



MEETING NOTICE & AGENDA

KUNA URBAN RENEWAL AGENCY

August 23, 2023

City Council Chambers/Virtual Meeting Via Zoom

<https://us06web.zoom.us/j/84628772933?pwd=cXpNdER4S3NrVVhwMTRTR3pSU2t0Zz09>

6:00 p.m.

751 W. 4th 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@kunaaid.gov on or before August 23, 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 July 12, 2023, Special Meeting Minutes
4. **Action Item:** Public Hearing FY2024 Budget, Morgan Treasure, Agency Administrator
5. **Action Item:** Consideration to approve RESOLUTION NO. 03-2023, adopting the FY2024 Budget
6. **Discussion Item:** FY2023 Budget Discussion– Jared Empey, Agency Treasurer

7. **Board Questions or Concerns**

8. **Adjourn**

Kuna Urban Renewal Agency
Accounts Payable Approval

<u>Vendor</u>	<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Amount</u>
Elam & Burke	6/30/2023	203177	50.00
Elam & Burke	6/30/2023	203178	200.00
Total Invoices for Approval			<u>250.00</u>



KUNA URBAN RENEWAL AGENCY
July 12, 2023
City Council Chambers/Virtual Meeting Via Zoom
6:00 p.m.
751 W. 4th 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 on or before July 12, 2023, at 12:00 p.m. City staff will be available in person at City Hall.

MINUTES

1. Call to Order / Roll Call

(Timestamp 06:01)

Seat 1: Dave Case
-Absent
Seat 2: Rocco D'Orazio
-Absent
Seat 3: Winston Inouye
-Zoom
Seat 4: Greg McPherson
-Present
Seat 5: Tayler Tibbitts
-Zoom

Staff present: Morgan Treasure, Zulema Montenegro, Meghan Conrad, Jared Empey

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

(Timestamp 00:06:02)

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

3. **Action Item:** Consent Agenda

a. **Expenses**

- **Approval of Paid Invoices – Report**

b. **Minutes and Reports**

- **Approval of April 12, 2023, Special Meeting Minutes**

(Timestamp 00:06:02)

Motion by Commissioner Inouye to approve the consent agenda and approve the minutes from April 12, 2023. Seconded by Commissioner Tibbits. Motion carried 3-0-0.

4. **Discussion Item:** Proposed FY2024 Budget – Jared Empey, Agency Treasurer

(Timestamp 00:06:03)

Jared Empey, Agency Treasurer

Explained the proposed budget for next year. Gave an update on the first year of the East District getting an increment.

5. **Action Item:** Tentative approval of the FY2024 Budget, Selection of the Public Hearing Date, and Authorization to Publish Notice

(Timestamp 00:06:06)

- a. Staff suggests August 9, 2023 for hearing date

Motion by Commissioner Tibbits to approve the FY2024 Budget, authorize the selection of the hearing date and authorization to publish the notice. Seconded by Commissioner Inoye. Motion carried 3-0-0.

6. **Discussion Item:** Draft City-Agency Agreement for Use of Staff Time – Morgan Treasure, Agency Administrator

(Timestamp 00:06:08)

Morgan Treasure, Agency Administrator

Explain that now that the West and East Districts are bringing in some increments, it would be good practice to include money in the budget to cover the services of staff. Having the agreement signed by the agency and City will help make sure there is a mutual understanding of rules and funding. Suggested making some adjustments to fiscal reporting and insurance.

Meghan Conrad, Elam and Burke

Confirmed that this is an introduction of the agreement to the board and would then move towards finalization and negotiation with the city. Regarding insurance, suggests that the agency and city have adequate insurance to cover staff that work for both. Explained that this is a standard agreement for use of staff time and staff identified would have to track their time.

Commissioner Tibbits and Commissioner Inouye both made comments in agreement of the proposal.

7. Board Questions, Concerns and Announcements:
(Timestamp 00:06:15)

**Motion by Commissioner Inouye to adjourn meeting. Seconded by
Commissioner Tibbits. Motion carried 3-0-0.**

8. Adjourn
6:16 PM

APPROVED:

By _____
Chair of the Board

ATTEST:

By _____
Secretary

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

CITY OF KUNA
 COMBINED CASH INVESTMENT
 JUNE 30, 2023

COMBINED CASH ACCOUNTS

99-1002	CASH - FIB URBAN RENEWAL DIST	15,002.68
99-1004	CASH-US BANK	.00
99-1010	CASH CLEARING	.00
99-1020	CASH-BOTC-STATE POOL MMKT 2021	.00
99-1021	CASH-BOTC-LID MMKT 2048	.00
99-1030	CASH-LGIP ACCOUNT	21,406,169.43
99-1040	CASH - US BANK GENERAL CKNG	1,767,781.06
99-1041	CASH - US BANK PAYROLL CKNG	(42,756.18)
99-1042	CASH - LGIP PARK IMPACT FEES	2,941,451.93
99-1043	CASH - XPRESS DEPOSIT ACCOUNT	66,720.67
99-1044	CASH-LGIP AGENCY FUND	3,402,426.50
99-1045	CERTIFICATE OF DEPOSIT ICCU	20,818,479.87
99-1046	CASH - AMPF INVESTMENT ACCT	20,015,130.61
99-1070	RETURNED CHECK CLEARING	.00
99-1075	UTILITY CASH CLEARING	.00
	TOTAL COMBINED CASH	70,390,406.57
99-2000	ACCOUNTS PAYABLE	.00
99-1000	CASH ALLOCATED TO OTHER FUNDS	(70,390,406.57)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	20,759,930.72
3	ALLOCATION TO GRANT FUND	259,166.00
5	ALLOCATION TO LATE COMERS FEE FUND	5,047,503.66
6	ALLOCATION TO JUVENILE JUSTICE FUND	.00
19	ALLOCATION TO WELL MITIGATION FUND	.00
20	ALLOCATION TO WATER FUND	14,259,148.62
21	ALLOCATION TO SEWER FUND	13,849,975.48
22	ALLOCATION TO LID #2006-1 WWTP FUND	.00
25	ALLOCATION TO PRESSURE IRRIGATION FUND	8,585,018.37
26	ALLOCATION TO SOLID WASTE FUND	96,120.87
30	ALLOCATION TO AGENCY FUND	3,230,470.60
40	ALLOCATION TO GOVERNMENTAL CAP. PROJ. FUND	322,537.10
50	ALLOCATION TO PARK IMPACT FEE/CAP PROJ FUND	3,371,567.25
51	ALLOCATION TO POLICE IMPACT FEE FUND	239,090.65
52	ALLOCATION TO URBAN RENEWAL DISTRICT	369,877.25
	TOTAL ALLOCATIONS TO OTHER FUNDS	70,390,406.57
	ALLOCATION FROM COMBINED CASH FUND - 99-1000	(70,390,406.57)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

Fund	Fund Name	Revenue/Expense	Sum of 6/30/2023
52	URA West	1. Revenue	(323,814.58)
		2. Expense	11,180.22
	URA West Total		(312,634.36)
52 Total			(312,634.36)
Grand Total			(312,634.36)

Fund	Account	Fund Name	Revenue/Expense	Detail	6/30/2023	Budget	% Annual
52	4100	URA West	1. Revenue	PROPERTY TAX REVENUE	-323,811.90	(158,494.96)	204.30%
52	4173	URA West	1. Revenue	INTEREST INCOME	-2.68	-	100.00%
52	4950	URA West	1. Revenue	CARRY OVER	0.00	(122,131.71)	0.00%
52	6020	URA West	2. Expense	CAPITAL EXPENDITURES, REIMB	0.00	50,000.00	0.00%
52	6045	URA West	2. Expense	CONTINGENCY	0.00	213,126.67	0.00%
52	6202	URA West	2. Expense	PROFESSIONAL SERVICES	10,782.50	12,000.00	89.85% Includes Audit fees of \$5750
52	6287	URA West	2. Expense	GENERAL AND ADMIN	397.72	5,500.00	7.23%
					0.00		

RESOLUTION NO. URA 03-2023

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, TO BE TERMED THE “ANNUAL APPROPRIATION RESOLUTION,” APPROPRIATING SUMS OF MONEY AUTHORIZED BY LAW AND DEEMED NECESSARY TO DEFRAID ALL EXPENSES AND LIABILITY OF THE URBAN RENEWAL AGENCY, FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, FOR ALL GENERAL, SPECIAL AND CORPORATE PURPOSES; DIRECTING THE CHAIR OR ADMINISTRATOR TO SUBMIT THE RESOLUTION AND BUDGET TO THE CITY OF KUNA AND ANY OTHER ENTITY ENTITLED TO A COPY OF THE RESOLUTION AND BUDGET; 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 and making certain findings;

WHEREAS, the City, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Kuna East Urban Renewal Project (the “Kuna East Plan”);

WHEREAS, following said public hearing, the City Council adopted its Ordinance No. 2022-34 on November 1, 2022, approving the Kuna East Plan and making certain findings;

WHEREAS, pursuant to Idaho Code §§ 50-2006(5)(d), 50-2903(5) and 50-1002, the Agency prepared a budget and the Agency tentatively approved estimated revenues and expenditures for the fiscal year commencing October 1, 2023, and ending September 30, 2024, by virtue of its action at the Agency’s Board meeting on July 12, 2023;

WHEREAS, the Agency has previously published notice of a public hearing to be conducted on Wednesday, August 9, 2023, at 6:00 p.m., at City Hall, City Council Chambers, 751 4th Street, Kuna, Idaho, pursuant to the Notice of Hearing published July 26 and August 2, 2023, a copy of which is attached hereto and incorporated herein as **Exhibit A**;

WHEREAS, the Agency had to reschedule the meeting and re-published notice of the new public hearing to be conducted on Wednesday, August 23, 2023, at 6:00 p.m., at City Hall, City Council Chambers, 751 4th Street, Kuna, Idaho, pursuant to the Notice of Hearing published August 16, 2023, a copy of which is attached hereto and incorporated herein as **Exhibit B**;

WHEREAS, on August 23, 2023, pursuant to Idaho Code §§ 50-2006(5)(d), 50-2903(5) and 50-1002, the Agency held a public hearing on the proposed budget and considered public comment, along with Board input, on services, expenditures, and revenues planned for Fiscal Year 2024;

WHEREAS, pursuant to Idaho Code §§ 50-2006(5)(d), 50-2903(5) and 50-1002, the Agency is required to pass an annual appropriation resolution and submit the resolution to the City, on or before September 1, 2023.

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 sums of money, or as much thereof as may be authorized by law, needed, or deemed necessary to defray all expenses and liabilities of the Agency (“FY2024 Budget”), as set forth in Exhibit A and B, which is attached hereto and by reference made a part of this Resolution, was published on July 26 and August 2, 2023 and again on August 16, 2023. Those sums of money are hereby appropriated for the general, special, and corporate purposes and objectives of the Agency for the fiscal year commencing October 1, 2023, and ending on September 30, 2024.

Section 3: That the Chair or Administrator shall submit this Resolution and FY2024 Budget to the City, on or before September 1, 2023, and to any other entity entitled to a copy of the Resolution and Budget.

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 August 23, 2023. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on August 23, 2023.

APPROVED:

By _____
Chair of the Board

ATTEST:

By _____
Secretary

EXHIBIT A

FY2023 Budget – Notice of Hearing

4860-5421-5540, v. 1

LEGAL NOTICE

**Notice of Public Hearing
Kuna Urban Renewal Agency
Proposed Budget for Fiscal Year 2024**

Notice is hereby given that a public hearing for consideration of the proposed Urban Renewal Agency of the City of Kuna, Idaho's budget for the fiscal year that begins October 1, 2023, and ends September 30, 2024, will be held at City Hall, City Council Chambers, 751 W. 4th Street, Kuna, Idaho on **August 9, 2023, at 6:00 p.m.**, pursuant to Idaho Code §§ 50-2903(5) and 50-1002. Written or oral comments about the proposed budget are welcome. Written comments may be submitted prior to the meeting to Kuna Urban Renewal Agency ("Agency") c/o Zulema Montenegro at zmontenegro@kunaid.gov.

The Agency budget funds the programs, services, and projects that the Agency Board of Commissioners and the City Council have determined to be important to meet the Agency's strategic goals. For FY2024, the costs are related to Agency administration and implementation of the goals of the Urban Renewal Plan for the Kuna West Urban Renewal Project adopted by City Council Ordinance No. 2020-32 on November 17, 2020, and the Kuna East Urban Renewal Project adopted by City Council Ordinance No. 2022-34 on November 1, 2022.

This public hearing on the proposed budget is required for formal adoption of the FY 2024 budget. The proposed expenditures and revenues for FY 2024 have been tentatively approved by the Agency Board of Commissioners at its regular meeting on July 12, 2023.

The City Hall is accessible to persons with disabilities.

	FY2023 BUDGET	FY2022 ACTUAL	FY2024 PROPOSED
CAPITAL PROJECTS REVENUE			
Kuna West Plan			
Property Tax Revenue	158,495	147,140	400,170
Property Tax Interest/Penalties	300	0	150
Grant Revenue	0	0	0
Carryover	122,132	0	400,000
Kuna East Plan			
Property Tax Revenue	0	0	75,000
Property Tax Interest/Penalties	0	0	100
Grant Revenue	0	0	0
Carryover	0	0	0
TOTAL REVENUE	280,627	147,140	875,420
CAPITAL PROJECTS EXPENDITURES			
Kuna West Plan			
Capital Improvements and Reimbursements	50,000	0	300,000
Contingency	213,127	0	471,320
Contract Services	0	0	4,000
Professional Services	12,000	2,970	15,000
General and Admin	5,500	36	10,000
Kuna East Plan			
Capital Improvements and Reimbursements	0	0	0
Contingency	0	0	51,100
Contract Services	0	0	4,000
Professional Services	0	0	10,000
General and Admin	0	0	10,000
TOTAL EXPENDITURES	280,627	3,006	875,420
GRAND TOTAL NET	0	144,134	0

July 26, August 2, 2023

401150

EXHIBIT B

FY2023 Budget – Notice of Hearing

4860-5421-5540, v. 1

LEGAL NOTICE

**Notice of Public Hearing
Kuna Urban Renewal Agency
Proposed Budget for Fiscal Year 2024**

Notice is hereby given that a public hearing for consideration of the proposed Urban Renewal Agency of the City of Kuna, Idaho's budget for the fiscal year that begins October 1, 2023, and ends September 30, 2024, has been rescheduled and will be held at City Hall, City Council Chambers, 751 W. 4th Street, Kuna, Idaho on **August 23, 2023, at 6:00 p.m.**, pursuant to Idaho Code §§ 50-2903(5) and 50-1002. Written or oral comments about the proposed budget are welcome. Written comments may be submitted prior to the meeting to Kuna Urban Renewal Agency ("Agency") c/o Zulema Montenegro at zmontenegro@kunaid.gov.

The Agency budget funds the programs, services, and projects that the Agency Board of Commissioners and the City Council have determined to be important to meet the Agency's strategic goals. For FY2024, the costs are related to Agency administration and implementation of the goals of the Urban Renewal Plan for the Kuna West Urban Renewal Project adopted by City Council Ordinance No. 2020-32 on November 17, 2020, and the Kuna East Urban Renewal Project adopted by City Council Ordinance No. 2022-34 on November 1, 2022.

This public hearing on the proposed budget is required for formal adoption of the FY 2024 budget. The proposed expenditures and revenues for FY 2024 have been tentatively approved by the Agency Board of Commissioners at its regular meeting on July 12, 2023.

The City Hall is accessible to persons with disabilities.

	FY2023 BUDGET	FY2022 ACTUAL	FY2024 PROPOSED
CAPITAL PROJECTS REVENUE			
Kuna West Plan			
Property Tax Revenue	158,495	147,140	400,170
Property Tax Interest/Penalties	300	0	150
Grant Revenue	0	0	0
Carryover	122,132	0	400,000
Kuna East Plan			
Property Tax Revenue	0	0	75,000
Property Tax Interest/Penalties	0	0	100
Grant Revenue	0	0	0
Carryover	0	0	0
TOTAL REVENUE	280,627	147,140	875,420
CAPITAL PROJECTS EXPENDITURES			
Kuna West Plan			
Capital Improvements and Reimbursements	50,000	0	300,000
Contingency	213,127	0	471,320
Contract Services	0	0	4,000
Professional Services	12,000	2,970	15,000
General and Admin	5,500	36	10,000
Kuna East Plan			
Capital Improvements and Reimbursements	0	0	0
Contingency	0	0	51,100
Contract Services	0	0	4,000
Professional Services	0	0	10,000
General and Admin	0	0	10,000
TOTAL EXPENDITURES	280,627	3,006	875,420
GRAND TOTAL NET	0	144,134	0
August 16, 2023			409485