



MEETING NOTICE & AGENDA

KUNA URBAN RENEWAL AGENCY

February 07, 2024

City Council Chambers/Virtual Meeting Via Zoom

<https://us06web.zoom.us/j/83814936639?pwd=qtI07b1We7cxc2HGDiilghyXFoO96y.1>

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 February 07, 2024, 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: Vacant
 - Seat 3: Amber Bothwell
 - 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 November 01, 2023, Meeting Minutes
4. **Action Item:** Consideration to Approve Draft Annual Report, Set Meeting Date to Take Comments from the Public on March 6, 2024, and publish Notice of the Meeting.
5. **Action Item:** Consideration to Approve RESOLUTION NO. URA 01-2024

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF KUNA, IDAHO, AMENDING THE AGENCY BYLAWS TO PROVIDE THAT OFFICER ELECTIONS SHALL OCCUR AT THE REGULAR BOARD MEETING HELD IN MARCH; AND PROVIDING AN EFFECTIVE DATE.

6. **Discussion Item:** Quarterly Financial Report – Jared Empey, Agency Treasurer
7. **Discussion Item:** Legislative Update – Morgan Treasure, Agency Administrator
8. **Board Questions or Concerns**
9. **Adjourn**

Kuna Urban Renewal Agency
Accounts Payable Approval

Vendor	Invoice Date	Invoice Number	Amount
Elam & Burke	10/31/2023	205068	500.00
Elam & Burke	11/30/2023	205525	475.00
Redevelopment Association of Idaho	10/1/2023	M17002	450.00
ABC Stamp, Signs, and Awards	11/8/2023	571150	41.63
ABC Stamp, Signs, and Awards	11/16/2023	571316CM	(17.84)
Total Invoices for Approval			<u>1,448.79</u>



KUNA URBAN RENEWAL AGENCY
November 01, 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 November 1, 2023, at 12:00 p.m. City staff will be available in person at City Hall.

MINUTES

1. Introduction of new commissioner Amber Bothwell.

(Timestamp 06:00)

2. Call to Order / Roll Call

(Timestamp 06:01)

Seat 1: Dave Case

-Present

Seat 2: Vacant

Seat 3: Amber Bothwell

-Present

Seat 4: Greg McPherson

-Present

Seat 5: Tayler Tibbitts

-Present

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

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

(Timestamp 00:06:01)

Motion by Commissioner Tibbitts to approve and adopt agenda as published.

Seconded by Commissioner Case. Motion carried 4-0-0.

4. **Action Item:** Consent Agenda

a. Minutes and Reports

- Approval of August 23, 2023, Meeting Minutes

(Timestamp 00:06:02)

Motion by Commissioner Case to approve the consent agenda and approve the minutes from August 23, 2023. Seconded by Commissioner Tibbitts. Motion carried 4-0-0.

5. **Action Item:** Consider approval of FY2024 meeting dates, times, and location.

- a. Staff suggests schedule update regarding July 3, 2024 meeting to following week.

(Timestamp 00:06:02)

Morgan Treasure, Agency Administrator

Presented the proposed FY 2024 meeting calendar set forth per the bylaws, suggested a schedule move the July 3rd meeting due to the holiday that week. The meeting date will be moved to the following week on the 10th.

Motion by Commissioner Tibbitts to approve the FY2024 meeting dates, times and location with the schedule adjustment of moving the Wednesday, July 3rd meeting to Wednesday, July 10th. Seconded by Commissioner Bothwell. Motion carried 4-0-0.

6. **Action Item:** Consideration to approve RESOLUTION NO. 04-2023, City-Agency Agreement regarding Support Services.

(Timestamp 00:06:05)

Morgan Treasure, Agency Administrator

Explained that the previous draft commissioners viewed was sent to the City and Meghan Conrad for review and minor adjustments. This is an agreement between the City and the Agency establishing that there is a working relationship and outlining the role and financial commitment the city will provide to staff the agency.

Commissioner Case and Commissioner Tibbitts had several questions regarding a set dollar amount, what the agency was committing to, and how much time the agency administrators have spent. Meghan Conrad, Elam and Burke, explained that the agreement before them is the proposed template moving forward, which has been reviewed by both Agency Council and City Attorney. Meghan mentioned that there is room in this year's budget for the cost and suggested that moving forward the agency could ask the city to provide a budget and breakdown for the hourly rate of City Staff currently providing services. The agency agreed to capping services at \$8,000 and adding that to the document with the words "not to exceed"- allow the chairman to sign once that is put in the document.

Motion by Commissioner Tibbitts to conditionally approve RESOLUTION NO. 04-2023 City Agency Agreement regarding Support Services, recognizing the request to make two technical changes within authority of the Commissioner Chair, one being the addition of an exhibit outlining the hourly rates of City Staff and two being including a cap in the amount of \$8000 dollars. Seconded by Commissioner Case. Motion carried 4-0-0.

7. **Discussion Item:** FY2023 Year-End Financials Discussion – Jared Empey, Agency Treasurer
(Timestamp 00:06:25)

Jared Empey, Agency Treasurer

Explained the reports, cashflow and breakdown of adopted budget. Expenses included the audit, noticing and monthly invoices from Elam and Burke. Let the commissioners know that the numbers for the increments for the West and East District were received this week.

Morgan Treasure, Agency Administrator

Wanted to let the commissioners know how important it is/will be to keep an eye on legislature and East Kuna of the redesign. The redesign has now turned into separate buildings.

8. **Board Questions, Concerns and Announcements:**
(Timestamp 00:06:33)

Motion by Commissioner Case to adjourn meeting. Seconded by Commissioner Tibbitts. Motion carried 4-0-0.

9. Adjourn

6:33 PM

APPROVED:

By _____
Chair of the Board

ATTEST:

By _____
Secretary

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



P.O. BOX 13
KUNA ID 83634
(208) 922-5546
www.KunaCity.id.gov

Mayor
Joe Stear

City Council

Members
John Laraway
Chris Bruce
Matt Biggs Greg
McPherson

Urban Renewal Agency

Commissioners

Dave Case
Rocco D’Orazio
Winston Inouye
Greg McPherson
Tayler Tibbits

Urban Renewal Administrator

Morgan Treasure
mtreasure@kunaid.gov
(208) 559-5926

2023 Annual Report

Kuna Urban Renewal Agency

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 and the Idaho State Controller, on or before March 31 of each year, a report of its activities for the preceding calendar year, which shall include certain financial data and audit reports set forth in Idaho Code Section 67-1075 and 67-1076. 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, 2021.

The budgetary process, which the Agency completed on August 14, 2022, resulted in a budget approval for Fiscal Year 2023. A copy of the approved budget is attached as **Exhibit 1** to this report. Under reporting requirements set forth in Idaho Code § 67-1076, the Agency must submit certain information to the State Controller’s Office by December 1 each year. The Agency timely submitted the required information by December 1, 2023. 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 has submitted 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 Kuna West Plan.

The Kuna City Council formally approved the Urban Renewal Plan for the Kuna East Urban Renewal Project on November 1, 2022, through Ordinance No. 2022-34. The ordinance became effective upon publication on November 23, 2022. Since that approval, the Agency has commenced with the implementation of the Kuna East Plan.

AGENCY ACTIVITY

Agency activity in 2023 was primarily focused on legislative activity related to HB 46, HB159 and HB 328. Ultimately, HB 328 was passed, which will prevent increment from data center projects who choose to receive the state sales tax incentive for their business category from being included in revenue allocation budgets like Kuna East District. Due to this change and a design pivot made by the Meta project, projects which would have occurred in 2023 have been delayed and will most likely be brought forward in the 2024 project year.

In September of 2023, Commissioner Amber Bothwell was appointed to fill Commissioner Winston Inouye’s seat, as he moved out of Ada County and no longer met the residency requirement for service.

Commissioner Rocco D’Orazio resigned in October of 2023 . Due to an unusually large volume of commission/committee vacancies city-wide, that role is anticipated to be filled in Mid- February 2024.



2023 Annual Report

Kuna Urban Renewal Agency (Continued)

2023 Projects

The agency reviewed a pedestrian safety project in 2023 for consideration of funding, but an additional grant award ended up covering the entire cost of the project. The agency will continue to evaluate projects as they come forward in partnership with the city and private investors.

FY 2023 Revenues

The Agency received its second year of revenue allocation proceeds in the Kuna West District.

FY2023 OPERATING EXPENSES

The Agency's expenses in 2023 were primarily related to the general business of the Agency.

ASSETS

The agency's assets are 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 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 FY2023, recognizing the limited revenue allocation proceeds generated by the Kuna West District.

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 for projects in both the West and East Districts.

Greg McPherson
Chair
Kuna Urban Renewal Agency

www.KunaCity.id.gov

Mayor

Joe Stear

City Council

Members

John Laraway
Chris Bruce
Warren Christensen
Greg McPherson

Urban Renewal Agency

Commissioners

Dave Case
Amber Bothwell
Greg McPherson
Tayler Tibbits

Urban Renewal Administrator

Morgan Treasure
mtreasure@kunaid.gov
(208) 559-5926

Exhibit 1
 FY2023 Kuna Urban Renewal Agency Budget

	FY2024 BUDGET	FY2023 BUDGET	FY2023 ACTUAL
CAPITAL PROJECTS REVENUE			
Property Tax Revenue	400,170	158,495	325,698.80
Property Tax Interest/Penalties	150	0	0
Grant from City	0	0	0
Carryover	400,000	122,132	144,131.76
TOTAL REVENUE	280,627	37,420	126,796
CAPITAL PROJECTS EXPENDITURES			
Capital Improvements and Reimbursements	300,000	50,000	0
Contingency	471,320	213,127	0
Contract Services	4,000	0	0
Professional Services	15,000	12,000	12,456.50
General and Admin	10,000	5,500	624.98
TOTAL EXPENDITURES	280,627	37,420	4,664
GRAND TOTAL NET	0	0	122,132

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 and the Idaho State Controller, on or before March 31 of each year, a report of its activities for the preceding calendar year, which shall include certain financial data and audit reports set forth in Idaho Code Sections 67-1075 and 67-1076. Pursuant to Idaho Code Section 50-2006(5)(c), the Agency is required 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 and the Idaho State Controller.

A copy of the DRAFT 2023 Annual Report is available at the Kuna City Clerk's office, 751 W. 4th 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 6, 2024, to Kuna Urban Renewal Agency, Attn: Morgan Treasure, Agency Administrator, City of Kuna, 751 W. 4th Street, Kuna, ID 83634, mtreasure@kuna.id.gov. Public comment will also be taken at the Kuna Urban Renewal Agency's regular meeting on Wednesday March 6, 2023, at 6:00 p.m. at the Kuna City Council Chambers, 751 W. 4th Street, Kuna, Idaho.

Published: February _____, 2024

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF KUNA, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF KUNA, IDAHO, AMENDING THE AGENCY BYLAWS TO PROVIDE THAT OFFICER ELECTIONS SHALL OCCUR AT THE REGULAR BOARD MEETING HELD IN MARCH; 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, on April 24, 2020, the Agency Board adopted Bylaws by adoption of Resolution No. URA 01-2020, which repealed, superseded, and replaced any previous bylaws of the Agency;

WHEREAS, Article VII of such Bylaws allows for the Bylaws to be amended at any regular or special meeting for such purposes of the Agency Board by a majority vote of all members of the Board;

WHEREAS, the Agency Board now finds it necessary to amend Article IV, Section 2 of the existing Bylaws of the Agency to provide that officer elections shall occur at the regular Board meeting held in March instead of April.

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

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

Section 2: That Article IV, Section 2 of the Bylaws is hereby amended to read as follows:

Section 2. The Board of Commissioners shall elect the Chair, Vice-Chair, Secretary, Treasurer, and such other officers as are deemed necessary for a term of one (1) year and until his or her successor is duly elected and qualified. Such elections shall occur at the regular Board meeting held in March.

Section 3: That the Chair hereby authorizes Agency staff to make certain technical changes to the Bylaws consistent with the discussion and comments received at the February 7, 2024, Agency Board meeting.

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

WE THE UNDERSIGNED Being all or a majority of the members of the Board of Commissioners of the Urban Renewal Agency of the City of Kuna, Idaho, aka the Kuna Urban Renewal Agency, do hereby certify that the foregoing Resolution was adopted on the 7th day of February 2024.

Chair

Vice-Chair

I, the undersigned, Secretary of Kuna Urban Renewal Agency, hereby certify that the foregoing 2020 Bylaws were duly adopted as the Bylaws of said Agency on the 7th day of February 2024.

Secretary

**2020 BYLAWS
OF
KUNA URBAN RENEWAL AGENCY**

ARTICLE I

Name

The Urban Renewal Agency of the city of Kuna, Idaho, as created pursuant to the provisions of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (the "Law"), shall be known as the "Kuna Urban Renewal Agency" (hereinafter "Agency") but shall also be authorized to use the name "Urban Renewal Agency of Kuna" if and as required. Under the Law, the Agency is deemed an independent, public body, corporate and politic.

ARTICLE II

Offices

The principal office of the Agency in the state of Idaho shall be located in the city of Kuna, Idaho.

ARTICLE III

Board of Commissioners

Section 1. The property, business, powers, and affairs of the Agency shall be managed and controlled by the Board of Commissioners thereof. The Board of Commissioners is vested with all powers as provided by the Law, as the same now exists or as may be amended hereafter.

Section 2. The Board of Commissioners shall consist of a number of members determined in accordance with the provisions of Section 50-2006, Idaho Code, as the same now exists or as may be amended hereafter and as appointed by the Mayor of the city of Kuna, Idaho with the advice and consent of the Kuna City Council. The number of commissioners of the Agency shall be not less than three nor more than nine, which number may be increased or decreased from time to time as provided for in Section 50-2006, Idaho Code.

Section 3. Commissioners shall receive no compensation for their services but shall be entitled to the necessary expenses, including travel expense, incurred in the discharge of their duties.

Section 4. Each Commissioner shall hold office until his or her successor has been appointed and qualified. A certificate of the appointment or reappointment of a Commissioner shall be filed with the City Clerk of the city of Kuna, Idaho, and such certificate shall be conclusive evidence of the due and proper appointment of such Commissioner. Any vacancy in

office shall be filled by appointment by the Mayor with the advice and consent of the Kuna City Council or as provided for by the Law.

Section 5. The qualifications and eligibility of persons to serve on the Board of Commissioners shall be as defined and described in Section 50-2006, Idaho Code, as the same now exists or may be amended hereafter.

Section 6. The Board of Commissioners shall hold regular meetings at the Kuna City Hall, 751 W. 4th Street, Kuna, Idaho, on the first Wednesday of February, March, July, August, and November at the hour of 6:00p.m. Regular meetings may be held at other locations with legal notice provided in accordance with Idaho State statutes. All meetings shall be noticed according to, and held in compliance with, the Idaho Open Meeting Law.

Section 7. The Chair or any two members of the Board of Commissioners has the power to call special meetings of the Board, the object of which shall be submitted to the Board as is appropriate to the circumstances or as otherwise provided by law; the call and object, as well as the disposition thereof, shall be entered upon the minutes of the Secretary. The person or persons authorized to call special meetings of the Board of Commissioners may fix any place as the place for holding any special meeting of the Board of Commissioners called by them. Notice for a special meeting to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage or other recognized emergency shall be as required by state law. Any special meetings shall be noticed according to, and held in compliance with, the Idaho Open Meeting Law.

Section 8. A majority of the members of the Board of Commissioners as fixed by Section 2 above shall constitute a quorum for the purpose of conducting business and exercising the powers of the Agency and for all other purposes. Official action may be taken by the Board of Commissioners upon a vote of a majority of the members thereof present at a duly convened regular or special meeting at which a quorum is present.

Section 9. The Board of Commissioners, by majority vote, may employ an Administrator, who shall serve as the Executive Director of the Agency. The Administrator serves at the pleasure of the Board of Commissioners and may be removed by a majority vote of the Board. The Board of Commissioners or as delegated to the Administrator is empowered to employ technical experts, legal counsel, and such other agents and employees, permanent and temporary, as the Agency may require. The compensation for all of said persons so employed shall be determined by the Board as may be delegated to the Administrator.

Section 10. The Board of Commissioners shall file with the City Clerk, city of Kuna, Idaho, on or before March 31st of each year or such date as may be set by state law, a report of its activities for the preceding calendar year which report shall include a complete financial statement setting forth the Agency's assets, liabilities, income, and operating expenses as of the end of such calendar or fiscal year. At the time of filing said report the Board of Commissioners shall cause to be published in the *Idaho Statesman*, Boise, Idaho, a notice to the

effect that such report is available for inspection during the regular business hours in the office of the City Clerk and in the office of the Agency.

Section 11. For inefficiency or neglect of duty or misconduct in office, a Commissioner may be removed by a majority vote of the local governing body only after a hearing and only after he or she shall be given a copy of the charges at least ten (10) days prior to such hearing and shall have had an opportunity to be heard in person or by counsel.

ARTICLE IV Officers

Section 1. The officers of the Agency shall be a Chair, a Vice-Chair, Secretary, Treasurer, and such other officers as the Board of Commissioners may deem necessary. Only the Chair and Vice Chair need be members of the Board of Commissioners. The offices of Secretary and Treasurer may be combined upon approval of the Board.

Section 2. The Board of Commissioners shall elect the Chair, Vice-Chair, Secretary, Treasurer, and such other officers as are deemed necessary for a term of one (1) year and until his or her successor is duly elected and qualified. Such elections shall occur at the regular Board meeting held in April.

Section 3. The Chair shall be the chief presiding officer of the Agency. The Chair shall, subject to the control of the Board of Commissioners, in general supervise and control all of the business and affairs of the Agency. The Chair shall, with the Secretary or any other proper officer of the Agency thereunto authorized by the Board of Commissioners, execute all deeds, bonds, contracts, and other legal documents authorized by the Board, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Commissioners, or by these Bylaws, to some other officer or agent of the Agency, or shall be required by law to be otherwise signed or executed. The Chair shall have the power to vote on any matter presented to the Board of Commissioners for their consideration. The Chair shall also have such other powers and duties as may be assigned to him or her by the Board of Commissioners.

Section 4. The Vice-Chair shall be possessed of all the powers and shall perform all the duties of the Chair in the absence or disability of the Chair. The Vice-Chair shall have the power to vote on any matter presented to the Board of Commissioners for their consideration. The Vice-Chair shall also have such other powers and duties as may be assigned to him or her by the Board of Commissioners.

Section 5. The Secretary shall cause to be kept the minutes of all proceedings of the Board; shall cause the giving and serving of all notices of meetings of the Board of Commissioners as required by these Bylaws or the law; shall provide for the execution, along with the Chair, or other corporate officer, in the name of the Agency, all deeds, bonds, contracts, and other legal documents and instruments as authorized by the Board of

Commissioners and shall be the custodian of the Agency seal, books, Bylaws, and such other books, records, and papers of the Agency as the Board of Commissioners shall direct. The Secretary shall also keep a register of the post office address of each Commissioner which shall be furnished to the Secretary by such Commissioner. In addition, he or she shall perform other duties and have such responsibilities as may be designated by the Board of Commissioners. In case of the absence or disability of the Secretary or his or her refusal or neglect to perform such duties, all duties required of the Secretary may be performed by the Chair or Vice-Chair or such other person as may be designated by the Board of Commissioners. The office of Secretary may be combined with the office of Treasurer upon approval of the Board.

Section 6. The Treasurer shall have the general custody of all the funds and securities of the Agency and shall have general supervision of the collection and disbursement of funds of the Agency. The Treasurer shall provide for the endorsement, on behalf of the Agency, for collection, checks, notes, and other obligations and shall deposit the same to the credit of the Agency in such bank or banks or depositories as the Board may designate. He or she may sign, with the Chair or such other person or persons as may be designated for said purpose by the Board of Commissioners, all negotiable instruments. He or she shall enter or cause to be entered regularly in the books of the Agency full and accurate account of all monies received and paid by him or her on account of the Agency; shall at all reasonable times exhibit the Agency books and accounts to any Commissioner of the Agency at the office of the Agency during regular business hours; and, whenever required by the Board or the Chair, shall render a statement of his or her accounts. He or she shall perform such other duties as may be prescribed from time to time by the Board of Commissioners or by these Bylaws. The Treasurer shall give bond for the faithful performance of his or her duties in such sum and with such surety as shall be required by the Board of Commissioners. The office of Treasurer may be combined with the office of Secretary upon approval of the Board.

Section 7. The officers of the Board of Commissioners that are members of the Board of Commissioners shall not receive any salaries for their services.

Section 8. If any of the foregoing offices described in this Article shall, for any reason, become vacant, the Board of Commissioners shall elect a successor who shall hold office for the unexpired term and until a successor is elected and qualified.

ARTICLE V

Miscellaneous

Section 1. The Board of Commissioners may appoint one or more committees to investigate and study matters of Agency business and thereafter to report on and make recommendations concerning said matters assigned to the Board of Commissioners. When possible each of said committees shall be chaired by a member of the Board of Commissioners, but said committees may be comprised of persons other than members of the Board of Commissioners. No such committee shall have the power to make final Agency decisions and power being vested solely in the Commissioners. The terms of office, the persons serving, the

matters to be studied, and all procedural decisions shall be made and decided by the Board of Commissioners.

The Board of Commissioners may establish an Executive Committee, consisting of the Board Chair and Vice-Chair or Secretary or Treasurer (or the combined office of Secretary/Treasurer), but no more than two board members, to investigate and study certain matters of the Agency without the necessity of convening a meeting of the full Board of Commissioners. The Executive Committee, upon recommendation of the Administrator (if an administrator has been appointed) will have the authority to approve invoices or expenses in an amount not to exceed up to \$2,000 with required copy of the invoice or bill and payment voucher distributed to all members of the Board electronically, prior to the payment. The invoice and payment voucher shall be presented to the Board at its next Board meeting for review and ratification. The Executive Committee shall report its activities to the full Board at one of the monthly Board meetings. Specific matters to be studied and any procedural protocol of the Executive Committee shall be defined by the Board of Commissioners and may be revised from time to time as appropriate by the full Commission.

Section 2. In addition to such bank accounts as may be authorized in the usual manner by resolution of the Board of Commissioners, the Treasurer of the Agency, with the approval of the Chair, may authorize such bank accounts to be opened or maintained in the name and on behalf of the Agency as he or she may deem necessary or appropriate. Payments from such bank accounts are to be made upon the check of the Agency, each of which checks shall be signed by two of such Commissioners, officers, or bonded employees of the Agency as shall be authorized by the Board of Commissioners. All funds of the Agency not otherwise employed shall be deposited from time to time to the credit of the Agency in such banks, trust companies, or other depositories as the Board of Commissioners may select.

Section 3. No loans shall be contracted on behalf of the Agency and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Commissioners and in compliance with the Law. Such authority may be general or confined to specific instances.

Section 4. All checks, drafts or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Agency, shall be signed by such officer or officers, agent or agents of the Agency and in such manner as shall from time to time be determined by the Board of Commissioners.

Section 5. The Board of Commissioners may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Agency, and such authority may be general or confined to specific instances.

Section 6. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern regular and special meetings of the Board of Commissioners or

state law in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Board of Commissioners may adopt.

Section 7. The Board of Commissioners adopts the official newspaper the City of Kuna has designated pursuant to Idaho Code § 50-231.

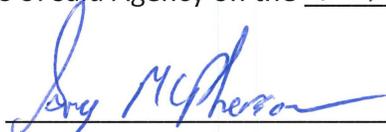
**ARTICLE VI
Fiscal Year**

The fiscal year of the Agency shall begin on October 1 and end on September 30 of the succeeding calendar year.

**ARTICLE VII
Amendments**

These Bylaws may be further repealed, amended, or new bylaws adopted at any regular or special meeting for such purpose of the Board of Commissioners by a majority vote of all members of said Board of Commissioners.

We, the undersigned, being all of the members of the Board of Commissioners of the Kuna Urban Renewal Agency, do hereby certify that the foregoing Bylaws were duly and regularly adopted as the Bylaws of said Agency by the written approval of a majority of all of the members of the Board of Commissioners of said Agency on the 24TH day of APRIL 2020.



Chair

Vice-Chair

I, the undersigned, Secretary of Kuna Urban Renewal Agency, hereby certify that the foregoing Bylaws were duly adopted as the Bylaws of said Agency on the 24TH day of APRIL 2020.

Chris Engels
Secretary

4841-0817-1705, v. 1



Income Statement-West

Revenue

Property Taxes	314,284.94	
Property Tax Interest	53.45	
Interest Income	1.88	
Total Revenue	<u> </u>	314,286.82

Expense

Contract Services	180.24	
Professional Servies	975.00	
General Administration	473.79	
Total Expense	<u> </u>	1,448.79

Change in Net Position 312,838.03

Income Statement-East

Revenue

Property Taxes	7,778.66	
Property Tax Interest	-	
Interest Income	-	
Total Revenue	<u> </u>	7,778.66

Expense

Contract Services	180.24	
Professional Servies	-	
General Administration	-	
Total Expense	<u> </u>	-

Change in Net Position 7,778.66