

BOARD

Taylor Tibbits, Chairman
Amber Bothwell, Vice Chairman
Greg McPherson, Commissioner
Aime Menges, Commissioner
Vacant

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



**MEETING MINUTES
March 19, 2025, at 6:00 PM
Rescheduled from March 5, 2025
Council Chambers/Virtual via Zoom**

The meeting was conducted in person for agency Commissioners, city staff, and consultants. There were no public attendees.

1. CALL TO ORDER & ROLL CALL

(Timestamp 00:00:08)

Vice Chairman Tibbits called the meeting to order & requested roll call be taken.

(Timestamp 00:00:20)

COMMISSIONERS PRESENT:

Taylor Tibbits, Vice Chairman
Amber Bothwell, Commissioner
Amie Menges, Commissioner
Greg McPherson, Commissioner

CITY STAFF PRESENT:

Morgan Treasure, Agency Administrator & Economic Development Director
Jared Empey, Agency & City Treasurer
Jessica Hall, Agency Secretary

CONSULTANTS PRESENT:

Meghan Conrad, Agency Attorney

2. ADOPTION OF AGENDA: Action Item

(Timestamp 00:00:35)

Vice Chairman Tibbits requested a Motion for adoption of agenda.

(Timestamp 00:00:42)

Motion To: Adopt meeting agenda as published.

Motioned By: Commissioner McPherson

Seconded By: Commissioner Bothwell

Further Discussion: None

Voting Aye: Commissioners Bothwell, Menges, McPherson, Tibbits

Voting Nay:

Vacancy: 1

4-0-0

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.

(Timestamp 00:00:56)

A. Expenses

1. Approval of Paid Invoices – Report

(Timestamp 00:01:05)

Agency Secretary Jessica Hall notified the Commission there were no paid invoices for review and approval.

(Timestamp 00:01:08)

B. Minutes & Reports

I. Approval of URA Meeting Minutes February 19, 2025

(Timestamp 00:01:17)

Motion To: Approve February 19, 2025, meeting minutes.

Motioned By: Commissioner McPherson

Seconded By: Commissioner Bothwell

Further Discussion: None

Voting Aye: Commissioners Bothwell, Menges, McPherson, Tibbits

Voting Nay: 0

Vacancy: 1

4-0-0

4. OFFICER ELECTIONS: Action Item

(Timestamp 00:01:28)

A. Per Agency Bylaws, officer elections shall be held during the March meeting each year. Terms are limited to one (1) year and until their successor is duly elected and qualified.

1. Chair

2. Vice Chair

3. Secretary – Shall be city staff per Administrative & Support Services Agreement

4. Treasurer – Shall be city staff per Administrative & Support Services Agreement

(Timestamp 00:01:48)

General discussion between Commissioners regarding nominations.

(Timestamp 00:02:16)

Motion To: Nominate Tayler Tibbits as Chairman.

Motioned By: Commissioner McPherson

Seconded By: Commissioner Menges

Further Discussion: None

Voting Aye: Commissioners Bothwell, Menges, McPherson

Voting Nay:

Vacancy: 1

4-0-0

(Timestamp 00:02:39)

Agency Attorney Meghan Conrad provided some guidance on making all nominations, then making Motions.

(Timestamp 00:0:01)

Commissioner McPherson nominated Commissioner Bothwell as Vice Chairman.

(Timestamp 00:03:11)

Vice Chairman Tibbits stated he had been nominated as Chairman and Commissioner Bothwell had been nominated as Vice Chairman. He then explained that (*per the Administrative and Support Services Agreement between the City of Kuna and Urban Renewal Agency*) the Agency Secretary and Treasurer would remain city staff.

(Timestamp 00:03:30)

Motion To Confirm: Commissioner Tayler Tibbits as Chairman, Commissioner Amber Bothwell as Vice Chairman, Jessica Hall as Agency Secretary, and Jared Empey as Agency Treasurer.

Motioned By: Commissioner McPherson

Seconded By: Commissioner Menges

Further Discussion: None

Voting Aye: Commissioners Bothwell, Menges, McPherson, Tibbits

Voting Nay:

Vacancy: 1

4-0-0

5. DISCUSSION ITEM:

(Timestamp 00:03:51)

A. Presentation of FY2024 Audit – Jared Empey, Treasurer

Agency Treasurer Jared Empey provided an overview of the completed FY2024 Audit.

(Timestamp 00:09:45)

Chairman Tibbits asked if the Commissioners had any questions; there were none.

(Timestamp 00:10:08)

Motion To: Approve the FY2024 Audit.

Motioned By: Vice Chair Bothwell

Seconded By: Commissioner Menges

Further Discussion: None

Voting Aye: Commissioners Bothwell, Menges, McPherson, Tibbits

Voting Nay:

Vacancy: 1

4-0-0

6. NEW BUSINESS: Action Item

(Timestamp 00:10:20)

A. Consideration to Approve FY2024 Audit

(Timestamp 00:10:27)

Chairman Tibbits noted that public notice with a copy of the FY24 Draft Annual Report, had been published, then asked if any written public comment had been received.

(Timestamp 00:10:47)

Agency Secretary Jessica Hall informed the Commission that no written comments had been received, nor were there any individuals who had signed up to provide comments in person.

(Timestamp 00:11:02)

Chairman Tibbits asked if there was any deliberation from the Commission.

(Timestamp 00:11:15)

Agency Attorney Meghan Conrad reminded the Commissioners that public comment needed to be opened even if there were no comments received or that there were no individuals present.

7. PUBLIC MEETING: Action Item

A. Consideration of public comment on 2024 Annual Report

(Timestamp 00:11:36)

Motion To: Open public comment on FY24 Annual Report.

Motioned By: Vice Chair Bothwell

Seconded By: Commissioner McPherson

Further Discussion: None

Voting Aye: Commissioners Bothwell, Menges, McPherson, Tibbits

Voting Nay:

Vacancy: 1

4-0-0

(Timestamp 00:11:54)

Chairman Tibbits restated that staff had acknowledged no written comment had been received and there were no individuals present to comment.

(Timestamp 00:12:25)

Motion To: Close public comment.

Motioned By: Vice Chair Bothwell

Seconded By: Commissioner McPherson

Further Discussion: None

Voting Aye: Commissioners Bothwell, Menges, McPherson, Tibbits

Voting Nay:

Vacancy: 1

4-0-0

8. RESOLUTION: Action Item

(Timestamp 00:12:32)

A. Consideration to approve RESOLUTION NO. URA 02-2025

(Timestamp 00:12:52)

Agency Administrator Morgan Treasure stated that the Resolution was the formal caption acknowledging adoption of the FY24 Annual Report, which is part of the required annual reporting to stay in compliance.

(Timestamp 00:13:15)

Motion To: Approve Resolution No. URA 02-2025.

Motioned By: Vice Chair Bothwell

Seconded By: Commissioner McPherson

Further Discussion: None

Voting Aye: Commissioners Bothwell, Menges, McPherson, Tibbits

Voting Nay:
Vacancy: 1
4-0-0

9. BOARD QUESTIONS OR CONCERNS:

(Timestamp 00:13:51)

Agency Administrator Morgan Treasure informed the Commission that she had taken a position at the City of Nampa and her last day with the City of Kuna would be April 5th. She stated she had enjoyed working with the Commission and wished them success moving forward. She also commented she would only be a phone call away and continue to be a resource for the Commission. Additionally, she stated that Jessica Hall would be taking over all tasks in the interim until her replacement had been hired.

(Timestamp 00:14:42)

Chairman Tibbitts congratulated Ms. Treasure and thanked her for her service to the City of Kuna.

10. ADJOURN:

(Timestamp 00:15:08)

Motion To: Adjourn.

Motioned By: Commissioner McPherson

Seconded By: Vice Chair Bothwell

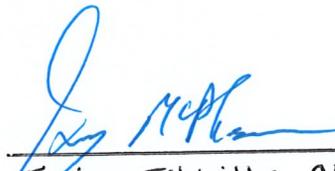
Further Discussion: None

Voting Aye: Commissioners Bothwell, Menges, McPherson, Tibbitts

Voting Nay:

Vacancy: 1

4-0-0



Taylor Tibbitts, Chair

ATTEST:



Jessica Hall, Secretary