



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

**KUNA URBAN RENEWAL AGENCY**

**April 12, 2023**

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

<https://us06web.zoom.us/j/88121574620?pwd=bHB4aUxSZ04xSndWWXFsMzNKUHVndz09>

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 April 12, 2023, at 12:00 p.m. 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 March 1, 2023, Meeting Minutes
4. **Discussion Item:** Legislative Update - Morgan Treasure, Agency Administrator
5. **Discussion Item:** Orchard Avenue Crossing Hawklight Project Presentation – Morgan Treasure, Agency Administrator
6. **Action Item:** Consideration to Approve the Orchard Avenue Crossing Hawklight Project.

7. **Board Questions or Concerns**

8. **Adjourn**



**KUNA URBAN RENEWAL AGENCY**  
**March 1, 2023**  
**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 00:06:00)*

Seat 1: Dave Case

-Present

Seat 2: Rocco D'Orazio

-Via Zoom

Seat 3: Winston Inouye

-Absent

Seat 4: Greg McPherson

-Present

Seat 5: Tayler Tibbitts

-Present

Staff present: Morgan Treasure, Zulema Montenegro, Jared Empey, Meghan Conrad (via Zoom)

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

*(Timestamp 00:00:00)*

**Motion by Commission Case to approve and adopt agenda as published.**

**Seconded by Commissioner Tibbitts. Motion carried 4-0-0.**

3. **Action Item:** Consent Agenda

(Timestamp 00:00:00)

- a. Expenses
  - Approval of Paid Invoices – Report
- b. Minutes and Reports
  - Approval of February 1, 2023, Meeting Minutes

**Motion by Commissioner Case to approve the consent agenda. Seconded by Commissioner Tibbits. Motion carried 4-0-0.**

4. **Discussion Item:** Legislative Update – Morgan Treasure, Agency Administrator  
(Timestamp 00:00:00)

*Morgan Treasure, Agency Administrator*

*Updated Commissioners on House Bill 46 and 159. Let them know that this past Monday, herself, Mayor Stear and a couple other parties came out to testify against House Bill 159. The motion to send it to the floor failed. Since then, she has heard about a technicality that the bill might be considered live and may come back before the committee as a reconsideration. Answered Commissioners questions on industry/public proponents and which committee the bills came from.*

5. **Action Item:** Consideration to Accept the Kuna Urban Renewal Agency FY2022 Audit and Authorize Filing Pursuant to Idaho Law - Jared Empey, Treasurer  
(Timestamp 00:00:00)

*Jared Empey, Treasurer*

*Let the Commissioners know that internal auditors have reviewed financials in the last few weeks. Stated that this is the first year that financial statements were broken out as a separate reporting entity. Explained the two sets of financials in governmental financials and how one counts capital assets and one doesn't. Explained in further detail the audit. Answered Commissioner Tibbitt's questions on a couple line items and explained that this is the first year it is broken down like this.*

**Motion by Commissioner Tibbits to Accept the Kuna Urban Renewal Agency FY2022 Audit and Authorize Filing Pursuant to Idaho Law. Seconded by Commissioner Case. Motion carried 4-0-0.**

6. **Action Item:** Consideration to Approve Rate Increase from Elam & Burke  
(Timestamp 00:00:00)

*Morgan Treasure, Agency Administrator*

*Explained the letter from Elam and Burke regarding their rate adjustment. Wanted to bring it to the board to notify them about the adjustment to meet current market conditions.*

*Meghan, Elam and Burke*

*Explained how they have done two significant projects, establishing the West and East Districts. Expects to not be spend as much time in the near future because projects will be*

*more project specific. Answered Commissioner Case's question about her presence at committee and if it was on behalf of the committee. She explained that she was there on behalf of the Redevelopment Association of Idaho (RAI).*

**Motion by Commissioner Case to Approve Rate Increase from Elam & Burke. Seconded by Commissioner Tibbits. Motion carried 4-0-0.**

7. **Action Item:** Consider approval of applying for membership to the Redevelopment Association of Idaho, Inc. (RAI) and paying appropriate membership dues.  
(Timestamp 00:00:00)

*Morgan Treasure, Agency Administrator*

*Described what the Redevelopment Association of Idaho (RAI) is and how they support all the urban renewal agencies in the state. Stated RAI is a great resource and based on what's currently going on, believes it would be beneficial to have access to their resources. Answered Commissioner Case's questions on which tier the committee would fall under and what the difference was between the levels of service were. Let commissioners know that the goal would be for these membership dues to be a budget line-item next year if approved.*

*Meghan Conrad, Elam and Burke*

*Explained this history behind the formation of RAI and how it has evolved. Although it is not intended to be a lobbying organization, they do provide review and comment on legislation that may be impacting revenue allocation areas. The RAI, does retain a lobbyist, and try to coordinate with the Idaho Association of Cities, Tax Commission and the Controller's Office. Answered Commissioner Case's question about how often legislation regarding Urban Renewal comes up and what level of involvement is required.*

*Commissioner Case,*

*Would like the membership dues to be evaluated annually. Wants to ensure that the services being provided by RAI are not something that the agency could get through other means without belonging to the organization. Just wanted to make sure that as the fee increase there is an opportunity to address without automatic approval.*

**Motion by Commissioner Tibbits to Approve Applying for Membership to the Redevelopment Association of Idaho, Inc. (RAI) and Paying Appropriate Membership Dues. Seconded by Commissioner Case. Motion carried 4-0-0.**

8. **Action Item:** Public Comment on Kuna URA 2022 Annual Report  
(Timestamp 00:00:00)

*Morgan Treasure, Agency Administrator*

*Let the commissioners know that she has not received any written comment or phone calls. It has been published on the website and newspaper for the community.*

*Commissioner Case asked if there was any issue with the meeting being changed to a different location. Meghan said it was not as long as it was posted on the doors letting*

*the public. Agency Administrator, Morgan Treasure let them know that signs were posted on both doors.*

*Commissioner McPherson opened the public hearing for the Kuna URA 2022 Annual Report. Acknowledge that no one was there to testify.*

**Motion by Commissioner Case to Close Public Comment on Kuna URA 2022 Annual Report. Seconded by Commissioner Tibbits. Motion carried 4-0-0.**

9. **Action Item:** Consideration to Approve RESOLUTION NO. URA 02-2023.  
(Timestamp 00:00:00)

**Motion by Commissioner Tibbits to Approve RESOLUTION NO. URA 02-2023. Seconded by Commissioner Case. Motion carried 4-0-0.**

*Morgan Treasure, Agency Administrator  
Asked for an additional motion to add amendment number one to the Kuna URA 2022 Annual Report.*

**Motion by Commissioner Case to add Amendment Number One to the Kuna URA 2022 Annual Report. Seconded by Commissioner Tibbits. Motion carried 4-0-0.**

10. **Board Questions, Concerns and Announcements:**  
(Timestamp 00:00:00)

*Morgan Treasure, Agency Administrator,  
Asked the commissioners if they would like for her to send emails as the legislation develops to keep them up to date.*

## **11. Adjourn**

**6:38 PM**

APPROVED:

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

ATTEST:

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

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

Kuna Urban Renewal Agency  
Accounts Payable Approval

<u>Vendor</u>	<u>Purpose</u>	<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Amount</u>	<u>Previously Paid</u>
Elam & Burke	Legal Services	2/28/2023	201115	225.00	4/5/2023
Elam & Burke	Legal Services	2/28/2023	201116	247.50	4/5/2023
Idaho Press Tribune	Public Notice, URA Annual Report	3/22/2023	32382	29.98	4/5/2023
Total Invoices for Approval				<u>472.50</u>	

Kuna Urban Renewal Agency  
Balance Sheet  
Governmental Funds  
12/31/22

<b>Assets</b>	
Cash and Cash Equivalents	143,345.59
Property Tax Receivable	<u>321,016.60</u>
Total Assets	\$ 464,362.19
<b>Deferred Outflows</b>	
	\$ -
Total Assets and Deferred Outflows	<u>\$ 464,362.19</u>
<b>Liabilities</b>	
Accounts Payable	<u>288.50</u>
Total Liabilities	\$ 288.50
<b>Deferred Inflows</b>	
Unavailable Property Taxes	<u>102,321.19</u>
	\$ 102,321.19
<b>Total Liabilities and Deferred Outflows</b>	\$ 102,609.69
<b>Fund Balance Unrestricted</b>	\$ 361,752.50

These financial statements have not been subjected to an audit, review, or compilation, and no assurance s provided on them. Substantially all disclosures have been omitted.

Kuna Urban Renewal Agency  
Statement of Revenues, Expenditures, and  
Changes in Fund Balances  
Governmental Funds  
12/31/22

**Revenues**

Property Taxes	276,264.03	
Grants	<u>0.00</u>	
		\$ 276,264.03

**Expenditures**

Professional Services	\$ 3,753.00
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**Net Change in Fund Balances** \$ 272,511.03

**Fund Balance-Beginning** \$ 89,241.47

**Fund Balance-Ending** \$ 361,752.50

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**CITY OF KUNA**  
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## **MEMORANDUM**

**TO:** Kuna Urban Renewal Agency  
Morgan Treasure, Kuna Economic Development Director

**FROM:** Chris Engels, City Clerk

**RE:** URA Transportation Project Contribution

**DATE:** March 13, 2023

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### **Project: Orchard Avenue Crossing Hawklight**

#### **Location:**

The Orchard Avenue Crossing project is a Hawklight to be installed on the west side of Avalon Street and Orchard Avenue intersection with ADA accessible landings on the north and south side. To assist with safe access to the crossing for youth and pedestrians, an asphalt path with curb, gutter and sidewalk will be installed along the west side of Orchard Avenue from the intersection, north to 2nd Street.

#### **Description:**

Approximately 800 Kuna school-aged children live south of Avalon Street. Heavy traffic on Avalon Street is a major obstacle for safe access to schools, parks and recreation for those living on both sides of this east-west route. This intersection is necessary for access; however, creates unsafe interactions between youth, general pedestrian traffic, and vehicles.

The Orchard Avenue and Avalon Street intersection is without a crosswalk or other safety precaution for non-motorized crossing. This is a direct connection between the greenbelt, services, parks, downtown, churches, and schools from north and south of Avalon Street. Avalon Street, from Orchard Avenue west, doesn't have any sidewalks or pathway allowing access to adjoining pedestrian facilities. Crossing at Orchard Avenue is currently the only feasible option for pedestrians, and lacks any safety considerations.

#### **Categories:**

1. **ACTIVE TRANSPORTATION:** Provide a safe equitable transportation system for all non-motorized users.
2. **HEALTH:** Access to services for food, education, and medical
3. **OPEN SPACE:** Promotes connectivity to open space areas, natural resources, and trails.
4. **TRANSPORTATION SAFETY:** Proactively defines safe pedestrian access.

#### **Partners and Roles:**

URA: Funding contribution

City Clerk/Grant Admin Office: Lead project management and grant applications, funding sources, and matches, engineering, and documentation.

Planning & Zoning Department: Compliance with Kuna COMP plan and zoning regulations and co-project manage.

City Treasurer: Review budgets and coordinate potential audits.

ACHD: Local jurisdiction of the roads, match contribution and right-of-way support letter

COMPASS: Regional planning association

**Cost: \$290,000**

\$250,000 URA

\$40,000 City

**Safety/Traffic Volume:**

3 reported vehicle incidents in 2016, 2017, 2019 and pedestrian incident in 2019.

Volume/Time Period

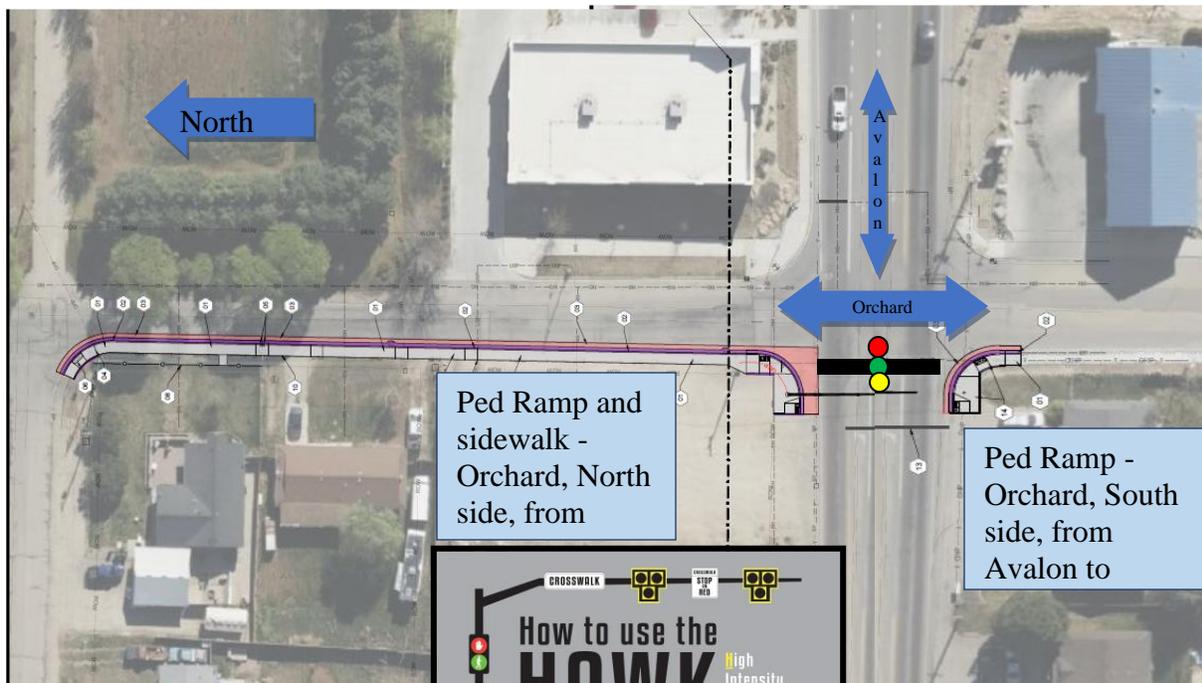
Automobile 15,902/2021

Bicycle 52/2018

Pedestrian 193/2018

Thank you,

Chris Engels, City Clerk



**How to use the HAWK** High Intensity Activated CrossWalk

PEDESTRIANS		DRIVERS	
<b>SEE THIS</b>	<b>DO THIS</b>	<b>SEE THIS</b>	<b>DO THIS</b>
	<b>PUSH THE BUTTON</b>		<b>DRIVE</b> Always look for people who plan to cross.
	<b>STOP &amp; WAIT</b> for the WALK signal.		<b>SLOW DOWN</b> if people are activated the push button.
	<b>START CROSSING</b> Always watch for cars.		<b>PREPARE TO STOP</b>
	<b>FINISH CROSSING</b>		<b>STOP</b> for pedestrians. Do not proceed until you see a WALK signal.
			<b>STOP FIRST</b> Proceed with caution if no people are present.