

**OFFICIALS**

**Vacant**, Chair

- Sara Goodpasture, Vice Chair,
- Heather Owen Committee Member
- Jodie Harrington, Committee Member, Kuna Chamber of Commerce representative
- Gail Cutsforth, Committee Member
- James Henderson, Committee Member
- ICA Representative

**CITY STAFF**

- Chris Engels, City Clerk Nathan Stanley, Deputy Clerk
- Morgan Treasure, Economic Development Director
- Bobby Withrow, Parks Director



**CITY OF KUNA**

**Kuna City Hall Council Chamber, 751 W 4th Street, Kuna, Idaho 83634**

**Kuna Rodeo Advisory Committee Meeting**

**AGENDA**

**Thursday, December 1, 2022**

**6:00 P.M.**

*For questions, please call the Kuna City Clerk's Office at (208) 387-7726.*

ALL ITEMS ON THE KUNA RODEO ADVISORY COMMITTEE AGENDA ARE CONSIDERED ACTION ITEMS UNLESS OTHERWISE INSTRUCTED BY THE KUNA RODEO ADVISORY COMMITTEE OR CITY.

*Public Comment Process:*

- *No public comment is taken at any Kuna Rodeo Advisory Committee meeting unless it has been properly noticed and published on the agenda.*
- *If public comment is taken upon proper notice and agenda placement, members of the public are allowed up to 3 minutes each, to address the Kuna Rodeo Advisory committee with testimony restricted to the matter at hand as posted on the agenda.*
- *Kuna Rodeo Advisory Committee members may ask questions throughout the public comment process.*
- *Once the public comment is closed, no further comments are heard.*
- *The Kuna Rodeo Advisory Committee may take action or decline action based on public comments.*

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

**2. Business Items:**

- A.** Approving Minutes from October 26, 2022 KRAC Meeting. **ACTION ITEM**
- B.** Update on the new establishment of a second Rodeo Committee that has been created by the venue we used in 2022. **DISCUSSION ITEM**
- C.** Venue options and timelines for a 2023 Kuna Rodeo. **DISCUSSION ITEM**
- D.** Request for the Committee to also function as the Advisory Committee for the development of cities new event grounds. **ACTION ITEM**
- E.** Appointment of one additional KRAC member. **ACTION ITEM**

**F. Budget items for the Kuna Rodeo Queens ACTION ITEM**

- Meridian Parade
- Boise Holiday Parade
- Treasure Valley Night Light Parade
- Gem County Parade
- Kuna Parade

**G. Committee Member Announcements.**

**H. Scheduling of next KRAC meeting ACTION ITEM**

**3. Adjournment**

**OFFICIALS**  
 Cody Chytka, Chair  
 Sara Goodpasture, Vice Chair  
 Lini Chytka, Committee Member  
 Jodie Harrington, Committee Member, Kuna Chamber of Commerce representative  
 Marshall Meade, Committee Member  
 ICA Representative

**CITY STAFF**  
 Chris Engels, City Clerk  
 Nathan Stanley, Deputy Clerk  
 Morgan Treasure, Economic Development Director  
 Bobby Withrow, Parks Director



**CITY OF KUNA**  
 Kuna City Hall Council Chamber, 751 W 4th Street, Kuna, Idaho 83634

**Kuna Rodeo Advisory Committee Meeting**

**MINUTES**

**Wednesday, October 26, 2022**  
**6:00 P.M.**

*For questions, please call the Kuna City Clerk's Office at (208) 387-7726.*

ALL ITEMS ON THE KUNA RODEO ADVISORY COMMITTEE AGENDA ARE CONSIDERED ACTION ITEMS UNLESS OTHERWISE INSTRUCTED BY THE KUNA RODEO ADVISORY COMMITTEE OR CITY.

*Public Comment Process:*

- *No public comment is taken at any Kuna Rodeo Advisory Committee meeting unless it has been properly noticed and published on the agenda.*
- *If public comment is taken upon proper notice and agenda placement, members of the public are allowed up to 3 minutes each, to address the Kuna Rodeo Advisory committee with testimony restricted to the matter at hand as posted on the agenda.*
- *Kuna Rodeo Advisory Committee members may ask questions throughout the public comment process.*
- *Once the public comment is closed, no further comments are heard.*
- *The Kuna Rodeo Advisory Committee may take action or decline action based on public comments.*

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

*(Timestamp 00:00:06)*

Cody Chytka – Present  
 Sara Goodpasture – Present  
 Lini Chytka – Present  
 Jodie Harrington – Present  
 Marshall Meade – Present

**CITY STAFF**

Mayor Stear – Present  
 Chris Engels – Present  
 Morgan Treasure – Present  
 Bobby Withrow – Present  
 Nathan Stanley – Present  
 Christopher Smith - Present

## 2. Business Items:

### A. Wrap up discussion for 2022 Kuna Rodeo

*(Timestamp 00:00:49)*

Cody Chytka, announced the three awards that the Kuna Rodeo was awarded by the Idaho Cowboys Association (ICA).

### B. Staff update on 2022 Kuna Rodeo budget

*(Timestamp 00:02:15)*

Chris Engels, City Clerk, reviewed the budget from the 2022 Kuna Rodeo and stood for questions.

Cody Chytka, Chair, asked about feedback the city received about the rodeo.

Chris Engels, City Clerk, responded to Cody and gave feedback that was received.

Jodi Harrington, Committee Member, gave her perspective and input as an attendee at the rodeo and not a Committee Member at the time.

Chris Engels, gave an update that no security issues took place and that the Ada County Sheriffs Office was happy about how the event went.

### C. Staff update on City of Kuna Trademark and Registration of ownership of the Kuna Rodeo

*(Timestamp 00:15:47)*

Chris Engels, City Clerk, explained where the city was at with the trademark for the Kuna Rodeo.

### D. Guidance and Directives provided to the City by the Kuna City Attorney with changes and timeline from the City Kuna Rodeo Ad Hoc Committee to City Kuna Rodeo Advisory Committee (KRAC)

*(Timestamp 00:16:50)*

Chris Engels, City Clerk, reviewed the changes that will be made to the Rodeo Committee and the guidance that was received from the City Attorney.

Cody Chytka asked about the verbiage in regards to members of the committee.

Chris Engels explained and responded.

Lini Chytka, Committee Member, read her resignation letter.

Chris Engels, explained that there has been no violation from the committee members.

Marshall Meade read his resignation letter.

Cody Chytka, read his resignation letter.

Sara Goodpasture, Vice Chair, thanks all three of the committee members that resigned.

Mayor Stear, Thanked the three committee members that resigned from the Kuna Rodeo Ad Hoc Committee.

**E. Discussion of KRAC members roles and responsibilities and City and City Staff roles and responsibilities**

(Timestamp 00:31:12)

Chris Engels, reviewed the roles and responsibilities and stood for questions.

Cody Chytka asked who has the authority from the city and who is making the decision from the input and advice given by the advisory committee.

Chris Engels responded.

**F. Letters of interest for open KRAC seats and recommendations from KRAC on candidates ACTION ITEM**

(Timestamp 00:50:34)

Kuna Rodeo Committee reviewed the applications and resumes of the interested parties to join the KRAC.

**Motion To:** Accept four KRAC seats. Heather Owen, Gail Cutsforth, Chris Howard, James Henderson

**Motion By:** Sara Goodpasture

**Seconded:** Jodi Harrington

**Voting No:** None

**All in Favor:** Sara Goodpasture, Jodi Harrington, Cody Chytka, Lini Chytka and Marshall Meade

**Motion Carried:** 5-0-0

**G. Consideration to approve 2023 Kuna Rodeo Sponsor packages ACTION ITEM**

(Timestamp 01:05:35)

Chris Engels reviewed the sponsorship packages and stood for questions.

**Motion To:** Approve 2023 Sponsor Package

**Motion By:** Sara Goodpasture

**Seconded:** Marshall Meade

**Voting No:** None

**All in Favor:** Sara Goodpasture, Jodi Harrington, Cody Chytka, Lini Chytka and Marshall Meade

**Motion Carried:** 5-0-0

**H. Discussion of Bid process for the 2023 Kuna Rodeo venue and review of Bid sheet to be published**

*(Timestamp 01:23:27)*

Chris Engels reviewed the 2023 Kuna Rodeo Venue Bid sheet to be published on the city website.

**I. Scheduling of next KRAC meeting ACTION ITEM**

*(Timestamp 01:27:49)*

**Motion To:** Table item until next meeting

**Motion By:** Sara Goodpasture

**Seconded:** Marshall Meade

**Voting No:** None

**All in Favor:** Sara Goodpasture, Jodi Harrington, Cody Chytka, Lini Chytka, and Marshall Meade

**Motion Carried:** 5-0-0

**J. Agenda items for the next KRAC meeting ACTION ITEM**

*(Timestamp 01:31:05)*

**Motion To:** Table item until next meeting

**Motion By:** Sara Goodpasture

**Seconded:** Marshall Meade

**Voting No:** None

**All in Favor:** Sara Goodpasture, Jodi Harrington, Cody Chytka, Lini Chytka, and Marshall Meade

**Motion Carried:** 5-0-0

**3. Adjournment**

\_\_\_\_\_  
Committee Chair

ATTEST:

\_\_\_\_\_  
Chris Engels, City Clerk

*Minutes prepared by Nathan Stanley, Deputy City Clerk  
Date Approved: CCM 12.01.2022*



# KUNA RODEO AD HOC ADVISORY COMMITTEE CALL FOR MEMBERS



Two additional seats to expand the current advisory committee from five to seven.

Candidate Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**List your rodeo experience or rodeo support experience:**

**Summary of what you hope to bring to the Advisory Committee:**

**What is your experience working within a team environment?**

**Explain your history or desire to be in community involvement:**

**What is your experience participating on an Advisory Committee of any type?**

**Committee Member Expectations:**

(KCC 2.4.10) Ad Hoc Committee members will make themselves available for regular meetings of the Committee, and they have sufficient time to devote to performance of the duties of a member of the Ad Hoc Committee as herein set forth and they will, except for reasons of health, personal or business emergencies, maintain at all times an attendance record of not less than Eighty percent (80%).

**Submit your completed interest form to Kuna City Clerk, Chris Engels, by emailing [Cityclerk@kunaid.gov](mailto:Cityclerk@kunaid.gov) no later than October 21, 2022.**



# City of Kuna

## Kuna Rodeo Queens

### Parade Entries:

- Meridian Parade - \$100
- Boise Holiday Parade - \$100
- Treasure Valley Night Light Parade - \$125
- Gem County Parade – No Fee
- Kuna Parade – No Fee

P.O. BOX 13  
KUNA ID 83634  
(208)922-5546  
[www.KunaCity.id.gov](http://www.KunaCity.id.gov)

**Mayor**  
Joe Stear

**City Council**  
**Members**  
Matt Biggs  
Chris Bruce  
John Laraway  
Greg McPherson

PO# 14684



**Meridian Parks and Recreation**

33. E. Broadway Ave.  
Suite 206  
Meridian, ID 83642

208-888-3579  
recreation@meridiacity.org  
http://www.meridiacity.org/parks

**Registration/Payment Receipt 47033150**

11/08/2022 10:50 AM

**Account Information**

City of Kuna  
Nathan Stanley  
751 W 4th Street  
Kuna, ID 83634

**Payment**

Credit/Debit  
Ending in 1170  
Merchant Code  
20697b1e-07f5-4ece-901b-  
41b5b27ba791

\$100.00

**Received By**

Kaela Hopkins at Meridian Parks & Recreation  
Office

Item	Amount Paid
City of Kuna for Special Event Registrations Christmas Parade: Commercial Entry 2022	\$100.00
<b>Subtotal</b>	<b>\$100.00</b>
<b>Total Payment</b>	<b>\$100.00</b>

**Transaction Notes**

City of Kuna Rodeo Pageantry

**Activity Notes**

**Special Event Registrations Christmas Parade: Commercial Entry 2022**

Thank you for helping make the holidays special in Meridian! We look forward to a delightful evening.



Holiday Parade Association Inc  
boiseholidayparade@gmail.com

Page 10 of 11  
Invoice #11021

Issue date  
Nov 1, 2022

Budget Code : 01-6045-1253

## Boise Holiday Parade 2022 - Entry Payment

If you can't pay via Card or ACH Bank Transfer, please send and make checks payable to:

Holiday Parade Association Inc  
PO Box 7413  
Boise, ID 83707

### Customer

Sara Goodpasture  
Kuna Rodeo  
weekes.sara@gmail.com  
208-861-7054  
2264 N Spike Ave  
Kuna, ID 83634

### Invoice Details

PDF created November 4, 2022  
\$100.00

### Payment

Due November 20, 2022  
\$100.00

Items	Quantity	Price	Amount
2022 Entry Fee	1	\$100.00	\$100.00
Subtotal			\$100.00

**Total Due** **\$100.00**



### Pay online

To pay your invoice go to <https://gosq.me/u/z61s6dRh>

Or open your camera on your mobile device, and place the code on the left within the camera's view.



## Boise Holiday Parade 2022 - Entry Payment

If you can't pay via Card or ACH Bank Transfer, please send and make checks payable to:

Holiday Parade Association Inc  
PO Box 7413  
Boise, ID 83707

### Customer

Sara Goodpasture  
Kuna Rodeo  
weekes.sara@gmail.com  
208-861-7054  
2264 N Spike Ave  
Kuna, ID 83634

### Invoice Details

PDF created November 4, 2022  
\$100.00

### Payment

Due November 20, 2022  
\$100.00

Items	Quantity	Price	Amount
2022 Entry Fee	1	\$100.00	\$100.00
Subtotal			\$100.00

**Total Paid** **\$100.00**

### Payments

Nov 4, 2022 (Visa 1170) \$100.00



### View online

To view your invoice go to <https://gosq.me/u/z61s6dRh>

Or open your camera on your mobile device, and place the code on the left within the camera's view.