



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

**KUNA URBAN RENEWAL AGENCY**

**March 3, 2021**

**City Council Chambers/Virtual Meeting Via Zoom**

6:00 p.m.

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

Kuna, Idaho

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](mailto:cityclerk@kunaid.gov) on or before March 3, 2021, at 12:00 p.m. City staff will be available in person at City Hall.

**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 February 3, 2021 Meeting
4. **Action Item:** Public Hearing
  - a. Public Comment on Kuna URA 2020 Draft Annual Report
  - b. Consideration to Approve RESOLUTION NO. URA 01-2021

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, TO BE TERMED THE “ANNUAL REPORT RESOLUTION,” APPROVING THE ANNUAL REPORT OF THE URBAN RENEWAL AGENCY, FOR CALENDAR YEAR 2020; APPROVING THE

NOTICE OF FILING THE ANNUAL REPORT TO THE CITY; DIRECTING THE CHAIR OR VICE-CHAIR TO SUBMIT SAID REPORT; AND PROVIDING AN EFFECTIVE DATE.

5. **Business Item:** Urban Renewal Updates from Staff
6. Adjourn



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

**KUNA URBAN RENEWAL AGENCY**  
**February 3, 2021**  
**City Council Chambers/Virtual Meeting Via Zoom**  
 6:00 p.m.  
 751 W. 4<sup>th</sup> 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](mailto: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/>

**MINUTES**

**1. Call to Order / Roll Call**

*(Timestamp 00:00:30)*

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

*(Timestamp 00:00:54)*

**Motion to approve the agenda as presented by Commissioner Tibbitts. Seconded by Commissioner Inouye. Motion carried 3-0-0.**

**3. Action Item:** Consent Agenda

*(Timestamp 00:01:25)*

- a. Approving Minutes from December 2, 2020 Meeting

**Motion to approve December 2, 2020 Meeting Minutes by Commissioner Tibbitts. Seconded by Commissioner Inouye. Motion carried 3-0-0.**

- 4. **Action Item:** Consideration to Approve Draft Annual Report and Set Meeting Date to Take Comments from the Public on March 3, 2021  
(Timestamp 00:02:28)

Lisa Holland, Economic Development Director, reviewed the Draft Annual Report.

Megan Conrad, reviewed reporting requirements for Urban Renewal Districts and the next steps that will be taken.

**Motion to approve accept the Annual Draft Report and set meeting date to take comments by Commissioner Inouye. Seconded by Commissioner Tibbitts. Motion carried 3-0-0.**

- 5. **Business Item:** Urban Renewal Updates from Staff  
(Timestamp 00:07:24)

Ms. Holland stated that staff had moved forward on an eligibility study for a potential second Urban Renewal District which would be called the East Kuna Urban Renewal District

- 6. Adjourn  
Meeting Adjourned at 6:09 PM.

APPROVED:

By \_\_\_\_\_  
Chair of the Board, Greg McPherson

ATTEST:

By \_\_\_\_\_  
Secretary, Chris Engels

*Minutes prepared by Nathan Stanley, Deputy City Clerk  
Date Approved: URAM 03.03.20021*



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**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@kunaaid.gov](mailto:lholland@kunaaid.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 24<sup>th</sup>, 2020 and the Kuna City Council adopted the eligibility study on May 19<sup>th</sup>, 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 27<sup>th</sup>, which supplemental findings were adopted by City Council on September 1<sup>st</sup>, 2020. The City held two public workshops on August 27<sup>th</sup> 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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(208) 559-5926

# 2020 Annual Report

## Kuna Urban Renewal Agency (Continued)

On October 7<sup>th</sup>, 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 27<sup>th</sup>, 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
<b>CAPITAL PROJECTS REVENUE</b>												
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
		<b>\$96,687</b>	<b>\$0</b>									
<b>CAPITAL PROJECTS EXPENDITURES</b>												
52-6020	Capital Improvements	\$96,687	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		<b>\$96,687</b>	<b>\$0</b>									
<b>GRAND TOTAL NET</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\*Forecast

**RESOLUTION NO. URA 01-2021**

**BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF KUNA, IDAHO, A/KA THE KUNA URBAN RENEWAL AGENCY:**

**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, TO BE TERMED THE “ANNUAL REPORT RESOLUTION,” APPROVING THE ANNUAL REPORT OF THE URBAN RENEWAL AGENCY, FOR CALENDAR YEAR 2020; APPROVING THE NOTICE OF FILING THE ANNUAL REPORT TO THE CITY; DIRECTING THE CHAIR OR VICE-CHAIR TO SUBMIT SAID REPORT; AND PROVIDING AN EFFECTIVE DATE.**

**THIS RESOLUTION**, made on the date hereinafter set forth by the Urban Renewal Agency of the City of Kuna, Idaho, also known as the Kuna Urban Renewal Agency, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (hereinafter the “Law”) and the Local Economic Development Act, Chapter 29, Title 50, Idaho Code, as amended (hereinafter the “Act”), a duly created and functioning urban renewal agency for Kuna, Idaho, hereinafter referred to as the “Agency.”

**WHEREAS**, the City Council (“City Council”) of the City of Kuna, Idaho (the “City”), on November 17, 2020, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Kuna West Urban Renewal Project (the “Plan”);

**WHEREAS**, following said public hearing the City Council adopted its Ordinance No. 2020-32 on November 27, 2020, approving the Plan establishing the Kuna West revenue allocation area and making certain findings;

**WHEREAS**, pursuant to Idaho Code Section 20-2006(c), the Agency is required to prepare an annual report and submit the annual report to the City, on or before March 31 of each year;

**WHEREAS**, pursuant to Idaho Code Section 50-2006(c), Agency representatives prepared the tentative annual report of the Agency’s activities for calendar year 2020, a copy of which report is attached hereto as Exhibit A and incorporated herein by reference;

**WHEREAS**, Agency representatives took steps to publish notice and to provide a copy of the report for public review and comment including publishing notice on the Kuna Economic Development Facebook Page, posting the annual report to the Kuna Urban Renewal website and making the report available upon request at Kuna City Hall;

**WHEREAS**, on March 3, 2021, pursuant to Idaho Code Section 50-2006(c), the Agency held an open public meeting, properly noticed, to report these findings in the annual report and to take comments from the public at Kuna City Council Chambers, 751 W. 4<sup>th</sup> Street, Kuna, Idaho, on the proposed annual report.

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF KUNA, IDAHO, A/K/A THE KUNA URBAN RENEWAL AGENCY, AS FOLLOWS:**

Section 1: That the above statements are true and correct.

Section 2. That the annual report attached hereto as “**EXHIBIT A**” and the notice of filing the annual report attached hereto as “**EXHIBIT B**” are hereby approved and adopted by the Agency Board.

Section 3: That the Board Chair or Vice-Chair shall submit said annual report to the City Clerk of the City of Kuna, Idaho, on or before March 31, 2021.

Section 4: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

**PASSED AND ADOPTED** by the Urban Renewal Agency of the City of Kuna, Idaho, also known as the Kuna Urban Renewal Agency, on March 3, 2021. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on March 3, 2021.

APPROVED:

By \_\_\_\_\_  
Chair of the Board

ATTEST:

By \_\_\_\_\_  
Secretary



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# 2020 Annual Report

## Kuna Urban Renewal Agency

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### **2020 Projects**

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### **FY 2019/20 Revenues**

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### **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.

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### **LIABILITIES AND DEBT**

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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
<b>CAPITAL PROJECTS REVENUE</b>												
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
		<b>\$96,687</b>	<b>\$0</b>									
<b>CAPITAL PROJECTS EXPENDITURES</b>												
52-6020	Capital Improvements	\$96,687	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		<b>\$96,687</b>	<b>\$0</b>									
<b>GRAND TOTAL NET</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\*Forecast

## PUBLIC NOTICE

Under the Idaho Urban Renewal Law, Chapter 20, Title 50, Idaho Code, 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. In 2011, the Legislature modified the law, requiring an urban renewal agency to hold a public meeting to report on the findings in the annual report and to take public comment prior to filing the report with the City.

A copy of the DRAFT 2020 Annual Report is available at the Kuna City Clerk's office, 751 W. 4<sup>th</sup> Street, Kuna Idaho or on the Agency's website at: <http://kunacity.id.gov/518/Kuna-Urban-Renewal-Agency>. Written public comment may be submitted PRIOR TO 2:00 p.m. on MARCH 3, 2021, to Kuna Urban Renewal Agency, Attn: Lisa Holland, Agency Administrator, City of Kuna, 751 W. 4<sup>th</sup> Street, Kuna, ID 83634, [lholland@kunaid.gov](mailto:lholland@kunaid.gov). Public comment will also be taken at the Kuna Urban Renewal Agency's regular meeting on Wednesday March 3, 2021, at 6:00 p.m. at the Kuna City Council Chambers, 751 W. 4<sup>th</sup> Street, Kuna, Idaho.

Published: February 16, 2021

## PUBLIC NOTICE

As required by Idaho Code Section 50-2006(c), the Kuna Urban Renewal Agency has filed a report of its 2020 activities with the office of the Kuna City Clerk. The report is available for inspection during business hours in the office of the Kuna City Clerk, 751 W. 4<sup>th</sup> St., Kuna, Idaho 83634. Due to COVID-19 the City Clerk's business hours may be adjusted. The report is also available on the Agency's website at <http://kunacity.id.gov/518/Kuna-Urban-Renewal-Agency>.

If you have any questions please contact City Clerk, Chris Engels (208) 387-7726 or at [cengels@kunaid.gov](mailto:cengels@kunaid.gov).

Published: March \_\_, 2021.