

**BOARD**

Dave Case, Chair  
Tayler Tibbitts, Vice Chair  
Amber Bothwell, Commissioner  
Greg McPherson, Commissioner  
Aime Menges, Commissioner

**Kuna Urban Renewal Agency  
City Hall Council Chambers  
751 W. 4<sup>th</sup> Street, Kuna, ID, 83634**

**MEETING NOTICE & AGENDA  
August 7, 2024, at 6:00 PM  
Council Chambers/Virtual via Zoom**



*The meeting shall be conducted virtually via Zoom and in person for Agency Commissioners, city staff, and consultants. Individuals who wish to provide written comment on Agenda items may do so by emailing Jessica Hall at [jhall@kunaid.gov](mailto:jhall@kunaid.gov), on or before August 5, 2024, by 12:00 PM; staff is also available in person at City Hall.*

**1. CALL TO ORDER & ROLL CALL**

**2. ADOPTION OF AGENDA *Action Item***

**3. CONSENT AGENDA *Action Item***

*All items listed are routine and acted on with one (1) Motion by the Board; there will be no separate discussion unless the Chair, Vice Chair, Commissioners, or staff requests an item be removed. Removed items will be placed under Business unless otherwise instructed.*

**A. Expenses**

- 1. Approval of Paid Invoices – Report

**B. Minutes & Reports**

- 1. Approval of URA Special Meeting Minutes July 17, 2024

**4. PUBLIC HEARING *Action Item***

- A. Fiscal Year 2025 Budget Hearing

**5. RESOLUTION: *Action Item***

- A. Consideration to approve RESOLUTION NO. URA 03-2024, adopting the FY2025 Budget

**6. NEW BUSINESS *Action Item***

- A. Potential URA funding of Reuse Study for 571 W 4<sup>th</sup> Street

**7. BOARD QUESTIONS OR CONCERNS**

**8. EXECUTIVE SESSION *Action Item***

Executive Session under Idaho Code § 74-206(1)(c) to acquire an interest in real property not owned by a public agency.

**9. ADJOURN**

Kuna Urban Renewal Agency  
Accounts Payable Approval

Vendor	Invoice Date	Invoice No.	Amount
Elam & Burke	06/04/2024 – 06/30/2024	209296	\$25.00
Total Invoices for Approval			<u>\$25.00</u>

**BOARD**

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**Kuna Urban Renewal Agency  
City Hall Council Chambers  
751 W. 4<sup>th</sup> Street, Kuna, ID, 83634**



**SPECIAL MEETING  
MINUTES  
July 17, 2024, at 6:00 PM  
Council Chambers/Virtual via Zoom  
*\*Rescheduled from July 3, 2024\****

*The meeting was conducted virtually via Zoom and in person for Agency Commissioners, city staff, consultants, and members of the public. There were no comments submitted to staff by the July 10, 2024, deadline, nor were there any public attendees present.*

**1. CALL TO ORDER & ROLL CALL:**

*(Timestamp 00:01:02 Part 1 of 2)*

Chairman Case called the meeting to order and requested roll call be taken.

*(Timestamp 00:01:21 Part 1 of 2)*

Secretary Jessica Hall called roll call.

**COMMISSIONERS PRESENT:**

Dave Case, Chairman  
Tayler Tibbitts, Vice Chairman  
Amber Bothwell, Commissioner  
Greg McPherson, Commissioner

**CITY STAFF PRESENT:**

Jared Empey, City Treasurer  
Morgan Treasure, Economic Development Director  
Jessica Hall, URA Secretary & Economic & Community Development Specialist

**2. ADOPTION OF AGENDA: Action Item**

*(Timestamp 00:01:42 Part 1 of 2)*

Chairman Case stated first order of business was adoption of the meeting agenda.

*(Timestamp 00:01:48 Part 1 of 2)*

**Motion To:** Adopt meeting agenda as published.

**Motioned By:** Commissioner McPherson

**Seconded By:** Commissioner Bothwell

**Further Discussion:** None

**Voting Aye:** Commissioners Case, Tibbitts, Bothwell, McPherson

**Voting Nay:** 0

**Absent:** 1

**4-0-1**

**3. CONSENT AGENDA: Action Item**

*All items listed are routine and acted on with one (1) Motion by the Board; there will be no separate discussion unless the Chair, Vice Chair, Commissioners, or staff requests an item be removed. Removed items will be placed under Business unless otherwise instructed.*

**A. Expenses**

**1. None**

## **B. Minutes & Reports**

### **I. Approval of URA Meeting Minutes April 11, 2024**

*(Timestamp 00:02:00 Part 1 of 2)*

Chairman Case confirmed all Commissioners had opportunity to review the Minutes from the previous meeting and confirmed there were no expenses to review; he then stood for a Motion.

*(Timestamp 00:02:18 Part 1 of 2)*

**Motion To:** Approve Consent agenda as published.

**Motioned By:** Commissioner McPherson

**Seconded By:** Commissioner Bothwell

**Further Discussion:** None

**Voting Aye:** Commissioners Case, Tibbits, Bothwell, McPherson

**Voting Nay:** 0

**Absent:** 1

**4-0-1**

## **4. NEW BUSINESS: Action Item**

*(Timestamp 00:02:38 Part 1 of 2)*

A. Proposed FY2025 Budget – Tentative approval of budget, selection of public hearing date, and authorization to publish notice.

*(Timestamp 00:03:03)*

City Treasurer Jared Empey provided an overview of the Fiscal Year 2025 Budget for the Urban Renewal Agency's East and West District's then stood for questions.

*(Timestamp 00:07:10 Part 1 of 2)*

As there were no questions from the Commission, Chairman Case asked for Motion clarification from Economic Development Director Morgan Treasure; it was provided.

*(Timestamp 00:07:40 Part 1 of 2)*

**Motion To:** Approve proposed FY2025 Urban Renewal Agency Budget, set a public hearing date of August 7, 2024, and authorize publishing of required notice for said hearing.

**Motioned By:** Commissioner Bothwell

**Seconded By:** Commissioner McPherson

**Further Discussion:** None

**Voting Aye:** Commissioners Case, Tibbits, Bothwell, McPherson

**Voting Nay:** 0

**Absent:** 1

**4-0-1**

## **5. BOARD QUESTIONS OR CONCERNS**

*(Timestamp 00:08:29 Part 1 of 2)*

Chairman Case provided the Commission with opportunity to bring forward any questions or concerns they may have had.

*(Timestamp 00:08:46 Part 1 of 2)*

Vice Chairman Tibbits asked for an update on real property the URA had previously discussed.

*(Timestamp 00:09:10 Part 1 of 2)*

Chairman Case explained an update would be provided during Executive Session.

#### **6. EXECUTIVE SESSION: Action Item**

Executive Section under Idaho Code §74-206(1)(c) to acquire an interest in real property not owned by a public agency.

*(Timestamp 00:09:26 Part 1 of 2)*

**Motion To:** Enter into Executive Session under Idaho Code §74-206(1)(c) to acquire an interest in real property not owned by a public agency.

**Motioned By:** Commissioner Bothwell

**Seconded By:** Commissioner McPherson

**Further Discussion:** None

**Voting Aye:** Commissioners Case, Tibbits, Bothwell, McPherson

**Voting Nay:** 0

**Absent:** 1

**4-0-1**

*(Timestamp 00:10:11 Part 1 of 2)*

The Commission adjourned into Executive Session.

*(Timestamp 00:00:03 Part 2 of 2)*

Chairman Case noted the Commission had adjourned from Executive Session and no decisions were made during that time.

#### **7. ADJOURN**

*(Timestamp 00:00:13)*

Chairman Case stood for a Motion to adjourn.

**Motion To:** Adjourn.

**Motioned By:** Commissioner McPherson

**Seconded By:** Commissioner Bothwell

**Further Discussion:** None

**Voting Aye:** Commissioners Case, Tibbits, Bothwell, McPherson

**Voting Nay:** 0

**Absent:** 1

**4-0-1**

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Dave Case, Chairman

ATTEST:

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Morgan Treasure, Economic Development Director

*Minutes prepared by Jessica Hall, URA Secretary*

REVENUE & EXPENDITURE STATEMENT - CITY OF KUNA URBAN RENEWAL DISTRICT WEST- FYE 2025

ACCOUNT #	ACCOUNT NAME	FYE 2025	FYE 2024		FYE 2023		FYE 2022		FYE 2021		FYE 2020	
		BUDGET	ACTUAL*	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>Revenue</b>												
52-4100	Property Tax Revenue	\$550,000	\$468,393	\$400,170	\$325,699	\$158,495	\$147,140	\$37,420	\$0	\$0	\$0	\$0
52-4110	Property Tax Interest and Penalties	\$400	\$414	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
52-4173	Interest Revenue	\$24,000	\$20,622	\$0	\$5	\$0	\$0	\$0	\$0	\$0	\$0	\$0
52-4650	Grant Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,335	\$96,687	\$0	\$0
52-4950	Carryover	\$900,000	\$456,418	\$400,000	\$144,244	\$122,132	\$0	\$0	\$0	\$0	\$0	\$0
		<b>\$1,474,400</b>	<b>\$945,847</b>	<b>\$800,320</b>	<b>\$469,947</b>	<b>\$280,627</b>	<b>\$147,140</b>	<b>\$37,420</b>	<b>\$25,335</b>	<b>\$96,687</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenditures</b>												
52-6020	Capital Improvements and Reimbursements	\$400,000	\$0	\$300,000	\$0	\$50,000	\$0	\$0	\$0	\$96,687	\$0	\$0
52-6045	Contingency	\$1,041,400	\$0	\$471,320	\$0	\$213,127	\$0	\$15,420	\$0	\$0	\$0	\$0
52-6052	Contract Services	\$5,000	\$1,039	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
52-6202	Professional Services	\$18,000	\$10,868	\$15,000	\$12,457	\$12,000	\$2,970	\$12,000	\$25,335	\$0	\$0	\$0
52-6287	General and Admin	\$10,000	\$1,108	\$10,000	\$625	\$5,500	\$36	\$10,000	\$0	\$0	\$0	\$0
		<b>\$1,474,400</b>	<b>\$13,014</b>	<b>\$800,320</b>	<b>\$13,081</b>	<b>\$280,627</b>	<b>\$3,006</b>	<b>\$37,420</b>	<b>\$25,335</b>	<b>\$96,687</b>	<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTAL NET</b>		<b>\$0</b>	<b>\$932,833</b>	<b>\$0</b>	<b>\$456,866</b>	<b>\$0</b>	<b>\$144,134</b>	<b>(\$0)</b>	<b>(\$0)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\*Forecast

REVENUE & EXPENDITURE STATEMENT - CITY OF KUNA URBAN RENEWAL DISTRICT EAST- FYE 2025

ACCOUNT #	ACCOUNT NAME	FYE 2025	FYE 2024		FYE 2023		FYE 2022		FYE 2021		FYE 2020	
		BUDGET	ACTUAL*	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>Revenue</b>												
53-4100	Property Tax Revenue	\$35,000	\$9,360	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
53-4110	Property Tax Interest and Penalties	\$100	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
53-4950	Carryover	\$7,494	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		<b>\$42,594</b>	<b>\$9,360</b>	<b>\$75,100</b>	<b>\$0</b>							
<b>Expenditures</b>												
	Capital Improvements and											
53-6020	Reimbursements	\$0	\$0	\$0	\$0	\$0	0	0	0	0	0	0
53-6045	Contingency	\$17,594	\$0	\$51,100	\$0	\$0	0	0	0	0	0	0
53-6052	Contract Services	\$5,000	\$1,039	\$4,000	\$0	\$0	0	0	0	0	0	0
53-6202	Professional Services	\$10,000	\$945	\$10,000	\$0	\$0	0	0	0	0	0	0
53-6287	General and Admin	\$10,000	\$446	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		<b>\$42,594</b>	<b>\$2,430</b>	<b>\$75,100</b>	<b>\$0</b>							
<b>GRAND TOTAL NET</b>		<b>\$0</b>	<b>\$6,931</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\*Forecast

**LEGAL NOTICE**

**Notice of Public Hearing Kuna Urban Renewal Agency  
Proposed Budget for Fiscal Year 2025**

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 beginning October 1, 2024, and ending September 30, 2025, will be held at Kuna City Hall Council Chambers, 751 W 4th Street, Kuna, Idaho on **August 6, 2024, at 6:00 PM**, pursuant to Idaho Code §§ 50-2903(5) and 50-1002. Written or oral comments regarding the proposed budget are welcome. Written comments may be submitted prior to the meeting to Jessica Hall at [jhall@kunaid.gov](mailto:jhall@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 FY2025, 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 FY2025 budget. The proposed expenditures and revenues for FY 2025 have been tentatively approved by the Agency Board of Commissioners at its special meeting held July 17, 2024, as it was rescheduled from July 3, 2024.

Kuna City Hall is accessible to persons with disabilities.

	FY2024 BUDGET	FY2024 ACTUAL	FY2025 PROPOSED
<b>CAPITAL PROJECTS REVENUE</b>			
<b>KUNA WEST PLAN</b>			
Property Tax Revenue	400,170	468,393	550,000
Property Tax Interest/Penalties	150	414	400
Interest Revenue	0	20,622	24,000
Grant Revenue	0	0	0
Carryover	400,000	456,418	900,000
<b>KUNA EAST PLAN</b>			
Property Tax Revenue	75,000	9,360	35,000
Property Tax Interest/Penalties	100	0	100
Carryover	0	0	7,494
<b>TOTAL REVENUE</b>	<b>875,420</b>	<b>955,207</b>	<b>1,516,994</b>
<b>CAPITAL PROJECTS EXPEDITURES</b>			
<b>KUNA WEST PLAN</b>			
Capital Improvements & Reimbursements	300,000	0	400,000
Contingency	471,320	0	1,041,400
Contract Services	4,000	1,039	5,000
Professional Services	15,000	10,868	18,000
General & Admin	10,000	1,108	10,000
<b>KUNA EAST PLAN</b>			
Capital Improvements & Reimbursements	0	0	0
Contingency	51,100	0	17,594
Contract Services	4,000	1,039	5,000
Professional Services	10,000	945	10,000
General & Admin	10,000	446	10,000
<b>TOTAL EXPEDITURES</b>	<b>875,420</b>	<b>15,445</b>	<b>1,516,994</b>
<b>GRAND TOTAL NET</b>	<b>0</b>	<b>939,762</b>	<b>0</b>
July 30, August 6, 2024			541759

RESOLUTION NO. URA 03-2024

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, 2024, AND ENDING SEPTEMBER 30, 2025, 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, 2024, and ending September 30, 2025, by virtue of its action at the Agency’s Board meeting on July 17, 2024;

WHEREAS, the Agency has previously published notice of a public hearing to be conducted on Wednesday, August 7, 2024, at 6:00 p.m., at City Hall, City Council Chambers, 751 4<sup>th</sup> Street, Kuna, Idaho, pursuant to the Notice of Hearing published July 30 and August 6, 2024, a copy of which is attached hereto and incorporated herein as **Exhibit A**;

WHEREAS, on August 7, 2024, 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 2025;

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, 2024.

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 (“FY2025 Budget”), as set forth in Exhibit A, which is attached hereto and by reference made a part of this Resolution, was published on July 30 and August 6, 2024. 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, 2024, and ending on September 30, 2025.

Section 3: That the Chair or Administrator shall submit this Resolution and FY2024 Budget to the City, on or before September 1, 2024, 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 7, 2024. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on August 7, 2024.

APPROVED:

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

ATTEST:

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

## EXHIBIT A

### FY2024 Budget – Notice of Hearing

4889-9425-8644, v. 1

<b>LEGAL NOTICE</b>			
<b>Notice of Public Hearing Kuna Urban Renewal Agency Proposed Budget for Fiscal Year 2025</b>			
<p>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 beginning October 1, 2024, and ending September 30, 2025, will be held at Kuna City Hall Council Chambers, 751 W 4th Street, Kuna, Idaho on <b>August 6, 2024, at 6:00 PM</b>, pursuant to Idaho Code §§ 50-2903(5) and 50-1002. Written or oral comments regarding the proposed budget are welcome. Written comments may be submitted prior to the meeting to Jessica Hall at <a href="mailto:jhall@kunaid.gov">jhall@kunaid.gov</a>.</p>			
<p>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 FY2025, 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.</p>			
<p>This public hearing on the proposed budget is required for formal adoption of the FY2025 budget. The proposed expenditures and revenues for FY 2025 have been tentatively approved by the Agency Board of Commissioners at its special meeting held July 17, 2024, as it was rescheduled from July 3, 2024.</p>			
<p>Kuna City Hall is accessible to persons with disabilities.</p>			
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Property Tax Revenue	75,000	9,360	35,000
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<b>KUNA WEST PLAN</b>			
Capital Improvements & Reimbursements	300,000	0	400,000
Contingency	471,320	0	1,041,400
Contract Services	4,000	1,039	5,000
Professional Services	15,000	10,868	18,000
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<b>KUNA EAST PLAN</b>			
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<b>TOTAL EXPEDITURES</b>	<b>875,420</b>	<b>15,445</b>	<b>1,516,994</b>
<b>GRAND TOTAL NET</b>	<b>0</b>	<b>939,762</b>	<b>0</b>
July 30, August 6, 2024			541759