

**CITY OF KUNA
REGULAR CITY COUNCIL MEETING
MINUTES**

TUESDAY, MAY 5, 2015

Kuna City Hall Council Chamber, 763 W. Avalon Street, Kuna, Idaho

7:00 P.M. REGULAR CITY COUNCIL

1. Call to Order and Roll Call

COUNCIL MEMBERS PRESENT: Mayor W. Greg Nelson
Council President Richard Cardoza
Council Member Briana Buban-Vonder Haar
Council Member Pat Jones
Council Member Joe Stear

CITY STAFF PRESENT: Gordon Law, City Engineer
John Marsh, City Treasurer
Wendy Howell, Planning & Zoning Director
Richard Roats, City Attorney
Chris Engels, City Clerk
Bobby Withrow, Parks Supervisor
Troy Behunin, Senior Planner
Bob Bachman, Fleet/Facilities Manager

2. Invocation: Randy Maxwell, Seventh Day Adventist

3. Pledge of Allegiance: Mayor Nelson

4. Consent Agenda:
(Timestamp 00:02:00)

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 Old Business or as instructed by the City Council.

- A. City Council Meeting Minutes:**
 - 1. Council Meeting April 21, 2015**

- B. Accounts Payable Dated April 16, 2015 in the Amount of \$104,468.99**

- C. Alcohol Licenses:**
 - 1. Pizza Hut #2163 – On Premise Beer**

2. 4E's Bar – Liquor-by-the-Drink and On Premise Wine

D. Findings of Facts and Conclusions of Law:

Council Member Jones asked about the electrical and plumbing permits being the cause of the need for additional hours for the Planning and Zoning part time person and if the fees cover the labor cost.

City Treasure John Marsh confirmed that was correct. In response to Mayor Nelson, the permitting is more convenient and basically the same price as to what the State charged but doesn't have the numbers with him and could follow up if requested.

Council Member Stear moved to approve the consent agenda as presented. Seconded by Council Member Buban-Vonder Haar, all voting aye. Motion carried 4-0.

5. Citizen's Reports or Requests:

6. **Public Hearings:** (7:00 p.m. or as soon thereafter as matters may be heard.)
(Timestamp 00:05:00)

A. Continued Public Hearing for Ordinance 2015-08 (*motion below under 8A*) – Wendy Howell, Planning and Zoning Director

AN ORDINANCE OF CITY OF KUNA, IDAHO, AMENDING TITLE 5, CHAPTER 16, SECTION 3, ENTITLED "LOT SPLIT" TO: CLARIFY THE DEFINITION OF LOT SPLIT; TO AMEND WHEN SIDEWALK CONSTRUCTION IS REQUIRED; TO AMEND THE REQUIREMENTS FOR SEWER, WATER, AND STORM DRAINAGE; CHANGE GRADING REQUIREMENTS; REDEFINE AND ORIGINAL LOT, PARCEL OR TRACK OF LAND; DELETE SEPTIC TANKS AND PRIVATE WELL PLACEMENT REQUIREMENT; AND PROVIDE AN EFFECTIVE DATE.

Planning and Zoning Director Wendy Howell provided to Council that the changes from the last version included the original lot refers to the definition on the third page, number 14. It was clarified in section 1, sub section A. The remaining document is the same.

Council Member Buban-Vonder Haar added that it should say B.14 instead of 15 and a period added after 1977 in B.14.

Ms. Howell explained the ordinance that caused confusion at the last meeting would be going to the Planning and Zoning Commission for approval before coming to Council.

Support: None

Against: None

Neutral: None

7. Business Items:

A. Consideration to Approve 15-03-FP, Final Plat for Timbermist No. 1- Troy Behunin, Senior Planner

Applicant requests Final Plat approval for Timbermist No. 1, which proposes 62 residential lots and seven (7) common lots.

(Timestamp 00:12:00)

Senior Planner Troy Behunin updated Council it is located at the northeast corner of Linder and Hubbard Roads and that all requirements have been met.

Council Member Jones asked in general, at what point the City follows up with the commitments such as common area and other items from the developer for completions.

Mr. Behunin follows up with the preliminary plat when the final plat comes forward to make sure all requirements have been met. The final plat signatures won't be provided until they complete Design Review compliance for the landscaping for common areas. Any items that are not met, the developer is required to complete before final approval is given.

Council President Cardoza asked about on page one, showing that block 8 is designated as common area for a total of 5 lots.

Mr. Behunin confirmed that was correct.

Council President Cardoza asked where is block 5, lot 12?

Mr. Behunin clarified that there isn't a lot 12 in block 5. He explained how the lots and blocks are laid out with block designated before lot.

Sherry Styles with Engineering Solutions, Meridian Idaho and represents the developer. Ms. Styles explained there are 7 common lots and clarified any fencing or landscaping that wouldn't be completed, a surety is posted for 125%. Everything else is required to be completed. She stood for questions.

Council Member Stear moved to approve 15-03-FP, Final Plat for Timbermist No. 1. Seconded by Council Member Buban-Vonder Haar, with the following roll call vote:

Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar and Stear
Voting No: None

B. Consideration to Approve Resolution R23-2015 Signing of Third Addendum to Master License Agreement to place Municipal Irrigation Facilities in Public Right-of-Way – Gordon Law, City Engineer

(Timestamp 00:22:30)

A RESOLUTION OF THE CITY OF KUNA, IDAHO APPROVING THE THIRD ADDENDUM TO MASTER LICENSE AGREEMENT FOR A MUNICIPAL PRESSURE IRRIGATION SYSTEM WITHIN THE PUBLIC RIGHTS-OF-WAY WITH THE ADA COUNTY HIGHWAY DISTRICT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT.

City Engineer Gordon Law explained this was an agreement with ACHD for the placement of pressurized irrigation facilities in public right of way. It addresses placing an irrigation main along Avalon Street from the LDS Church, east toward to Auto Zone on the north side of Avalon. The request is for Mayor to have authority to sign.

**Council Member Stear moved to approve Resolution R23-2015. Seconded by Council Member Buban-Vonder Haar with the following roll call vote:
Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar and Stear
Voting No: None
Absent: None
Motion carried 4-0.**

- C. Consideration to Approve Resolution R24-2015 Award of Bid to Post Drilling, Inc. for Well 11 Project – Gordon Law, City Engineer
(Timestamp 00:24:10)

RESOLUTION AWARDDING BID FOR THE WELL 11 PROJECT TO POST DRILLING, INC. IN THE AMOUNT OF \$99,901.00 FOR THE DRILLING AND DEVELOPMENT OF WELL 11; DIRECTING EXPENDITURE OF FUNDS INCLUDING UP TO \$125,000.00 FROM THE WATER FUND CONTINGENCY ACCOUNT FOR SAID PROJECT; AND AUTHORIZING THE MAYOR, CITY CLERK AND CITY ENGINEER TO EXECUTE CONTRACT DOCUMENTS WITH SAID BIDDER.

City Engineer Gordon Law explained is a continuation of the item of drilling Well #11. There was one bid received from the advertisement in the amount of \$99,901 to drill the production well in Butler Park. There is a second item that there was an additional item to raise the contingency amount from \$100,000 to \$125,000.

**Council Member Stear moved to approve Resolution R24-2015. Seconded by Council Member Buban-Vonder Haar with the following roll call vote:
Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar and Stear
Voting No: None
Absent: None
Motion carried 4-0.**

- D. Consideration to Approve Resolution R25-2015 Award of Bid for Arbor Ridge Park Ditch Relocation – Bobby Withrow, Parks Supervisor
(Timestamp 00:25:56)

RESOLUTION AWARDING BID FOR THE ARBOR RIDGE PARK DITCH RELOCATION PROJECT TO JIM RUSSELL EXCAVATION, INC. IN THE AMOUNT OF \$19,887.00 FOR INSTALLATION OF THIRTY SIX INCH PIPE; DIRECTING EXPENDITURE OF FUNDS INCLUDING UP TO \$15,000.00 FROM THE PARKS CAPITAL EXPENDITURES; AND AUTHORIZING THE MAYOR, CITY CLERK AND CITY PARKS DIRECTOR TO EXECUTE CONTRACT DOCUMENTS WITH SAID BIDDER.

Parks Supervisor Bobby Withrow explained this is to redirect the ditch at Arbor Ridge Park to install larger fields. KPAL will be helping and they have a volunteer to pour the boxes. This is for laying the pipe in the ground. He stood for questions.

Council Member Jones clarified there was approximately \$12,000 - \$15,000 left over in the budget and asked if that was out of the \$64,000 of the High Five Grant for \$25,000, Council allocation of \$27,000 and KPAL of \$7,000. Council Member Jones expressed his concern about the cost of building the fields and if we are within budget.

Mr. Withrow explained that the pipe would be in budget but the fields would be over the budget.

Council Member Jones asked if there was any additional funding from KPAL or Soccer Express.

Mr. Withrow said he hadn't spoken with Soccer Express and KPAL wasn't able to find anyone to do the work for free.

**Council Member Stear moved to approve Resolution R25-2015. Seconded by Council Member Buban-Vonder Haar with the following roll call vote:
Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar and Stear
Voting No: None
Absent: None
Motion carried 4-0.**

- E. Consideration for up to \$3,000 match for Idaho Power Marketing Grant – Chris Engels, City Clerk
(Timestamp 00:30:23)

City Clerk Chris Engels requested funds as a match to apply for the grant to update the city marketing materials for economic development as well as their digitalization for the website. In addition, a possible slide show or video may be in order. Ms. Engels stood for questions.

Council Member Jones asked if the \$1,500 approved in the fiscal year budget for marketing had been used.

Ms. Engels confirmed they had been used.

Council Member Buban-Vonder Haar is supportive and expressed the importance of the entire website being updated and serves as a community resource.

Ms. Engels responded that as part of the new personnel manual will include what department all the website updates should go to and the discussion is for it to go through the Clerk's office so it is continual. Each department has been trying to do it themselves. She recognizes the concerns and believes staff is working toward a resolution.

Council Member Stear moved to approve up to \$3,000 match for Idaho Power Marketing Grant. Seconded by Council Member Buban-Vonder Haar with the following roll call vote:

Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar and Stear

Voting No: None

Absent: None

Motion carried 4-0.

- F. Discussion for Council Direction on possible Reservation Fees for New Park Amenities – Bobby Withrow, Parks Supervisor
(Timestamp 00:35:58)

Parks Supervisor Bobby Withrow explained with all the new amenities being installed, he thought it may be a good idea to discuss possible reservation fees for some of the shelters at the parks for exclusive access for users. A suggested cost is \$5 per hour for covered area and then \$10 for sand volleyball court, horseshoe pits and the disc golf course.

Mayor Nelson added the amenities are very popular and people want to rent them for personal use.

Council Member Stear asked how long it takes to play a round of disc golf.

Mr. Withrow responded about 30 to 45 minutes to 90 minutes.

City Clerk Chris Engels added that 3 calls have been received for reserving the sand volleyball court and second for the disc golf course.

Council President Cardoza asked if the leagues pay for the baseball diamonds.

Mr. Withrow explained they don't but they pay for the diamond dust so in years past, that has acted as their reservation or fee for using the fields.

Council President Cardoza stated he isn't sure if he supports the idea of renting public area for their own personal use in fairness to the tax payers. I could see where a problem could occur with use. Also, if the city doesn't charge for the baseball fields after the city spent \$19,000 last year, how do we charge for these? What is paid for and what is free.

Council Member Jones understands that the greenbelt cannot be rented out.

Ms. Engels explained the greenbelt is not being rented out but the use of the amenity itself for exclusive use. The disc golf course reservations would come into effect with leagues and tournaments and a fee would be appropriate.

Council Member Jones doesn't have a problem with the concept but would like to know how it would be enforced and how to inform the public. Perhaps on the website.

Mayor Nelson suggested keeping track of requests.

Council Member Buban-Vonder Haar thought this was easier for single serve type amenities such as covered picnic areas, volley ball and horseshoes. Disc golf and Skate Park are harder and perhaps to move forward with the single use amenities.

Council Member Stear said that he agreed if a tournament was occurring and was monopolizing the course, making it hard for other people to play through, in those cases, it would be appropriate for a fee to help maintain the course. On the others, if a person wants to reserve a space they should be able to.

Ms. Engels explained that other cities use a block of time and the average seems to be around \$10 an hour. Kuna doesn't do blocks of time with the bandshell or gazebo and do it based on number of people. For the smaller covered tables, \$5 per hour seemed appropriate for exclusive use. Signage has been discussed to show when something is reserved.

Council Member Buban-Vonder Haar would like to have the signage include the website with a calendar to check availability.

Ms. Engels said that a specific calendar was being worked on.

Council Member Buban-Vonder Haar thought the fees were fair but the disc golf course may be low.

Fleet/Facilities Manager Bob Bachman added that he spoke to the gentleman who runs the Kuna League and in other areas; it is \$20 to \$50 a week and pay it at other courses.

City Attorney Richard Roats will bring further information for a resolution to the next Council meeting.

In response to Council Member Jones, Ms. Engels said space is not double booked and indicated there needs to be a public hearing for the fees.

Council President Cardoza suggested looking into a per person charge.

Council Member Buban-Vonder Haar also suggested Mr. Roats talk with the owner of Boise Disc Golf about charges for tournaments and leagues.

- G.** Discussion for Fiscal year Ending September 30, 2014 Budget Workshop Planning Calendar – John Marsh, City Treasurer
(*Timestamp 00:54:15*)

City Treasurer John Marsh explained to that he had established a calendar for the budget for this fiscal year. He chose Monday's on off Council weeks for additional workshops.

Mayor Nelson updated Council that he was going request to raise the Mayor and Council salary for this coming fiscal.

City Clerk Chris Engels added the last date for an ordinance to be passed to raise Mayor and Council is August 20, 2015.

City Engineer Gordon Law asked the date of the tentative budget adoption.

Mr. Marsh responded it is scheduled for August 10, 2015.

Council Member Jones is fine with Monday's but needs to know soon so he can request time off work and asked when budgets need to be turned in so Council has advance time to review the budget before meetings.

Mr. Marsh explained that the process would be different this year and the process should be in a timely manner and budget setting.

- H.** April Construction Report – Gordon Law, City Engineer
(*Timestamp 01:01:25*)

City Engineer Gordon Law stood for questions.

- I.** Projects Update – Bob Bachman, Fleet/Building Maintenance Manager
(*Timestamp 01:03:42*)

Fleet/Building Maintenance Manager Bob Bachman stood for questions.

- J.** Employee Health Benefit Update (no attachment) – John Marsh, City Treasurer
(*Timestamp 01:05:21*)

City Treasurer John Marsh updated Council that the City is in the process of getting additional quotes with good options. It could be a possible 2 choice plan that will save the city from \$100,000 to \$130,000. Employees have asked for dependents to be more affordable. Mr. Marsh will be meeting with employees to get input and preferences and will bring recommendations to Council at the May 19, 2015 Council meeting.

Council Member Stear asked if various carriers are being looked at.

Mr. Marsh answered he is and it is a fairly new carrier to this market place and are tied to a specific health system. There are still a few things to vet in the process.

Council Member Stear suggested there be 2 or 3 employee meetings so everyone can be sure to understand and ask questions.

Mayor Nelson suggested that Council be invited to attend as well.

Council Member Jones asked if there would be numbers for the budget cycle.

Mr. Marsh said it would. He explained with the new plans, dependents could be brought on at a more affordable rate. The dual option could be a good choice for employees.

8. Ordinances:

(Timestamp 00:10:08)

A. First Reading of Ordinance No. 2015-08 Zoning Ordinance Amendment

Consideration to waive three readings

Consideration to approve ordinance

Consideration to approve a summary publication of the ordinance

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Council Member Stear moved to waive the three readings of Ordinance No. 2015-08.

Seconded by Council Member Buban-Vonder Haar:

Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar and Stear

Voting No: None

Absent: None

Motion carried 4-0.

Council Member Stear moved to approve Ordinance No. 2015-08. Seconded by Council Member Buban-Vonder Haar with the following roll call vote:

Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar and Stear

Voting No: None

Absent: None

Motion carried 4-0.

Council Member Stear moved to approve a summary publication of Ordinance No. 2015-08. Seconded by Council Member Buban-Vonder Haar with the following roll call vote:

Voting Aye: Council Members Cardoza, Jones, Buban-Vonder Haar and Stear

Voting No: None

Absent: None

Motion carried 4-0.

9. Mayor/Council Discussion Items:

(Timestamp 01:13:53)

Mayor Nelson discussed that he attended the Boise City, Ada County Housing Authority conference to see how the City could be more involved for homeless families and assistance. He suggests the Housing Authority be invited to educate the City on how to track and locate homeless in the city.

Mayor Nelson updated that economic development was moving forward and several large companies are looking at Kuna.

City Attorney Richard Roats will work on getting things settled with the Meridian Kuna line as there hasn't been a response from Meridian for a meeting.

Council Member Stear asked if anything should be set up with Zion's Bank to work on potential services for the industrial area.

Mayor Nelson thought KeyBank would be appropriate because of the EDU's. A meeting will be put together for installing a trunk line.

- A.** May 19, 2015 Council Meeting and Recreation District Election occur on the same day. Continue with Council Meeting as set or reschedule?

City Clerk Chris Engels updated what was up for election in Kuna and the tentative items for the agenda.

Mayor Nelson asked Council if they preferred to have the meeting as scheduled, move it or cancel it.

Council Member Jones prefers Tuesday and prefers to keep the meeting as it is.

Council was agreeable to keep it as is.

Council Member Buban-Vonder Haar worries about people choosing between voting and attending Council meetings but there isn't large attendance at the meetings. She thought there was an existing resolution that moved meetings and asked if we should have a motion.

City Attorney Richard recommended a motion.

Council Member Stear moved to have the regular Council meeting on May 19, 2015. Seconded by Council Member Jones, all voting aye. Motion carried 4-0.

City Clerk Chris Engels announced Dawn Stephens is the new Deputy City Clerk and invited Council to stop in and meet her.

10. Announcements:

11. Executive Session:

12. Adjournment:

Council Member Stear moved to adjourn the meeting at 8:24 p.m. Seconded by Council President Cardoza, all voting aye. Motion carried 4-0.

W. Greg Nelson, Mayor

ATTEST:

Chris Engels, City Clerk

*Minutes prepared by Chris Engels
Date Approved: CCM 05.19.2015*