

## OFFICIALS

Joe Stear, Mayor  
Richard Cardoza, Council President  
Briana Buban-Vonder Haar, Council Member  
Pat Jones, Council Member  
Greg McPherson, Council Member



**Kuna City Hall Council Chamber, 751 W 4th Street, Kuna, Idaho 83634**

## **City Council Meeting MINUTES Wednesday, July 5, 2017**

### **6:00 P.M. REGULAR CITY COUNCIL**

#### **1. *Call to Order and Roll Call***

##### **COUNCIL MEMBERS PRESENT:**

Mayor Joe Stear  
Council President Richard Cardoza  
Council Member Pat Jones  
Council Member Briana Buban-Vonder Haar  
Council Member Greg McPherson

##### **CITY STAFF PRESENT:**

Richard Roats, City Attorney  
Chris Engels, City Clerk  
Wendy Howell, P & Z Director  
Bobby Withrow, Parks Director  
Bob Bachman, Public Works Director  
John Marsh, City Treasurer  
Troy Behunin, Planner III  
Trevor Kesner, Planner II  
Jace Hellman, Planner I

#### **2. *Invocation:* None**

#### **3. *Pledge of Allegiance:* Mayor Stear**

***Mayor Stear requested to amend the agenda to include adjourning to Executive Session pursuant to Idaho Code 74-206(b) discussion of a personnel matter.***

***Council Member Buban-Vonder Haar moved to add item 11.B. Adjourn to Executive Session pursuant to Idaho Code 74-206(b) for the purpose of discussing a personnel matter. Seconded by Council Member Jones. Motion Carried 4-0.***

**4. Consent Agenda:**  
(Timestamp 00:01:37)

*All items listed under the Consent Agenda are considered to be routine and are acted on with one motion by the City Council. There will be no separate discussion on these items unless the Mayor, Council Member, or City Staff requests an item to be removed from the Consent Agenda for discussion. Items removed from the Consent Agenda will be placed on the Regular Agenda under Business or as instructed by the City Council.*

**A. City Council Meeting Minutes:**

- I. Regular City Council Minutes, June 20, 2017**

**B. Accounts Payable Dated June 29, 2017 in the Amount of \$548,909.40**

**C. Resolutions**

- I. Consideration to approve Resolution No. R46-2017 Authorizing Challenger Development, Inc. Reimbursement Agreement – Memory Ranch Regional Lift Station Project**

A RESOLUTION OF THE CITY COUNCIL FOR KUNA, IDAHO AUTHORIZING THE EXECUTION OF THE REIMBURSEMENT AGREEMENT WITH CHALLENGER DEVELOPMENT, INC. IN THE AMOUNT OF \$212,888.00.

- 2. Consideration to approve Resolution No. R47-2017 Authorizing Ensign Development Group, LLC. Reimbursement Agreement – Ensign No. 1 Pressure Irrigation Trunk Project**

A RESOLUTION OF THE CITY COUNCIL FOR KUNA, IDAHO AUTHORIZING THE EXECUTION OF A REIMBURSEMENT AGREEMENT WITH ENSIGN DEVELOPMENT GROUP, LLC. IN THE AMOUNT OF \$28,596.92.

- 3. Consideration to approve Resolution No. R48-2017 Authorizing Ensign Development Group, LLC. Reimbursement Agreement – Ensign No. 1 Pressure Irrigation Trunk Project**

A RESOLUTION OF THE CITY COUNCIL FOR KUNA, IDAHO AUTHORIZING THE EXECUTION OF THE REIMBURSEMENT AGREEMENT WITH ENSIGN DEVELOPMENT GROUP, LLC. IN THE AMOUNT OF \$2,866.58.

- 4. Consideration to approve Resolution No. R49-2017 Authorizing the Transfer of Certain Records to the Idaho State Historical Society**

A RESOLUTION OF THE CITY COUNCIL FOR KUNA, IDAHO  
AUTHORIZING THE TRANSFER OF PERMANENT CITY RECORDS TO  
THE IDAHO STATE HISTORICAL SOCIETY.

**Council Member Buban-Vonder Haar moved to approve the consent agenda. Seconded by Council Member McPherson. Approved by the following roll call vote:**

**Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar, and McPherson.**

**Voting No: None**

**Absent: None**

**Motion carried 4-0.**

**5. Community Reports or Requests:**

- A. Presentation of Fiscal Year Ending June 30, 2016 Annual Audit – Bailey & Company, Chtd. Certified Public Accountants  
(Timestamp 00:02:10)**

Cassie Zattiero, a Baily & Company partner, passed out the audit report and reviewed the details. The first part was about the City's responsibilities versus Bailey & Company's responsibilities and the bottom addressed their opinion on the City's financial statements. The City got a clean opinion; they did not find any issues they considered material. The paragraphs on page 4 discussed other information presented in the financial report that they generally did not express an opinion on. She explained what they did express an opinion on.

Ms. Zattiero moved on to the next report, which started on page 43. It explained the tests they did on internal controls and the City's compliance. There were no opinions expressed.

Ms. Zattiero returned to the financial statements starting on page 5. She reviewed what each statement was for and their layouts. She continued on to the notes found on page 20 and the general information on page 24. She briefly reviewed what each note was about. She pointed out some funds were not covered by federal depository insurance or collateral at the end of the year. As long as the City was with fairly secure banks it was probably not a big deal but it was something to look into as the City grew. Also, the City's cash and investments could be found on page 25 with a summary on page 26. She pointed out the City's only real investment was in an external investment pool. The rest of the City's funds were in banks.

Ms. Zattiero concluded by explaining the loose letter in the report. It was standard language and if there were any internal control deficiencies they felt weren't large enough to be considered a finding they would be listed in that letter. She stood for questions.

There were no questions.

Mayor Stear and Council thanked Ms. Zattiero for her presentation.

**6. Public Hearings:** (6:00 p.m. or as soon thereafter as matters may be heard.)

- A.** Public Hearing and Consideration to approve Case No. 17-02-S (Subdivision) for Sailor Shores Meadows Subdivision #2 – Trevor Kesner, Planner II  
(Timestamp 00:12:49)

A preliminary plat request from Thomas Maile to subdivide an approximately 1.78-acre parcel within an existing R-6 zone into eight (8) residential building lots and three (3) common lots. The subject site is located approximately 600 feet south of the intersection of Kuna Road and Sailer Place, and is addressed as 245 S. Sailer Place, Kuna, Idaho.

Thomas Maile, the applicant, 885 W. Rush Road, Eagle, Idaho 83616, requested approval of the application and provided a history of the project. He stood for questions.

There were no questions.

Mayor Stear opened the public hearing.

Support: None

Against: None

Neutral: None

**Council Member Buban-Vonder Haar moved to close the public hearing. Seconded by Council Member McPherson. Motion carried 4-0.**

Planner II Trevor Kesner provided a review of the staff report to Council. The Planning & Zoning Commission approved a design review for the subdivision common area landscaping on May 23, 2017 and recommended approval of the subdivision. The applicant was aware of and agreed to all conditions. The application complied with goals and polices within the Kuna Comprehensive Plan, Future Land Use Map, and Title 6 of Kuna City Code Subdivision Regulations and staff recommended approval.

Council Member Buban-Vonder Haar noted it was consistent with the comprehensive plan, enhanced some of Kuna's pedestrian and vehicle connections, and it seemed to be in concert with all requirements.

**Council Member Buban-Vonder Haar moved to approve Case No. 17-02-S (Subdivision). Seconded by Council Member McPherson. Motion carried 4-0.**

- B.** Public Hearing and Consideration to approve Case No. 17-02-ZC (Rezone) for Darius Elison, One Call Restoration – Jace Hellman, Planner I  
(Timestamp 00:18:31)

A request to rezone a parcel's current R-6 (Medium-Density Residential) zoning designation to a C-2 (Area Commercial District) zoning designation. The site is located at 315 East Avalon St., Kuna, Idaho.

Support

Darius Elison, 11381 Gila Drive, Kuna, Idaho 83634, presented his request for rezone.

Planner I Jace Hellman provided a review of the staff report to Council. Although the applicant proposed land use request differed from the Future Land Use Map, staff viewed it as very consistent with the surrounding uses. If the rezone was granted the applicant would be required to construct a detached 5 foot wide sidewalk located a minimum of 42 feet from the center line of Avalon, per ACHD. This would add to the stretch of sidewalk in front of the Family Dollar. The applicant submitted all necessary documents, all noticing requirements had been met, and the application complied with Kuna City Code. Staff recommended approval. He stood for questions.

Mayor Stear opened the public hearing.

Support: None

Against: None

Neutral: None

**Council Member Buban-Vonder Haar moved to close the public hearing. Seconded by Council Member McPherson. Motion carried 4-0.**

Council Member Buban-Vonder Haar noted the application was in compliance Kuna City Code and the comprehensive plan. She agreed the use was consistent with the area and felt this would be a great addition.

**Council Member Buban-Vonder Haar moved to approve Case No. 17-02-ZC (Rezone). Seconded by Council Member McPherson. Motion carried 4-0.**

C. Public Hearing and Consideration to approve Case No. 16-04-S (Pre Plat) for TNT Estates Subdivision – Troy Behunin, Planner III  
(Timestamp 00:22:36)

Applicant requests approval for a preliminary plat over approximately 4.70 acres of land already zoned R-12 (High Density Residential). Applicant proposes to subdivide the parcel into nine buildable lots and one common lot. The site is located near the northeast corner (NEC) of Deer Flat Road and School Avenue. Address is 550 W. Deer Flat Rd.

Scott Stanfield, 2964 Stewart Road, Kuna, Idaho 83634, represented the applicant. He presented the request to Council for consideration. They had no problems with any of the conditions except for the condition pertaining to installing water and sewer utilities to the existing house parcel in the south west corner. That existing parcel would retain its current use as a rental home. They were proposing to put in the sewer stub then (*unintelligible*) as they plat it and leave it there so that if and when that parcel comes in for any kind of building permit they would have to extend whatever fit their needs at that point. He asked that Council waive that condition for this project and have the infrastructure stop at the north boundary with the stub at the backside of that property. He then explained the layout of project and thanked Planner III Troy Behunin for all his help with the application. He stood for questions.

Planner III Troy Behunin provided a review of the staff report to Council. All noticing was done properly. He felt Mr. Stanfield touched on all the important aspects but staff wanted Council to know it complied with Kuna City Code. Planning & Zoning approved it on June 13, 2017 as well as a design review for landscaping. He noted Mr. Stanfield, Jay Walker, and Greg Bullock had been great to work with and provided everything that was asked of them. He stood for questions.

Council Member Jones asked if more trees were going to be placed along the north side as discussed during a previous public hearing.

Mr. Behunin replied there would be. It had been handled during the design review public meeting.

Council Member Jones asked about the location of a basketball court or playground area.

Mr. Behunin said that was also a part of the design review which only goes to Planning & Zoning.

Council Member Jones said as long as that was taken care of.

It was discussed that it was a different property.

There were no further questions.

Mayor Stear opened the public hearing.

Support:

Jay Walker, AllTerra, didn't have any comments.

Greg Bullock, 504 Bayhill Drive, Nampa, Idaho 83686, thanked Council for the opportunity to present this project and shared his appreciation of City staff. He gave a brief review of their plans and promised to make Kuna proud. He requested they delay the hookup fees and connection to City sewer. The project had become very expensive. He noted the reimbursements approved earlier that evening came out to about \$3,000.00 short of what they would be paying in sewer hookup fees so it would balance out pretty nicely. He asked they delay it until it becomes part of the program later on. He stood for questions.

Council Member Buban-Vonder Haar clarified he was referring to lot 10.

Mr. Bullock responded that was correct and thanked Council for their help.

Against: None

Neutral: None

**Council Member Buban-Vonder Haar moved to close the public hearing. Seconded by Council Member McPherson. Motion carried 4-0.**

Council Member Buban-Vonder Haar asked if staff had any issue with delaying the water and sewer hookup.

Mr. Behunin responded that staff was agreeable if Council was agreeable.

Council Member Jones asked if there was a memo from the City Engineer in the packet.

Mr. Behunin said there was and Planning & Zoning staff actually followed the City Engineer's lead in regards to recommending connecting to sewer and water when it was within 300 feet per city code.

Council Member Jones clarified they would be waiving the requirement of that code.

Mr. Behunin replied yes.

Council Member Buban-Vonder Haar was concerned about establishing a precedent. She asked if the City had any history of allowing this.

Mr. Behunin couldn't think of anything off the top of his head but he could say it did not happen very often. He clarified the applicant was not requesting it be waived completely just delayed. They were willing to comply but were asking for more time before that requirement kicked in.

Council Member Jones asked if they had a date.

Mr. Behunin did not. He deferred to the applicant.

Mr. Stanfield said the services would be stubbed into the lot. They would provide a sewer and water stub across the lot boundaries into the lot and they were proposing to terminate it there like they would with any other lot. This was unique because there was a structure on that piece. They were not making the physical connection from the stub to the house. They were asking that be waived until the owner of that house comes in for a building permit at which time the City could legally put on that requirement. It wasn't really anything unusual. The delay comes in because the developer would not be making that connection; it would be whoever becomes the builder or contractor. They could access the water main at any time since it was basically located in their front yard. He gave a brief history of how the water became available.

Council Member Buban-Vonder Haar said it would be distinct in the sense that usually a condition of annexing into the City was as soon as the City's services were within 300 feet they connect, which would apply to an existing structure generally speaking.

Mr. Stanfield replied if that structure came in for a new water and sewer hookup, if their septic failed, they would have to connect.

It was discussed whether or not it would normally be a requirement for an existing structure to connect as soon as services were available.

City Attorney Richard Roats clarified, with an existing system, when the sewer and water infrastructure got within 300 feet they would have to connect to that system. He was not aware of the City having ever granted a variance from this since this code was written. The City had remained very firm on the requirement to connect when the infrastructure was within 300 feet. He was not sure if this was within the nitrate priority area but believed it was. The City and the Department of Health and Welfare were very cognizant of that. The City Engineer's recommendation was to connect. Mr. Roats was concerned that there was no real time frame with this. The residents could live in that house for any number of years without having to get a building permit which meant they would not have to connect to the system. If Council were to grant this request he asked that staff and the applicant enter into what is contemplated in the code, the variance from the 300 feet, and a Memorandum of Understanding be recorded against the property, that newly created

lot, that advises that property owner or any subsequent purchaser that connecting to City infrastructure is a requirement when they get a building permit.

Council Member Buban-Vonder Haar wondered if it would be an acceptable middle ground to put a certain number of years from date of approval.

Mr. Roats stated code allowed for 180 days but if Council wanted to extend it some time frame past that they could work on something along those lines.

Mr. Behunin shared the applicant had just told him off microphone they would go ahead and comply with the condition. They would connect at time of construction.

Council Member Buban-Vonder Haar appreciated the applicant's willingness to help out with that.

Council Member Jones was still concerned this was the lot he was originally talking about. He asked Mr. Behunin, if Council were to approve this as it was presented that night, what recourse would they have to make changes if the concerns he was thinking of were not addressed.

Mr. Stanfield clarified Council Member Jones was correct in his recollections regarding a basketball court. After that initial public hearing though, the neighbor came down pretty hard on them outside. He said he did not want that and the other neighbors did not want that; it was noisy and a nuisance. They decided to pull it off and explained why to the Planning & Zoning Committee. They invited that neighbor to come to the meeting and sent him their plans. Combined with that was the number of trees and the berm along the north. He thought about that later and asked the neighbor where he would like the berm. It was all on the applicant's side with the trees on top. In his experience kids could climb up, peek over the fence, and could throw rocks. He encouraged the neighbor to think of alternatives and the neighbor backed off of that because he recognized the problems it could create. Mr. Stanfield encouraged him to show up to the public hearing and kept in contact with him.

Council Member Jones said since they had complied with everything and no one was opposing it he had no issue with it.

Council Member Buban-Vonder Haar stated this complied with Kuna's goal of having a great variety of housing types and she was excited about the ability to offer smaller housing without yards and multifamily for the community. It definitely complied with the neighborhood core concept and included multifamily within walking distance of commercial opportunities and it would add a little open space. It also was consistent with Kuna Code and the Planning & Zoning Committee approved.

Council President Cardoza asked if the motion needed to include the rental house.

Council Member Buban-Vonder Haar did not think so since it was included in the plat and they agreed to comply with code.

**Council Member Buban-Vonder Haar moved to approve Case No. 16-04-S (Pre Plat). Seconded by Council Member Jones. Motion carried 4-0.**

7. **Business Items:** None

8. **Budget Workshop**  
(Timestamp 00:53:30)

A. Fiscal Year 2018 Budget Presentation – John Marsh, City Treasurer  
*Documents will be provided separately by City Treasurer John Marsh.*

City Treasurer John Marsh provided an overview of the spreadsheet layout. He explained a last minute change in the Total FYE 2018 Expenditure Projection Prior to Contingency Decision. Some wires were crossed concerning a payroll allocation for a current employee. The number was \$6,772,757.00 but the change brought it to \$6,807,118.00 making the deficit number \$503,730.00 instead of \$469,369.00, a \$34,361.00 difference.

Mr. Marsh pointed out some notes that did not change any numbers but he thought they might answer some of Council's questions. He added a row below the Ada County Sheriff line. The item was the City Hall Reserve Replenishments for \$24,443.00. It did not affect the overall numbers because it was already included. The second item he added was already included in the numbers but he had not included it in the front page to call it out; a request from the Clerk's Office for a temporary file clerk position extension for a 9 month period of time. The total in the General Fund was \$20,359.00. The other minor change was near the bottom. There were 2 full time Parks positions requested; a customer service specialist and a field employee. The customer service specialist was actually supposed to be a field employee as well; making it 2 field employees.

Mr. Marsh reviewed the items not included in the budget but were considered wish list items including a Humane Society Increase he thought the Mayor would want to discuss with Council.

Lastly, Mr. Marsh addressed how the City could pay for the projected deficit. He gave the options of triaging some of the expenditures built in and outlined in the other sections, using carryover reserve funds, and a property tax levy. He explained how each option would work and stood for questions.

Council Member Jones pointed out the City Hall Acquisition Reserve line item for \$24,443.00 was actually already listed under Other.

Council President Cardoza asked about the amount listed for the Economic Development Position.

Mr. Marsh explained how they combined the suggested \$60,000.00 gross salary, which actually came out to \$61,232.12 because of a partial pay period at the end of the year, social security, Medicare, health insurance, dental, vision, group life insurance, Perci, and workers compensation to get the number of \$79,879.00 and projected expenditures of \$13,400.00 making the total cost for the position \$93,279.00.

Council President Cardoza asked Public Works and Facilities Director Bob Bachman about the line item for a new pickup for the building inspector. He thought the City had just bought a new pickup for the building inspector the previous year.

Mr. Bachman responded they had. This new pickup would be for the new inspector that was approved at the last Council Meeting.

Council President Cardoza asked if a police car could be used for the building inspector.

Mayor Stear explained it would be a used police SUV.

Mr. Bachman said if it was an SUV it would be fine.

Kuna Police Chief Jon McDaniel explained he and Captain Dusseau, the form Kuna Police Chief, met with the Sheriff about that a month prior to this meeting. They were looking at the fleet and felt pretty positive an SUV would become available if there was a need. He explained the cost of leasing a vehicle. He had not received an official answer from the Sheriff.

Council President Cardoza asked Chief McDaniel if his request was for 2 new vehicles that year.

Chief McDaniel replied it was for 1 vehicle.

Council Member Jones asked Mr. Marsh how the salary was decided for the Economic Development Position.

Mr. Marsh deferred to Planning & Zoning Director Wendy Howell.

Ms. Howell shared she and Mayor Stear had looked at what Mountain Home was doing and scaled it back quite a bit.

Mayor Stear added they based a lot of their information on what Mountain Home was doing including the job description.

Council Member Jones asked Parks Director Bobby Withrow to elaborate on the purpose of the new van.

Mr. Withrow explained they did a lot of sprinkler repairs. The thought behind the van was to build bins inside to carry all of their stock in the van so it would all be on hand and would also keep the parts from getting wet. The guys would not have to keep going back to pick up parts. It would be a cargo type van.

Council President Cardoza asked if Council Members should individually call Mr. Marsh or department heads with budget questions.

Mayor Stear felt this was run at the preference of the Council. They could have the open discussion in the meeting and if they had questions that came up later they could do that. Staff just wanted to be sure Council had the information they needed to make these decisions. Council Members were welcome to call or stop by anytime.

Council President Cardoza asked the Council if they wanted each member to pursue their questions individually or collectively.

Council Member Buban-Vonder Haar felt the meeting had been short so far so she was fine with discussing some of it then. She felt that would help keep the final budget meeting shorter.

Council Member Jones was also fine with discussing it then.

Council President Cardoza asked about the acquisition of the City Shop Yard at \$175,000.00. He asked if that had materialized yet.

Mayor Stear replied they were still in negotiations with ACHD. He explained the options they were exploring.

Public Works and Facilities Director elaborated on the latest option they were discussing.

Council President Cardoza did not like the idea of breaking up the 20 acres.

Mayor Stear said they wanted to make sure they did the right thing and he was not sure that shop and that property would last the City for a huge number of years.

Council President Cardoza asked about the Mesmer Property on the Greenbelt.

Parks Director Bobby Withrow explained he had put it in as a place holder for the time being. There had been talks with John but he was real wishy washy. It could be a possibility in the future though. If the property was acquired they could continue the Greenbelt without having to go up and around and connect through the subdivision.

Mayor Stear added they had looked at purchasing it the previous year but someone else had talked out purchasing it and granting the City that easement. That never materialized which was why they were still holding on the acquisition.

Council President Cardoza asked about the next item, Greenbelt Acquisition, for \$300,000.00. He asked Mr. Withrow to clarify that.

Mr. Withrow explained that was to purchase the Union Pacific Right-of-Way the City currently leased. Again, that was more of a place holder. It was a number Union Pacific threw out when it was being discussed but the property still needed to be appraised.

Council President Cardoza clarified the \$710,000.00 at the bottom of page 2 was not a part of the 503 and they were in essence looking at approximately \$1,200,000.00.

Mr. Marsh replied that was correct.

Mayor Stear shared his concerns regarding the Humane Society contract. As he read the contract, the City was not really receiving the entire amount of service the contract said the City should be. The police department was taking many of those calls they shouldn't have to. He and Chief McDaniel and he and Commissioner Case had discussed it. They were looking into different options for animal control. There were only 2 code enforcement officers for all of Ada County. They were thinking it might be feasible to have another code enforcement officer/animal control person. The problem with police officers doing that work is they didn't have the tools with them to handle dogs and that type of thing. They would continue to look into that and see what they could come up with. His recommendation would be to not give the Humane Society an increase.

Council Member Buban-Vonder Haar asked if he meant Kuna would be starting its own humane society.

Mayor Stear clarified it would be through Ada County. If that were to happen they would talk to the Humane Society about contracting with them and then animal control services would actually be handled through the Ada County Sheriff's Department.

Council Member Buban-Vonder Haar asked if that meant animals would still go to the Humane Society and the City would have to pay some sort of additional fee on a per animal basis.

Mayor Stear said it would be through the County. They just started talking about this. The problem with the Humane Society was they only had a couple animal control officers. At night they were too busy in the big cities to come out to Kuna. He asked Chief McDaniel to explain how that worked.

Chief McDaniel explained that from 6 PM to 8 AM there was only 1 person on call for all of Ada County. The Kuna Police Department tended to get a lot of their calls, particularly in the summer time, that were dog problems and sometimes those turned into neighbor problems or fight situations. These tended to happen in the evenings.

Mayor Stear clarified he was not saying the City should not pay the Humane Society; just that the City should not pay the increase of \$5,000.00.

Council Member Buban-Vonder Haar asked if Council had the authority to do that.

Mayor Stear replied, in the discussion they had with the Humane Society, they just threw out the number \$5,000.00. There was no rhyme or reason for what the value was for what the City was paying but in looking at the contract the City was not getting the services it should be getting. When they asked the Ada County Commissioners for an increase over the last couple of years the Commissioners just said no.

Council Member Buban-Vonder Haar did not have her mind made up on it either way but wanted to be sure the City did not end up in the lurch with no services in place. She suggested the Humane Society should come in and do a presentation like all of the other county service providers. She was even fine with sending them a copy of the Ada County Prosecutors contract which very clearly had a metric for how the fees were set. If they were not doing that she would like them to see what the City expected in order for them to justify the increase.

Mayor Stear said that could be done.

Council President Cardoza thought they were the only entity to not give Council a breakdown of cost.

Council Member Buban-Vonder Haar thought Kuna had never asked for it.

Council President Cardoza said they were not asking for any accountability from the Humane Society.

Mayor Stear said he would contact them.

Council President Cardoza asked about the Anderson Property Acquisition.

Parks Director Bobby Withrow replied that was 4 acres of the 5 acre parcel right off of Strobel Road that ran along Indian Creek.

Council President Cardoza asked if they had consented to selling that property.

Mr. Withrow explained they were still working on the lease and the City still needed an appraisal for a cost for an agreement. They were working on that at that moment.

Mayor Stear added that if the City were to go out there and make those improvements without having some sort of a price locked down then those improvements would be made with no benefits to the City after 2 or 3 years. They were trying to avoid that.

Council Member Buban-Vonder Haar asked Public Works and Facilities Director Bob Bachman to elaborate on the City Hall Basement Wall, Basement Shelving, and Pergola with Seating including what they encompassed and if they had been anticipated when the cost projections for buying City Hall were put together.

Mr. Bachman explained the basement wall and area was to create a secure area around the server and the permanent documents for when someone was down there for a break for example. They would be putting a wall up running east to west with a door that locked so it would only be accessible to certain people making it possible for people to go down there for breaks.

Council Member Buban-Vonder Haar thought she remembered a fireproof room in the plans for City Hall and that those items would have been included in that.

Mr. Bachman replied not exactly. Basically, the entire area was fire resistant because of the sprinklers. The more he looked at that during construction it would not have made sense to put in a separate room. He had considered putting a door at the bottom of the stairs that locked but then it was decided to put a break area down there. The plan changed to put the wall back about 15 feet and leave an approximately 30 by 15 foot area for a break area.

Council Member Buban-Vonder Haar asked if the decision to not do a fireproof room came during budgeting for City Hall or if it was made during construction thereby saving the City money.

Mr. Bachman responded no money was saved. Some of the material had already been purchased and when some of the other areas went over it probably all balanced out.

Council Member Buban-Vonder Haar wanted to know about the basement shelving.

Mr. Bachman said the basement shelving was to get the files up off the ground and give them some cover in case the sprinklers did go off. The line item was for a rack system. He looked at systems that would do that and leave a walking path.

Council Member Buban-Vonder Haar asked if the pergola and seating was for the back patio or the front area.

Mr. Bachman replied the front grass area.

Council Member Buban-Vonder Haar explained she was the 1 person to vote for the other City Hall. She had been concerned about being asked right away for more money for the new location and whether or not the final cost was being looked at. She was nervous that it was starting already. She then asked where the Facility Energy Upgrades would be.

Mr. Bachman said all facilities. It was a continuous thing so the City could continue making improvements; do more LED retrofits and things like that.

Council Member Jones asked City Treasurer John Marsh about the overall numbers from the previous year. He asked what contingency the year started with.

Mr. Marsh replied \$1.5 million and change in the reserve balance. A certain amount had been budgeted in carryover and Council adopted certain expenditures that utilized some of that reserve which brought it down to \$1.2 million in contingency. The year ended fairly close to what had been forecasted which was \$1.5 million and change.

Council Member Jones clarified he was projecting to end at \$1.8 million.

Mr. Marsh confirmed that number.

Council Member Jones thought the previous year's budgeting started with about a \$400,000.00 deficit.

Mr. Marsh did not recall but thought it was probably very similar. That was why he mentioned the X amount of reserves forecasted. City Council took some of that off the top for one-time expenditures and then the remaining balance went into contingency leaving cash reserves at the end of the year of \$1.5 million.

Council Member Jones was looking at the fact that the City came out \$300,000.00 ahead even though the year started with a \$400,000.00 deficit. He would like there to be no deficit but the City was able to overcome the deficit the previous year. He did not see how they could cut \$500,000.00 out of the budget to make it balance. Even taking the full levies would not cover all of it.

Mr. Marsh explained there were several things happening. There were ongoing expenditures that would have to be covered by an ongoing revenue source which was forecasted in. Those things could wane over time depending on the economy and there was some inflation happening so building activity could slow down. The numbers he forecasted had a little reduction in them to try to mitigate some of the impact of that. There was also sales tax revenue sharing, a large item, which had been growing. If the economy took a hit that number would also wane a little bit. Those ongoing revenues were covering in addition to the prospective for property tax levy increase which, if that was going to happen, that was the time to do it. The items that yielded the deficit were all one-time items. The thinking was that while

the City had the projected reserves of \$1.8 million it should be utilized to pay for the one-time costs that would not recur. It was pulling money out of money saved. Also if the economy continued as it was there would likely not be that deficit.

Council Member Jones remembered a concern from the previous year was having those reserves in case something happened with the economy. Spending them would not accomplish that.

Council Member Jones asked if Mr. Marsh projected taking the foregone and 3% would lower the levy rate .029%.

Mr. Marsh explained if the City levied the max property tax amount, \$266,000.00, the levy rate would be about .0029%. At that moment they were at .003% and some change. If they did nothing with the taxes and left them as they were the previous year it would drop to .026%. They were below where they were the previous year and way below the limit of .009%.

Council Member Jones appreciated Parks Director Bobby Withrow's 5 year plan. It was very helpful to him to see what Mr. Withrow was projecting for his expenditures of what would be needed over the next 5 years based on Kuna's growth. He stated the playground equipment on the not included items list was something he felt Kuna's parks needed more of. He wanted to see something set up to do that recurrently. Council had discussed using the City Hall Replenishment fund for something else. He would consider using that \$24,000.00 for a playground sinking fund. It was a little less than what Mr. Withrow had been asking for but in the long run it might help. He asked if Council or Mayor Stear had any comments regarding that.

Mayor Stear replied that would be fine. The City received a lot of comments about needs for playground equipment. It would certainly be an honorable use of that money.

Council President Cardoza asked what the allocation of the impact fees was.

Mr. Withrow explained it was used for getting more parks, not for adding to pre-existing parks.

Council Member Buban-Vonder Haar added that the City was also restricted to using those fees in areas that had new growth occurring. It could not be used at a park like Bernie Fisher Park but if there was a bunch of development near an existing park there might be some ability to use that funding to improve that park.

Council President Cardoza asked Mr. Withrow if it was for acquisition only or if structures could be put on that acquisition.

Mr. Withrow replied it was acquisition and installing new parks.

Council Member Jones gave the example of Arbor Ridge for a park that was in an area with a lot of growth. He asked if impact fee money could be used to improve Arbor Ridge or if it had to be structures for a new land acquisition.

Mr. Withrow said to a point. They City had to keep the same level of service so in order to do something out there the City had to have something somewhere else. If they wanted to put up a new bathroom in Arbor Ridge they needed to plan on having land somewhere else and putting a bathroom on that land as well.

Council President Cardoza asked how much the impact fee was per home.

Mr. Withrow responded \$939.00.

Council President Cardoza asked if that carried forward in the budget.

Mr. Marsh replied they would see that at the next Council Meeting Budget Workshop in the Park Impact Fee Fund. There was a significant amount of money in there. He would provide a full summary of everything.

Council President Cardoza clarified it was a separate fund from the General Fund.

Mr. Marsh confirmed it was.

Council Member Jones noted Mr. Marsh plugged in option 2 for the Ada County Sheriff's Office line item. He wanted to know about the difference in the dollar amount between the options.

Mr. Marsh stated option 2 had the SRO and option 1 was the base option. Option 2 was the highest and was recommended by Kuna Police Chief Jon McDaniel. Those were the only 2 options.

Mayor Stear stated the goal of putting this budget together was to look at the General Fund and the expenses that were ongoing and to tie that to the City's associated ongoing income. They did not want to take any substantial hits if the economy tanked again.

Council President Cardoza thanked the City for the carryover of almost \$1.8 million. It showed that the City of Kuna was conservative. He felt every department head was doing their job. He also thanked Mr. Marsh for making the budget look like an easy job. It was very easy for him to follow.

Council Member Jones had no problem taking the annexation and the new construction. He felt it was a given. The others he thought could be discussed. He asked Mayor Stear if he felt there was a way to sharpen a pencil on any of it or if he felt they had already done that.

Mayor Stear felt they had gotten to the point where the need was there but they could make whatever cuts they needed to make. They definitely wanted to project that the monies needed to keep coming for police protection and those types of things. He felt that with the type of growth Kuna was experiencing it was the right time to take those tax increases. It had the least amount of impact on citizens to take it when the economy and growth were the way they were.

Council Member Jones felt Kuna was outpacing commercial faster than he would like. He thought everyone would like more commercial. It would still be a hang up for him to take money when it wasn't needed but he understood it was a spending limit that would have to be increased every year.

Mayor Stear responded his goal as a mayor would always be to make the impact on the citizens as pain free as possible. He took a lot of pride in the fact that Kuna had a great police department and the things they did for Kuna. He would hate to have anything happen that would force the City to reduce that level of service or to hit the taxes payers in the pocket book at time when it would really hurt. He was pleased they were able to run Kuna on a .003% when other cities are running a .009%.

Council Member Jones understood and did not have a problem with it.

Council President Cardoza stated the budget showed FYE 2017 actual at \$1,073,000.00. Mr. Marsh had the budget for FY 2018 at \$965,000.00. He asked if that was ultra-conservative.

Mr. Marsh replied there was an element of conservatism built in there. The primary line item they pared back was the forecast for the Planning & Zoning Revenue. It was at a substantial level. If it finished out the year as projected it would be over \$400,000.00 what they planned. His fear and belief was that was unsustainable. At some point in time it would falter and he did not know if it could sustain itself into the new year at that level. The new value factors in a 10% reduction on where they forecasted the end of the year to finish for FYE 2017. He explained signs he saw in the market place to support this.

Council President Cardoza asked about property taxed revenue. It looked like the budget showed \$2,067,086.00. He thought with new homes coming in there should be higher property tax revenue.

Mr. Marsh explained the way property tax revenue worked. It did not matter how many homes came in; it was limited to the dollar value the City could levy. The levy could only be increased by a maximum of \$266,000.00 that year. If Kuna doubled in size the next year it would put down the pressure regardless of what was levied. If the opposite happened it would not change the revenue source. The revenue source was fixed at what Council set it at.

Council President Cardoza asked if the State established the mail levy.

Mr. Marsh responded it was done by the County. They could calculate it there depending on what the City levied because they knew primarily what the tax values were right then. They did adjust as they went through the summer as they went through different role books; they would find errors or have things come through Board of Corrections and then the State did the utility property which they didn't have until almost September. Generally speaking, they were pretty close on the mail rates but they would adjust very slightly.

Council had no further questions at that time.

Mayor Stear thanked Mr. Marsh for his time and effort.

Mr. Marsh stated at the next Council Meeting Budget Workshop in 2 weeks they planned to put forward the Public Works items and any other smaller budget items such as trash and things of that nature. The thinking was that at that point in time they would set a tentative budget and follow that with a public hearing at the next meeting. If Council did not think they could get there at the next meeting w they should schedule an interim meeting between that meeting and a few days after the next meeting. They did have a public hearing that would occur mid-August and they needed to publish that hearing for 2 weeks prior. He asked that Council consider that. If they felt comfortable with where they were at it could probably get done at the next meeting.

Council Member Jones clarified Mr. Marsh was thinking August 1, 2017 for the public hearing.

Mr. Marsh replied the actual public hearing was for mid-August and they had to publish the hearing notice the 2 consecutive weeks prior. They had a little time between the next Council Meeting and those 2 weeks.

Council Member Jones asked if they had any concerns by the July 18, 2017 meeting those could be resolved with another meeting after that.

Mr. Marsh said that was correct. Hopefully everything would get hammered out by the 18<sup>th</sup> but if it wasn't they would have to schedule an interim meeting.

Council Member Jones clarified they would be looking at Public Works and the Park Impact Fee.

Mr. Marsh responded yes, Public Works would be pretty extensive but it didn't involve property taxes and the like so it was a little simpler. Then they had trash, Park Impact Fees, Capital Projects Fund which feeds from the General Fund, and Late Comers. It wasn't a lot volume wise but the items were a lot individually.

Council Member Jones appreciated his time.

9. **Ordinances:** None

10. **Mayor/Council Announcements:**

*(Timestamp 01:58:53)*

Council Member Jones asked City Clerk Chris Engels about the e-mail she sent out regarding Downtown.

Ms. Engels replied she had heard from him and Council President Cardoza but not from the other Council Members.

Council Member Buban-Vonder Haar clarified this was on having an additional workshop versus discussing it during a Council Meeting.

Ms. Engels confirmed it was. The bids came back \$300,000.00 over the engineer's estimate. She was asking if they wanted to discuss it in an individual workshop or during a Council Meeting.

Council Member Buban-Vonder Haar did not want to make a Council Meeting super long but it was her preference to do it when they were all already together.

Ms. Engels responded that was fine.

Council President Cardoza said it sounded like the City Clerk needed to find another grant.

Ms. Engels stated she had been looking.

Mayor Stear added everyone was so busy they were marking up their bids. They had just gone through this with a project the City Engineer had budgeted for.

City Treasurer John Marsh noted a very similar period occurred just before the last economic downturn. He hoped things were not headed in the same direction.

11. **Executive Session:**

*(Timestamp 02:01:14)*

A. Adjourn to Executive Session Pursuant to Idaho Code 74-206(d) for the Purpose of Discussing an Indigency Request

***B. Adjourn to Executive Session pursuant to Idaho Code 74-206(b) for the purpose of discussing a personnel matter.***

**Council Member Buban-Vonder Haar moved to adjourn to Executive Session pursuant to Idaho Code 74-206(d) for the purpose of discussing an Indigency Request and pursuant to Idaho Code 74-206(b) for the purpose of discussion a**

personnel matter. Seconded by Council President Cardoza. Approved by the following roll call vote:

**Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar, and McPherson.**

**Voting No: None**

**Absent: None**

**Motion carried 4-0.**

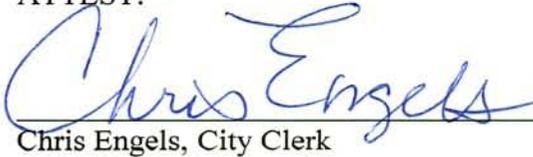
**Council Member Buban-Vonder Haar moved to leave the Executive Session. Seconded by Council Member Jones. Motion carried 4-0.**

**Council Member Buban-Vonder Haar moved to approve not less than \$125.00 per month until the balance was resolved. Seconded by Council Member Jones. Motion carried 4-0.**

**Council Member Buban-Vonder Haar moved to unappoint Antonio Conti as City Engineer effective July 5, 2017. Seconded by Council Member Jones. Motion carried 4-0.**

**12. Adjournment: 9:10 PM**

ATTEST:



Chris Engels, City Clerk



Joe L. Stear, Mayor



*Minutes prepared by Ariana Welker, Deputy City Clerk  
Date Approved: CCM 07.18.2017*





# CITY OF KUNA

751 W. 4<sup>th</sup> Street • Kuna, Idaho • 83634 • Phone (208) 922-5274  
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## SIGN-UP SHEET

### July 5, 2017 – City Council Public Hearing

Case Name: **17-02-ZC (Darius Elison – One Call Restoration: 315 East Avalon St., Kuna, ID 83634)**  
Case Type: **Rezone**

Please print your name below if you would like to present oral testimony or written exhibits about this item to the City Council.

IN FAVOR		NEUTRAL		IN OPPOSITION	
<input type="checkbox"/> <u>Testify</u>	<input type="checkbox"/> <u>Not Testify</u>	<input type="checkbox"/> <u>Testify</u>	<input type="checkbox"/> <u>Not Testify</u>	<input type="checkbox"/> <u>Testify</u>	<input type="checkbox"/> <u>Not Testify</u>
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<input type="checkbox"/> <u>Testify</u>	<input type="checkbox"/> <u>Not Testify</u>	<input type="checkbox"/> <u>Testify</u>	<input type="checkbox"/> <u>Not Testify</u>	<input type="checkbox"/> <u>Testify</u>	<input type="checkbox"/> <u>Not Testify</u>
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<input type="checkbox"/> <u>Testify</u>	<input type="checkbox"/> <u>Not Testify</u>	<input type="checkbox"/> <u>Testify</u>	<input type="checkbox"/> <u>Not Testify</u>	<input type="checkbox"/> <u>Testify</u>	<input type="checkbox"/> <u>Not Testify</u>
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_____ City	_____ State, Zip	_____ City	_____ State, Zip	_____ City	_____ State, Zip



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SIGN-UP SHEET

July 5, 2017 – City Council Public Hearing

Case Name: T N T ESTATES SUBDIVISION – (Troost Family Living Trust) – Rep. Jay Walker.

Case Type: Requests approval for a preliminary plat over approximately 4.70 acres of land, currently zoned R-12 (High Density Residential). Applicant proposes to subdivide the parcel into nine buildable lots and one common lot, in preparations for a multi-family project. The site is located near the northeast corner (NEC) of Deer Flat Road and School Avenue.

Please print your name below if you would like to present oral testimony or written exhibits about this item to the Commission or City Council.

Table with 3 columns: IN FAVOR, NEUTRAL, IN OPPOSITION. Each column contains checkboxes for 'Testify' and 'Not Testify', followed by fields for Print Name, Print Address, City, State, and Zip. Includes handwritten entries for Jay Walker and Greg Bullock.