2020 Meeting

4. **Action Item:** Consideration to approve URA Resolution No. URA10-2020
(Timestamp 00:02:40)

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF KUNA, IDAHO, A/K/A THE KUNA URBAN RENEWAL AGENCY APPROVING THE INTERAGENCY AGREEMENT BETWEEN ADA COUNTY HIGHWAY DISTRICT AND THE KUNA URBAN RENEWAL AGENCY SETTING FORTH THE ALLOCATION OF REVENUE ALLOCATION PROCEEDS PURSUANT TO IDAHO CODE SECTION 50-2908(2)(a)(iv); AUTHORIZING AND DIRECTING THE CHAIR TO EXECUTE THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

Meghan Conrad, Elam and Burke, reviewed the agreement with Ada County Highway District (ACHD)

Roll Call Vote: (00:12:00)

Motion to approve URA Resolution No. URA10-2020 by Commissioner D’Orazio. Seconded by Commissioner Cooper. Motion carried 3-0-0.

5. **Business Item:** Urban Renewal Updates from Staff
(Timestamp

Lisa Holland, Economic Development Director, updated the commission on the following information.

-City Council voted to approve the URA District Plan for Kuna West, and the Clerk’s office assisted in recording the ordinance and distribution requirements. The website is up to date with a link to the plan as well as an interactive map for the public to view projects.

- No meeting in January, but will plan to meet in February and March to discuss annual report. We are scheduled to meet the first Wednesday of every month at 6:00 PM at City Hall (or virtually depending on COVID restrictions).

- Budget update: The City fronted the cost of establishing the Urban Renewal District which we have spent around \$104,000 on, and we have approximately \$20,000 remaining in our 20/21 fiscal budget for legal and consulting expenses. If the agency decides to move forward on consideration for an East Kuna District or make any significant amendments, we will likely have to take a request back to council for additional funds.

6. Adjourn

The meeting adjourned at 6:16 P.M.

APPROVED:

By _____
Chair of the Board, Greg McPherson

ATTEST:

By _____
Secretary, Chris Engels

*Minutes prepared by Nathan Stanley, Deputy City Clerk
Date Approved: URAM 02.03.20021*



P.O. BOX 13
KUNA ID 83634
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Mayor
Joe Stear

**City Council
Members**

John Laraway
Richard Cardoza
Warren Christensen
Greg McPherson

**Urban Renewal
Agency
Commissioners**

Todd Cooper
Rocco D’Orazio
Winston Inouye
Greg McPherson
Tayler Tibbits

**Economic
Development
Director/Urban
Renewal
Administrator**

Lisa Holland
lholland@kunaid.gov
(208) 559-5926

2020 Annual Report

Kuna Urban Renewal Agency

Under the Idaho Urban Renewal Law, an urban renewal agency is required to file with the local governing body, on or before March 31 of each year, a report of its activities for the preceding calendar year, which shall include a complete financial statement setting forth its assets, liabilities, income and operating expense at the end of the calendar year. An urban renewal agency’s fiscal year commences October 1 and ends September 30. Consequently, any formal financial statement would be limited to a report through the end of the Agency’s fiscal year. Pursuant to Idaho Code § 67-450B, an urban renewal agency is required to prepare certain audited financial statements as described in that section depending on the agency’s overall expenditures. Agencies with expenditures that do not exceed \$150,000 have no audit requirements. As the Agency’s expenditures did not exceed the statutory threshold, the Agency did not proceed with an audit of its financial statements for the fiscal year ending September 30, 2020.

The budgetary process, which the Agency completed on August 5, 2020, resulted in a budget approval for Fiscal Year 2021 only, as the Agency did not have an approved urban renewal plan including a revenue allocation financing provision until FY2021. A copy of the approved budget is attached as **Exhibit 1** to this report. Under reporting requirements set forth in Idaho Code § 67-450E, the Agency must submit certain information to the Legislative Services Office by December 1 each year. The Agency is in the process of submitting the necessary information. The Agency is also required to submit certain information to the Idaho State Tax Commission for the urban renewal registry pursuant to Idaho Code Section 50-2913. The Agency is in the process of submitting the required information.

The Kuna City Council formally approved the Urban Renewal Plan for the Kuna West Urban Renewal Project on November 17, 2020, through Ordinance No. 2020-32. The ordinance became effective upon publication on November 25, 2020. Since that approval, the Urban Renewal Agency of the City of Kuna (Agency) has commenced with the implementation of the Plan.

AGENCY BACKGROUND

Pursuant to the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended, the City of Kuna established the Agency on April 3, 2011 through Resolution (R21-2011). City Council officially appointed a Board of Commissioners to this Agency effective March 17th, 2020 (Resolution R23-2020).

In 2019 & 2020, the City went through an education process to talk about what financing tools were available to cities to help with economic development initiatives. In June 2019, the City partnered with JUB Engineers to put on an education workshop as well as several outreach events with public partners to explore options. In October 2019, the City hosted an Economic Development Strategic Planning Workshop which also prioritized considering Urban Renewal for the City of Kuna.

JUB Engineers studied a geographic area to determine eligibility for purposes of urban renewal planning. The area included parcels within the City limits, as well as parcels within unincorporated Ada County. The findings were set forth in an eligibility report. The Agency accepted the eligibility study on April 24th, 2020 and the Kuna City Council adopted the eligibility study on May 19th, 2020. The Council then directed the Agency to work on an urban renewal plan for the proposed Kuna West Project Area. The Agency worked closely with the Ada County Board of County Commissioners, as well as with property owners of agricultural land, on determining the Project Area boundary. The Agency accepted minor modifications to the eligibility study in a Special meeting on August 27th, which supplemental findings were adopted by City Council on September 1st, 2020. The City held two public workshops on August 27th to collect community feedback, and also mailed a letter to each property owner within the proposed district boundary to let them know about the Urban Renewal Planning efforts. Ultimately, the proposed District was smaller than the area deemed eligible and no parcels from unincorporated Ada County were included in the District.



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**Economic
Development
Director/Urban
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Administrator**

Lisa Holland
lholland@kunaid.gov
(208) 559-5926

2020 Annual Report

Kuna Urban Renewal Agency (Continued)

On October 7th, 2020 the Agency reviewed the Urban Renewal Plan for the Kuna West Urban Renewal Project (Plan) and gave a recommendation of approval. The Plan was reviewed by the Kuna Planning & Zoning Commission for its conformance with the City's Comprehensive Plan on October 27th, 2020 with a recommendation of approval to City Council. State code requires as a final step that the Plan is reviewed by City Council in a public hearing which occurred on November 17, 2020 where City Council voted to approve the Plan establishing the Project Area. Background and current information about the Urban Renewal District, including maps and the plan documents can be found on the City's website: <https://kunacity.id.gov/518/Kuna-Urban-Renewal-Agency>

2020 Projects

The Agency's activities in 2020 consisted primarily of efforts to establish the Plan and Project Area, as well as related community outreach. As a new District, no public improvement projects were funded in 2020. The City funded the initial startup costs of establishing the Plan and Project Area.

FY 2019/20 Revenues

There was no Agency revenue in 2019/20.

FY2019/2020 OPERATING EXPENSES

The Agency's expenses in 2019/20 were related to the formation of the Kuna West Urban Renewal District. The City contributed \$104,479.13 towards planning efforts and the creation of the District. Overall expenses included legal support utilizing Elam & Burke in the amount of \$32,754.65, legal support from with the City Attorney, White Peterson, for the amount of \$270, and a service contract with JUB Engineers for the creation of the plan documents for a total of \$71,454.48 in the 2019/20 fiscal year.

ASSETS

The Agency currently holds no assets. Future assets will be comprised solely of cash accounts and property taxes receivable. The major portions of property taxes are received twice per year (end of March and August) with smaller amounts of delinquent taxes received during the course of the year.

LIABILITIES AND DEBT

The balance of the Agency's liabilities consists only of current accounts payable.

SIGNIFICANT CHANGES IN AGENCY'S FINANCIAL POSITION

There were no significant changes in the Agency's financial position in FY2019/20.

The Agency will work closely with public entities, including the City of Kuna, and private developers, to develop and fund projects that are of benefit to the public. The Agency will work to consider how best to leverage Agency funds.

Greg McPherson
Chair
Kuna Urban Renewal Agency

REVENUE & EXPENDITURE STATEMENT - CITY OF KUNA URBAN RENEWAL DISTRICT - FYE 2021

ACCOUNT #	ACCOUNT NAME	FYE 2021	FYE 2020		FYE 2019		FYE 2018		FYE 2017		FYE 2016	
		BUDGET	ACTUAL*	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
CAPITAL PROJECTS REVENUE												
52-4900	Transfer In	\$96,687	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
52-4950	Carryover	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$96,687	\$0									
CAPITAL PROJECTS EXPENDITURES												
52-6020	Capital Improvements	\$96,687	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$96,687	\$0									
GRAND TOTAL NET		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

*Forecast