



## **NOTICE & AGENDA**

### **KUNA URBAN RENEWAL AGENCY**

**November 2, 2022**

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

<https://us06web.zoom.us/j/84160906991>

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 Zulema Montenegro at [zmontenegro@kunaid.gov](mailto:zmontenegro@kunaid.gov) on or before November 2, 2022, at 12:00 p.m. City staff will be available in person at City Hall.

### **AGENDA**

1. Call to Order / Roll Call
  - Seat 1: Dave Case
  - 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. **Expenses**
    - i. Approval of Paid Invoices – Report
  - b. **Minutes and Reports**
    - i. Approval of September 14, 2022, Special Meeting Minutes
4. **Action Item:** Selection of a banking institution to open one or more accounts
5. **Action Item:** Approve New Agency Application to establish a fund with the Local Government Investment Pool and direct the Board Chair and/or Vice-Chair to execute all documents related to establishing the fund.

6. **Action Item:** Consider RESOLUTION NO. URA 04-2022 - Authorization to Open Bank Account and Sign Checks and to Open a Fund with the Local Government Investment Pool
7. **Action Item:** Consider approval of FY2023 meeting dates, times and location.
8. **Board Questions or Concerns**
9. **Adjourn**

## West Kuna URD Treasurer's Report

30-Sep-22

Fund	Account	Detail	Actual 6/30/22	Budget	% to Actual
52	4100	PROPERTY TAX REVENUE	(147,104.72)	(37,420.00)	393.12%
52	6045	CONTINGENCY	-	15,420.00	0.00%
52	6202	PROFESSIONAL SERVICES	2,969.50	12,000.00	24.75%
52	6287	GENERAL AND ADMIN	36.26	10,000.00	0.36%
		Cash Allocated 9/30/22	144,098.96		



**KUNA URBAN RENEWAL AGENCY**  
**September 14<sup>th</sup>, 2022**  
**City Council Chambers/Virtual Meeting Via Zoom**  
6:00 p.m.  
751 W. 4<sup>th</sup> Street  
Kuna, Idaho

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**MINUTES**

1. Call to Order / Roll Call

*(Timestamp 00:06:05)*

Seat 1: Dave Case

-Present

Seat 2: Rocco D'Orazio

-Absent

Seat 3: Winston Inouye

-Via Zoom

Seat 4: Greg McPherson

-Present

Seat 5: Tayler Tibbitts

-Absent

Staff present: Morgan Treasure, Meghan Conrad, Zulema Montenegro, Lisa Bachman, Rhen Thurgood, Alivia Metts (via Zoom),

2. **Action Item:** Adoption of the Agenda

*(Timestamp 00:06:06)*

**Motion by Commissioner Case to approve agenda as published. Seconded by Commissioner Inouye. Motion carried 3-0-0.**

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

a. Approving Minutes from Aug 28<sup>th</sup>, 2022 Meeting

**Motion by Commissioner Inouye to approve minutes from August 28<sup>th</sup>, 2022 Meeting. Seconded by Commissioner Case. Motion carried 3-0-0.**

4. **Action Item:** Consider RESOLUTION NO. URA 03-2022 approving the Urban Renewal Plan for the Kuna East Urban Renewal Project  
(Timestamp 00:06:07)

*Meghan Conrad, Elam & Burke, Attorney for the Urban Renewal Agency  
Presented the main plan elements that must be included per Idaho Code 50-2905. Result of the consultant is that this plan is feasible. Talked about the limitations to modify the plan and exceptions. Discussed the plan approval process and additional plan requirements.*

*Commissioner Case had a question about notice for this meeting. Meghan Conrad said it is not required per code.*

**Motion by Commissioner Case to approve RESOLUTION NO. URA 03-2022, approving the Urban Renewal Plan for the Kuna East Urban Renewal Project. Seconded by Commissioner Inouye. Motion carried 3-0-0.**

5. **Action Item:** Consider Agency approval of the Agricultural Operation Consent Form for CS Property Development LLC  
(Timestamp 00:06:33)

*Morgan Treasure, Agency Admin  
Discussed the reasons for consent forms and limitation on agency's right of eminent domain.*

**Motion by Commissioner Case to consider Agency approval of the Agricultural Operation Consent Form for CS Property Development LLC. Seconded by Commissioner Inouye. Motion carried 3-0-0.**

6. **Board Questions, Concerns and Announcements:**  
(Timestamp 00:06:41)

*Commissioner Case had a concern about the packet being turned in so late and did not feel he had adequate time to review.*

7. **Adjourn**

**6:44 PM**

APPROVED:

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

ATTEST:

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

*Minutes prepared by Zulema Montenegro, Executive Assistant to the Development Director*

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF KUNA, IDAHO, A/K/A 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, APPROVING AND AUTHORIZING THE OPENING OF ONE OR MORE BANK ACCOUNTS IN THE AGENCY'S NAME; AUTHORIZING THE ESTABLISHMENT OF A FUND WITH THE LOCAL GOVERNMENT INVESTMENT POOL; AUTHORIZING THE BOARD CHAIR, VICE-CHAIR, ADMINISTRATOR AND THE AGENCY TREASURER TO SIGN CHECKS DRAWN ON THE AGENCY BANKING INSTITUTION AS DEEMED APPROPRIATE; AND AUTHORIZING THE CHAIR, VICE-CHAIR, AND ADMINISTRATOR AND TREASURER, TO EXECUTE ALL NECESSARY DOCUMENTS REQUIRED TO IMPLEMENT SAID ACCOUNT OPENING AND CHECK SIGNING AUTHORITY; AUTHORIZING THE CHAIR, VICE-CHAIR, AND ADMINISTRATOR AND TREASURER, TO EXECUTE ALL NECESSARY DOCUMENTS REQUIRED TO OPEN A FUND WITH THE LOCAL GOVERNMENT INVESTMENT POOL AND SIGNING AUTHORITY, 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 of the city of Kuna, Idaho (the "City"), after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Kuna West Urban Renewal Project (the "Kuna West Plan");

WHEREAS, following said public hearing, the City Council adopted its Ordinance No. 2020-32 on November 17, 2020, approving the Kuna West Plan, making certain findings, and establishing the Kuna West revenue allocation area;

WHEREAS, the Agency's funds are currently held as a fund of the City;

WHEREAS, the Agency Board deems it appropriate to open one or more bank accounts in the Agency's name and to designate check signers on the bank accounts of the Agency;

WHEREAS, the Agency Board further deems it appropriate to open a fund with the Local Government Investment Pool;

WHEREAS, the following Board Chair and Vice-Chair of the Agency Board and the Agency Administrator and Treasurer constitute the individuals that may sign checks for the Agency. Further the following are the individuals that may authorize transfers to/from the Local Government Investment Pool:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 Agency shall set up one or more bank accounts in the Agency's name and shall transfer Agency funds held by the City and deposit those funds in the Agency's bank account.

Section 3: That the members of the Agency Board and the Agency Treasurer that may sign checks on behalf of the Agency and/or authorize the transfer of funds between the Agency's bank account and the Local Government Investment Pool are as listed below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Section 4: That said individuals are authorized to endorse and to sign checks of the Agency Board and shall remain in full force until written notice of the change or revocation thereof by the Agency Board.

Section 5: That **Jared Empey**, Agency Treasurer, **jempey@kunaid.gov** is hereby authorized to receive and communicate with bank representatives to facilitate adding signers on the bank account.

Section 6: That **Jared Empey**, Agency Treasurer, **jempey@kunaid.gov** is hereby authorized to receive and communicate with representatives of the State Treasurer's Office to

facilitate the opening of a fund with the Local Government Investment Pool and adding signers on the account.

Section 7: That the Chair, Vice-Chair, Administrator and Treasurer are also authorized to take any other action necessary to implement this resolution including other documents or agreements relating to those bank accounts concerning authorized signers and/or the Local Government Investment Pool.

Section 8: Any prior Agency Resolution concerning the authority described in this Resolution is hereby replaced, superseded, and repealed.

Section 8: 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 **November 2, 2022**. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on **November 2, 2022**.

APPROVED:

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

ATTEST:

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

4848-2343-1880, v. 1

- Pick A Bank to hold funds for URA
- Get all the account details (bank fees, etc.)
- Can't be a credit union b/c they can't hold government funds.
- Need a commercial account
- Open a checking Account
- Not a lot of transactions in the first few years.
- Avoid fees
- Need something to hold money and be able to cut checks from.

## US Bank

**Contact: Jayne Pankrutz, 208-780-9466**

<https://www.usbank.com/corporate-and-commercial-banking/industry-expertise/public-sector.html>

**Questions:** *What would be the number of transactions?*

**Commercial Account:** Yes

**Checking Account:** Yes

**Fees:**

**Monthly Maintenance Fee:**

**Limit on transactions:**

**Minimum Daily Balance:**

**Online Banking:**

## First Interstate Bank

**Contact: Kimberly Evans, 208-922-3834**

<https://www.firstinterstatebank.com/business/banking/checking/>

**Questions:** Are we using the City's Tax ID or will the URA have its own TAX ID Number? Will we need two accounts for east and west separation? What will the starting balance be?

**Commercial Account:** Yes – they suggest the Enhanced Business checking but we can start with a Classic Business and then move it once we have more funds.

**Checking Account:** Yes

**Fees:** Depends on the account but can work with us to avoid them

**Monthly Maintenance Fee:** \$10-15

**Limit on transactions:** Depends on the account

**Minimum Daily Balance:** \$500-10,000

**Online Banking:** Yes

	Classic Business Checking	Enhanced Business Checking	Analyzed Business Checking
<b>Monthly Maintenance Fee</b>	\$10	\$15	\$10
<b>Avoid Monthly Maintenance Fee with</b>	\$500 minimum daily balance per statement cycle OR \$5,000 minimum in combined Business Deposit Account balances	\$5,000 minimum daily balance per statement cycle OR \$10,000 minimum in combined Business Deposit Account balances	
<b>Other Restrictions</b>	None	None	None
<b>Interest</b>	No	Yes – tiered rates	No – account receives an Earnings Credit to offset monthly fees
<b>Items</b>	200 free items per statement cycle \$0.25 per item in excess of 200	300 free items per statement cycle \$0.25 per items in excess of 300	Checks: \$0.15 Deposits: \$0.15 On-Us Items: \$0.07 Transit Items: \$0.10 ACH Debit/Credit: \$0.10
<b>Statements</b>	Online Statements - Free Paper Statements - \$2	Online Statements – Free Paper Statements - \$2	Online Statements – Free Paper Statement - Free
<b>Checks</b>	Available at standard pricing		
<b>Treasury Services</b>	Available	Available	Available
<b>Business Online Banking</b>	Available	Available	Available
<b>Business Bill Pay</b>	For pricing, refer to Treasury Fee Schedule available at your local branch	For pricing, refer to Treasury Fee Schedule available at your local branch	For pricing, refer to Treasury Fee Schedule available at your local branch
<b>ACH &amp; Wire Services</b>	Available	Available	Available
<b>Mobile Deposit</b>	Available	Available	Available
<b>Remote Deposit</b>	Available	Available	Available
<b>Positive Payee Services</b>	Available	Available	Available
<b>Overdraft Protection</b>	Available	Available	Available
<b>FirstRewards Bonus Points</b>	5,000	7,500	7,500



# LGIP

## Local Government Investment Pool

Julie A. Ellsworth  
Idaho State Treasurer  
Idaho State Treasurer's Office

### **NEW AGENCY APPLICATION**

The completed form can be faxed, scanned and emailed or mailed to the address below.

Please use this application if you are **NOT** currently a participating agency with the LGIP. This information is approved by this public agency's governing board (and must be signed by a member of the board, other than the contact person listed below), for the purpose of establishing a fund with the State Treasurer's Office, specifically the Local Government Investment Pool. The signed application authorizes the LGIP to invest funds of this agency pursuant to Idaho Codes 67-1210 and 67-1210A. Participation in the pool will remain in effect until the account opened by this applicant carries a zero balance. Authorization shall be indicated by an original signature on the bottom of this form. We acknowledge we have read the LGIP Investment Statement of Understanding and LGIP Investment Policy and agree to the terms and conditions stated therein, and any subsequent changes thereto. A copy of any changes to the Statement of Understanding and Investment Policy will be provided to this agency upon request.

AGENCY NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX : \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

DESIGNATED BANK NAME: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

ABA TRANSIT/ROUTING NUMBER: \_\_\_\_\_ ACCOUNT NUMBER: \_\_\_\_\_

BANK PHONE NUMBER: \_\_\_\_\_ BANK FAX NUMBER: \_\_\_\_\_

The signature below, **by an authorized member of this agency's governing board**, will hereby authorize the State Treasurer to initiate **debit and credit** entries, upon the agency's request, to and from this account in the depository financial institution named above. We acknowledge that the origination of ACH transactions to our account must comply with the provisions of the U.S. law. Applicant will include a roster of current authorized board members, on its own letterhead, with this application and will be responsible for providing the STO any future updates to this information as they occur.

This authorization is to remain in full force and effect until the State Treasurer receives notification from us of its termination in such time and in such manner as to afford the State Treasurer and depository a reasonable opportunity to act on it.

\_\_\_\_\_  
NAME of Board Member:

\_\_\_\_\_  
TITLE of Board Member:

\_\_\_\_\_  
SIGNATURE of Board Member  
(authorized to act on behalf of above named agency)

\_\_\_\_\_  
DATE

**KUNA URBAN RENEWAL AGENCY**

**PROPOSED FY2023 and FY2024 (PARTIAL) MEETING CALENDAR**

<b>Date</b>	<b>Task</b>
<b>Wednesday, November 2, 2022</b>	Update authorized signers
<b>Wednesday, February 1, 2023</b>	Tentatively approve annual financial report for preceding calendar year; upon approval publish meeting notice 1x of public meeting to report findings and take comments from the public
<b>Wednesday, March 1, 2023</b>	Public meeting to take comment on the annual report; approve annual report  Review and approve audit NLT June 30 (audit may be done before this time)
<b>Wednesday, April 5, 2023</b>	If necessary to review/approve audit Officer elections
<b>Wednesday, July 5, 2023</b>	Tentatively approve FY24 budget; publish notice of public hearing on the budget, including the proposed budget (plus the budgets from the two previous fiscal years); notice published 2x-7 days apart. First publication should be two weeks prior to hearing date
<b>Wednesday, August 2, 2023</b>	Public hearing on budget
<b>Wednesday, November 1, 2023</b>	Audit engagement letter Election of officers Update authorized signers