

## OFFICIALS

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



## CITY OF KUNA

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

### City Council Meeting AGENDA Wednesday, May 18, 2016

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

1. **Call to Order and Roll Call**
2. **Invocation:** Scott Piper, First Baptist Church
3. **Pledge of Allegiance:** Mayor Stear
4. **Consent Agenda:**

*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:

1. Regular City Council Minutes, May 3, 2016

#### B. Accounts Payable Dated May 12, 2016 in the Amount of \$450,183.58

#### C. Alcohol Licenses:

#### D. Resolutions

#### 5. **Community Reports or Requests:**

- A. Ada County Assessors Annual Report – Robert McQuade, Ada County Assessor

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

- A. Ordinance No. 2016-11 and Resolution No. R37-2016 Business License Renewals and Associated Fees – Chris Engels, City Clerk

1. Public Hearing on Resolution No. R37-2016 Establishing Fees for Business Licenses
2. Consideration to approve Resolution R37-2016 Establishing Fees for Business Licenses

A RESOLUTION OF THE CITY COUNCIL FOR KUNA, IDAHO  
ESTABLISHING FEES FOR BUSINESS LICENSES ISSUED BY THE CITY  
OF KUNA, IDAHO.

3. *Second Reading* of Ordinance No. 2016-11 Amending Business License Code

AN ORDINANCE OF THE CITY COUNCIL FOR KUNA, IDAHO  
AMENDING THE CITY OF KUNA, IDAHO'S BUSINESS LICENSING  
CODE TO CLARIFY THAT IT APPLIES TO A COMMERCIAL BUSINESS  
OR HOME OCCUPATION OPERATING WITHIN THE CITY LIMITS;  
STRIKING THE EXCEPTIONS TO LICENSE REQUIREMENT; PROVIDING  
THAT THE CLERK OR DESIGNEE MAY ISSUE THE LICENSE; STRIKING  
THE FEE AMOUNT AND PROVIDING THAT THE FEE SHALL BE SET BY  
RESOLUTION OF THE CITY COUNCIL; PROVIDING THAT LICENSE  
FEES SHALL BE PAID IN FULL; PROVIDING THE APPLICATION FOR  
LICENSE SHALL BE SUBMITTED TO THE CLERK AND PAID IN FULL;  
PROVIDING FOR SUSPENSION OF LICENSES; PROVIDING A LICENSE  
SHALL BE VALID FOR A DURATION OF TWELVE (12) MONTHS;  
PROVIDING THAT FAILURE TO PROCURE A LICENSE SHALL BE  
PUNISHABLE AS AN INFRACTION IN THE AMOUNT OF TWENTY-FIVE  
DOLLARS (\$25.00) FOR EACH VIOLATION; PROVIDING A  
SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

## **7. Business Items:**

- A. Ensign Subdivision Access Request – Lance Warnick, Aspen Engineers/Troy Behunin, Senior Planner

A request from Aspen Engineers for consideration to approve construction of a commercial driveway from Meridian Road (SH 69), for property located at 821 N. Meridian Road. This property is just south of McDonalds in the Ridley's Family Center Commercial Subdivision.

- B. Downtown Revitalization – Chris Engels, City Clerk

1. Consideration to approve Resolution No. R38-2016 Idaho Transportation Department Cooperative Agreement

WHEREAS, THE IDAHO TRANSPORTATION DEPARTMENT,  
HEREAFTER CALLED THE STATE, HAS SUBMITTED AN AGREEMENT  
STATING OBLIGATIONS OF THE STATE AND THE CITY OF KUNA,

HEREAFTER CALLED THE CITY, FOR DEVELOPMENT OF ITS DOWNTOWN AREA IMPROVEMENT PROJECT; AND WHEREAS, EACH PARTY IS RESPONSIBLE FOR CERTAIN DUTIES AND COSTS FOR MAINTENANCE OF THE LUMINAIRES.

2. Consideration to approve Resolution No. R39-2016 Request for Proposal for Engineering Services for Main St and Ave E

A RESOLUTION OF THE CITY COUNCIL FOR KUNA, IDAHO APPROVING THE REQUEST FOR PROPOSAL (RFP) FOR THE CITY OF KUNA, IDAHO TO OBTAIN PROPOSALS FOR ENGINEERING SERVICES FOR THE DESIGN OF THE MAIN STREET/AVENUE E, KUNA, IDAHO PROJECT AND ITS PUBLICATION AS PROVIDED FOR BY LAW.

- C. Discussion and Council Direction on Park Standards – Bobby Withrow, Parks Director
- D. Discussion on City owned twenty (20) acres located at Meadow View Road – Mayor Stear

**8. Ordinances:**

- A. Consideration to Approve Ordinance No. 2016-13 Amending Areas of Dog Off-Leash – Mayor Stear

*Consideration to waive three readings*

*Consideration to approve ordinance*

*Consideration to approve a summary publication of the ordinance*

AN ORDINANCE OF THE CITY COUNCIL FOR KUNA, IDAHO AMENDING TITLE 7, CHAPTER 3, SECTION 17 STRIKING SEGO PRAIRIE PARK FROM THE AREAS WHERE DOGS ARE PERMITTED OFF LEASH AND ADDING LANGUAGE THAT A DOG OFF LEASH CANNOT BE HARASSING OR CHASING ANY PERSON OR WILDLIFE; AND PROVIDING AN EFFECTIVE DATE.

- B. First Reading of Ordinance No. 2016-09A Amending Ordinance No. 2016-09 to Modify and Re-Number Certain Sections – Richard Roats, City Attorney

AN ORDINANCE OF THE CITY COUNCIL FOR KUNA, IDAHO AMENDING ORDINANCE NO. 2016-09- THE KUNA CITY MUNICIPAL UTILITIES SYSTEM BILLING CODE TO MODIFY AND RE-NUMBER CERTAIN SECTIONS, SPECIFICALLY: SECTION 7-7-6a ENTITLED “THIRD PARTY BILLING AGENT” TO ALLOW THE CITY TO PROVIDE THE FORM FOR THE THIRD PARTY AGENT; SECTION 7-7-6b ENTITLED “SECONDARY

RECIPIENT OF BILLS” TO PROVIDE FOR THE BILLING PROCESS TO BE PERFORMED BY THE CITY WHEN IMPLEMENTED AND THE NOTICING OF THE SHUT OFF WARNING; SECTION 7-7-9 ENTITLED “INDIGENCY DISCOUNT” TO CLARIFY THAT THE PROGRAM IS AVAILABLE ONLY IF THE FUNDS ARE APPROPRIATED BY THE CITY COUNCIL; SECTION 7-7-12 ENTITLED “LATE FEE” TO PROVIDE THAT THE LATE FEE WILL BE ASSESSED IF PAYMENT IS NOT RECEIVED BY THE LAST DAY OF THE MONTH; SECTION 7-7-14 ENTITLED “ACCOUNT SHUT OFF” TO PROVIDE AN EFFECTIVE DATE ON OR AFTER NOVEMBER 16, 2016 FOR SHUTOFFS OF ACCOUNTS PAST DUE SIXTY (60) DAYS; SECTION 7-7-15 ENTITLED “ACCOUNT TURN ON- WATER SERVICE” TO PROVIDE AN EFFECTIVE DATE ON OR AFTER NOVEMBER 16, 2016 FOR ACCOUNT WATER TURN ON SERVICE AND CHARGES INCLUDE ALL CHARGES OR FEES THAT HAVE ACCRUED SINCE THE LAST BILL; SECTION 7-7-16 ENTITLED “NOTICE OF SHUT OFF-WATER SERVICE” TO PROVIDE THAT NOTICE OF SHUT OFF MAY BE TRANSMITTED BY ELECTRONIC DELIVERY OR AUTOMATED DIALER IN LIEU OF POSTING ON THE PROPERTY; SECTION 7-7-17 ENTITLED “PAYMENT ARRANGEMENTS” TO PROVIDE THAT THE LATE FEE SHALL BE SUSPENDED IF THE PAYMENT AGREEMENT IS COMPLIED WITH OR IMPOSED IF IT IS NOT COMPLIED WITH; SECTION 7-7-18 ENTITLED “HARDSHIP ARRANGEMENTS” TO ALLOW THE CITY TO PROVIDE THE FORM FOR HARDSHIP REQUEST AND FOR THE SUSPENSION OF ANY LATE FEES IF THE PAYMENT AGREEMENT IS COMPLIED WITH; ADDING SECTION 7-7-13 ENTITLED “ACCOUNT SHUT OFF WARNING” TO ADD A SECTION TO PROVIDE FOR A SHUT OFF WARNING; AND CHANGING THE EFFECTIVE DATE TO AUGUST 31, 2016.

**9. Mayor/Council Discussion Items:**

**10. Announcements:**

**11. Executive Session:**

**12. Adjournment:**



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 Richard Cardoza, Council Member  
 Greg McPherson, Council Member

## CITY OF KUNA

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

### City Council Meeting MINUTES Tuesday, May 3, 2016

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

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

**COUNCIL MEMBERS PRESENT:** Mayor Joe Stear  
 Council President Pat Jones  
 Council Member Richard Cardoza  
 Council Member Briana Buban-Vonder Haar - Absent  
 Council Member Greg McPherson

**CITY STAFF PRESENT:** Richard Roats, City Attorney  
 Chris Engels, City Clerk  
 Wendy Howell, P & Z Director  
 Bobby Withrow, Parks Director  
 Gordon Law, City Engineer  
 John Marsh, City Treasurer  
 Bob Bachman, Fleet/Facilities Director

2. **Invocation:** Chris Bent, Calvary Chapel

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

4. **Consent Agenda:**  
*(Timestamp 00:01:31)*

*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:

1. Regular City Council Minutes, April 19, 2016

**B.** Accounts Payable Dated April 28, 2016 in the Amount of \$361,700.61

**C.** Alcohol Licenses:

1. MRS Properties LLC dba 4E's BAR LLC – Liquor-by-the-Drink and On Premise Beer

**D.** Resolutions

1. Resolution No. R34-2016 JUB Transportation Alternatives Program, Services Contract for Grant Funding

A RESOLUTION OF THE CITY OF KUNA, IDAHO APPROVING THE PROFESSIONAL SERVICES AGREEMENT WITH JUB ENGINEERING, INC. FOR THE DEVELOPMENT OF A TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION FOR PHASE TWO OF THE DOWNTOWN REVITALIZATION PLAN FOR THE CITY OF KUNA, IDAHO; AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND THE CITY CLERK TO ATTEST TO SAID SIGNATURE.

2. Resolution No. R33-2016 Big D Farm Lease

A RESOLUTION OF THE CITY OF KUNA, IDAHO AUTHORIZING THE MAYOR TO EXECUTE THE REAL ESTATE LEASE AGREEMENT FOR THE LEASE OF THE CITY OF KUNA'S PROPERTY LOCATED AT 6950 N. TEN MILE ROAD, MERIDIAN, IDAHO.

3. Resolution No. R35-2016 Silver Butte Holsteins, Inc. Lease

A RESOLUTION OF THE CITY OF KUNA, IDAHO AUTHORIZING THE MAYOR TO EXECUTE THE REAL ESTATE LEASE AGREEMENT WITH SILVER BUTTE HOLSTEINS, INC. FOR THE LEASE OF THE CITY OF KUNA'S PROPERTY LOCATED AT SWAN FALLS ROAD, KUNA, IDAHO.

4. Resolution No. R36-2016 Accepting the Amended Utility Easement and Development Agreement

A RESOLUTION OF THE CITY OF KUNA, IDAHO ACCEPTING THE AMENDED UTILITY EASEMENT AND DEVELOPMENT AGREEMENT- ADA COUNTY RECORDING NO. 2016-034421 AND THE UTILITY EASEMENT AND DEVELOPMENT AGREEMENT- ADA COUNTY RECORDING NO. 2015-118735.

**Council President Jones moved to approve the consent agenda. Seconded by Council Member McPherson. Motion carried 3-0. Council Member Buban-Vonder Haar absent.**

**5. Community Reports or Requests:**

**6. Public Hearings:** (6:00 p.m. or as soon thereafter as matters may be heard.)  
(Timestamp 00:02:12)

**A. Consideration to approve Ordinance No. 2016-09 Kuna Municipal Utility Billing Code – Richard Roats, City Attorney**

AN ORDINANCE OF THE CITY COUNCIL FOR KUNA, IDAHO ADOPTING THE KUNA CITY MUNICIPAL UTILITIES SYSTEM BILLING CODE THAT: SETS FORTH THE SHORT TITLE AND PURPOSE OF THE ORDINANCE; PROVIDES A DEFINITION OF THE CITY'S MUNICIPAL UTILITIES; PROVIDES FOR THE REQUIREMENTS FOR AN APPLICATION FOR UTILITY SERVICES, INCLUDING A THIRD PARTY BILLING AGENT, SECONDARY RECIPIENT FOR UTILITY BILLS, AND FOR A CONSENT TO LIEN PROVISION; PROVIDES FOR A PAYMENT STRUCTURE FOR THE CITY PRESSURIZED IRRIGATION ASSESSMENT; PROVIDES FOR A THE SENIOR DISCOUNT TO BE SET BY RESOLUTION OF THE CITY COUNCIL; PROVIDES FOR A INDIGENCY DISCOUNT PROCEDURE AFTER HEARING BEFORE CITY COUNCIL; SETS FORTH THE DUE DATE FOR ACCOUNTS ON THE FIFTEENTH (15<sup>TH</sup>) OF THE MONTH; SETS FORTH THAT ACCOUNTS ARE DELINQUENT IF PAYMENT IS NOT RECEIVED BY THE SIXTEENTH (16<sup>TH</sup>) OF THE MONTH; PROVIDES FOR A LATE FEE OF FIFTEEN DOLLARS (\$15.00) TO BE ASSESSED IF PAYMENT IS NOT RECEIVED BY THE TWENTY-SECOND (22<sup>ND</sup>) OF THE MONTH; PROVIDES THAT WATER WILL BE SHUTOFF ON THE TUESDAY FOLLOWING THE 15<sup>TH</sup> OF THE FOLLOWING MONTH THAT PAYMENT WAS DUE; PROVIDES FOR NOTICE OF WATER SHUT OFF TO BE POSTED; PROVIDES THAT WATER WILL BE TURNED ON WITHIN TWENTY-FOUR (24) HOURS AFTER PAYMENT AT THE UTILITY BILLING DEPARTMENT; PROVIDES FOR PAYMENT AND HARDSHIP ARRANGEMENTS; PRESERVES THE RIGHT TO SHUT OFF WATER FOR NON PAYMENT OF TRASH AND WATER ACCOUNTS; SETS FORTH COLLECTION PROCEDURES FOR AGED ACCOUNTS; SETS FORTH LANGUAGE ON UTILITY BILLINGS; PROVIDES FOR SECURITY DEPOSITS AND UNCLAIMED DEPOSITS; PROVIDES FOR CRIMINAL PENALTIES; REPEALS THE EXISTING KUNA CITY CHAPTER 7 IN ITS ENTIRETY; PROVIDES FOR A SEVERABILITY CLAUSE; AND PROVIDES AN EFFECTIVE DATE.

City Attorney Richard Roats updated Council that the ordinance was up for readings second and third. He stood for questions.

Mayor Stear opened the public hearing.

In Opposition:

Stan Sanders, 250 W Fourth St, Kuna, ID, testified that social security pays him on the fourth Wednesday of the month and this ordinance would cause him to incur a late charge each month. He is concerned that if the ordinance passed it would cause a financial hardship on seniors collecting social security. He requested that the policy remain the same.

Mayor Stear said there is a clause for hardships and payment arrangements.

Mr. Sanders said he spoke for senior citizens that wouldn't know about the penalty for a late payment and wouldn't request a hardship exemption.

Mayor Stear explained the reason for the changes. There are so many people not paying their bills in a timely manner it has become expensive for the city to cover the turn ons for delinquent payments.

Council President Jones said he appreciated Mr. Sanders sharing this information. He had been unaware of how social security pays out.

Mr. Roats explained the date was selected because of the way the bills are generated. He suggested that under section 7-8, Account Discounts, a new sentence be added stating that account owners receiving social security not be charged a late fee if the bill is paid in full by the thirtieth of the month.

City Treasurer John Marsh said that would work under the Account Discount section.

Mr. Sanders confirmed that, in his opinion, this would work for others in the same situation as himself.

Council President Jones asked if these account holders would have to contact the city to let the city know they are on social security and does the city need to do some sort of education for the first couple of months so that staff doesn't have to keep billing them and then taking the late charge off.

Mr. Roats said something could probably be done. Then he asked Mr. Marsh if the city keeps track of seniors who come in for the senior discount by their birthdates.

Mr. Marsh said the city does keep track of account holders by their birthdate and the senior discount automatically kicks in at 65, but staff does not know if they are drawing social security yet. Manual adjustments can be made for those already receiving the senior discount to not be charged a late fee until after the thirtieth of the month.

Council President Jones said he was concerned about people not knowing to tell the city. He wants to know what happens if this were to be put into effect and those who are eligible for this benefit are not privy to this information. They would not know about it until they receive a bill with that late fee.

Mr. Roats said an assumption would be made that those who are 65 and older are receiving social security.

Council President Jones asked how the city knows who those people are. He wants to know if a citizen has to come in and inform the city that they are eligible for this benefit or is there something that automatically gives them the benefit. He wants to know how they will be educated on this.

Mr. Roats suggested sending out a letter to those receiving the discount letting them know of the changeover.

Council President Jones said that would be fine as long as it is understood that there may be some people coming in upset because they have received a late fee. He suggested maybe even putting it on the utility billing. He just doesn't want anyone stuck with a \$15 charge that is eligible for this benefit.

In Favor:

Mike Bemo, 1096 W Nugget, testified that he lived in Kuna for a while before finding out about the senior discount and only heard about it by word of mouth. He suggested a note on the billing about the discount. He feels it would be helpful to let people know if they are eligible to come in and sign up for the discount. He said that he has the same social security issue that Mr. Sanders talked about previously. He and his wife have arranged their billing in a way to make it manageable, but he thinks putting a note on the billing will help resolve this issue for others.

Neutral: None

Mayor Stear closed the public hearing.

Council Member Cardoza apologized for being absent at the previous council meeting, but he did some calculations on a \$75 bill with the \$15 late fee and feels the APR percentage seems excessive. He suggested the late fee be imposed on the fifteenth of the following month in order to give people forty-five days to keep current.

Council President Jones said, considering there is a way to make sure that those who are affected do not have to pay the \$15 late fee, he would be fine changing the cut off to the end of the month, but can agree to the twenty-second of the month as well.

Mayor Stear stated that the \$15 fee is based on the amount of staff time it takes to process late fees.

Mayor Stear asked Mr. Roats if there were any changes needed in order to move forward with this ordinance.

Mr. Roats said if no changes are made to the date, things can move forward but, if the date is changed to the thirtieth of the month, the late fee would not be put into effect until the next month, affecting the billing cycle. There is some flexibility. It can be written in that staff or the city treasurer can make the determination to waive the fee based on circumstances. The goal is to avoid chronic late payments. He suggests keeping the date the same.

Council President Jones said he had forgotten that the billing cycle does not end on the end of the month. He asked what change in the motion would be needed to stipulate the change in the senior discount to allow them to pay at the end of the month.

Mr. Roats said, to make the correction, Council would need to waive the second and third reading and move to passage with the correction to 7-7-8 Account Discounts adding the sentence, "If an account owner receives social security, retirement, or disability the city shall not charge a late fee if the bill is paid in full by the thirtieth of the month."

Council President Jones asked if a third reading at the next meeting was wanted.

Mayor Stear said the intent was to get this done.

Council Member Cardoza asked if the date was being changed to the thirtieth.

Mr. Roats said that it would be extended to the thirtieth for senior citizens.

Council Member Cardoza said he thought senior citizens should have the same range as all the other citizens. He reiterated that he thought it should be the fifteenth of the following month.

Mayor Stear explained that changing the date to the fifteenth of the following month would push the bill out ninety days because of the way the billing is set up. Then people end up not paying because they have three months to catch up on.

Mr. Roats explained how billing works and that, when people don't pay on time, the bill becomes so large they can't pay. Then staff spends time setting up payment arrangements.

Council President Jones said, in essence, a bill starts at \$75 and would jump to \$150 before the \$15 late fee is even added on putting it up to \$225 before it even gets

paid. He is fine with the \$15 late fee. He feels it is more than fair. If you pay your bill you don't get the charge.

**Council President Jones moved to approve Ordinance No. 2016-09 with the amendment adding the mechanism for seniors to not be charged with a late fee until after the thirtieth. Seconded by Council Member McPherson. Approved by the following roll call vote:**

**Voting Aye: Council Members Jones and McPherson**

**Voting No: Council Member Cardoza**

**Absent: Council Member Buban-Vonder Haar**

**Motion carried 2-1. Mayor Stear voted aye.**

**Council President Jones moved to waive the second and third reading of Ordinance No. 2016-09. Seconded by Council Member McPherson. Motion carried 2-1. Council Member Cardoza voted no. Council Member Buban-Vonder Haar absent. Mayor Stear voted aye.**

**Council President Jones moved to do a Summary Publication of Ordinance No. 2016-09. Seconded by Council Member McPherson. Motion carried 2-1. Council Member Cardoza voted no. Council Member Buban-Vonder Haar absent.**

Council President Jones asked that the summary publication include the amendment.

Mr. Roats said he would be sure that it is explained in the summary and that the public is educated on the changes during the next couple billing cycles through mailing.

## **7. Business Items:**

*(Timestamp 00:32:30)*

### **A. Consideration to approve 16-04-FP (Final Plat) – Troy Behunin, Senior Planner**

Applicant seeks final plat approval for Memory Ranch Subdivision No. 1. If approved, this will create 48 single family lots, and nine (9) common lots.

Senior Planner Troy Behunin explained this item is for phase 1 of Memory Ranch Subdivision. The preliminary plat was approved by Council late last year. The applicant has submitted all the required items for the final plat application and has complied with all of Planning and Zoning's requests. Staff would also like to request that if something is found after this meeting staff and Gordon Law must be satisfied completely. He stood for questions.

Council President Jones asked about the application not including minimum square footage.

Mr. Behunin said that home sizes are not determined by code for minimum square footage. The only time we regulate home sizes is for planned developments and if the applicant brings something forth.

Council President Jones asked if previous plans that included minimum square footage did so as an offer of communication.

Mr. Behunin confirmed that it was an offer of communication. The city does not have a code requiring a minimum amount of square footage.

Council President Jones clarified that the zoning codes apply to land area only.

Mr. Behunin said it applies to the number of dwelling units within certain acreage.

Council President Jones said he would do some research on what a dwelling unit consists of.

Mr. Behunin said it can be found in the definition section of code and he is available to help Council President Jones if needed.

**Council President Jones moved to approve 16-04-FP (Final Plat). Seconded by Council Member McPherson. Motion carried 3-0. Council Member Buban-Vonder Haar absent.**

**B. Consideration to approve 16-02-LLA (Lot Line Adjustment) – Troy Behunin, Senior Planner**

Applicant seeks Lot Line Adjustment approval for two adjacent lots (Lots 4 and 5) within the Ridley's Family Center Subdivision No. 1.

Senior Planner Troy Behunin explained this item is for a lot line adjustment requested by Mark Ridley and CGM LLLP Group. They own the property and would like to make the lot line adjustment to accommodate an Idaho Central Credit Union branch. He reviewed the details of the project. He stood for questions.

Council Member Cardoza asked if the original application was issued with a special use permit.

Mr. Behunin explained it was, but it was for the drive through for Ridley's pharmacy. If there wasn't a drive through, they wouldn't have needed a special use permit.

Council Member Cardoza wanted to know if the special use permit has any conditions that would forbid Council voting no on this.

Mr. Behunin said no.

Council Member Cardoza asked, if the use of acreage was changed, would the credit union have to come in for a separate permit, or would Ridley's be the owner and lease it to the credit union.

Mr. Behunin said that is actually a question the owner would have to answer but he believes it would be leased.

Council Member Cardoza wanted to make sure there was nothing that would forbid Council from making this decision.

Mr. Behunin said no.

Council President Jones had a question but wasn't sure if it could be asked. He decided not to ask anything.

**Council President Jones moved to approve 16-02-LLA (Lot Line Adjustment). Seconded by Council Member McPherson. Motion carried 3-0. Council Member Buban-Vonder Haar absent.**

**C. Discussion on Area of City Impact – Wendy Howell, P & Z Director**

P & Z Director Wendy Howell explained that a letter has been sent out to Ada County Commissioners and City Clerk Chris Engels sent out an e-mail requesting input on the best time to hold a meeting between the Ada County Board of Commissioners and City Council. Ms. Powell also e-mailed Meagan at Ada County Development services to determine what the meeting would consist of. She has not received anything back yet, but she does believe that the items to be covered in the application materials will be discussed in more detail. She explained the status of the Area Impact Expansion and Zoning Ordinance Amendment through the county. It will probably be coming up in a couple of weeks.

Council Member Cardoza asked if a notice should be sent to Meridian.

Ms. Howell explained that an agency notification will be sent from the county but Meridian is aware of the abutment to their impact boundary which is what Meridian wants.

Council Member Cardoza asked if the city is getting high level direction on how to proceed from the county.

Ms. Howell said that is what she is hoping for.

Council Member Cardoza asked if that would be directed from the city office to the county.

Ms. Howell said no, the ball is in their court.

Council Member Cardoza asked if we should wait to meet until after elections.

Ms. Howell said probably not and to keep in mind that this should be a united front moving forward.

Mayor Stear said not to wait. Once the city applies and a letter is sent in, a meeting is required with Ada County within thirty days.

Council Member Cardoza asked if the meeting was with the entire Ada County Commission Board.

Mayor Stear answered yes and added there had been an earlier meeting date but not everyone could be there. There is a list of proposed dates that could be sent out or he can read them off.

Mayor Stear read off the dates and passed the list around.

Council President Jones said that he would prefer the 4:00 PM meetings.

Council Member Cardoza asked if the meeting would be in Boise.

Mayor Stear said it would.

Council Member Cardoza said the traffic coming from Boise after a 4:00 PM meeting would be bad and a 9:00 AM meeting is too early, so he would prefer an 11:00 AM.

Council President Jones asked Mayor Stear if there should be a preliminary discussion before going to the meeting.

Mayor Stear said it would be good to get together and talk about it. Also, information can be sent out on what the lines are. The meeting is mostly to include Kuna's industrial zone. Meridian's lines are being followed so there shouldn't be any push back.

Council President Jones asked if the Mayor felt that the meeting would be pretty straight forward.

Mayor Stear answered that it would. Ms. Howell has worked very closely with Ada County on this project.

Council Member Cardoza asked Ms. Howell if any of this was in violation of Boise's impact area.

Ms. Howell replied that it was not.

Council chose the date of May 11, 2016 @ 11:00 am with the Ada County Board of Commissioners.

**8. Ordinances:**

*(Timestamp 00:53:59)*

**A. First Reading Ordinance No. 2016-11 Amending Business License Code**

AN ORDINANCE OF THE CITY COUNCIL FOR KUNA, IDAHO AMENDING THE CITY OF KUNA, IDAHO'S BUSINESS LICENSING CODE TO CLARIFY THAT IT APPLIES TO A COMMERCIAL BUSINESS OR HOME OCCUPATION OPERATING WITHIN THE CITY LIMITS; STRIKING THE EXCEPTIONS TO LICENSE REQUIREMENT; PROVIDING THAT THE CLERK OR DESIGNEE MAY ISSUE THE LICENSE; STRIKING THE FEE AMOUNT AND PROVIDING THAT THE FEE SHALL BE SET BY RESOLUTION OF THE CITY COUNCIL; PROVIDING THAT LICENSE FEES SHALL BE PAID IN FULL; PROVIDING THE APPLICATION FOR LICENSE SHALL BE SUBMITTED TO THE CLERK AND PAID IN FULL; PROVIDING FOR SUSPENSION OF LICENSES; PROVIDING A LICENSE SHALL BE VALID FOR A DURATION OF TWELVE (12) MONTHS; PROVIDING THAT FAILURE TO PROCURE A LICENSE SHALL BE PUNISHABLE AS AN INFRACTION IN THE AMOUNT OF TWENTY-FIVE DOLLARS (\$25.00) FOR EACH VIOLATION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

City Clerk Chris Engels reminded Council that this is the Ordinance that was discussed at the last council meeting and it does include the changes that Council asked for. Ms. Engels is recommending three readings, a public hearing, and a resolution for review.

Council Member Cardoza asked about the use of the word "nonportable" in the ordinance.

Ms. Engels said that it is in the original code written in 1915.

There was no further discussion.

**B. Consideration to Approve and Waive Three (3) Readings of Ordinance No. 2016-10 Annexing the Silver Trail Subdivision into the Kuna Municipal Irrigation District**

AN ORDINANCE OF THE CITY OF KUNA, IDAHO, ANNEXING PARCEL R1727740013, AND REFERRED TO AS SILVER TRAIL SUBDIVISION NO. 2, INTO THE KUNA MUNICIPAL IRRIGATION DISTRICT FROM THE BOISE~KUNA IRRIGATION DISTRICT; CHANGING THE RESPECTIVE

BOUNDARIES OF SAID DISTRICTS; DECLARING WATER RIGHTS APPURTENANT THERETO ARE POOLED FOR DELIVERY PURPOSES; DIRECTING THAT COPIES OF THIS ORDINANCE BE RECORDED AS PROVIDED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

City Clerk Chris Engels told the Council that this ordinance is a standard one from Mike Borzick. He uses these ordinances to bring subdivisions into the Kuna Municipal District for irrigation.

Council President Jones asked if this needed to be slow tracked.

Mayor Stear answered that no, usually ordinances to change over irrigation do not need to be slow tracked.

**Council President Jones moved to waive the three (3) readings of Ordinance No. 2016-10. Seconded by Council Member McPherson. Motion carried 3-0. Absent: Council Member Buban-Vonder Haar**

**Council President Jones moved to approve Ordinance No. 2016-10. Seconded by Council Member McPherson. Approved by the following roll call vote: Voting Aye: Council Members Cardoza, Jones, and McPherson Voting No: None Absent: Council Member Buban-Vonder Haar Motion carried 3-0.**

**Council President Jones moved to publish a summary publication of Ordinance No. 2016-10. Seconded by Council Member McPherson. Motion carried 3-0. Absent: Council Member Buban-Vonder Haar**

**9. Mayor/Council Discussion Items:**

*(Timestamp 01:00:12)*

Mayor Stear updated Council that he sent out information from the Ag Expo inviting Mayor and Council to attend. They said the best times to be there are Wednesday and Thursday from 9:30 am to 1:30 pm. It is being held at the high school.

Mayor Stear shared that Idaho Power is having an archeology display and demonstration at the Swan Falls Band this Saturday. There will be an open house allowing entry to the old power station to look around and ask questions.

Mayor Stear spent a day with Smokey the Bear at the Governor's Office the previous week.

Council President Jones asked about the bmx park next to the skate park and it being more beginner riding friendly. It was discussed last year and Mr. Moore was going to accommodate that. He would like to know if that can be done.

Parks Director Bobby Withrow responded that there are a couple trails that are beginner friendly but the parks department is in the process of making other jumps more user friendly.

Council Member Cardoza said the greenbelt and baseball fields look very good and complemented Parks Director Bobby Withrow and Facilities Director Bob Bachman. He is very impressed.

Council Member Cardoza brought up the Punk in the Park concert. He wasn't sure how to proceed with getting other unifying events by Kuna citizens in the city parks. He thinks the cost of insurance required for these events is a deterrent. He says these types of events are for the betterment of the community and feels the city needs to find a way to support the use of the park or any public facility for events that benefit the community. He wasn't sure how to do that and still protect the city from liabilities. He wondered if a representative from ICRMP could come to a Council meeting and address how to make these types of events more financially possible for Kuna citizens.

Mayor Stear commented that in working on the Punk in the Park event plan the cost of insurance for the event was difficult. He said it would certainly be worth a call to ICRMP to see what the liabilities would be and what can be done for future events.

Council Member Cardoza stated that it is refreshing to see young people get involved with the community and hates to see them get slapped with these fees by the city and by the insurance requirement. It deters people from getting involved and it is a shame that we don't have more of these kinds of events.

Mayor Stear complimented Nate, the Punk in the Park Event Coordinator, on getting the insurance money together so quickly and staying on top of event plan rules and requirements.

City Clerk Chris Engels said that Nate came in that day to provide his insurance and pay additional fees to cover the extra unexpected attendees.

Mayor Stear brought up the kudos he gave to the COMPASS staff and County Commissioner Dave Case for helping the city in the grant process. He says he was remiss in not including Kuna City's own staff. He says that was not his intention and without their work it could not have been done and he certainly does not want to neglect thanking them.

Council Member Cardoza asked when the roundabout would be finished.

Mayor Stear said that they are pretty well on schedule. There were a couple issues with existing utilities in the ground but the contractor was able to continue working and get everyone through those issues. However, it may add two to four days to the schedule but they have not asked for more time.

Council Member Cardoza asked Gordon Law, City Engineer, if the city has any say on what is in the roundabout itself or does Ada County Highway District do it to their liking.

Mr. Law said that Bob Bachman, Facilities Director, and Bobby Withrow, Parks Director, are already working on what is going in the roundabout but they don't have a say in the budget.

Mayor Stear said that originally it was going to be filled with gravel, but that has been changed. Water and electrical has been run out there to create options. There has been talk about flag poles and a "Welcome to Kuna" rock or something along those lines.

Council President Jones asked Mayor Stear if that included the 2<sup>nd</sup> Street premise.

Mayor Stear answered no.

Council President Jones asked when that was going to be done.

Mr. Bachman said that starts in June and the goal is to get it done before Kuna Days.

Council President Jones asked if the stakes in that park on the south end are indications of something going in there.

Mr. Bachman said no.

Council President Jones asked if there was any intention to go beyond that fence into the park.

Mr. Bachman said it is just temporary working space. The only thing going in is the 5' side walk.

Mayor Stear asked if the side walk was already complete.

Mr. Bachman said sidewalk is being added going around the corner, by the RV dump, and to connect with the sidewalk coming the other direction.

Council President Jones asked if a curb, gutter, and side walk were being done all the way down 2<sup>nd</sup> Street.

Mr. Bachman said yes.

Council President Jones asked if that was the next project after the roundabout, making the completion schedule tight in order to get it done by Kuna Day's.

Mr. Bachman said yes and everyone is fully aware of the ramifications of the Kuna Day's weekend. There has already been some work put into it and it should be completed in time.

**10. Announcements:**

**11. Executive Session:**

**12. Adjournment:** Meeting adjourned at 7:12 pm

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Joe L. Stear, Mayor

ATTEST:

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Chris Engels, City Clerk

*Minutes prepared by Ariana Welker, Customer Service Specialist  
Date Approved: CCM 05.18.2016*

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
<b>2M COMPANY, INC.</b>												
1461	2M COMPANY, INC.	4105251-000	4086	<u>1 3X15.25" 1.1.5 EKK 90 PVC FITTING, FOR REPAIR MAINLINE SPRINKLER AT PLANT, P.KAUFMAN.</u>	04/15/2016	21.84	.00	<u>21-6140 MAINT &amp; REPAIR BUILDING</u>	0	4/16		
Total 4105251-000:						21.84	.00					
1461	2M COMPANY, INC.	4105266-000	4086	<u>2 IRRIGATION BOXES, FITTINGS, HOSE CLAMPS, MAINLINE SPRINKLER REPAIR AT PLANT, P.KAUFMAN.</u>	04/18/2016	57.86	.00	<u>21-6140 MAINT &amp; REPAIR BUILDING</u>	1004	4/16		
Total 4105266-000:						57.86	.00					
1461	2M COMPANY, INC.	4105780-000	4121	<u>REPAIR PARTS FOR PARK MAINTENANCE ON PVC ON GREENBELT, P KAUFMAN, PARKS, APR 16</u>	04/26/2016	22.64	.00	<u>01-6150 MAINTENANCE &amp; REPAIRS - SYSTEM</u>	1004	4/16		
Total 4105780-000:						22.64	.00					
1461	2M COMPANY, INC.	4106034-000	4143	<u>REPAIR PARTS FOR PI SYSTEM, P.KAUFMAN, ARBOR RIDGE - MAY'16 - PARKS</u>	05/02/2016	16.11	.00	<u>01-6150 MAINTENANCE &amp; REPAIRS - SYSTEM</u>	1004	5/16		
Total 4106034-000:						16.11	.00					
1461	2M COMPANY, INC.	4106117-000	4153	<u>PVC PARTS FOR ARBOR RIDGE, MISC PVC FITTINGS FOR REPAIRS, P KAUFMAN, PARKS, MAY 16</u>	05/04/2016	36.46	.00	<u>01-6150 MAINTENANCE &amp; REPAIRS - SYSTEM</u>	1004	5/16		



Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
				WAIVER 7.50, CITY FARM, EOW, MAY 16	05/01/2016	90.50	.00	21-6212 RENT-EQUIPMENT	0	5/16		
	Total B-248044:					90.50	.00					
1463	A COMPANY, INC.	B-248214		RENTAL HI TECH RESTROOMS, SN#KB0127, RENTAL 10.00, SERVICE 73.00, DAMAGE WAIVER 7.50, ADJ DELIVERY FEE, ARBOR RIDGE PARK, EOW, MAY 16	05/01/2016	80.50	.00	01-6212 RENT-EQUIPMENT	1004	5/16		
	Total B-248214:					80.50	.00					
1463	A COMPANY, INC.	B-248215		RENTAL HI TECH RESTROOMS, SN#CC1054, RENTAL 10.00, SERVICE 73.00, DAMAGE WAIVER 7.50, DELIVERY FEE, ADJ. FARM PARK, EOW, MAY 16	05/01/2016	80.50	.00	01-6212 RENT-EQUIPMENT	1004	5/16		
	Total B-248215:					80.50	.00					
	Total A COMPANY, INC.:					422.50	.00					
<b>ACTION GARAGE DOOR, INC</b>												
630	ACTION GARAGE DOOR, INC	91056		102" VERTICAL TRACK TO REPAIR GARAGE DOOR AT LAGOONS, SEWER, APR 16	04/12/2016	130.00	.00	21-6140 MAINT & REPAIR BUILDING	0	4/16		
	Total 91056:					130.00	.00					
	Total ACTION GARAGE DOOR, INC:					130.00	.00					
<b>ADA COUNTY HIGHWAY DISTRICT (IMPACT)</b>												
5	ADA COUNTY HIGHWAY DISTRICT (IMPACT)	050616		ACHD IMPACT FEE TRANSFER, APR 16	05/06/2016	79,144.00	79,144.00	01-2510 ACHD IMPACT FEE TRANSFER	0	5/16	05/06/2016	

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 050616:						79,144.00	79,144.00					
Total ADA COUNTY HIGHWAY DISTRICT (IMPACT):						79,144.00	79,144.00					
<b>ADA COUNTY SHERIFF'S OFFICE</b>												
6	ADA COUNTY SHERIFF'S OFFICE	6442		<u>SHERIFF SERVICES, MAY 16</u>	05/02/2016	130,825.29	.00	<u>01-6000 LAW ENFORCEMENT SERVICES</u>	0	5/16		
Total 6442:						130,825.29	.00					
Total ADA COUNTY SHERIFF'S OFFICE:						130,825.29	.00					
<b>ANALYTICAL LABORATORIES</b>												
1	ANALYTICAL LABORATORIES	35738		<u>MONTHLY SAMPLES, TOTAL COLIFORM BACTERIA, C DEYOUNG, APR 16</u>	04/30/2016	216.00	.00	<u>20-6150 MAINT. &amp; REPAIRS - SYSTEM</u>	0	4/16		
Total 35738:						216.00	.00					
1	ANALYTICAL LABORATORIES	35739		<u>LAB TESTS FOR SEWER, APR 16</u>	04/30/2016	2,290.29	.00	<u>21-6150 MAINT. &amp; REPAIRS - SYSTEM</u>	0	4/16		
Total 35739:						2,290.29	.00					
Total ANALYTICAL LABORATORIES:						2,506.29	.00					
<b>AUTOZONE, INC.</b>												
1606	AUTOZONE, INC.	4126029200	4172	<u>RELAY FUEL SHUTOFF FOR FORD RANGER TRUCK #8, B GUILLOGLY, PARKS, MAY 16</u>	05/06/2016	50.69	.00	<u>01-6305 VEHICLE MAINTENANCE &amp; REPAIRS</u>	1004	5/16		
Total 4126029200:						50.69	.00					
1606	AUTOZONE, INC.	4126031763	4179	<u>WIRE/PLUG TO REPLACE A RELAY FOR TRUCK #10, B.GILLOGLY, MAY'</u>	05/09/2016	10.62	.00	<u>01-6305 VEHICLE MAINTENANCE &amp; REPAIRS</u>	1004	5/16		

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Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 4126031763:						10.62	.00					
1606	AUTOZONE, INC.	4126911828	3628	3 CANS WD-40 SPRAY, 2 CANS FOR FLEET MAINTENANCE AND 1 FOR BUCKET TRUCK #27. B BACHMAN, DEC 15	12/02/2015	20.46	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	0	5/16		
Total 4126911828:						20.46	.00					
Total AUTOZONE, INC.:						81.77	.00					
<b>BUSY BEE SAND &amp; GRAVEL</b>												
10	BUSY BEE SAND & GRAVEL	0043528		24.36 3/4 ROAD MIX FOR STOCK, B WITHROW, APR 16	04/20/2016	92.42	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	4/16		
10	BUSY BEE SAND & GRAVEL	0043528		24.36 3/4 ROAD MIX FOR STOCK, B WITHROW, APR 16, WATER	04/20/2016	58.22	.00	20-6150 MAINT. & REPAIRS - SYSTEM	0	4/16		
10	BUSY BEE SAND & GRAVEL	0043528		24.36 3/4 ROAD MIX FOR STOCK, B WITHROW, APR 16, SEWER	04/20/2016	58.22	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	4/16		
10	BUSY BEE SAND & GRAVEL	0043528		24.36 3/4 ROAD MIX FOR STOCK, B WITHROW, APR 16, PI	04/20/2016	22.20	.00	25-6150 MAINT. & REPAIRS - SYSTEM (PI)	0	4/16		
Total 0043528:						231.06	.00					
Total BUSY BEE SAND & GRAVEL:						231.06	.00					
<b>CAMPBELL TRACTOR &amp; IMPLEMENT COMPANY</b>												
135	CAMPBELL TRACTOR & IMPLEMENT COMPANY	N35576	4131	SPINDLE MOTOR FOR JOHN DEERE LAWNMOWER, BAR & CHAIN FOR STIHL SAW, B.WITHROW, APR.'16 - PARKS	04/28/2016	285.40	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1004	4/16		
Total N35576:						285.40	.00					

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total CAMPBELL TRACTOR & IMPLEMENT COMPANY:						285.40	.00					
<b>CENTURYLINK</b>												
62	CENTURYLINK	04252016-052		<u>922-9714, DEDICATED LANDLINE, SR CTR, 04-25-16 TO 05-24-16, MAY 16</u>	04/25/2016	49.74	.00	<u>01-6255 TELEPHONE</u>	1001	5/16		
Total 04252016-05242016:						49.74	.00					
62	CENTURYLINK	04262016-052		<u>DEDICATED LANDLINE, SCADA, 04-25-16 TO 05-24-16, WATER, MAY 16</u>	04/25/2016	16.56	.00	<u>20-6255 TELEPHONE EXPENSE</u>	0	5/16		
62	CENTURYLINK	04262016-052		<u>DEDICATED LANDLINE, SCADA, 04-25-16 TO 05-24-16, SEWER, MAY 16</u>	04/25/2016	21.62	.00	<u>21-6255 TELEPHONE EXPENSE</u>	0	5/16		
62	CENTURYLINK	04262016-052		<u>DEDICATED LANDLINE, SCADA, 04-25-16 TO 05-24-16, PI, MAY 16</u>	04/25/2016	7.01	.00	<u>25-6255 TELEPHONE EXPENSE</u>	0	5/16		
Total 04262016-05242016S:						45.19	.00					
Total CENTURYLINK:						94.93	.00					
<b>CORBIN MAXEY LLC</b>												
1799	CORBIN MAXEY LLC	050316		<u>RANGERS: CORBIN MAXEY DEPOSIT FOR APPEARANCE, N PURKEY, PARKS, JUNE 16</u>	05/03/2016	187.50	187.50	<u>01-6265 TRAINING &amp; SCH00LING</u>	1004	6/16	05/06/2016	
Total 050316:						187.50	187.50					
1799	CORBIN MAXEY LLC	05062016-2		<u>RANGERS: CORBIN MAXEY APPEARANCE, 2ND PYMT, JUNE 16</u>	05/06/2016	187.50	.00	<u>01-6265 TRAINING &amp; SCH00LING</u>	1004	6/16		
Total 05062016-2:						187.50	.00					
Total CORBIN MAXEY LLC:						375.00	187.50					

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Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
CUSTOM ELECTRIC, INC.												
147	CUSTOM ELECTRIC, INC.	7422	3816	<u>DEMO OF WELL HOUSE #3 ELECTRIC PANELS. G.LAW</u>	04/21/2016	18,365.00	.00	<u>20-6020 CAPITAL IMPROVEMENTS</u>	1037	4/16		
Total 7422:						18,365.00	.00					
147	CUSTOM ELECTRIC, INC.	7423	3817	<u>ELECTRICAL WORK ASSOCIATED WITH GENERATOR SET AND WELL #3. G.LAW</u>	04/21/2016	13,738.00	.00	<u>20-6020 CAPITAL IMPROVEMENTS</u>	1038	4/16		
Total 7423:						13,738.00	.00					
147	CUSTOM ELECTRIC, INC.	7424	4090	<u>SOFT START FOR WELL #11, RECONNECT BOOSTER 1 &amp; 2, AND WIRE LIGHTING PANELS. BUTLER WELL HOUSE #3 PROJECT. G.LAW, APR.'16</u>	04/21/2016	15,500.00	.00	<u>20-6020 CAPITAL IMPROVEMENTS</u>	1037	4/16		
Total 7424:						15,500.00	.00					
147	CUSTOM ELECTRIC, INC.	7436	4140	<u>ELECTRICAL BOARD REPLACEMENT AT CRIMSON POINT PI STATION. C.DEYOUNG, APR '16</u>	04/27/2016	1,320.85	.00	<u>25-6150 MAINT. &amp; REPAIRS - SYSTEM (PI)</u>	0	4/16		
Total 7436:						1,320.85	.00					
Total CUSTOM ELECTRIC, INC.:						48,923.85	.00					
<b>D &amp; B SUPPLY</b>												
75	D & B SUPPLY	003 40976 001	4166	<u>REPLACEMENT FERTILIZER SPREADER FOR TRACTOR, 400 LB 3 POINT POLY SPREADER, B WITHROW, PARKS, MAY 16</u>	05/05/2016	599.99	.00	<u>01-6175 SMALL TOOLS</u>	1004	5/16		
Total 003 40976 001:						599.99	.00					

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total D & B SUPPLY:						599.99	.00					
<b>DIGLINE</b>												
25	DIGLINE	0054029-IN		<u>DIG FEE, WATER, APR 16</u>	04/30/2016	110.90	.00	20-6065 DIG LINE EXPENSE	0	4/16		
25	DIGLINE	0054029-IN		<u>DIG FEE, SEWER, APR 16</u>	04/30/2016	110.90	.00	21-6065 DIG LINE EXPENSE	0	4/16		
25	DIGLINE	0054029-IN		<u>DIG FEE, PI, APR 16</u>	04/30/2016	42.24	.00	25-6065 DIG LINE EXPENSE	0	4/16		
Total 0054029-IN:						264.04	.00					
Total DIGLINE:						264.04	.00					
<b>DMH ENTERPRISES</b>												
1745	DMH ENTERPRISES	APR2016		<u>PLUMBING INSPECTION FEES, APR 16</u>	05/06/2016	3,948.00	3,948.00	01-6202 PROFESSIONAL SERVICES	1003	4/16	05/06/2016	
Total APR2016:						3,948.00	3,948.00					
Total DMH ENTERPRISES:						3,948.00	3,948.00					
<b>ED STAUB &amp; SONS PETROLEUM, INC</b>												
1731	ED STAUB & SONS PETROLEUM, INC	1193364-IN		<u>PROPANE TANK RENT, 475 SHORTLINE RD, WATER, B WITHROW, MAY 16</u>	05/02/2016	10.00	.00	20-6140 MAINT. & REPAIR BUILDING	0	5/16		
Total 1193364-IN:						10.00	.00					
Total ED STAUB & SONS PETROLEUM, INC:						10.00	.00					
<b>ELECTRICAL CONTROLS &amp; INSTRUMENTATION</b>												
1744	ELECTRICAL CONTROLS & INSTRUMENTATION	APR16		<u>ELECTRICAL INSPECTION FEES, APR 16</u>	05/06/2016	4,043.57	4,043.57	01-6202 PROFESSIONAL SERVICES	1003	4/16	05/06/2016	

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total APR16:						4,043.57	4,043.57					
Total ELECTRICAL CONTROLS & INSTRUMENTATION:						4,043.57	4,043.57					
<b>G &amp; R AG PRODUCTS, INC.</b>												
376	G & R AG PRODUCTS, INC.	1205585-0001-	4157	<u>MOTOR AND PUMP REPLACEMENT FOR WEED SPRAYER AT THE FARM, T FLEMING, SEWER, MAY 16</u>	05/04/2016	735.61	.00	<u>21-6090 FARM EXPENDITURES</u>	0	5/16		
Total 1205585-0001-01:						735.61	.00					
Total G & R AG PRODUCTS, INC.:						735.61	.00					
<b>HD SUPPLY WATERWORKS LTD</b>												
63	HD SUPPLY WATERWORKS LTD	F046852	4148	<u>29 RADIOS FOR WATER METERS, J.COX, MAY'16 - WATER</u>	05/04/2016	1,584.00	.00	<u>20-6150 MAINT. &amp; REPAIRS - SYSTEM</u>	0	5/16		
Total F046852:						1,584.00	.00					
63	HD SUPPLY WATERWORKS LTD	F320775		<u>REPLACED SETTERS AND STOCK, C.DEYOUNG, WATER, MAY 16</u>	05/03/2016	807.44	.00	<u>20-6150 MAINT. &amp; REPAIRS - SYSTEM</u>	0	5/16		
Total F320775:						807.44	.00					
63	HD SUPPLY WATERWORKS LTD	F393930	4144	<u>BALL VALVES, R.FORD, MAY'16 - WATER</u>	05/03/2016	2,013.40	.00	<u>25-6150 MAINT. &amp; REPAIRS - SYSTEM (PI)</u>	0	5/16		
63	HD SUPPLY WATERWORKS LTD	F393930	4144	<u>METER ADAPTERS, R.FORD, MAY'16 - WATER</u>	05/03/2016	166.20	.00	<u>20-6020 CAPITAL IMPROVEMENTS</u>	0	5/16		
Total F393930:						2,179.60	.00					
63	HD SUPPLY WATERWORKS LTD	F460807	4149	<u>METERS, REGISTERS, METER FLANGE GASKET, J.COX, MAY'16 - WATER</u>	05/04/2016	495.11	.00	<u>20-6150 MAINT. &amp; REPAIRS - SYSTEM</u>	0	5/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total F460807:						495.11	.00					
63	HD SUPPLY WATERWORKS LTD	G464232	4142	REPLACEMENT VALVES FOR CRIMSON POINT IRRIGATION WELLS, R.FORD, MAY'16 - WATER	05/03/2016	2,297.60	.00	25-6150 MAINT. & REPAIRS - SYSTEM (PI)	0	5/16		
Total G464232:						2,297.60	.00					
Total HD SUPPLY WATERWORKS LTD:						7,363.75	.00					
<b>HOME DEPOT CREDIT SERVICES</b>												
29	HOME DEPOT CREDIT SERVICES	040416	4081	Plants for around town, ROSES FOR WINCHESTER PARK; N Purkey, Apr '16	04/04/2016	222.52	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	4/16		
Total 040416:						222.52	.00					
Total HOME DEPOT CREDIT SERVICES:						222.52	.00					
<b>IDAHO HUMANE SOCIETY</b>												
833	IDAHO HUMANE SOCIETY	106		CONTRACT SERVICES, APRIL 16	04/01/2016	4,972.92	.00	01-6005 ANIMAL CONTROL SERVICES	0	4/16		
Total 106:						4,972.92	.00					
833	IDAHO HUMANE SOCIETY	107		CONTRACT SERVICES, MAY 16	05/01/2016	4,972.92	.00	01-6005 ANIMAL CONTROL SERVICES	0	5/16		
Total 107:						4,972.92	.00					
Total IDAHO HUMANE SOCIETY:						9,945.84	.00					
<b>IDAHO POWER CO</b>												
38	IDAHO POWER CO	04262016I		ELECTRIC SERVICE FOR APRIL 2016 - STREET LIGHTS	04/26/2016	445.72	445.72	01-6290 UTILITIES	1002	4/16	05/04/2016	

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Total 04262016:						445.72	445.72					
Total IDAHO POWER CO:						445.72	445.72					
<b>IDAHO STATE POLICE</b>												
1509	IDAHO STATE POLICE	S6072783		PROFESSIONAL SERVICES FOR NEW HIRE ARIANA WELKER, APR 16, ADMIN	04/25/2016	37.37	.00	01-6202 PROFESSIONAL SERVICES	0	4/16		
1509	IDAHO STATE POLICE	S6072783		PROFESSIONAL SERVICES FOR NEW HIRE ARIANA WELKER, APR 16, WATER	04/25/2016	.95	.00	20-6202 PROFESSIONAL SERVICES	0	4/16		
1509	IDAHO STATE POLICE	S6072783		PROFESSIONAL SERVICES FOR NEW HIRE ARIANA WELKER, APR 16, SEWER	04/25/2016	.95	.00	21-6202 PROFESSIONAL SERVICES	0	4/16		
1509	IDAHO STATE POLICE	S6072783		PROFESSIONAL SERVICES FOR NEW HIRE ARIANA WELKER, APR 16, PI	04/25/2016	.48	.00	25-6202 PROFESSIONAL SERVICES	0	4/16		
Total S6072783:						39.75	.00					
1509	IDAHO STATE POLICE	S6074380		PROFESSIONAL SERVICES FOR SOLICITOR'S LICENSES FOR S6074380 SAGE MOORE, S6074381 ANDREW WILLIS, S6074382 EDWARD KANICHUK, S6074383 JOSEPH VALVERDE, S6081527 TALON TAYLOR, APR 16, ADMIN	04/25/2016	198.75	.00	01-2075 UNEARNED REVENUE	0	4/16		
Total S6074380:						198.75	.00					
1509	IDAHO STATE POLICE	S6074692		PROFESSIONAL SERVICES FOR NEW HIRE MELISSA MARTIN, PARKS, APR 16	04/25/2016	39.75	.00	01-6202 PROFESSIONAL SERVICES	1004	4/16		
Total S6074692:						39.75	.00					
Total IDAHO STATE POLICE:						278.25	.00					

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Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
<b>IDEXX DISTRIBUTION, INC.</b>												
1620	IDEXX DISTRIBUTION, INC.	3002223822	4154	LAB SUPPLIES, IRRADIATED COLILERT, 100 PK, QUANTI-TRAY BX OF 100. T.SHAFFER, MAY'16	05/03/2016	837.42	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	5/16		
Total 3002223822:						837.42	.00					
Total IDEXX DISTRIBUTION, INC.:						837.42	.00					
<b>IMP IDAHO, LLC</b>												
1479	IMP IDAHO, LLC	46846	4104	CITY LETTERHEAD, C.ENGELS, APR.'16 ADMIN	04/19/2016	164.94	.00	01-6165 OFFICE SUPPLIES	0	5/16		
1479	IMP IDAHO, LLC	46846	4104	CITY LETTERHEAD, C.ENGELS, APR.'16, P&Z	04/19/2016	58.91	.00	01-6165 OFFICE SUPPLIES	1003	5/16		
1479	IMP IDAHO, LLC	46846	4104	CITY LETTERHEAD, C.ENGELS, APR.'16, WATER	04/19/2016	153.16	.00	20-6165 OFFICE SUPPLIES	0	5/16		
1479	IMP IDAHO, LLC	46846	4104	CITY LETTERHEAD, C.ENGELS, APR.'16, SEWER	04/19/2016	153.16	.00	21-6165 OFFICE SUPPLIES	0	5/16		
1479	IMP IDAHO, LLC	46846	4104	CITY LETTERHEAD, C.ENGELS, APR.'16, PI	04/19/2016	58.91	.00	25-6165 OFFICE SUPPLIES	0	5/16		
Total 46846:						589.08	.00					
Total IMP IDAHO, LLC:						589.08	.00					
<b>INTEGRA TELECOM</b>												
1411	INTEGRA TELECOM	13834449		MONTHLY TELEPHONE, DATA, NETWORK, ADMIN, MAY 16	05/01/2016	590.13	.00	01-6255 TELEPHONE	0	5/16		
1411	INTEGRA TELECOM	13834449		MONTHLY TELEPHONE, DATA, NETWORK, P&Z, MAY 16	05/01/2016	210.77	.00	01-6255 TELEPHONE	1003	5/16		
1411	INTEGRA TELECOM	13834449		MONTHLY TELEPHONE, DATA, NETWORK, WATER, MAY 16	05/01/2016	548.00	.00	20-6255 TELEPHONE EXPENSE	0	5/16		
1411	INTEGRA TELECOM	13834449		MONTHLY TELEPHONE, DATA, NETWORK, SEWER, MAY 16	05/01/2016	548.00	.00	21-6255 TELEPHONE EXPENSE	0	5/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1411	INTEGRA TELECOM	13834449		<u>MONTHLY TELEPHONE, DATA, NETWORK, PI, MAY 16</u>	05/01/2016	210.77	.00	<u>25-6255 TELEPHONE EXPENSE</u>	0	5/16		
Total 13834449:						2,107.67	.00					
Total INTEGRA TELECOM:						2,107.67	.00					
<b>INTEGRINET SOLUTIONS, INC.</b>												
1595	INTEGRINET SOLUTIONS, INC.	91492		<u>CHANGED MX RECORD FOR KUNAID.GOV. REMOVED SYMANTEC MAIL SECURITY FROM SERVER, APR 16, ADMIN</u>	04/24/2016	36.96	.00	<u>01-6142 MAINT. &amp; REPAIR - EQUIPMENT</u>	0	4/16		
1595	INTEGRINET SOLUTIONS, INC.	91492		<u>CHANGED MX RECORD FOR KUNAID.GOV. REMOVED SYMANTEC MAIL SECURITY FROM SERVER, APR 16, P&amp;Z</u>	04/24/2016	13.20	.00	<u>01-6142 MAINT. &amp; REPAIR - EQUIPMENT</u>	1003	4/16		
1595	INTEGRINET SOLUTIONS, INC.	91492		<u>CHANGED MX RECORD FOR KUNAID.GOV. REMOVED SYMANTEC MAIL SECURITY FROM SERVER, APR 16, WATER</u>	04/24/2016	34.32	.00	<u>20-6142 MAINT. &amp; REPAIRS- EQUIPMENT</u>	0	4/16		
1595	INTEGRINET SOLUTIONS, INC.	91492		<u>CHANGED MX RECORD FOR KUNAID.GOV. REMOVED SYMANTEC MAIL SECURITY FROM SERVER, APR 16, SEWER</u>	04/24/2016	34.32	.00	<u>21-6142 MAINT. &amp; REPAIRS - EQUIPMENT</u>	0	4/16		
1595	INTEGRINET SOLUTIONS, INC.	91492		<u>CHANGED MX RECORD FOR KUNAID.GOV. REMOVED SYMANTEC MAIL SECURITY FROM SERVER, APR 16, PI</u>	04/24/2016	13.20	.00	<u>25-6142 MAINT. &amp; REPAIRS - EQUIPMENT</u>	0	4/16		
Total 91492:						132.00	.00					
1595	INTEGRINET SOLUTIONS, INC.	91720		<u>2 EA BUFFALO MINI STATION EXTERNAL HARD DRIVE, SPARE BACKUPS FOR SERVER DRIVES AT SEWER PLANT, APR 16, ADMIN</u>	04/29/2016	79.46	.00	<u>01-6142 MAINT. &amp; REPAIR - EQUIPMENT</u>	0	4/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1595	INTEGRINET SOLUTIONS, INC.	91720		2 EA BUFFALO MINI STATION EXTERNAL HARD DRIVE, SPARE BACKUPS FOR SERVER DRIVES AT SEWER PLANT, APR 16. P&Z	04/29/2016	28.38	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1003	4/16		
1595	INTEGRINET SOLUTIONS, INC.	91720		2 EA BUFFALO MINI STATION EXTERNAL HARD DRIVE, SPARE BACKUPS FOR SERVER DRIVES AT SEWER PLANT, APR 16. WATER	04/29/2016	73.79	.00	20-6142 MAINT. & REPAIRS- EQUIPMENT	0	4/16		
1595	INTEGRINET SOLUTIONS, INC.	91720		2 EA BUFFALO MINI STATION EXTERNAL HARD DRIVE, SPARE BACKUPS FOR SERVER DRIVES AT SEWER PLANT, APR 16. SEWER	04/29/2016	73.79	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	4/16		
1595	INTEGRINET SOLUTIONS, INC.	91720		2 EA BUFFALO MINI STATION EXTERNAL HARD DRIVE, SPARE BACKUPS FOR SERVER DRIVES AT SEWER PLANT, APR 16. PI	04/29/2016	28.38	.00	25-6142 MAINT. & REPAIRS - EQUIPMENT	0	4/16		
Total 91720:						283.80	.00					
Total INTEGRINET SOLUTIONS, INC.:						415.80	.00					
<b>INTERMOUNTAIN GAS CO</b>												
37	INTERMOUNTAIN GAS CO	482195000032		NATURAL GAS CONSUMPTION, NWWTP, 03-29-16 TO 04-26-16, APR 16	04/27/2016	605.55	.00	21-6290 UTILITIES EXPENSE	0	4/16		
Total 48219500003291604261:						605.55	.00					
Total INTERMOUNTAIN GAS CO:						605.55	.00					
<b>J &amp; M SANITATION, INC.</b>												
230	J & M SANITATION, INC.	042216-04281		SANITATION RECEIPT TRANSFER 04/22/16-04/28/16	04/29/2016	12,851.04	12,851.04	26-7000 SOLID WASTE SERVICE FEES	0	4/16	04/29/2016	
230	J & M SANITATION, INC.	042216-04281		SANITATION RECEIPT TRANSFER LESS FRANCHISE FEE. 04/22/16-04/28/16	04/29/2016	-1,269.68	-1,269.68	01-4170 FRANCHISE FEES	0	4/16	04/29/2016	

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Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 042216-042816:						11,581.36	11,581.36					
230	J & M SANITATION, INC.	04292016-050		<u>SANITATION RECEIPT TRANSFER 04-29-16 TO 05-05-16</u>	05/06/2016	24,722.54	24,722.54	26-7000 SOLID WASTE SERVICE FEES	0	5/16	05/06/2016	
230	J & M SANITATION, INC.	04292016-050		<u>SANITATION RECEIPT TRANSFER LESS FRANCHISE FEE, 04-29-16 TO 05-05-16</u>	05/06/2016	-2,442.58	-2,442.58	01-4170 FRANCHISE FEES	0	5/16	05/06/2016	
Total 04292016-05052016:						22,279.96	22,279.96					
230	J & M SANITATION, INC.	05042016		<u>DISPOSAL/REMOVAL OF SLUDGE, 04-08-16 TO 04-27-16, APR 16</u>	05/04/2016	2,160.00	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	4/16		
Total 05042016:						2,160.00	.00					
Total J & M SANITATION, INC.:						36,021.32	33,861.32					
<b>JACK HENRY &amp; ASSOCIATES, INC.</b>												
1328	JACK HENRY & ASSOCIATES, INC.	2258754		<u>BANK FEES, ADMIN, APR 16</u>	04/30/2016	61.26	.00	01-6505 BANK FEES	0	4/16		
1328	JACK HENRY & ASSOCIATES, INC.	2258754		<u>BANK FEES, P&amp;Z, APR 16</u>	04/30/2016	3.07	.00	01-6505 BANK FEES	1003	4/16		
1328	JACK HENRY & ASSOCIATES, INC.	2258754		<u>BANK FEES, WATER, APR 16</u>	04/30/2016	101.10	.00	20-6505 BANK FEES	0	4/16		
1328	JACK HENRY & ASSOCIATES, INC.	2258754		<u>BANK FEES, SEWER, APR 16</u>	04/30/2016	101.10	.00	21-6505 BANK FEES	0	4/16		
1328	JACK HENRY & ASSOCIATES, INC.	2258754		<u>BANK FEES, PI, APR 16</u>	04/30/2016	39.83	.00	25-6505 BANK FEES	0	4/16		
Total 2258754:						306.36	.00					
Total JACK HENRY & ASSOCIATES, INC.:						306.36	.00					

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
<b>KAMAN INDUSTRIAL TECHNOLOGIES</b>												
396	KAMAN INDUSTRIAL TECHNOLOGIES	K 17479	4151	EXCHANGING 3-3/4 IN SHAFT BUSHINGS FOR 3-7/8 IN SHAFT BUSHINGS, EXHAUST FAN REPAIR IN CHEMICAL ROOM OF PROCESS BLDG., M NADEAU, SEWER, MAY 16	05/03/2016	18.09	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/16		
Total K 17479:						18.09	.00					
396	KAMAN INDUSTRIAL TECHNOLOGIES	L948086		CREDIT INVOICE FOR 3 EA BUSHINGS, SEWER, MAY 16	05/03/2016	-13.56	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/16		
Total L948086:						-13.56	.00					
396	KAMAN INDUSTRIAL TECHNOLOGIES	W167182	4138	3 SHEAVES FOR EQUIPMENT AT THE PLANT, CHEM ROOM EXHAUST, M NADEAU, SEWER, APR 16	04/29/2016	57.48	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	4/16		
Total W167182:						57.48	.00					
Total KAMAN INDUSTRIAL TECHNOLOGIES:						62.01	.00					
<b>KB BLACK CANYON GRILL, LLC</b>												
1711	KB BLACK CANYON GRILL, LLC	050916	4178	CATERING THE PRAYER BREAKFAST, 126 @ \$10 - PASS THROUGH FROM TICKET SALES, MAY'16	05/09/2016	1,260.00	.00	01-6160 MISCELLANEOUS EXPENSES	0	5/16		
Total 050916:						1,260.00	.00					
Total KB BLACK CANYON GRILL, LLC:						1,260.00	.00					
<b>KUNA LUMBER</b>												
499	KUNA LUMBER	A82253	4158	EXTERIOR PAINT FOR POST/POLES AND BUILDING PATCHES WEST GREENBELT, J.ADAMS, MAY'16 - PARKS	05/04/2016	12.50	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/16		



Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
				APR 16	04/19/2016	14.79	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	4/16		
43	KUNA TRUE VALUE HARDWARE	151312	4077	ALL THREAD, WASHERS, NUTS, FOR RESTROOM REPAIRS, P KAUFMAN, PARKS, APR 16	04/19/2016	11.36	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	4/16		
43	KUNA TRUE VALUE HARDWARE	151312	4077	E-Z OUT, WIRE STRIPPERS REPLACEMENTS, P KAUFMAN, PARKS, APR 16	04/19/2016	27.98	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	4/16		
43	KUNA TRUE VALUE HARDWARE	151312	4077	1/4 TO 3/8 BUSHINGS, SPRAYER REPAIR, HOSE BIB, 1/4 TO 1/8 BUSHING, SPRAYER REPAIR, P KAUFMAN, PARKS, APR 16	04/19/2016	10.17	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1004	4/16		
Total 151312:						64.30	.00					
43	KUNA TRUE VALUE HARDWARE	151833	4133	MISC IRRIGATION PARTS TO REPAIR PI BREAKS, R JONES, APR 16	04/29/2016	28.39	.00	25-6150 MAINT. & REPAIRS - SYSTEM (PI)	0	4/16		
Total 151833:						28.39	.00					
43	KUNA TRUE VALUE HARDWARE	151834	4134	KEYS FOR WELL #10 BUTLER GENERATOR, ALARMS AT WELL KEY PADS, TARP, UNION, LOCK LUBE, AAA BATTERIES, WATER, R JONES, APR 16	04/29/2016	72.50	.00	20-6150 MAINT. & REPAIRS - SYSTEM	0	4/16		
Total 151834:						72.50	.00					
43	KUNA TRUE VALUE HARDWARE	151837	4136	MISC PARTS, 3/4 IN PIPE CAP FOR SPRAYER, GARDEN HOSE CAP, GASKET, STARTING FLUID, CRESCENT WRENCH, BOLT, NUTS, WASHERS, GOPHER BAIT, C.MCDANIEL, FARM, APR. '16	04/29/2016	39.09	.00	21-6090 FARM EXPENDITURES	0	4/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 151837:						39.09	.00					
43	KUNA TRUE VALUE HARDWARE	151838	4135	<u>MARKING PAINT, CHAIN SNAP, SHOVEL HANDLE, SEWER, APR.'16</u>	04/29/2016	22.57	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	4/16		
Total 151838:						22.57	.00					
43	KUNA TRUE VALUE HARDWARE	151879	4102	<u>REPLACEMENT TRAILER PLUG ADAPTER, P KAUFMAN, PARKS, APR 16</u>	04/29/2016	19.99	.00	01-6305 VEHICLE MAINTENANCE & REPAIRS	1004	4/16		
43	KUNA TRUE VALUE HARDWARE	151879	4102	<u>BROOM REPLACEMENT, 2 IN COUPLER FOR SPRINKLER BREAK, CLAMPS FOR BREAK ON GREENBELT, WIRE NUTS FOR BATTERY OPERATED CLOCKS, PLASTIC WELD, P KAUFMAN, PARKS, APR 16</u>	04/29/2016	35.16	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	4/16		
Total 151879:						55.15	.00					
43	KUNA TRUE VALUE HARDWARE	152088	4145	<u>BATTERY FOR WELDING MASK, P.KAUFMAN, DETAILS LATER, MAY'16 - PARKS</u>	05/03/2016	9.98	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1004	5/16		
43	KUNA TRUE VALUE HARDWARE	152088	4145	<u>2" PVC COUPLER, 2" PVC COMPRESSION COUPLER, 2" PVC T, 2" PVC COUPLER, COUPLER VALVE, TEE, BUSHING AND PIPE FOR ARBOR RIDGE, MAY'16 - PARKS</u>	05/03/2016	36.54	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/16		
Total 152088:						46.52	.00					
Total KUNA TRUE VALUE HARDWARE:						450.78	.00					
<b>KUNA WELDING</b>												
46	KUNA WELDING	2761	4182	<u>SPACERS FOR THE SPRAYER AT THE FARM, T.FLEMING, MAY'16 - FARM</u>	05/04/2016	15.39	.00	21-6090 FARM EXPENDITURES	0	5/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 2761:						15.39	.00					
Total KUNA WELDING:						15.39	.00					
<b>LOW'S READY MIX, INC.</b>												
211	LOW'S READY MIX, INC.	386584		<u>ORIGINAL INVOICE#376478, 1% CALCIUM CHLORIDE AND HOT WATER, 5.75 ADDED TO INVOICE, PARKS, MAR 16</u>	03/23/2016	39.50	.00	03-6360 EXPEND.- BLUE CROSS HIGH FIVE	1004	3/16		
Total 386584:						39.50	.00					
Total LOW'S READY MIX, INC.:						39.50	.00					
<b>LYNCH OIL, INC.</b>												
1670	LYNCH OIL, INC.	31031		<u>1517.00 GALS UNLEADED GAS @2.04179, APR 16</u>	04/26/2016	3,600.00	.00	21-6300 FUEL	0	4/16		
Total 31031:						3,600.00	.00					
Total LYNCH OIL, INC.:						3,600.00	.00					
<b>METROQUIP, INC.</b>												
196	METROQUIP, INC.	00031847	4129	<u>REPLACED CRANE REMOTE FOR TRUCK #23, T.FLEMING, APR.'16 - SEWER</u>	04/28/2016	271.74	.00	21-6305 VEHICLE MAINTENANCE & REPAIRS	0	4/16		
Total 00031847:						271.74	.00					
Total METROQUIP, INC.:						271.74	.00					
<b>MUNICIPAL CODE CORPORATION</b>												
1488	MUNICIPAL CODE CORPORATION	00269448	3821	<u>20 COPIES OF SUPPLEMENT NO 44 TO THE CODE OF ORDINANCES, 136 SUPPLEMENT PAGES, 10 IMAGES, GRAPHS &amp; TUBULAR MATTER, APR 16, ADMIN</u>	04/25/2016	359.86	.00	01-6202 PROFESSIONAL SERVICES	0	4/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1488	MUNICIPAL CODE CORPORATION	00269448	3821	20 COPIES OF SUPPLEMENT NO 44 TO THE CODE OF ORDINANCES, 136 SUPPLEMENT PAGES, 10 IMAGES, GRAPHS & TUBULAR MATTER, APR 16, P&Z	04/25/2016	1,825.05	.00	01-6202 PROFESSIONAL SERVICES	1003	4/16		
1488	MUNICIPAL CODE CORPORATION	00269448	3821	20 COPIES OF SUPPLEMENT NO 44 TO THE CODE OF ORDINANCES, 136 SUPPLEMENT PAGES, 10 IMAGES, GRAPHS & TUBULAR MATTER, APR 16, WATER	04/25/2016	154.23	.00	20-6202 PROFESSIONAL SERVICES	0	4/16		
1488	MUNICIPAL CODE CORPORATION	00269448	3821	20 COPIES OF SUPPLEMENT NO 44 TO THE CODE OF ORDINANCES, 136 SUPPLEMENT PAGES, 10 IMAGES, GRAPHS & TUBULAR MATTER, APR 16, SEWER	04/25/2016	77.12	.00	21-6202 PROFESSIONAL SERVICES	0	4/16		
1488	MUNICIPAL CODE CORPORATION	00269448	3821	20 COPIES OF SUPPLEMENT NO 44 TO THE CODE OF ORDINANCES, 136 SUPPLEMENT PAGES, 10 IMAGES, GRAPHS & TUBULAR MATTER, APR 16, PI	04/25/2016	154.23	.00	25-6202 PROFESSIONAL SERVICES	0	4/16		
Total 00269448:						2,570.49	.00					
Total MUNICIPAL CODE CORPORATION:						2,570.49	.00					
<b>NEOFUNDS BY NEOPOST</b>												
1770	NEOFUNDS BY NEOPOST	000000000001	4186	POSTAGE PURCHASED FOR MACHINE, APR.'16 - ADMIN	04/29/2016	113.00	.00	01-6190 POSTAGE & BILLING	0	4/16		
1770	NEOFUNDS BY NEOPOST	000000000001	4186	POSTAGE PURCHASED FOR MACHINE, APR.'16 - WATER	04/29/2016	177.57	.00	20-6190 POSTAGE & BILLING	0	4/16		
1770	NEOFUNDS BY NEOPOST	000000000001	4186	POSTAGE PURCHASED FOR MACHINE, APR.'16 - SEWER	04/29/2016	177.57	.00	21-6190 POSTAGE & BILLING	0	4/16		
1770	NEOFUNDS BY NEOPOST	000000000001	4186	POSTAGE PURCHASED FOR MACHINE, APR.'16 - P.I	04/29/2016	69.96	.00	25-6190 POSTAGE & BILLING	0	4/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 0000000000011256686:						538.10	.00					
Total NEOFUNDS BY NEOPOST:						538.10	.00					
<b>NEOPOST USA INC</b>												
615	NEOPOST USA INC	53860233		<u>ANNUAL POSTAGE METER RENTAL, 5/25/16-5/24/17 - ADMIN</u>	04/25/2016	198.54	.00	<u>01-6190_POSTAGE &amp; BILLING</u>	0	5/16		
615	NEOPOST USA INC	53860233		<u>ANNUAL POSTAGE METER RENTAL, 5/25/16-5/24/17 - P&amp;Z</u>	04/25/2016	28.36	.00	<u>01-6190_POSTAGE &amp; BILLING</u>	1003	5/16		
615	NEOPOST USA INC	53860233		<u>ANNUAL POSTAGE METER RENTAL, 5/25/16-5/24/17 - WATER</u>	04/25/2016	302.55	.00	<u>20-6190_POSTAGE &amp; BILLING</u>	0	5/16		
615	NEOPOST USA INC	53860233		<u>ANNUAL POSTAGE METER RENTAL, 5/25/16-5/24/17 - SEWER</u>	04/25/2016	302.55	.00	<u>21-6190_POSTAGE &amp; BILLING</u>	0	5/16		
615	NEOPOST USA INC	53860233		<u>ANNUAL POSTAGE METER RENTAL, 5/25/16-5/24/17 - P.I</u>	04/25/2016	113.45	.00	<u>25-6190_POSTAGE &amp; BILLING</u>	0	5/16		
Total 53860233:						945.45	.00					
Total NEOPOST USA INC:						945.45	.00					
<b>NORCO, INC.</b>												
222	NORCO, INC.	18238644	4035	<u>WELDERS APRON, B.GILLOGLY, APR.'16 - ADMIN</u>	04/04/2016	12.25	.00	<u>01-6230_SAFETY TRAINING &amp; EQUIPMENT</u>	0	4/16		
222	NORCO, INC.	18238644	4035	<u>WELDERS APRON, B.GILLOGLY, APR.'16 - PARKS</u>	04/04/2016	31.85	.00	<u>01-6230_SAFETY TRAINING &amp; EQUIPMENT</u>	1004	4/16		
222	NORCO, INC.	18238644	4035	<u>WELDERS APRON, B.GILLOGLY, APR.'16 - WATER</u>	04/04/2016	1.96	.00	<u>20-6230_SAFETY TRAINING &amp; EQUIPMENT</u>	0	4/16		
222	NORCO, INC.	18238644	4035	<u>WELDERS APRON, B.GILLOGLY, APR.'16 - SEWER</u>	04/04/2016	1.96	.00	<u>21-6230_SAFETY TRAINING &amp; EQUIPMENT</u>	0	4/16		

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222	NORCO, INC.	18238644	4035	<u>WELDERS APRON, B.GILLOGLY, APR.'16 - P.I</u>	04/04/2016	.98	.00	<u>25-6230 SAFETY TRAINING &amp; EQUIPMENT</u>	0	4/16		
Total 18238644:						49.00	.00					
222	NORCO, INC.	18271972		<u>SANDING DISCS/BLADES FOR WROUGHT IRON FENCE, N.PURKEY, APR.'16 - PARKS</u>	04/08/2016	105.30	.00	<u>40-6020 CAPITAL IMPROVEMENTS</u>	1022	4/16		
Total 18271972:						105.30	.00					
222	NORCO, INC.	18285652	4063	<u>2 ROLLS OF WELDING WIRE, B.GILLOGLY, APR.'16 - WATER</u>	04/11/2016	71.06	.00	<u>40-6020 CAPITAL IMPROVEMENTS</u>	1022	4/16		
Total 18285652:						71.06	.00					
Total NORCO, INC.:						225.36	.00					
<b>PACIFIC PUBLISHING COMPANY INC</b>												
1732	PACIFIC PUBLISHING COMPANY INC	76443-A	4054	<u>AD#160253, STANFIELD ANNEXATION CASE # 16-01-AN, PUBLIC HEARING NOTICE, T.BEHUNIN, APR.'16 - P &amp; Z</u>	04/29/2016	51.52	.00	<u>01-6125 LEGAL PUBLICATIONS</u>	1003	4/16		
Total 76443-A:						51.52	.00					
1732	PACIFIC PUBLISHING COMPANY INC	76443-B	4085	<u>AD# 160252, LEGAL PUBLICATION FOR ORDINANCE 2016-08 SUMMARY, A WELKER, APR.'16 - ADMIN</u>	04/29/2016	27.60	.00	<u>01-6125 LEGAL PUBLICATIONS</u>	0	4/16		
Total 76443-B:						27.60	.00					
1732	PACIFIC PUBLISHING COMPANY INC	76443-C		<u>AD# 160239, LEGAL NOTICE FOR SUBDIVISION ORDINANCE, AMENDMENT, W.HOWELL, APR.16 - P &amp; Z</u>	04/29/2016	38.63	.00	<u>01-6125 LEGAL PUBLICATIONS</u>	1003	4/16		

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Total 76443-C:						38.63	.00					
1732	PACIFIC PUBLISHING COMPANY INC	76443-D	4103	<u>AD #160335, Q2 FYE2016 FINANCIAL RESULTS PUBLICATION, J.MARSH, APR.'16</u>	04/29/2016	74.97	.00	01-6202 PROFESSIONAL SERVICES	0	4/16		
1732	PACIFIC PUBLISHING COMPANY INC	76443-D	4103	<u>AD# 160335, Q2 FYE2016 FINANCIAL RESULTS PUBLICATION, J.MARSH, APR.'16</u>	04/29/2016	51.30	.00	20-6202 PROFESSIONAL SERVICES	0	4/16		
1732	PACIFIC PUBLISHING COMPANY INC	76443-D	4103	<u>AD #160335, Q2 FYE2016 FINANCIAL RESULTS PUBLICATION, J.MARSH, APR.'16</u>	04/29/2016	51.30	.00	21-6202 PROFESSIONAL SERVICES	0	4/16		
1732	PACIFIC PUBLISHING COMPANY INC	76443-D	4103	<u>AD #160335, Q2 FYE2016 FINANCIAL RESULTS PUBLICATION, J.MARSH, APR.'16</u>	04/29/2016	19.73	.00	25-6202 PROFESSIONAL SERVICES	0	4/16		
1732	PACIFIC PUBLISHING COMPANY INC	76443-D		<u>PUBLIC NOTICE BY TREASURER, APR.'16</u>	04/29/2016	27.37	.00	01-6125 LEGAL PUBLICATIONS	0	4/16		
Total 76443-D:						224.67	.00					
1732	PACIFIC PUBLISHING COMPANY INC	76443-E	4078	<u>AD#160295 &amp; #160294, PUBLIC HEARING NOTICE PUBLISHED ON 4/20 &amp; 27/16, A. WELKER, APR.'16 - ADMIN</u>	04/29/2016	255.28	.00	01-6125 LEGAL PUBLICATIONS	0	4/16		
Total 76443-E:						255.28	.00					
1732	PACIFIC PUBLISHING COMPANY INC	76443-F	4038	<u>AD#160227, CASE #16-02-AN - T.KESNER, APR.'16 - P &amp; Z</u>	04/29/2016	49.68	.00	01-6125 LEGAL PUBLICATIONS	1003	4/16		
Total 76443-F:						49.68	.00					
Total PACIFIC PUBLISHING COMPANY INC:						647.38	.00					

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PARTS, INC.												
470	PARTS, INC.	106567	3973	<u>CAP AND ROTOR FOR TRUCK #9, PARKS, MAR 16</u>	03/21/2016	22.78	.00	<u>01-6305 VEHICLE MAINTENANCE &amp; REPAIRS</u>	1004	3/16		
470	PARTS, INC.	106567		<u>PAYMENT AFTER 30 DAYS SERVICE CHARGE, MAY'16</u>	03/21/2016	1.50	.00	<u>01-6305 VEHICLE MAINTENANCE &amp; REPAIRS</u>	1004	3/16		
Total 106567:						24.28	.00					
470	PARTS, INC.	107618	4039	<u>AIR COMPRESSOR FOR THE BUCKET TRUCK, B.BACHMAN, APR.'16</u>	04/05/2016	806.01	.00	<u>40-6020 CAPITAL IMPROVEMENTS</u>	1006	4/16		
Total 107618:						806.01	.00					
470	PARTS, INC.	109475	4137	<u>BATTERY FOR TRUCK #22, B.GILLOGLY, APR.'16 - WATER</u>	04/29/2016	267.18	.00	<u>20-6305 VEHICLE MAINTENANCE &amp; REPAIRS</u>	0	4/16		
Total 109475:						267.18	.00					
470	PARTS, INC.	109942	4161	<u>BATTERY AND REPLACEMENT RADIATOR CAP FOR JOHN DEERE LAWN MOWER, B.GILLOGLY, MAY'16 - PARKS</u>	05/05/2016	128.90	.00	<u>01-6142 MAINT. &amp; REPAIR - EQUIPMENT</u>	1004	5/16		
Total 109942:						128.90	.00					
470	PARTS, INC.	109944	4162	<u>6 EA. HEATER HOSES, USED FOR THE SPRAYER AT THE FARM, A COOK, MAY'16-FARM</u>	05/05/2016	12.72	.00	<u>21-6090 FARM EXPENDITURES</u>	0	5/16		
Total 109944:						12.72	.00					
Total PARTS, INC.:						1,239.09	.00					

RENTAL CONNECTION

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
893	RENTAL CONNECTION	39425	4034	<u>PROPANE REFILL FOR MAINTENANCE ON WILD MEADOWS DITCH, M.DAVILA, APR.'16 - P.I</u>	04/04/2016	134.00	.00	<u>25-6150 MAINT. &amp; REPAIRS - SYSTEM (PI)</u>	0	4/16		
Total 39425:						134.00	.00					
893	RENTAL CONNECTION	39735	4141	<u>1 EA. BOTTLE OF GAS FOR WELDER FOR WELDING THE WROUGHT IRON FENCE PERIMETER, B.GILLOGLY, MAY'16 - PARKS</u>	05/02/2016	51.91	.00	<u>40-6020 CAPITAL IMPROVEMENTS</u>	1022	5/16		
Total 39735:						51.91	.00					
Total RENTAL CONNECTION:						185.91	.00					
<b>REXEL, INC.</b>												
1613	REXEL, INC.	J316464	4126	<u>REPLACEMENT LIGHT BULBS AND PHOTO CELLS FOR STREETLIGHTS, B.GILLOGLY, APR.'16 - STREET LIGHTS</u>	04/28/2016	188.37	.00	<u>01-6142 MAINT. &amp; REPAIR - EQUIPMENT</u>	1002	4/16		
Total J316464:						188.37	.00					
Total REXEL, INC.:						188.37	.00					
<b>RIDLEY'S FOOD CORP</b>												
1673	RIDLEY'S FOOD CORP	009000281126		<u>BOLTS FOR THE NEW PERGOLA ON THE GREENBELT, B.BACHMAN, MAY'16 - PARKS</u>	04/06/2016	45.41	.00	<u>01-6140 MAINT. &amp; REPAIR BUILDING</u>	1004	4/16		
Total 009000281126-448:						45.41	.00					
1673	RIDLEY'S FOOD CORP	009000701437	4084	<u>QUART BAGS FOR PLANT SEEDS, N.PURKEY, APR.'16 - PARKS</u>	04/14/2016	5.67	.00	<u>01-6150 MAINTENANCE &amp; REPAIRS - SYSTEM</u>	1004	4/16		

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Total 009000701437-448:						5.67	.00					
Total RIDLEY'S FOOD CORP:						51.08	.00					
<b>SHARP ELECTRONICS CORPORATION</b>												
1734	SHARP ELECTRONICS CORPORATION	10818345		METER READING ON MX2615N AT TREATMENT PLANT, 3/1/126 -4/1/16, EXCESS, TOTAL USAGE 6712, PARKS	04/29/2016	34.85	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1004	4/16		
1734	SHARP ELECTRONICS CORPORATION	10818345		METER READING ON MX2615N AT TREATMENT PLANT, 3/1/126 -4/1/16, EXCESS, TOTAL USAGE 6712, WATER	04/29/2016	56.14	.00	20-6142 MAINT. & REPAIRS- EQUIPMENT	0	4/16		
1734	SHARP ELECTRONICS CORPORATION	10818345		METER READING ON MX2615N AT TREATMENT PLANT, 3/1/126 -4/1/16, EXCESS, TOTAL USAGE 6712, SEWER	04/29/2016	69.69	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	4/16		
1734	SHARP ELECTRONICS CORPORATION	10818345		METER READING ON MX2615N AT TREATMENT PLANT, 3/1/126 -4/1/16, EXCESS, TOTAL USAGE 6712, P.I	04/29/2016	32.91	.00	25-6142 MAINT. & REPAIRS - EQUIPMENT	0	4/16		
Total 10818345:						193.59	.00					
1734	SHARP ELECTRONICS CORPORATION	5003052322		SHARP COPIER LEASE, MODEL #MX2615N, 5/1/16-5/31/16 - PARKS	05/01/2016	17.33	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1004	5/16		
1734	SHARP ELECTRONICS CORPORATION	5003052322		SHARP COPIER LEASE, MODEL #MX2615N, 5/1/16-5/31/16 - WATER	05/01/2016	27.92	.00	20-6142 MAINT. & REPAIRS- EQUIPMENT	0	5/16		
1734	SHARP ELECTRONICS CORPORATION	5003052322		SHARP COPIER LEASE, MODEL #MX2615N, 5/1/16-5/31/16 - SEWER	05/01/2016	34.65	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/16		
1734	SHARP ELECTRONICS CORPORATION	5003052322		SHARP COPIER LEASE, MODEL #MX2615N, 5/1/16-5/31/16 - PI	05/01/2016	16.36	.00	25-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/16		

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Total 5003052322:						96.26	.00					
Total SHARP ELECTRONICS CORPORATION:						289.85	.00					
<b>SIEMENS INDUSTRY, INC.</b>												
1206	SIEMENS INDUSTRY, INC.	902602501	3814	84 EA REPLACEMENT MEMBRANES, 850.00 EA, SHIPPING AND HANDLING 5800.00, NWWTP, FEB 16	04/22/2016	77,200.00	.00	21-6020 CAPITAL IMPROVEMENTS	1046	4/16		
Total 902602501:						77,200.00	.00					
Total SIEMENS INDUSTRY, INC.:						77,200.00	.00					
<b>SILVER CREEK SUPPLY</b>												
1786	SILVER CREEK SUPPLY	S1572975.001	4128	SPRINKLER REPLACEMENT PARTS FOR PARKS, P.KAUFMAN, APR.'16 - PARKS	04/27/2016	324.28	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	4/16		
Total S1572975.001:						324.28	.00					
Total SILVER CREEK SUPPLY:						324.28	.00					
<b>STAPLES BUSINESS ADVANTAGE</b>												
1292	STAPLES BUSINESS ADVANTAGE	3300200398		WHITE BOARD FOR THE CLERK'S OFFICE, C.ENGELS, APR.'16 - ADMIN	04/23/2016	57.74	.00	01-6165 OFFICE SUPPLIES	0	4/16		
Total 3300200398:						57.74	.00					
1292	STAPLES BUSINESS ADVANTAGE	3300200400	4109	1 PK. CORRECTION TAPE, 1 PK ENVELOPE SEALER, 1 PKG. PACKING TAPE, 1 BOX JUMBO PAPER CLIPS, 1 BOX REG PAPER CLIPS, 2 BOXES COPIER PAPER, 4 PKGS DUM DUM SUCKERS FOR FRONT COUNTER, APR.'16 - ADMIN	04/23/2016	34.62	.00	01-6165 OFFICE SUPPLIES	0	4/16		

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1292	STAPLES BUSINESS ADVANTAGE	3300200400	4109	1 PK. CORRECTION TAPE, 1 PK ENVELOPE SEALER, 1 PKG. PACKING TAPE, 1 BOX JUMBO PAPER CLIPS, 1 BOX REG PAPER CLIPS, 2 BOXES COPIER PAPER, 4 PKGS DUM DUM SUCKERS FOR FRONT COUNTER, APR.'16 - WATER	04/23/2016	45.70	.00	20-6165 OFFICE SUPPLIES	0	4/16		
1292	STAPLES BUSINESS ADVANTAGE	3300200400	4109	1 PK. CORRECTION TAPE, 1 PK ENVELOPE SEALER, 1 PKG. PACKING TAPE, 1 BOX JUMBO PAPER CLIPS, 1 BOX REG PAPER CLIPS, 2 BOXES COPIER PAPER, 4 PKGS DUM DUM SUCKERS FOR FRONT COUNTER, APR.'16 - SEWER	04/23/2016	45.70	.00	21-6165 OFFICE SUPPLIES	0	4/16		
1292	STAPLES BUSINESS ADVANTAGE	3300200400	4109	1 PK. CORRECTION TAPE, 1 PK ENVELOPE SEALER, 1 PKG. PACKING TAPE, 1 BOX JUMBO PAPER CLIPS, 1 BOX REG PAPER CLIPS, 2 BOXES COPIER PAPER, 4 PKGS DUM DUM SUCKERS FOR FRONT COUNTER, APR.'16 - P.I	04/23/2016	12.46	.00	25-6165 OFFICE SUPPLIES	0	4/16		
1292	STAPLES BUSINESS ADVANTAGE	3300200400	4109	3 REAMS BLUE CARD STOCK PAPER, APR.'16 - P & Z	04/23/2016	27.93	.00	01-6165 OFFICE SUPPLIES	1003	4/16		
Total 3300200400:						166.41	.00					
1292	STAPLES BUSINESS ADVANTAGE	3301106802	4127	1 BOX COIN ENVELOPES, APR.'16 - ADMIN	04/30/2016	9.82	.00	01-6165 OFFICE SUPPLIES	0	4/16		
1292	STAPLES BUSINESS ADVANTAGE	3301106802	4127	1 BOX COIN ENVELOPES, APR.'16 - WATER	04/30/2016	12.97	.00	20-6165 OFFICE SUPPLIES	0	4/16		
1292	STAPLES BUSINESS ADVANTAGE	3301106802	4127	1 BOX COIN ENVELOPES, APR.'16 - SEWER	04/30/2016	12.97	.00	21-6165 OFFICE SUPPLIES	0	4/16		
1292	STAPLES BUSINESS ADVANTAGE	3301106802	4127	1 BOX COIN ENVELOPES, APR.'16 - P.I	04/30/2016	3.53	.00	25-6165 OFFICE SUPPLIES	0	4/16		
Total 3301106802:						39.29	.00					



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				MCPHERSON, MAY'16 - P.I	05/04/2016	.80	.00	25-6285 UNIFORMS EXPENSE	0	5/16		
1663	SUZANNE DAVIS	000006444	4152	DIGITAL LOGO ON DISK, MAY'16 - ADMIN	05/04/2016	7.50	.00	01-6285 UNIFORMS	0	5/16		
1663	SUZANNE DAVIS	000006444	4152	DIGITAL LOGO ON DISK, MAY'16 - PARKS	05/04/2016	13.50	.00	01-6285 UNIFORMS	1004	5/16		
1663	SUZANNE DAVIS	000006444	4152	DIGITAL LOGO ON DISK, MAY'16 - WATER	05/04/2016	21.75	.00	20-6285 UNIFORMS EXPENSE	0	5/16		
1663	SUZANNE DAVIS	000006444	4152	DIGITAL LOGO ON DISK, MAY'16 - SEWER	05/04/2016	27.00	.00	21-6285 UNIFORMS EXPENSE	0	5/16		
1663	SUZANNE DAVIS	000006444	4152	DIGITAL LOGO ON DISK, MAY'16 - P.I	05/04/2016	5.25	.00	25-6285 UNIFORMS EXPENSE	0	5/16		
Total 000006444:						294.00	.00					
Total SUZANNE DAVIS:						294.00	.00					
<b>THE JORDEL COMPANY</b>												
1523	THE JORDEL COMPANY	0000014062		50 EA COVER LABELS, J.COULTER, APR.'16 - BUILDING INSPECTION	04/07/2016	62.50	.00	01-6165 OFFICE SUPPLIES	1005	4/16		
Total 0000014062:						62.50	.00					
1523	THE JORDEL COMPANY	0000014226	4132	100 CORRECTION NOTICE STICKERS, LARGE ORANGE, APR.'16 - BUILDING INSPECTION	04/29/2016	125.00	.00	01-6165 OFFICE SUPPLIES	1005	4/16		
Total 0000014226:						125.00	.00					
Total THE JORDEL COMPANY:						187.50	.00					
<b>TIM GORDON</b>												
997	TIM GORDON	JUNE2016		CITY HALL RENT, ADMIN JUNE 16	05/06/2016	1,308.89	.00	01-6211 RENT-BUILDINGS & LAND	0	6/16		

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997	TIM GORDON	JUNE2016		<u>CITY HALL RENT, P&amp;Z JUNE 16</u>	05/06/2016	467.46	.00	01-6211 RENT- <u>BUILDINGS &amp; LAND</u>	1003	6/16		
997	TIM GORDON	JUNE2016		<u>CITY HALL RENT, WATER JUNE 16</u>	05/06/2016	1,215.40	.00	20-6211 RENT- <u>BUILDINGS &amp; LAND</u>	0	6/16		
997	TIM GORDON	JUNE2016		<u>CITY HALL RENT, SEWER JUNE 16</u>	05/06/2016	1,215.40	.00	21-6211 RENT - <u>BUILDINGS &amp; LAND</u>	0	6/16		
997	TIM GORDON	JUNE2016		<u>CITY HALL RENT, PI JUNE 16</u>	05/06/2016	467.48	.00	25-6211 RENT - <u>BUILDINGS &amp; LAND</u>	0	6/16		
Total JUNE2016:						4,674.63	.00					
Total TIM GORDON:						4,674.63	.00					
<b>TREASURE VALLEY COFFEE</b>												
992	TREASURE VALLEY COFFEE	2160:04446538	4181	<u>1 BOX COFFEE, 2 CANS CREAMER, CITY HALL, MAY'15</u>	05/10/2016	58.70	.00	01-6165 OFFICE <u>SUPPLIES</u>	0	5/16		
Total 2160:04446538:						58.70	.00					
Total TREASURE VALLEY COFFEE:						58.70	.00					
<b>U.S. BANK (VISA)</b>												
1444	U.S. BANK (VISA)	310561072000	4043	<u>SUZHAPP.COM, 1,000 WATER TOKENS FOR BULK WATER ORDERS OUT OF THE WATER TOWER, APR.'16 - WATER</u>	04/18/2016	241.00	.00	20-6150 MAINT. & <u>REPAIRS - SYSTEM</u>	0	4/16		
Total 31056107200020206206:						241.00	.00					
1444	U.S. BANK (VISA)	310660960833		<u>LIGHTNING TO USB CABLE, L.MAYHUGH, APR.'16 - WATER</u>	04/06/2016	6.78	.00	20-6255 <u>TELEPHONE EXPENSE</u>	0	4/16		
1444	U.S. BANK (VISA)	310660960833		<u>LIGHTNING TO USB CABLE, L.MAYHUGH, APR.'16 - SEWER</u>	04/06/2016	16.98	.00	21-6255 <u>TELEPHONE EXPENSE</u>	0	4/16		
1444	U.S. BANK (VISA)	310660960833		<u>LIGHTNING TO USB CABLE, L.MAYHUGH, APR.'16 - P.I</u>	04/06/2016	1.70	.00	25-6255 <u>TELEPHONE EXPENSE</u>	0	4/16		

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Total 31066096083316448910:						25.46	.00					
1444	U.S. BANK (VISA)	360060967013	4036	<u>NRPA, STUDY GUIDE, B.WITHROW, PARKS, APR.'16</u>	04/06/2016	68.39	.00	<u>01-6265 TRAINING &amp; SCHOOLING</u>	1004	4/16		
Total 36006096701377325669:						68.39	.00					
1444	U.S. BANK (VISA)	378960922066	4030	<u>IDAHO BUREAU OF OCCUPATIONAL LICENSES, INITIAL EXAM FEES, M.FISETTE, SEWER, APR.'16</u>	04/04/2016	92.00	.00	<u>21-6265 TRAINING &amp; SCHOOLING EXPENSE</u>	0	4/16		
Total 37896092206641300014:						92.00	.00					
1444	U.S. BANK (VISA)	552361100837	4099	<u>WALMART ON LINE, WHITE BOARD FOR CITY CLERK'S OFFICE, A.WELKER, APR.'16</u>	04/20/2016	21.08	.00	<u>01-6165 OFFICE SUPPLIES</u>	0	4/16		
Total 55236110083715022809:						21.08	.00					
1444	U.S. BANK (VISA)	593060929001	3931	<u>TREASURE VALLEY PARTNERSHIP/ASHLEY INN, CONFERENCE, J.STEAR, MAR.'16 - ADMIN</u>	04/04/2016	112.27	.00	<u>01-6270 TRAVEL</u>	0	3/16		
1444	U.S. BANK (VISA)	593060929001	3931	<u>TREASURE VALLEY PARTNERSHIP/ASHLEY INN, CONFERENCE, J.STEAR, MAR.'16 - WATER</u>	04/04/2016	4.99	.00	<u>20-6270 TRAVEL EXPENSES</u>	0	3/16		
1444	U.S. BANK (VISA)	593060929001	3931	<u>TREASURE VALLEY PARTNERSHIP/ASHLEY INN, CONFERENCE, J.STEAR, MAR.'16 - SEWER</u>	04/04/2016	4.99	.00	<u>21-6270 TRAVEL EXPENSES</u>	0	3/16		
1444	U.S. BANK (VISA)	593060929001	3931	<u>TREASURE VALLEY PARTNERSHIP/ASHLEY INN, CONFERENCE, J.STEAR, MAR.'16 - P.I</u>	04/04/2016	2.49	.00	<u>25-6270 TRAVEL EXPENSES</u>	0	3/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 59306092900110374713:						124.74	.00					
1444	U.S. BANK (VISA)	753960973925	4037	<u>AQUACIDE, WEED RAISER AND SHARPENER - FOR THE POND WEEDS, B.WITHROW, PARKS, APR.'16</u>	04/06/2016	158.00	.00	01-6175 <u>SMALL TOOLS</u>	1004	4/16		
Total 75396097392500274555:						158.00	.00					
1444	U.S. BANK (VISA)	921660890001	4000	<u>INTERNATIONAL SOCIETY OF ARBORICULTURE (ISA), ANNUAL MEMBERSHIP, N.PURKEY, 2016</u>	03/29/2016	180.00	.00	01-6075 <u>DUES &amp; MEMBERSHIPS</u>	1004	3/16		
Total 92166089000191647490:						180.00	.00					
1444	U.S. BANK (VISA)	921661020004		<u>AMAZON.COM, SEED PAPER FOR ARBOR DAY, N.PURKEY, APR.'16 - PARKS</u>	04/11/2016	97.12	.00	01-6150 <u>MAINTENANCE &amp; REPAIRS - SYSTEM</u>	1004	4/16		
Total 92166102000482121505:						97.12	.00					
Total U.S. BANK (VISA):						1,007.79	.00					
<b>UNIVAR USA, INC.</b>												
1410	UNIVAR USA, INC.	NA366456		<u>REFUND/CREDIT MEMO, 1 EA, RETURNABLE POLY CONTAINER, MAY'16 - SEWER</u>	05/02/2016	-700.00	.00	21-6097 <u>DEPOSITS ON ACCOUNT</u>	0	5/16		
Total NA366456:						-700.00	.00					
1410	UNIVAR USA, INC.	NA574698	4130	<u>72 PAILS CALCIUM HYPOCHLORITE, T.SHAFFER, APR.'16 - SEWER</u>	04/29/2016	7,938.12	.00	21-6150 <u>MAINT. &amp; REPAIRS - SYSTEM</u>	0	4/16		
Total NA574698:						7,938.12	.00					

City of Kuna

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Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1410	UNIVAR USA, INC.	NA574824	4130	48.020 LBS ALUMINUM SULFATE, PLUS TRANSPORTATION CHARGES, T.SHAFFER, APR.'16 - SEWER	04/28/2016	5,399.48	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	4/16		
Total NA574824:						5,399.48	.00					
Total UNIVAR USA, INC.:						12,637.60	.00					
<b>VALLI INFORMATION SYSTEMS, INC</b>												
857	VALLI INFORMATION SYSTEMS, INC	35339		LOCKBOX TRANSACTIONS AND POSTAGE FOR APR.'16 - ADMIN	04/30/2016	73.17	.00	01-6190 POSTAGE & BILLING	0	4/16		
857	VALLI INFORMATION SYSTEMS, INC	35339		LOCKBOX TRANSACTIONS AND POSTAGE FOR APR.'16 - WATER	04/30/2016	114.99	.00	20-6190 POSTAGE & BILLING	0	4/16		
857	VALLI INFORMATION SYSTEMS, INC	35339		LOCKBOX TRANSACTIONS AND POSTAGE FOR APR.'16 - SEWER	04/30/2016	114.99	.00	21-6190 POSTAGE & BILLING	0	4/16		
857	VALLI INFORMATION SYSTEMS, INC	35339		LOCKBOX TRANSACTIONS AND POSTAGE FOR APR.'16 - P.I	04/30/2016	45.30	.00	25-6190 POSTAGE & BILLING	0	4/16		
Total 35339:						348.45	.00					
857	VALLI INFORMATION SYSTEMS, INC	35396		ESTATEMENT AND POSTAGE FOR APRIL - ADMIN	04/30/2016	790.68	.00	01-6190 POSTAGE & BILLING	0	4/16		
857	VALLI INFORMATION SYSTEMS, INC	35396		ESTATEMENT AND POSTAGE FOR APRIL - WATER	04/30/2016	1,242.50	.00	20-6190 POSTAGE & BILLING	0	4/16		
857	VALLI INFORMATION SYSTEMS, INC	35396		ESTATEMENT AND POSTAGE FOR APRIL - SEWER	04/30/2016	1,242.50	.00	21-6090 FARM EXPENDITURES	0	4/16		
857	VALLI INFORMATION SYSTEMS, INC	35396		ESTATEMENT AND POSTAGE FOR APRIL - P.I	04/30/2016	489.46	.00	25-6190 POSTAGE & BILLING	0	4/16		
Total 35396:						3,765.14	.00					

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Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total VALLI INFORMATION SYSTEMS, INC:						4,113.59	.00					
<b>VERIZON WIRELESS</b>												
1575	VERIZON WIRELESS	9764561513		CELL PHONE SERVICE, 3/29/16-4/28/16 - ADMIN	04/28/2016	33.49	.00	01-6255 TELEPHONE	0	4/16		
1575	VERIZON WIRELESS	9764561513		CELL PHONE SERVICE, 3/29/16-4/28/16 - PARKS	04/28/2016	217.07	.00	01-6255 TELEPHONE	1004	4/16		
1575	VERIZON WIRELESS	9764561513		CELL PHONE SERVICE, 3/29/16-4/28/16 - BUILDING INSPECTION	04/28/2016	52.73	.00	01-6255 TELEPHONE	1005	4/16		
1575	VERIZON WIRELESS	9764561513		CELL PHONE SERVICE, 3/29/16-4/28/16 - WATER	04/28/2016	344.88	.00	20-6255 TELEPHONE EXPENSE	0	4/16		
1575	VERIZON WIRELESS	9764561513		CELL PHONE SERVICE, 3/29/16-4/28/16 - SEWER	04/28/2016	325.58	.00	21-6255 TELEPHONE EXPENSE	0	4/16		
1575	VERIZON WIRELESS	9764561513		CELL PHONE SERVICE, 3/29/16-4/28/16 - P.I	04/28/2016	86.45	.00	25-6255 TELEPHONE EXPENSE	0	4/16		
Total 9764561513:						1,060.20	.00					
1575	VERIZON WIRELESS	9764639514		TABLET SERVICE, 4/2/16-5/1/16 - PARKS	05/01/2016	14.73	.00	01-6255 TELEPHONE	1004	4/16		
1575	VERIZON WIRELESS	9764639514		TABLET SERVICE, 4/2/16-5/1/16 - BUILDING INSPECTION	05/01/2016	11.55	.00	01-6255 TELEPHONE	1005	4/16		
1575	VERIZON WIRELESS	9764639514		TABLET SERVICE, 4/2/16-5/1/16 - WATER	05/01/2016	32.53	.00	20-6255 TELEPHONE EXPENSE	0	4/16		
1575	VERIZON WIRELESS	9764639514		TABLET SERVICE, 4/2/16-5/1/16 - SEWER	05/01/2016	48.85	.00	21-6255 TELEPHONE EXPENSE	0	4/16		
1575	VERIZON WIRELESS	9764639514		TABLET SERVICE, 4/2/16-5/1/16 - P.I	05/01/2016	19.30	.00	25-6255 TELEPHONE EXPENSE	0	4/16		

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Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 9764639514:						126.96	.00					
Total VERIZON WIRELESS:						1,187.16	.00					
<b>VICTORY GREENS</b>												
364	VICTORY GREENS	376434	4093	EMERALD GREEN DECORATIVE ROCK FOR AROUND THE BENCHES & STOCK, J.CRUMPTON, APR.'16 - PARKS	04/15/2016	689.70	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	4/16		
Total 376434:						689.70	.00					
364	VICTORY GREENS	378459		PREMIUM TOPSOIL FOR CITY GARDENS & PLANTERS, N.PURKEY, APR.'16 - PARKS	04/24/2016	399.20	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	4/16		
Total 378459:						399.20	.00					
Total VICTORY GREENS:						1,088.90	.00					
<b>WATER DEPOSIT REFUND #10</b>												
1776	WATER DEPOSIT REFUND #10	10375.01A		OLSON FISHER ENTERPRISES, 172 W MAIN ST, WATER OVERPAYMENT	05/10/2016	53.26	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 10375.01A:						53.26	.00					
1776	WATER DEPOSIT REFUND #10	110499.2		TOBY LINDSEY, 677 N SHADY GROVE WAY, WATER OVERPAYMENT	04/29/2016	17.47	.00	99-1075 Utility Cash Clearing	0	4/16		
Total 110499.2:						17.47	.00					
1776	WATER DEPOSIT REFUND #10	111555.01		VINCENT K & LEEANN HARTLEY, 597 E ANDREA ST, WATER OVERPAYMENT	05/06/2016	68.86	.00	99-1075 Utility Cash Clearing	0	5/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 111555.01:						68.86	.00					
1776	WATER DEPOSIT REFUND #10	160855.00		<u>MARLENE MATTSSON, C/O GREATER BOISE PROPERTY MANAGEMENT, 242 W CASE ST. WATER OVERPAYMENT</u>	05/03/2016	58.21	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 160855.00:						58.21	.00					
1776	WATER DEPOSIT REFUND #10	173135.01		<u>RICH BEAMAN, 1343 W PENELOPE ST. WATER OVERPAYMENT</u>	04/29/2016	61.90	.00	99-1075 Utility Cash Clearing	0	4/16		
Total 173135.01:						61.90	.00					
1776	WATER DEPOSIT REFUND #10	173540.01A		<u>CBH, 954 S KALAHARI AVE. WATER OVERPAYMENT</u>	05/10/2016	57.13	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 173540.01A:						57.13	.00					
1776	WATER DEPOSIT REFUND #10	190185.02		<u>RAMA GROUP LLC, C/O MANAGEMENT PRO, 308 W WHITETAIL CT. WATER OVERPAYMENT</u>	04/29/2016	161.61	.00	99-1075 Utility Cash Clearing	0	4/16		
Total 190185.02:						161.61	.00					
1776	WATER DEPOSIT REFUND #10	221255.01A		<u>CBH, 1097 S TOMEN AVE. WATER OVERPAYMENT</u>	05/10/2016	57.13	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 221255.01A:						57.13	.00					
1776	WATER DEPOSIT REFUND #10	221510.01		<u>CBH, 1102 E RUTHERGLEN ST. WATER OVERPAYMENT</u>	05/06/2016	64.65	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 221510.01:						64.65	.00					

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May 12, 2016 12:43PM

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1776	WATER DEPOSIT REFUND #10	230360.03		<u>BRECKENRIDGE PROPERTY FUND, 667 S RED OAK AVE, WATER OVERPAYMENT</u>	05/06/2016	129.24	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 230360.03:						129.24	.00					
1776	WATER DEPOSIT REFUND #10	251010.03A		<u>BRECKENRIDGE PROP FUND, 1038 S SARAH AVE, WATER OVERPAYMENT</u>	05/10/2016	77.46	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 251010.03A:						77.46	.00					
1776	WATER DEPOSIT REFUND #10	264240.01		<u>CBH, 1934 W FELTSON ST, WATER OVERPAYMENT</u>	05/03/2016	43.56	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 264240.01:						43.56	.00					
1776	WATER DEPOSIT REFUND #10	264265.01		<u>CBH, 1725 N ROSEDUST DR, WATER OVERPAYMENT</u>	05/03/2016	26.90	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 264265.01:						26.90	.00					
1776	WATER DEPOSIT REFUND #10	265050.02A		<u>RIVERWOOD HOMES, 2348 W BEIGE CT, WATER OVERPAYMENT</u>	05/10/2016	77.46	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 265050.02A:						77.46	.00					
1776	WATER DEPOSIT REFUND #10	266080.01A		<u>CBH, 2246 N THISTLE DR, WATER OVERPAYMENT</u>	05/10/2016	57.74	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 266080.01A:						57.74	.00					
1776	WATER DEPOSIT REFUND #10	276042.01A		<u>CBH, 2378 N CORKTREE WAY, WATER OVERPAYMENT</u>	05/10/2016	57.13	.00	99-1075 Utility Cash Clearing	0	5/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 276042.01A:						57.13	.00					
1776	WATER DEPOSIT REFUND #10	276050.01A		<u>CBH, 2391 N CORKTREE WAY, WATER OVERPAYMENT</u>	05/10/2016	57.13	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 276050.01A:						57.13	.00					
1776	WATER DEPOSIT REFUND #10	310049.01		<u>COLEMAN HOMES, 1245 W SELDOVIA DR, WATER OVERPAYMENT</u>	05/17/2016	57.20	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 310049.01:						57.20	.00					
1776	WATER DEPOSIT REFUND #10	310050.01A		<u>COLEMAN HOMES, 1221 W SELDOVIA DR, WATER OVERPAYMENT</u>	05/17/2016	57.13	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 310050.01A:						57.13	.00					
1776	WATER DEPOSIT REFUND #10	310059.01		<u>COLEMAN HOMES, 1186 W SELDOVIA ST, WATER OVERPAYMENT</u>	04/29/2016	58.98	.00	99-1075 Utility Cash Clearing	0	4/16		
Total 310059.01:						58.98	.00					
1776	WATER DEPOSIT REFUND #10	50510.02		<u>SUMMIT BEACH CANYON RESOURCES, 632 N FRANKLIN AVE, WATER OVERPAYMENT</u>	05/06/2016	65.03	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 50510.02:						65.03	.00					
1776	WATER DEPOSIT REFUND #10	80350.02		<u>BRIAN KUNZMAN, 1114 W OPAL CT, WATER OVERPAYMENT</u>	05/03/2016	37.41	.00	99-1075 Utility Cash Clearing	0	5/16		
Total 80350.02:						37.41	.00					

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Total WATER DEPOSIT REFUND #10:						1,402.59	.00					
<b>WESTERN BUILDING MAINTENANCE, INC.</b>												
1499	WESTERN BUILDING MAINTENANCE, INC.	0090855-IN		BIO HAZARD CLEANUP, CITY HALL, APR.'16 - ADMIN	04/27/2016	23.80	.00	01-6025 JANITORIAL	0	4/16		
1499	WESTERN BUILDING MAINTENANCE, INC.	0090855-IN		BIO HAZARD CLEANUP, CITY HALL, APR.'16 - P & Z	04/27/2016	8.50	.00	01-6025 JANITORIAL	1003	5/16		
1499	WESTERN BUILDING MAINTENANCE, INC.	0090855-IN		BIO HAZARD CLEANUP, CITY HALL, APR.'16 - WATER	04/27/2016	22.10	.00	20-6025 JANITORIAL	0	4/16		
1499	WESTERN BUILDING MAINTENANCE, INC.	0090855-IN		BIO HAZARD CLEANUP, CITY HALL, APR.'16 - SEWER	04/27/2016	22.10	.00	21-6025 JANITORIAL	0	4/16		
1499	WESTERN BUILDING MAINTENANCE, INC.	0090855-IN		BIO HAZARD CLEANUP, CITY HALL, APR.'16 - P.I	04/27/2016	8.50	.00	25-6025 JANITORIAL	0	4/16		
Total 0090855-IN:						85.00	.00					
Total WESTERN BUILDING MAINTENANCE, INC.:						85.00	.00					
<b>WESTERN RECORDS DESTRUCTION, INC.</b>												
1633	WESTERN RECORDS DESTRUCTION, INC.	0314076		RECORDS DESTRUCTION, 4/1/16-4/30/16 - ADMIN	05/01/2016	7.00	.00	01-6052 CONTRACT SERVICES	0	4/16		
1633	WESTERN RECORDS DESTRUCTION, INC.	0314076		RECORDS DESTRUCTION, 4/1/16-4/30/16 - P & Z	05/01/2016	2.25	.00	01-6052 CONTRACT SERVICES	1003	4/16		
1633	WESTERN RECORDS DESTRUCTION, INC.	0314076		RECORDS DESTRUCTION, 4/1/16-4/30/16 - WATER	05/01/2016	6.63	.00	20-6052 CONTRACT SERVICES	0	4/16		
1633	WESTERN RECORDS DESTRUCTION, INC.	0314076		RECORDS DESTRUCTION, 4/1/16-4/30/16 - SEWER	05/01/2016	6.63	.00	21-6052 CONTRACT SERVICES	0	4/16		
1633	WESTERN RECORDS DESTRUCTION, INC.	0314076		RECORDS DESTRUCTION, 4/1/16-4/30/16 - P.I	05/01/2016	2.49	.00	25-6052 CONTRACT SERVICES	0	4/16		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total 0314076:						25.00	.00					
Total WESTERN RECORDS DESTRUCTION, INC.:						25.00	.00					
<b>WEX BANK</b>												
1234	WEX BANK	44939147		FUEL, APR.'16 - ADMIN	04/30/2016	17.13	.00	01-6300 FUEL	0	4/16		
1234	WEX BANK	44939147		FUEL, APR.'16 - P & Z	04/30/2016	5.71	.00	01-6300 FUEL	1003	4/16		
1234	WEX BANK	44939147		FUEL, APR.'16 - PARKS	04/30/2016	206.40	.00	01-6300 FUEL	1004	4/16		
1234	WEX BANK	44939147		FUEL, APR.'16 - BUILDING INSPECTION	04/30/2016	104.12	.00	01-6300 FUEL	1005	4/16		
1234	WEX BANK	44939147		FUEL, APR.'16 - WATER	04/30/2016	70.92	.00	20-6300 FUEL	0	4/16		
1234	WEX BANK	44939147		FUEL, APR.'16 - SEWER	04/30/2016	348.87	.00	21-6300 FUEL	0	4/16		
1234	WEX BANK	44939147		FUEL, APR.'16 - P.I	04/30/2016	19.60	.00	25-6300 FUEL	0	4/16		
Total 44939147:						772.75	.00					
Total WEX BANK:						772.75	.00					
<b>Whistle Stop Garden</b>												
1800	Whistle Stop Garden	455695	4169	FLOWERS FOR CITY PLANTERS, N.PURKEY, MAY'16	05/04/2016	97.90	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/16		
Total 455695:						97.90	.00					
Total Whistle Stop Garden:						97.90	.00					
Grand Totals:						450,183.58	121,630.11					

City of Kuna

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Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
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Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

City Treasurer: \_\_\_\_\_

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

**RESOLUTION NO. R37-2016  
CITY OF KUNA, IDAHO**

**A RESOLUTION OF THE CITY COUNCIL FOR KUNA, IDAHO ESTABLISHING FEES FOR BUSINESS LICENSES ISSUED BY THE CITY OF KUNA, IDAHO.**

**BE IT HEREBY RESOLVED** by the Mayor and Council of the City of Kuna, Idaho as follows:

The City of Kuna, Idaho hereby adopts the following fee schedule for City Business Licenses:

Twenty-four dollars (\$24.00) for a new business license issued after the effective date of Ordinance No. 2016-11 of July 1, 2016

Ten dollars (\$10.00) per year for a renewal of an existing business license issued to be renewed no later than January 31, 2017.

**PASSED BY THE COUNCIL** of Kuna, Idaho this \_\_\_\_day of \_\_\_\_ 2016.

**APPROVED BY THE MAYOR** of Kuna, Idaho this \_\_\_\_ day of \_\_\_\_ 2016.

\_\_\_\_\_  
Joe L. Stear, Mayor

ATTEST:

\_\_\_\_\_  
Chris Engel, City Clerk

## ORDINANCE NO. 2016-11

AN ORDINANCE OF THE CITY COUNCIL FOR KUNA, IDAHO AMENDING THE CITY OF KUNA, IDAHO'S BUSINESS LICENSING CODE TO CLARIFY THAT IT APPLIES TO A COMMERCIAL BUSINESS OR HOME OCCUPATION OPERATING WITHIN THE CITY LIMITS; STRIKING THE EXCEPTIONS TO LICENSE REQUIREMENT; PROVIDING THAT THE CLERK OR DESIGNEE MAY ISSUE THE LICENSE; STRIKING THE FEE AMOUNT AND PROVIDING THAT THE FEE SHALL BE SET BY RESOLUTION OF THE CITY COUNCIL; PROVIDING THAT LICENSE FEES SHALL BE PAID IN FULL; PROVIDING THE APPLICATION FOR LICENSE SHALL BE SUBMITTED TO THE CLERK AND PAID IN FULL; PROVIDING FOR SUSPENSION OF LICENSES; PROVIDING A LICENSE SHALL BE VALID FOR A DURATION OF TWELVE (12) MONTHS; PROVIDING THAT FAILURE TO PROCURE A LICENSE SHALL BE PUNISHABLE AS AN INFRACTION IN THE AMOUNT OF TWENTY-FIVE DOLLARS (\$25.00) FOR EACH VIOLATION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KUNA, ADA COUNTY, IDAHO, as follows:

Section 1: That Title 3, Chapter 4, Kuna City Code, be and the same is hereby amended as follows:

CHAPTER 4            GENERAL LICENSE PROVISIONS

SECTION:

3-4-1:            LICENSE REQUIRED:

No person shall operate, conduct or engage in any trade, business, profession or vocation as a commercial business or home occupation business within the city without first having obtained a license from the city clerk or designee. Such license shall be issued upon payment of the fees and upon the applicant's compliance with the applicable provisions of this title. All licenses shall be a personal privilege of the holder thereof and except as expressly provided herein shall become void if the holder shall cease to personally supervise, conduct and operate the trade or business for which such license has been issued. No license fee or any part thereof shall be refunded even though the licensee may fail to operate for the period named therein or any portion of such period.

3-4-2:            FORM OF LICENSE:

The city clerk or designee shall prepare a license to be displayed by the business. Each license shall specify the, business name, expiration date and the principal place of business of the licensee.

3-4-3:            LICENSE FEES PAYABLE IN ADVANCE:

License fees are nonrefundable and shall be paid to the city clerk. The uniform charge for each license shall be set by resolution.

Applications submitted for new businesses shall pay in advance the full license and expire twelve months from the month of application.

Applications for renewal of an existing business shall pay in advance the full renewal license fee regardless of the month renewed.

3-4-4: APPLICATION FOR LICENSE:

Any person desiring to obtain any of the licenses provided for in this chapter shall first make written application under oath to the city clerk, acting on behalf of the city council, on a form provided by the city clerk. Completed applications shall be submitted to the city clerk. The clerk shall not accept any applications which are not complete. An application shall be deemed submitted when it has been accepted by the city clerk.

3-4-5: APPROVAL OF LICENSE:

Except as otherwise provided in this chapter, all license applications shall be presented to the city clerk for approval. The city clerk, after due consideration of the application, shall either grant or deny the same. The city clerk may deny the application upon finding that the applicant does not meet one (1) or more of the qualifications of this chapter, or that applicant's conduct of business will violate any provision of the building code, fire code, zoning regulations, health code or any other applicable ordinance or statute of the city, county or State of Idaho.

3-4-6: LICENSE NONTRANSFERABLE, NONPORTABLE:

Except as specifically provided by this Code or by state law, no license granted or issued by the city shall in any manner be assigned or transferred to any person other than the holder thereof, nor shall it authorize any person other than is mentioned or named therein to conduct such business, nor shall it authorize any other business than is therein mentioned or named to be done or transacted. Additionally, a city license is only valid for the location requested.

3-4-7: SEPARATE LICENSE REQUIRED:

3-4-8: SUSPENSION OR REVOCATION OF LICENSES:

A license granted under the provisions of this chapter may be suspended or revoked at any time by the city council for failure to comply with the applicable provisions of this chapter or for failure to comply with any provision of the building code, fire code, zoning regulations, health code or any other applicable ordinance or statute of the city, county or State of Idaho. License fees are not refundable for suspension or revocation of licenses.

3-4-9: DURATION OF LICENSE:

All licenses issued under this chapter shall be valid for a maximum of one (1) year. Each new license shall expire at 12:00 midnight, on the last day of the month, twelve months from the month of original issue. Each renewed license shall expire at 12:00 midnight, on the last day of the month, on the original assigned expiration month. No grace period is provided.

The city clerk has the authority to set the original expiration date to coincide with other city required licensing including but not limited to alcohol licensing.

3-4-10: FAILURE TO PROCURE LICENSE:

Any person that shall operate, conduct or engage in any trade, business, profession or vocation for which a license is required without first procuring such a license from the city clerk shall be deemed in violation punishable by an infraction in the amount of twenty-five dollars (\$25.00) for each violation.

3-4-11: APPEAL FROM DENIAL OF LICENSE:

Any person aggrieved by any action of the city clerk, shall have the right to appeal the action or decision to the city council pursuant to title 1, chapter 15, section 1 of the Kuna City Code.

3-4-12: SEVERABILITY:

If any clause, sentence, paragraph, section, or any part of this chapter shall be declared and adjudged to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect, invalidate, or nullify the remainder of this chapter.

3-4-13: EFFECTIVE DATE:

This ordinance shall become effective upon after its public hearing, passage and publication.

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2016.

CITY COUNCIL OF THE CITY OF KUNA  
Ada County, Idaho

\_\_\_\_\_  
Joe L. Stear, Mayor

ATTEST:

\_\_\_\_\_  
Chris Engels, City Clerk

**ASPEN**  
**ENGINEERS**485 W. Main St, Suite B  
PO Box 205  
Kuna, Idaho 83634  
(208) 466-8181  
[www.AspenEngineers.com](http://www.AspenEngineers.com)

May 12, 2016

Troy Behunin  
City of Kuna  
PO Box 13  
Kuna, Idaho 83634

**SUBJECT: Request for Driveway Access to Meridian Rd (SH-69) for  
ENSIGN SUBDIVISION / MEADOW VIEW DEVELOPMENT / TRACTOR SUPPLY  
Located 821 N. Meridian Rd, Kuna, Idaho**

Dear Troy:

The purpose of this letter is to request that the City Council approve a request for construction of a new commercial driveway from Meridian Rd (SH-69) to property located at 821 N. Meridian Rd in Kuna. This will provide access to commercial development being platted as "Ensign Subdivision".

This development will be constructed in phase on 16 acres of property that is located a couple of hundred feet south of McDonalds and then extends about ¼ mile south to the northwest corner of Meridian Rd and Meadow View Rd. As you know last fall, Emmett Partners submitted a lot split and lot line adjustment application last fall for this property. The City Council approved the split and lot adjustment around December 1, 2016. A copy of the resulting record of survey is included in Attachment 1.

Our original idea to provide access to the property was to connect the north end of our development to the two driveways located in the Ridley's development on the south side of Profile Ln and construct Meadow View Rd along the south boundary of the property and to. However, each of these proposed accesses to the property faced some issues which are discussed below.

After many discussions, the Ridley's development agreed to provide access to the north end of our development, but only from their driveway on Profile Ln, that is located about 620' west of Meridian Rd. This driveway connect with Ridley's is a good thing, but it is located behind the proposed buildings in our development. In addition, based on the results of the traffic impact study (that was prepared by Six Mile), a single access point to the Ridley's development would likely not be sufficient to meet the traffic needs of the development.

As for Meadow View, in our discussions with ITD, they stated that the alignment of Meadow View Rd would need to exactly match the existing road on the east side of Meridian Rd since it is located at the mid-mile and is a potential location for a future signal. Unfortunately, ITD indicated there are 3 existing challenges to building a road here now.

First, in order to align with the existing street to the east, the road would need to be built over a portion of the neighboring property to the south (1324 E. Albacore). This property is privately owned and not under the control of ITD or ACHD. Second, the distance between the proposed Meadow View Rd and the existing field access for 1324 E. Albacore is only about 20', therefore the road would not



Mr. Troy Behunin  
City of Kuna  
May 12, 2016  
Page 2 of 2

meet separation distance from the driveway. Thirst, the distance between the proposed Meadow View Rd and E. Alabore Ln which is an existing private road, does not meet ITD's required separation distance.

In our meetings with ITD staff, they recommended that we eliminate the two existing driveways to the highway and pursue the construction of a new commercial driveway from Meridian Rd to serve the development. The location of the existing driveways and proposed commercial driveways are shown in the aerial photo included in Attachment 2. This location is approximately the same location we discussed with Council during the lot split and adjustment back in December 2015.

Attachment 3 is an exhibit map from the traffic study and shows the location of the driveway with respect to the surrounding area. The location of the new driveway will be 662' north of Meadow View Dr, which exceeds ITD's minimum separation distance even if the intersection is signalized in the future. The driveway will be 870' south of Profile lane which also exceeds the required separation criteria for ITD.

As shown in Attachment 4, we submitted an application (ITD Permit 3-16-264) to ITD for this driveway location on February 25, 2016. On March 28, 2016, ITD requested some changes to the traffic impact study, which were recently addressed. We anticipate that ITD will formally approve the driveway location soon.

We believe that the proposed commercial driveway to Meridian Rd will be a benefit to the community since it will provide the necessary access to the businesses in the Ensign development. A copy of the proposed final plat is included in Attachment 5. Businesses are anxious to build in this development. Tractor Supply Company (proposed for Lot 4) just received Design Review approval on May 10, 2016. Dollar Tree (proposed for Lot 5) submitted their Design Review application earlier today.

We have prepared drawings for the proposed driveway (see Attachment 6) and are working with ITD and City staff on review pending your approval.

Personally, as a business owner in Kuna and a father of 5 boys who have attended or continue to attend Kuna schools, I am excited for the opportunities for future growth and services that the business who use this driveway. Therefore we ask that you approve the driveway from Meridian Rd.

Please call me at (208) 466-8181 if you have questions or need any additional information.

Respectfully,

**Aspen Engineers, Chartered**

Lance Warnick, P.E.  
Principal Engineer

cc: Aspen 15061, Attachments



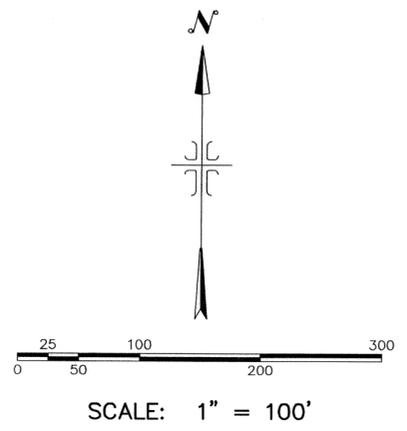
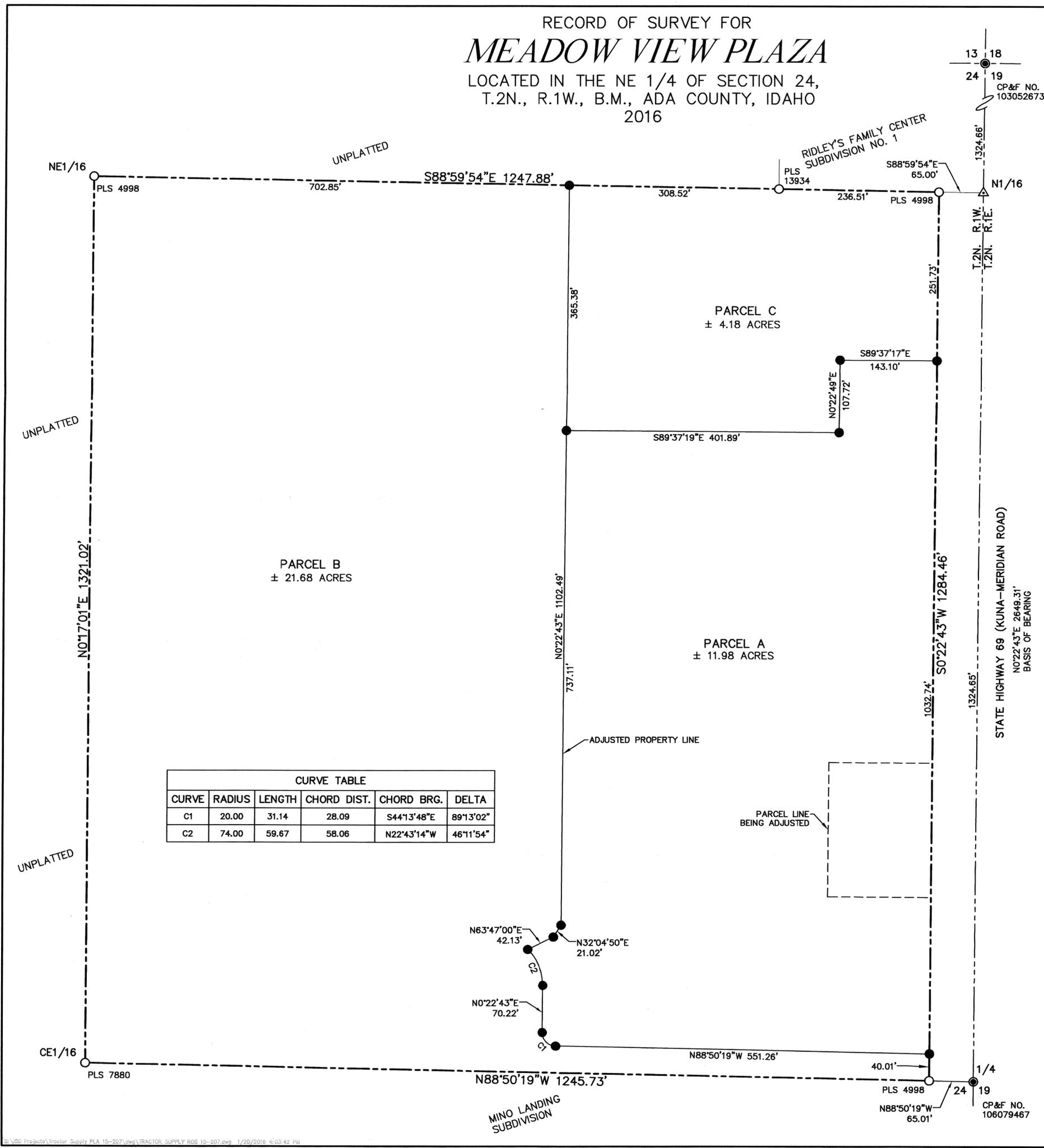
**ASPEN**  
**ENGINEERS**

**ATTACHMENT 1**

**COPY OF RECORD OF SURVEY FROM SPLIT AND LOT LINE ADJUSTMENT**

RECORD OF SURVEY FOR  
**MEADOW VIEW PLAZA**  
LOCATED IN THE NE 1/4 OF SECTION 24,  
T.2N., R.1W., B.M., ADA COUNTY, IDAHO  
2016

ROS NO. 10364



**LEGEND**

- FOUND 5/8" IRON PIN
- FOUND ALUMINUM CAP MONUMENT
- SET 5/8" IRON PIN WITH CAP
- △ CALCULATED POINT
- PROPERTY BOUNDARY LINE
- - - - - PROPERTY LINE BEING ADJUSTED
- ADJUSTED PROPERTY LINE
- SECTION LINE

**CURVE TABLE**

CURVE	RADIUS	LENGTH	CHORD DIST.	CHORD BRG.	DELTA
C1	20.00	31.14	28.09	S44°13'48"E	89°13'02"
C2	74.00	59.67	58.06	N22°43'14"W	46°11'54"

**CERTIFICATE OF LAND SURVEYOR**

I, GREGORY G. CARTER, DO HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSED BY THE STATE OF IDAHO, AND THAT THIS MAP HAS BEEN PREPARED FROM AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECT SUPERVISION, AND THAT THIS MAP IS AN ACCURATE REPRESENTATION OF SAID SURVEY, AND IS IN CONFORMITY WITH THE CURRENT LAWS OF THE STATE OF IDAHO PERTAINING TO PLATS AND SURVEYS.

GREGORY G. CARTER, PLS

GREGORY G. CARTER, PLS

**COUNTY RECORDER'S CERTIFICATE**

INST. NO. 2016-005357  
STATE OF IDAHO, COUNTY OF ADA, ss.  
FILED FOR RECORD AT THE REQUEST OF EMMETT PARTNERS LLC  
32 MIN. PAST 1 O'CLOCK P. M. THIS 20 DAY OF JANUARY 2016  
CHRISTOPHER RICH, RECORDER  
BY: [Signature] DEPUTY  
FEE \$ 5.-

RECORDING INDEX NUMBER: 214-24-1-2-0-00-000

**IDAHO SURVEY GROUP, P.C.**  
1450 E. WATERTOWER ST.  
SUITE 130  
MERIDIAN, IDAHO 83642  
(208) 846-8570



**ASPEN**  
**ENGINEERS**

**ATTACHMENT 2**

**LOCATION OF EXISTING APPROACHES TO BE ELIMINATED AND NEW  
COMMERCIAL APPROACH TO BE CREATED**

# Kuna Retail Development

Map showing approach locations

69



Proposed New Approach



Existing Approach #2 to be removed



Existing Approach #1 to be removed

Meadow View Rd





**ASPEN**  
**ENGINEERS**

**ATTACHMENT 3**

**EXHIBIT MAP FROM TRAFFIC STUDY SHOWING LOCATION OF PROPOSED DRIVEWAY WITH RESPECT TO SURROUNDING AREA**

# TRAFFIC IMPACT STUDY

## MEADOW VIEW DEVELOPMENT (ENSIGN SUBDIVISION) KUNA, IDAHO



Figure 2. Preliminary site plan



**ASPEN**  
**ENGINEERS**

**ATTACHMENT 4**

**COPY OF ITD PERMIT APPLICATION FOR APPROACH**



# Right-Of-Way Encroachment Application and Permit Approaches or Public Streets

ITD Permit Application Number \_\_\_\_\_

**For ITD Use**

Project Number From ITD Highway Plan		Date Application Received		Date Application Determined Complete		In City Limits	
Route	Segment	C/L Milepost <input type="checkbox"/> Right <input type="checkbox"/> Left		C/L Station <input type="checkbox"/> Right <input type="checkbox"/> Left		Pop. 5000 or Greater <input type="checkbox"/> Yes <input type="checkbox"/> No	
Traffic Impact Study Required <input type="checkbox"/> Yes <input type="checkbox"/> No		Appraisal Required <input type="checkbox"/> Yes <input type="checkbox"/> No		Median Type (Raised, Painted, etc.)		Number of Lanes	
Distance From Nearest Approach (Both sides, both directions of roadway)				Approach Volume (From TIS or ITE Trip Generation Handbook) Vehicle Trips per Day			
Site Distance Right <input type="checkbox"/> Left <input type="checkbox"/>		Reason if Restricted to Right Or Left		Culvert Needed <input type="checkbox"/> Yes <input type="checkbox"/> No		If Yes, Enter Size Dia. _____ Length _____	

**Applicant Information (Please Print or Type)**

Applicant(s) Name (Printed) <i>Emmett Partners, LLC (Contact: Jeremy Terry)</i>		Mailing Address or P.O. Box <i>579 S. Moss Hill Drive</i>		City <i>Bountiful</i>		State <i>UT</i>		Zip Code <i>84010</i>	
E-Mail Address (If available) <i>Lance Warnick (Aspen Engineers)</i> <i>jterry@comre.com &amp; lance@AspenEngineers.com</i>				Daytime Phone Number <i>(801) 303-5561</i>		Alternate Phone Number <i>(208) 466-8181 for Aspen Engineers</i>			
Property Owner's Name (Printed) <i>Emmett Partners, LLC</i>		Property Address and TAX ID Number <i>821 N. Meridian Rd / S1324142250</i>		City (If in city limits) <i>Kuna</i>		County <i>Ada</i>			
Nearest Public Street/Road <i>Meadow View Rd</i>		Current Property Use <i>Vacant farmland</i>		Current Zoning <i>Commerical (C-1)</i>		Proposed Property Use <i>Retail Development</i>		Proposed Zoning <i>Emmett Partners, LLC</i>	
How is Access Currently Gained? <i>Property currently has two approaches located about 120' and 400' north of Meadow View</i>				Property Owner Owns Adjacent Properties <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Describe <i>We are currently working to divide the property to create more parcels</i>					

**Request Details**

Is this a new approach? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Is this a temporary approach? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If this is a proposed modification to an existing approach, check all that apply <input type="checkbox"/> Location <input type="checkbox"/> Width <input type="checkbox"/> Use <input checked="" type="checkbox"/> Remove <input checked="" type="checkbox"/> Consolidate Multiple					
Desired Approach Width (Without flares at property line) <i>36- to 40'</i>		Type of Approach Requested <input type="checkbox"/> Agricultural <input type="checkbox"/> SF Residential <input type="checkbox"/> Joint Use <input type="checkbox"/> MF Residential <input type="checkbox"/> Subdivision <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Public Street							
Additional information you would like ITD to be aware of - Attach additional sheets if necessary. <i>We would like to close the two existing approaches that are located approximately 120' and 400' north of the intersection of Meadow View Rd and construct a new single approach on the west side of SH-69 (Meridian Rd) located at 662' north of Meadow View Rd. As we discussed in previous meetings with ITD, this approach location aligns with an existing field access on the opposite side of the highway and exceeds the minimum suggested 660' separation from the Meadow View intersection. Six Mile has completed a traffic study supporting the proposed approach.</i>									

**ITD District Review**

Section	Reviewer	Date	Recommendation		Section	Reviewer	Date	Recommendation	
			Approve	Deny				Approve	Deny
Design			<input type="checkbox"/>	<input type="checkbox"/>	Property Mgmt			<input type="checkbox"/>	<input type="checkbox"/>
Maintenance			<input type="checkbox"/>	<input type="checkbox"/>	Traffic			<input type="checkbox"/>	<input type="checkbox"/>
Planner			<input type="checkbox"/>	<input type="checkbox"/>	Dist. Engineer			<input type="checkbox"/>	<input type="checkbox"/>
List any conditions of approval									
List reason(s) for denial recommendation									



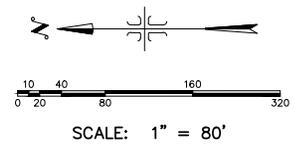
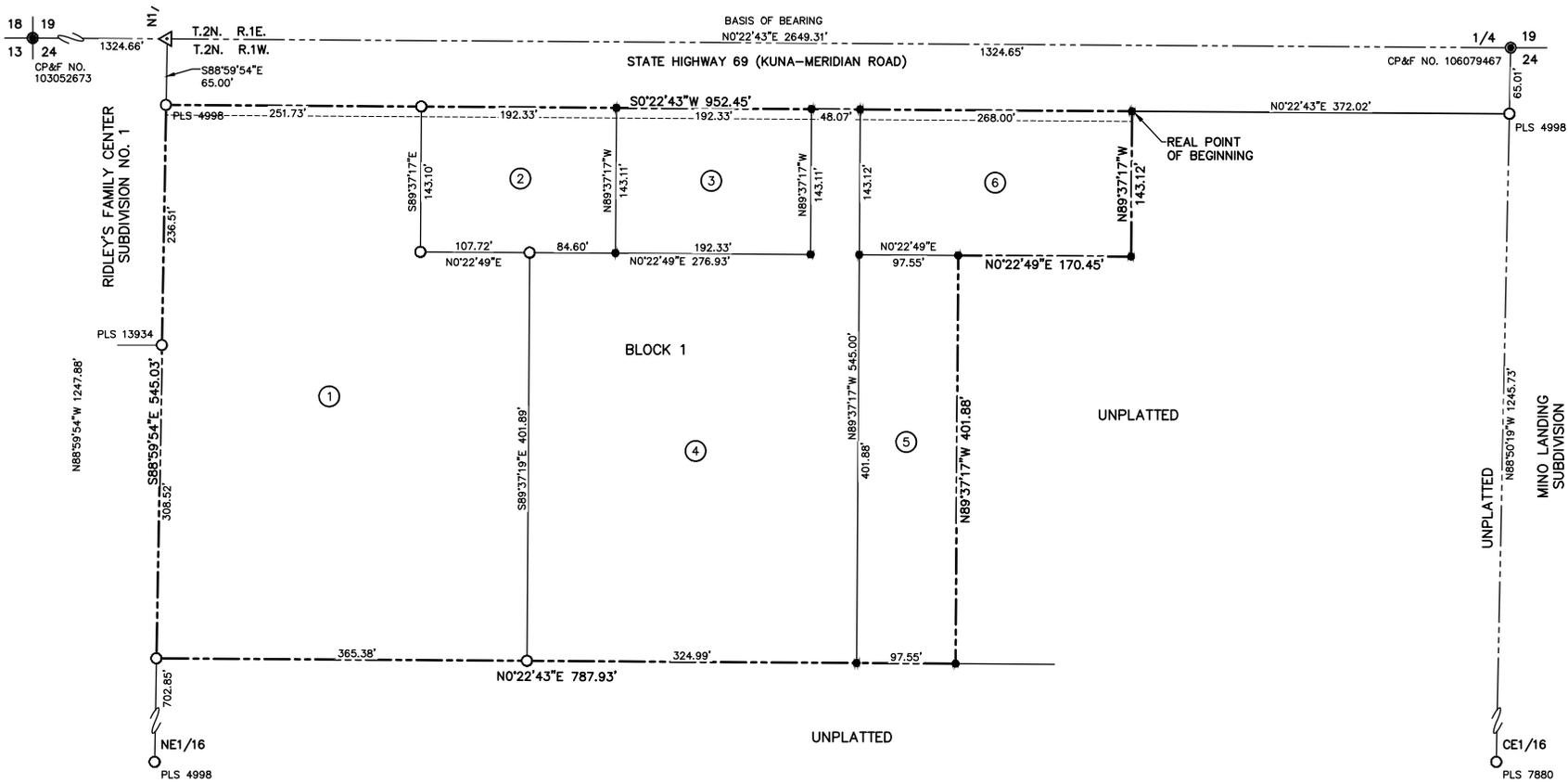
**ASPEN**  
**ENGINEERS**

**ATTACHMENT 5**

**COPY OF PLAT FOR ENSIGN SUBDIVISION**

# PLAT SHOWING ENSIGN SUBDIVISION

LOCATED IN THE SE 1/4 OF THE NE 1/4 OF SECTION 24,  
T.2N., R.1W., B.M.  
KUNA, ADA COUNTY, IDAHO  
2016



### LEGEND

- FOUND 5/8" IRON PIN PLS 7729 UNLESS OTHERWISE NOTED
- FOUND ALUMINUM CAP MONUMENT
- SET 5/8" IRON PIN WITH CAP PLS 7729
- SET 1/2" IRON PIN WITH CAP PLS 7729
- ▲ CALCULATED POINT
- PROPERTY BOUNDARY LINE
- - - EASEMENT LINE
- LOT LINE
- - - SECTION LINE
- ⑦ LOT NO.

1. LOT LINES COMMON TO A PUBLIC RIGHT-OF-WAY LINE SHALL HAVE A TEN (10) FOOT WIDE PERMANENT PUBLIC UTILITIES AND PROPERTY DRAINAGE EASEMENT AS SHOWN.
2. A PORTION OF LOTS XXXXXX ARE SERVIENT TO AND CONTAIN THE ACHD STORM WATER DRAINAGE SYSTEM. THESE LOTS ARE ENCUMBERED BY THAT CERTAIN MASTER PERPETUAL STORM WATER DRAINAGE EASEMENT RECORDED ON MAY 8, 2009 AS INSTRUMENT NO. 100053259 OFFICIAL RECORDS OF ADA COUNTY, AND INCORPORATED HEREIN BY THIS REFERENCE AS IF SET FORTH IN FULL (THE "MASTER EASEMENT"). THE MASTER EASEMENT AND THE STORM WATER DRAINAGE SYSTEM ARE DEDICATED TO ACHD PURSUANT TO SECTION 40-2302 IDAHO CODE. THE MASTER EASEMENT IS FOR THE OPERATION AND MAINTENANCE OF THE STORM WATER DRAINAGE SYSTEM.
3. ANY RE-SUBDIVISION OF THIS PLAT SHALL COMPLY WITH THE APPLICABLE ZONING REGULATIONS IN EFFECT AT THE TIME OF RE-SUBDIVISION AND MAY REQUIRE AMENDMENT OF THE DEVELOPMENT AGREEMENT.
4. MAINTENANCE OF ANY IRRIGATION, DRAINAGE PIPE OR DITCH CROSSING A LOT IS THE RESPONSIBILITY OF THE LOT OWNER UNLESS SUCH RESPONSIBILITY IS ASSUMED BY AN IRRIGATION/DRAINAGE DISTRICT.
5. IRRIGATION WATER WILL BE PROVIDED BY CITY OF KUNA IN COMPLIANCE WITH IDAHO CODE SECTION 31-3805(1)(B). ALL LOTS WITHIN THIS SUBDIVISION WILL BE ENTITLED TO IRRIGATION RIGHTS, AND WILL BE OBLIGATED FOR ASSESSMENTS FROM CITY OF KUNA SUBJECT TO THE ANNEXING OF ENSIGN SUBDIVISION INTO THE KUNA MUNICIPAL IRRIGATION DISTRICT AND POOLING THE APPURTENANT WATER RIGHTS THEREOF, RECORDED AS INSTRUMENT NO. XXXXX, RECORDS OF ADA COUNTY, IDAHO.
6. MINIMUM BUILDING SETBACKS SHALL BE IN ACCORDANCE WITH THE CITY OF KUNA APPLICABLE ZONING AND SUBDIVISION REGULATIONS AT THE TIME OF ISSUANCE OF INDIVIDUAL BUILDING PERMITS OR AS SPECIFICALLY APPROVED AND/OR REQUIRED.
7. ENSIGN SUBDIVISION IS SUBJECT TO A CITY OF KUNA DEVELOPMENT AGREEMENT RECORDED AS INSTRUMENT NUMBER AT THE ADA COUNTY RECORDERS OFFICE.
8. DIRECT LOT ACCESS TO KUNA-MERIDIAN ROAD IS PROHIBITED UNLESS SPECIFICALLY ALLOWED BY THE STATE OF IDAHO OR THE CITY OF KUNA.

9. THIS DEVELOPMENT RECOGNIZES IDAHO CODE SECTION 22-4503, RIGHT TO FARM ACT, WHICH STATES: "NO AGRICULTURAL FACILITY OR AN EXPANSION THEREOF SHALL BE OR BECOME A NUISANCE, PRIVATE OR PUBLIC, BY ANY CHANGED CONDITIONS IN OR ABOUT THE SURROUNDING NONAGRICULTURAL ACTIVITIES AFTER IT HAS BEEN IN OPERATION FOR MORE THAN ONE (1) YEAR, WHEN THE OPERATION, FACILITY OR EXPANSION WAS NOT A NUISANCE AT THE TIME IT BEGAN OR WAS CONSTRUCTED. THE PROVISIONS OF THIS SECTION SHALL NOT APPLY WHEN A NUISANCE RESULTS FROM THE IMPROPER OR NEGLIGENT OPERATION OF AN AGRICULTURAL OPERATION, AGRICULTURAL FACILITY OR EXPANSION THEREOF."



**ISG** IDAHO SURVEY GROUP, P.C.

1450 E. WATERTOWER ST.  
SUITE 130  
MERIDIAN, IDAHO 83642  
PH. (208) 846-8570  
FAX (208) 884-5399



**ASPEN**  
**ENGINEERS**

**ATTACHMENT 6**

**DRAWING SHOWING CURRENT DRIVEWAY DESIGN**

**KEYNOTES**

- A. SAWCUT EXISTING CONCRETE CURB AND GUTTER AND PROVIDE EXPANSION JOINT AS NEEDED TO PROVIDE CLEAN EDGE TO CONNECT TO PROPOSED CONCRETE CURB AND GUTTER (SEE KEYNOTE D).
- B. SAWCUT, REMOVE AND DISPOSE EXISTING ASPHALT AS NEEDED A MINIMUM OF 2.0' FROM LIP OF PROPOSED CUTTER (SEE STREET DETAIL A/C7.1) FOR CURB AND GUTTER CONSTRUCTION. STREET REPAIR AND TYPE "D" SURFACE RESTORATION PER ITD REQUIREMENTS. MINIMUM CROSS SLOPE OF PAVEMENT SHALL BE 1% WITH 2% RECOMMENDED, BUT NOT TO EXCEED 4% MATCH EXISTING PAVEMENT THICKNESS.
- C. SAWCUT, REMOVE AND DISPOSE EXISTING ASPHALT AS NEEDED A MINIMUM OF 1.0' EDGE OF EXISTING ASPHALT (SEE STREET DETAIL B/C7.1) FOR STREET WIDENING, STREET REPAIR AND TYPE "D" SURFACE RESTORATION PER ITD REQUIREMENTS. MINIMUM CROSS SLOPE OF PAVEMENT SHALL BE 1% WITH 2% RECOMMENDED, BUT NOT TO EXCEED 4%. SEE DETAIL B/C7.1 FOR PAVEMENT THICKNESS, TYP.
- D. TYPE 3 (MOUNTABLE) CURB AND GUTTER PER ITD STANDARD DRAWING 615-1 (SEE DETAIL A/C7.1).
- E. CONCRETE CURB DRAIN PER ISFWC SD-715 SPACED EVERY 50' ALONG CURB, QTY 19.
- F. 3" WIDE x 4" DEEP ROCK FILLED INFILTRATION TRENCH #1 UNDERLAIN BY 1.5" MIN LAYER OF FILTER SAND FROM STA. 63+50.6 TO STA. 69+30.6. THIS WILL HELP PROMOTE INFILTRATION OF STORMWATER RUNOFF INTO THE SUBSURFACE (SEE DETAILS A/C7.1 AND B/C7.1).
- G. 3" WIDE x 4" DEEP ROCK FILLED INFILTRATION TRENCH #2 UNDERLAIN BY 1.5" MIN LAYER OF FILTER SAND FROM STA. 70+45.6 TO STA. 72+76.8. THIS WILL HELP PROMOTE INFILTRATION OF STORMWATER RUNOFF INTO THE SUBSURFACE (SEE DETAIL A/C7.1).
- H. 10.0' WIDE CONCRETE SIDEWALK PER ISFWC SD-709 (SEE DETAILS A/C7.1 AND B/C7.1).
- I. STREET LIGHT PER CITY STANDARDS SPACED EVERY 170' ALONG STREET FRONTAGE, QTY 6.
- J. TYPE 4 BARRICADE PER ISFWC SD-1132 WITH KICK PLATE FOR CANE DETECTION AT THE BOTTOM OF THE BARRICADE, QTY 2.
- K. THE EXISTING SIDEWALK DOES NOT EXTEND TO THE NORTH BOUNDARY OF PARCEL C. IT IS ANTICIPATED THAT THIS SIDEWALK MAY BE BUILT IN THE FUTURE BY OTHERS TO CONNECT EXISTING SIDEWALK LOCATED NORTH OF THE PARCEL C TO THESE IMPROVEMENTS (SEE KEYNOTE H).
- L. 10' WIDE PEDESTRIAN RAMP (ON DETACHED SIDEWALK) PER ISFWC SD-712A WITH DETECTABLE WARNING DUMPS PER ISFWC SD-712, QTY 2.
- M. TRANSITION FROM TYPE 3 CURB TO STANDARD GUTTER IN FRONT OF PROPOSED PEDESTRIAN RAMP. GUTTER PAN SLOPE SHALL BE TARGETED TO 2% SLOPE, BUT SHALL NOT EXCEED 5.0% TO MEET ADA REQUIREMENTS.
- N. SEE SHEET C5.1 FOR STOP SIGN.
- O. PROPOSED LOCATION OF FUTURE PYLON SIGN TO SERVE DEVELOPMENT. COORDINATE WITH DEVELOPER AND ARCHITECT.
- P. SAWCUT REMOVE AND DISPOSE EXISTING ASPHALT PAVING AND ABANDON EXISTING APPROACH.
- Q. ABANDON, REMOVE AND DISPOSE EXISTING CULVERT AT ABANDONED APPROACH (SEE KEYNOTE P).
- R. RETAIN AND PROTECT EXISTING OVERHEAD UTILITY POLE.
- S. RETAIN AND PROTECT EXISTING TELEPHONE PEDESTAL.
- T. RETAIN AND PROTECT EXISTING CULVERT.
- U. RETAIN AND PROTECT EXISTING CONCRETE IRRIGATION BOX.

**NOTES**

1. SEE SHEET C5.1 FOR ADDITIONAL NOTES AND LEGEND.
2. CONTRACTOR SHALL PROTECT ALL SURVEY MONUMENTS DURING CONSTRUCTION. ANY MONUMENT DISTURBED BY CONSTRUCTION ACTIVITIES SHALL BE REPLACED BY A PROFESSIONAL LAND SURVEYOR AT THE EXPENSE OF THE CONTRACTOR.
3. COORDINATE ROUTING OF DRY UTILITIES (POWER, GAS, PHONE, CABLE, ETC) WITH CONTRACTOR AND APPLICABLE UTILITY COMPANIES.
4. ADD 2000 FT TO SITE ELEVATIONS WHERE NEED TO CONVERT TO NAVD '88 DATUM.
5. SEE SHEET C7.1 FOR STREET STRIPING PLAN.
6. SEE SHEET C7.1 FOR STREET DETAILS.
7. ABANDONED BUILDINGS, TEST PITS, WATERWAYS OR ANY OTHER DISTURBED EXCAVATION LOCATED WITHIN THE PUBLIC RIGHT-OF-WAY SHALL BE RE-EXCAVATED TO NATIVE SOIL AND BACKFILLED WITH STRUCTURAL FILL PER ISFWC SPECIFICATIONS. CONTRACTOR SHALL PROVIDE SOILS DATA TO VERIFY NATIVE MATERIAL OR ANY SOURCE USED FOR BACKFILL MEETS THE REQUIREMENTS OF ENGINEERED FILL PER ISFWC AND PROVIDE A COPY OF ALL COMPACTION TESTS TO ITD AND THE CITY.
8. ALL WORK SHALL BE DONE IN ACCORDANCE WITH ITD'S CURRENT STANDARD SPECIFICATIONS.
9. ALL AGGREGATE SHALL BE OBTAINED FROM ITD QUALIFIED SOURCES.
10. THE MW DESIGN SHALL BE APPROVED BY ITD PRIOR CONSTRUCTION.
11. ALL MATERIALS SHALL BE ACCEPTED IN ACCORDANCE WITH ITS QUALITY ASSURANCE MANUAL.
12. A MATERIALS ACCEPTANCE PLAN SHALL BE SUBMITTED FOR APPROVAL PRIOR TO CONSTRUCTION. MATERIALS TESTING AND REPORTING SHALL BE DONE BY A THIRD PARTY.
13. ITD RETAINS THE RIGHT TO PERFORM CONFIRMATION TESTING.
14. CONTRACTOR SHALL PREPARE AND SUBMIT A TRAFFIC CONTROL PLAN TO ITD FOR REVIEW AND APPROVAL PRIOR TO BEGINNING CONSTRUCTION.

REVISIONS
A 04/05/16 - REVIEW



**ASPEN ENGINEERS**  
483 W. Main St., Suite B - PO Box 205 - Kuna, Idaho 83634  
Phone: (208) 466-8181 - www.AspenEngineers.com

**STOUT CONTRACTORS**  
1480 WEST 50 SOUTH  
CONTACT: KELLY KALLANDER  
(801) 286-2150 EXT 233

**ENSGN SUBDIVISION**  
Located at the NW corner of  
N. Meridian Rd and E. Meadow View Rd  
Kuna, Idaho

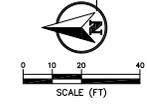
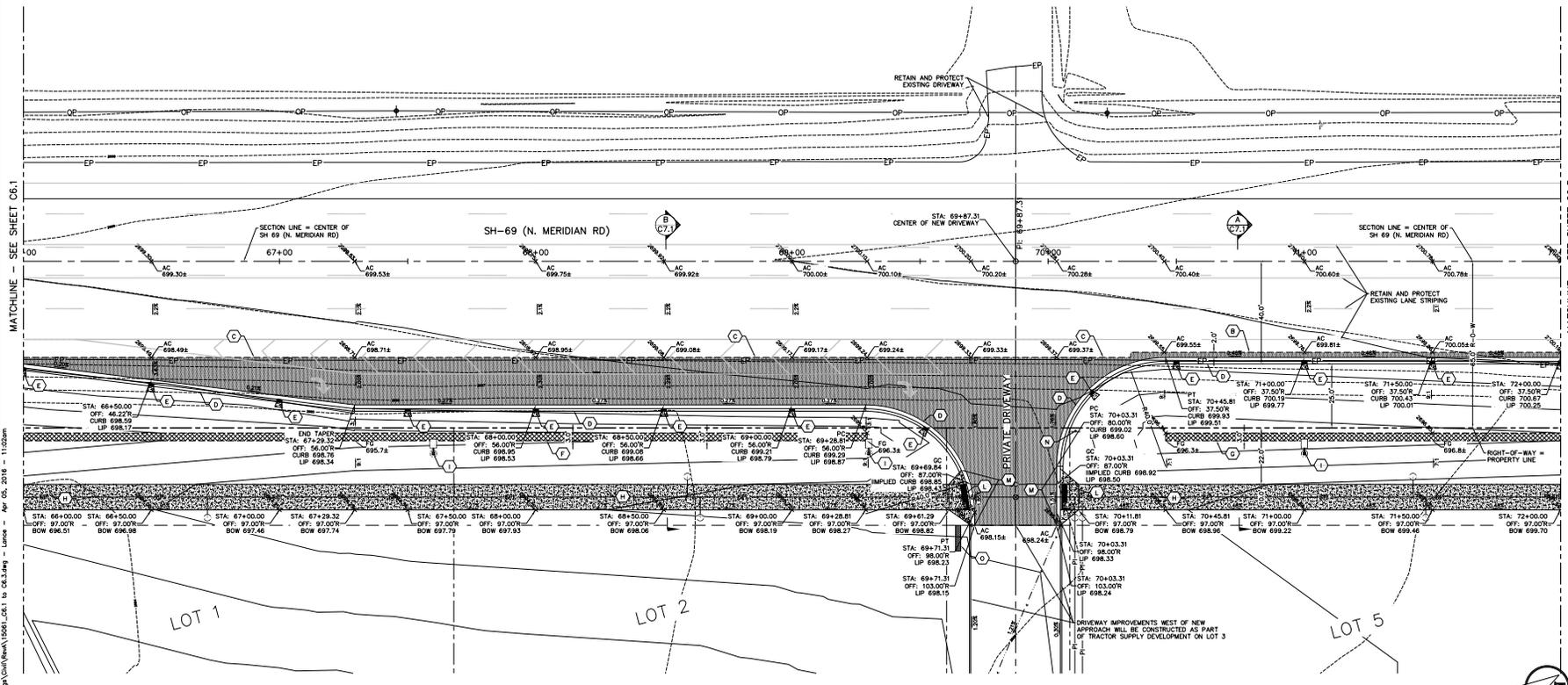
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DATE: 04/05/2016

PROJECT: 15061

TITLE: ENSIGN SUBDIVISION  
SH-69 STREET IMPROVEMENT PLAN (2 OF 3)

SHEET: C6.2  
9 of 11



MATCHLINE - SEE SHEET C6.1

MATCHLINE - SEE SHEET C6.3

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**CITY OF KUNA**  
**P.O. BOX 13**  
**KUNA, ID 83634**  
[www.kunacity.id.gov](http://www.kunacity.id.gov)

Telephone (208) 922-5546

Email: [CEngels@kunaID.gov](mailto:CEngels@kunaID.gov)

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## MEMORANDUM

TO: Mayor Stear and Council

FROM: Chris Engels, City Clerk

RE: Downtown Revitalization – ITD Cooperative Agreement and Request for Proposal for Engineering Services for Downtown Kuna design.

DATE: May 13, 2016

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The request is to consider Resolutions R38-2016 and R39-2016.

R38-2016 is an agreement with Idaho Transportation Department to allow the city to begin the procurement of Engineering Services for the downtown improvement and be within federal design standard. Design needs to be provided to COMPASS for the city's pending TMA-TAP grant funds by March 1, 2017. This will enable Kuna to meet that deadline.

R39-2016 is a Request for Proposal (RFP) to procure the Engineering Services for downtown design. The RFP will be published in accordance with the Community Development Block Grant guidelines and will close on June 9, 2016 at 4:00 pm. Respondents will be evaluated and once a qualified firm is selected, the city will negotiate the associated costs for the scope of work.

Thank you,  
Chris Engels

RESOLUTION NO. R38-2016

**WHEREAS**, the Idaho Transportation Department, hereafter called the State, has submitted an Agreement stating obligations of the State and the City of Kuna, hereafter called the City, for development of its downtown area improvement project; and

**WHEREAS**, each party is responsible for certain duties and costs for maintenance of the luminaires;

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Agreement for development of the City's downtown area improvement project is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the City.
3. That duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution passed at a *regular, ~~duly called~~* ~~special (X out non applicable term)~~ meeting of the City Council, City of Kuna, held on

\_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Joe L. Stear, Mayor

ATTEST:

\_\_\_\_\_  
Chris Engel, City Clerk

**COOPERATIVE AGREEMENT  
KUNA MAIN STREET PROJECT  
CITY OF KUNA**

**PARTIES**

THIS AGREEMENT is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the Idaho Transportation Department, hereafter called the State, and the City of Kuna, hereafter called the City.

**PURPOSE**

The City has applied for funds through the TAP-TMA program to partially fund construction of a project for improvements in the downtown area. The project funds have not yet been approved on the Idaho Transportation Improvement Program (ITIP), however, the City desires to begin the development of the project. The City wishes to use City funds to pay for the development, with no expectation of reimbursement or use as matching funds for the Federal-aid they may receive. This Agreement will document that plan.

Authority for this Agreement is established by Section 40-317, Idaho Code.

The Parties agree as follows:

1. The City will provide local funds for development of the downtown improvement project. The City agrees that they will not request reimbursement for those design costs, nor will they request that those costs be identified as match for future federal-aid funding for construction of the project.
2. The project will be designed to federal standards.
3. If the requested Federal-aid funds for construction become available, a separate agreement will be entered into between the City and the State for that project.
4. The State will not participate in the design of the project until such time as the City's request for a Federal-aid project is approved, a State /Local Agreement (Project Development) for that project is in place, and funds have been paid by the City to cover the State's estimated costs
5. The City may proceed with design activities through preliminary design without ITD approval. ITD's participation will begin with design approval.

**EXECUTION**

This Agreement is executed for the State by its District Engineer; and executed for the City by the Mayor, attested to by the City Clerk, with the imprinted corporate seal of the City of Kuna.

**IDAHO TRANSPORTATION DEPARTMENT**

\_\_\_\_\_  
District Engineer

ATTEST:

**CITY OF KUNA**

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

(Seal)

By Regular/Special Meeting  
on \_\_\_\_\_

hm:Kuna Coop.docx

**RESOLUTION NO. R39-2016  
CITY OF KUNA, IDAHO**

**A RESOLUTION OF THE CITY COUNCIL FOR KUNA, IDAHO APPROVING THE REQUEST FOR PROPOSAL (RFP) FOR THE CITY OF KUNA, IDAHO TO OBTAIN PROPOSALS FOR ENGINEERING SERVICES FOR THE DESIGN OF THE MAIN STREET/AVENUE E, KUNA, IDAHO PROJECT AND ITS PUBLICATION AS PROVIDED FOR BY LAW.**

**BE IT HEREBY RESOLVED** by the Mayor and Council of the City of Kuna, Idaho as follows:

Section 1. The Request for Proposal for Engineering Services for the City of Kuna, Idaho, attached hereto as EXHIBIT A is hereby approved.

Section 2. The Request for Proposal for Engineering Services is hereby approved for publication.

**PASSED BY THE COUNCIL** of Kuna, Idaho this \_\_\_\_day of May 2016.

**APPROVED BY THE MAYOR** of Kuna, Idaho this \_\_\_\_ day of May 2016.

\_\_\_\_\_  
Joe L. Stear, Mayor

ATTEST:

\_\_\_\_\_  
Chris Engels, City Clerk

## **REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES**

The City of Kuna is seeking engineering services for the design of the Downtown Main Street / Avenue E project. The scope of the project also includes construction engineering. This project will be funded with Idaho Community Development Block Grant funds, Federal-aid, and local sources.

### **Project Description**

This project will be completed in two separate phases due to funding and timing constraints. The first phase of the project includes the east side of Avenue E from Main Street to 4<sup>th</sup> Street, and Main Street from Avenue E to Avenue C. The second phase of the project includes Main Street from Avenue C to Avenue A. The overall project includes curb and gutter, sidewalks, bulb-outs, roadway, drainage, lighting, and irrigation improvements in downtown Kuna. Each phase will be designed, bid, and constructed separately.

### **Scope of Work**

1. Planning, designing, and engineering of the construction project. Project design to include all structural, mechanical, electrical, and related systems.
2. Topographic Surveying.
3. Preparing of drawings, specifications and project cost estimates to standards required by the Community Development Block Grant and the Idaho Transportation Department's Transportation Alternatives Program (TAP).
4. Preparing bidding documents in conformance with applicable federal and state requirements and applicable building codes. Supervising the bid advertising, conducting pre-bid meeting, issuing of addendum, preparation of bid tabulation, assisting in bid opening, and advising on bids.
5. Advising on issuing the Notice to Proceed. Conducting the pre-construction conference and progress meetings.
6. Consulting with the City of Kuna regarding construction progress and quality.
7. On-site observation of construction work, submittal review, and preparing inspection reports.
8. Reviewing and approving all contractor requests for payment and submitting approved requests to the governing body.
9. Preparing and managing punch list.
10. Conducting final inspection and testing.
11. Submitting certified "as built" drawings to the City of Kuna upon project completion.
12. Assisting on conducting a final site walk-thru.
13. Participation in public meetings.

## Proposal Review Criteria

Respondents will be evaluated according to the following criteria:

**Capability to Perform Project** (i.e., firm's history, areas of expertise, address of office that will manage project, length of time in business, firm's legal structure, firm's commitment to provide necessary resources to perform and complete project). (up to 20 points)

**Relevant Project Experience** (i.e., description of other projects executed by the firm that demonstrate relevant experience. List of all public sector clients for whom you have performed similar work in the past five years, which should include name, address, and phone number of a person who can be contacted regarding the firm's performance on the project). (up to 20 points)

**Qualifications of Project Team** (i.e., résumé for the key people assigned to the project including sub-consultants. Key personnel roles and responsibilities on this project. Identify project manager who will be responsible for the day-to-day management of project tasks and will be primary point of contact). (up to 30 points)

**Project Approach and Schedule** (i.e., the tasks that must be accomplished to complete the project, how the firm proposes to execute the tasks. Unique aspects of the project and alternative approaches the owner might wish to consider). (up to 30 points)

Total Written Proposal Points Possible = 100

**Selection Committee Interview** (Optional) Firms may be asked to make brief presentations covering their relevant experience, their understanding of the project's requirements and their own approach to designing and supervising the job. (up to 30 points)

Total Proposal Points Possible If Interviews Are Conducted = 130

Award will be made to the most qualified respondent who is deemed most advantageous to the City of Kuna, all evaluation criteria considered. The City of Kuna reserves the right to make a selection based on the written proposals, or by a combination of written proposals and interviews of the top-ranked firms. Respondents will be notified as soon as possible.

## Contact Person / Proposal Instructions

Questions and responses should be directed to:

Project Contact Person: Chris Engels, City Clerk-Grant Administrator  
Address: 763 W. Avalon  
City, State Zip: Kuna, ID 83634  
Phone: 208-387-7727  
Email: cengels@kunaid.gov

All responses must be received no later than 4:00 pm Mountain Standard Time on **June 9, 2016** at the address above. Please submit five (5) hard copies to the address listed above and one (1) electronic copy (via email to cengels@kunaid.gov, cd, or thumb drive), and state "Kuna Downtown Main Street / Avenue E Project – Engineering Services Proposal" on the outside of the sealed response package. Late submittals will not be accepted.

This solicitation is being offered in accordance with OMB Circular A-102 and the Idaho statutes governing procurement of professional services. The Kuna City Council reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate.



**CITY OF KUNA  
P.O. BOX 13  
KUNA, ID 83634**

**Telephone (208) 573-7668; Fax (208) 287-1731  
Email: [bwithrow@kunaid.gov](mailto:bwithrow@kunaid.gov)**

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## **MEMORANDUM**

To: Kuna City Council  
From: Bobby Withrow  
Subject: Park Standards

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Mayor and Council,

The document I am bringing before you is for the purpose of setting the standards and criteria for any park intended for dedication to the City. We currently don't have any standards for parks that are intended to be dedicated to the City. The standards will aid developers, planners and engineers in what Kuna is interested in seeing in future parks.

Thank You

Bobby Withrow

# City of Kuna

## PARK STANDARDS AND REQUIREMENTS

### 1.01 INTRODUCTION

The purpose of this document is to establish the minimum criteria and guidelines for the development of a park that is intended for dedication to the City of Kuna. Minimum requirements are established for both Neighborhood and Community Park classifications with common improvement standards and specifications established for both. This document is designed to assist developers, planners, and engineers in the location, shape, amenities, access, linkage, grading, and specifications of the land to be dedicated for park purposes.

If the Park falls within the Cities treated reuse waste water system, the drinking fountains, benches, and picnic tables all have to be located in an area outside of the sprinkler nozzle spray track. Signage will be required.

The City has the authority to accept or not accept parks based on the distribution of existing parks within the City and compliance with the Comprehensive Plan. Parks less than three (3) acres will not be considered by City. All parks to be accepted by the City shall be dedicated to the City.

### 1.02 CLASSIFICATION

1.02.01 Neighborhood Park – Land intended to serve the recreation needs of people living or working within a one (1) -mile area. Neighborhood parks serve as a neighborhood’s recreational and social focus. Neighborhood parks shall have an area of three to ten (3-10) acres.

1.02.02 Community Park – Land intended to provide recreational opportunities beyond those supplied by Neighborhood parks. Community parks provide a larger scale of recreational opportunities for the community as a whole. Community parks shall have an area of more than ten (10) acres.

### 1.03 SHAPE

1.03.01 The orientation of both Neighborhood and Community Parks shall conform to the lay of physical boundaries, including street curves, sidewalks, property lines, and waterways. There shall be a minimum of three hundred feet (300') of street frontage.

#### 1.04 AMENITY FEATURES

1.04.01 Neighborhood Park – In order to meet the classification of a Neighborhood park the following amenities shall be included:

- Benches – A minimum of two (2) benches for every one (1) playground area. The design and number of benches for playground areas and athletic fields shall be in accordance with the specifications provided herein.
- Bike rack – A minimum of one (1) bike rack located near each parking lot.
- Drinking fountains – A minimum of one (1) for every one (1) restroom facility. Design and number shall be in accordance with the specifications provided herein.
- Parking – A minimum one (1) parking lot located on the property. All parking lots shall be in accordance with the specifications provided herein.
- Picnic tables – A minimum of four (4) picnic tables shall be provided for every one (1) shelter. The design and number of tables shall be in accordance with the specifications provided herein.
- Playground equipment – A minimum of one (1) playground area with playground equipment.
- Restroom facility – A minimum of one (1) building with a separate Men's and Women's Room. The facility shall be constructed in accordance with the details and specifications provided herein.
- Shelters – One (1) with a minimum area of four hundred square feet (400 sf) or two (2) with a combined five hundred square feet (500sf) for every five (5) acres of park. The shelter shall be constructed in accordance with the details and specifications provided herein.
- Trees, grass, mow strips, planting beds, lighting, fencing, trash receptacles, and pet waste station. Construction shall be in accordance with the specifications provided herein.

1.04.02 Community Park - In order to meet the classification of a Community park the following amenities shall be included:

- Basketball courts – A minimum of one (1) court. The courts shall be constructed in accordance with the specifications provided herein.
- Baseball or softball field – A minimum of one (1) full-sized field for every ten (10) acres. The fields shall be constructed in accordance with the specifications provided herein.
- Benches – A minimum of two (2) benches for every one (1) playground area. The design and number of benches for playground areas and athletic fields shall be in accordance with the specifications included herein.
- Bike rack – A minimum of one (1) bike rack located near each parking lot.
- Drinking fountains – A minimum of two (2) with one being located at the restroom facility and the other at a location designated by the City. Design and number shall be in accordance with the specifications provided herein.
- Horseshoe pits – A minimum of two (2) pits. The pits shall be constructed in accordance with the specifications provided herein.
- Parking – A minimum one (1) parking lot located on the property. All parking lots shall be in accordance with the specifications provided herein.
- Picnic tables – A minimum of four (4) picnic tables shall be provided for every one (1) shelter. The design and number of tables required shall be in accordance with the specifications provided herein.
- Playground equipment – A minimum of one (1) playground area with playground equipment.
- Restroom facility – A minimum of one (1) building per park with a separate Men’s and Women’s Room. The facility shall be constructed in accordance with the details and specifications included herein.
- Shelters – One (1) shelter with a minimum area of four hundred square feet (400 sf) or two (2) with a combined five hundred square feet (500 sf) for every five (5) acres of park and one (1) shelter with a minimum area of nine hundred square feet (900 sf) or two (2) with a combined one thousand square feet (1,000 sf) for every ten (10) acres of park. The shelters shall be constructed in accordance with the details and specifications provided herein.
- Trees, grass, mow strips, planting beds, lighting, fencing, pet waste station and trash receptacles. Construction shall be in accordance with the specifications provided herein.

In addition, four (4) of the following amenities or approved amenities shall be included to meet the standards of a Community Park. The selected amenities shall be approved by the City based on existing facilities.

- Bocce Ball court- A minimum of one (1) court. The court shall be constructed in accordance with the specifications provided herein.

- Dog Park – A minimum of one (1) park. The park shall be constructed in accordance with the specifications provided herein.
- Frisbee golf course – A minimum of one (1) nine (9) or eighteen (18)-hole course. The course shall be constructed in accordance with the specifications provided herein.
- Tennis courts – A minimum of two (2) courts. The courts shall be constructed in accordance with the specifications provided herein.
- Other- any amenity not listed and approved by the City.
- Pickle Ball court- A minimum of two (2) courts. The courts shall be constructed in accordance with the specifications provided herein.
- Skate park – A minimum of one (1) skatepark. The pits shall be constructed in accordance with the specifications provided herein.
- Soccer field – A minimum of one (1) field for every fifteen (15) acres. The field shall be constructed in accordance with the specifications provided herein.
- Splash pad – A minimum of one (1) splash pad. The pad shall be constructed in accordance with the specifications provided herein.
- Volleyball courts – A minimum of one (1) court. The courts shall be constructed in accordance with the specifications provided herein.

## 1.05 ACCESS

In order to meet the classification of a Community or Neighborhood park, the following access to the park shall be included:

- 1.05.01 Pathways – Pathways shall provide access to amenities. Construction of pathways shall be in accordance with **Kuna City Code**. The specifications **are** provided herein.
- 1.05.02 Parking areas – Off-street parking areas shall be provided for those people enjoying the park. Construction of parking areas shall be in accordance with **Kuna City Code**. The specifications **are** provided herein.

## 1.06 LINKAGE

Effort shall be made to incorporate both Neighborhood and Community parks into the existing infrastructure. Therefore, the following linkage guidelines shall be followed:

- 1.06.01 Pathways – The park pathways shall be designed to match elevation with existing pathways. Pathway widths shall be in accordance with specifications provided herein.
- 1.06.02 Irrigation system – Neighborhood parks shall be hooked up to the existing pressurized irrigation system and separate from the subdivisions common area. Zone design of the irrigation system should not burden the Cities Pressurized Irrigation system. Community park irrigation system shall have their own irrigation system, separate from City Pressurized Irrigation system and approved by the City staff.
- 1.06.03 Sanitary sewer system – The park sanitary sewer system shall be connected to the existing City wastewater collection system.
- 1.06.04 Water system – The Park potable water system shall be connected to the existing City water distribution system.

**1.07 GRADING**

All grading shall comply with ISPWC and American with Disabilities Act (ADA) standards. Grading requirements for specific uses shall adhere to the following table:

<b>GRADING REQUIREMENTS</b>	
<b>Use</b>	<b>Grade</b>
Baseball/Softball Fields	1.5% for skinned and turf infields, and outfield turf; provide positive drainage away from home plate in all cases
Basketball Courts	Drain end to end at 1% for concrete and 2% for asphalt
Bocce Ball	Drain end to end at 1% for concrete and 2% for asphalt
Crusher Fines Paths	4% max
Finish Grade	1” below walks and paving
Mulch Areas	2% min - 33% max (3:1)
Multi-Purpose Fields	2% min to 2.5% max
Parking Areas	1%-4% max
Paving	Shall meet ADA accessibility guidelines

Pickle Ball Courts	Drain side to side or end to end at 1%, never allow high point at net
Shrub and Groundcover Areas	2% min - 33% max (3:1)
Splash pad	Drain to center at 1%
Tennis Courts	Drain side to side or end to end at 1%, never allow high point at net
Turf & Natural Areas	2% min - 25% max (4:1)

**1.08 SPECIFICATIONS**

1.08.01 Baseball fields – The field shall be designed to standard full-field dimensions. This includes ninety feet (90’) between bases, a pitching mound sixty feet six inches (60’ 6”) from home plate, and foul lines a minimum of three hundred twenty feet (320’). There shall be a home run fence with a minimum six (6) foot warning track. If possible, the orientation of the field should be such that the axis through home plate and the pitcher’s mound runs north-south.

Dugouts along each foul line are required. Dugouts may be open-air or covered by a roof and may be built of cinder block or chain-link. Benches shall be installed in each dugout and shall be aluminum players’ benches (commercial grade). There shall be a minimum of one (1) set of five (5) -row aluminum bleachers (commercial grade) on each foul line.

Fences and a backstop are required and shall be tall enough and wide enough to prevent foul balls from hitting onlookers. Fences shall connect to the backstop and extend beyond first and third base by at least twenty feet (20’) to prevent errantly thrown balls from leaving the field. The base path surface shall be made of diamond dust with grading specified in 1.07 and infield shall be grass with a minimum six (6) foot radius of diamond dust around pitchers mound.

1.08.02 Basketball courts – Full size courts shall be fifty feet (50’) by eighty-four feet (84’) with a minimum of five foot (5’) sideline clearance. Backboards shall be fan-shaped, mounted in-ground with a double-rim hoop, and be made of fiberglass. The hoop on a full-size court shall be ten feet (10’) from the ground. Court surfaces shall be asphalt or concrete and designed to match grading requirements found in 1.07. If possible, courts should be placed with the longitudinal axis running north-south. The key area, half court, and out-of-bounds lines shall be painted on the court at the standard locations and dimensions.

1.08.03 Benches – A minimum of two (2) benches are required for every playground area and shall be located outside the playground surface area. Additionally, benches may be placed along pathways away from the flow of pedestrian traffic. For athletic fields, refer to individual specifications for each field. The type of bench shall be wood or metal and approved by the City.

- 1.08.04 Bike racks –Bike racks shall be in-ground mounted, vandal resistant, and be capable of storing a minimum of eight (8) bikes. The bike rack style shall be serpentine.
- 1.08.05 Bocce Ball court- The court shall be ten feet by sixty feet (10' x 60'). The court shall be installed at a six inch (6") minimum depth from the sideboards. The court shall be constructed from a material that allows the balls to roll fast and track straight while absorbing bounce with minimal surface displacement. The desired materials would be clay, oyster flour or artificial turf. Other materials that maybe used include sand, clay and concrete.
- 1.08.06 Dog parks – Dog parks shall be a minimum of one (1) acre surrounded by a four foot (4') to six foot (6') chain-link or other approved fence with a double-entry gate. The park surface shall be all grass or a combination of grass and wood chips. There shall be a minimum of two (2) benches and one (1) trash receptacle for every dog park. There shall be a minimum of three (3) pet waste disposal station for every one (1) acre of Dog Park. Parking should be close to the dog park. Wheel chair access is required. There shall be a minimum of ten (10) trees for every acre of Dog Park. Drinking fountains with dual pet fountains shall be provided at a frequency of one (1) per Dog Park.
- 1.08.07 Drinking fountains – Each restroom facility shall include a minimum of one (1) exterior drinking fountain. In Community Parks an additional drinking fountain is required at a location designated by the City. Drinking fountains along pathways shall not impede pedestrian traffic. All drinking fountains shall be pedestal type unless used at a restroom facility, in which case it shall be wall-mount. Acceptable pedestal type fountains include square pedestal, round pedestal, and concrete pedestal. All drinking fountains shall be wheelchair accessible.
- 1.08.08 Fencing – Fences shall only be used for athletic fields or where there is a safety issue that cannot be addressed by some other means. Chain link (9 gauge), decorative, and rail fencing is allowed with City approval.
- 1.08.09 Frisbee golf courses – A nine- (9) or eighteen- (18) holed course shall contain disc hole poles, tee signs, and tee pads. Disc hole poles shall be comprised of a center pole, chain holder, and basket. Tee signs shall identify the layout of the hole while also showing distances, hazards, and number of strokes for par. Tee pads shall be made of rubber matting or poured-in-place concrete. Holes should be designed to not impede upon other athletic facilities.
- 1.08.10 Grass – Grass may be either be seed or sod. The grass types shall meet the following blend: 70% Kentucky bluegrass, 20% Perennial ryegrass, and 10% chewing fescue. There shall be no grass strips less than six feet (6') wide in order to make irrigation more convenient.
- 1.08.11 Horseshoe pits – Dimensions for courts and pits shall be in accordance with the guidelines specified by the National Horseshoe Pitchers Association of America. Based on these guidelines, the dimensions for pits shall be forty-three inches to seventy-two inches (43"-72") in length and thirty-one inches to thirty-six inches (43" to 36") in width. The stakes shall be placed forty feet (40') apart. Pit boxes shall be constructed similar to the City's existing horseshoe pits.

- 1.08.12 Lighting – Parking lots, shelters, and restroom facilities shall be properly lighted. Lights shall be LED lights. Fixture types shall be shoe box style. A lighting plan shall be submitted to the City for approval.
- 1.08.13 Mow strips – Mow strips shall be used to separate lawn areas from natural areas including, but not limited to, ground cover and planting beds. Mow strips shall be made of concrete and be a minimum of six inches (6”) wide and eight inches (8”) deep with fiber mesh reinforcement. The top of the mow strip shall be one inch above finished grade and be scored at four feet on center. Mow strips shall be uniform width and design when used between lawn and natural areas.
- 1.08.14 Parking – Parking areas shall provide access to park amenities. The number of parking spaces required depends on type of amenity. The table below lists the minimum number of parking spaces per amenity:

<b>PARKING GUIDELINES</b>		
<b>Primary Use</b>	<b>Parking Ratio (min)</b>	<b>Parking Ratio (Tournaments*)</b>
Baseball/Softball Fields	20 spaces per field	40 spaces per field
Basketball/Volleyball Courts,	5 spaces per court	10 spaces per court
Dog Park	5 per acre	Same
General Park Usage	5 spaces per acre	
Multi-Purpose Fields	15 spaces per field	30 spaces per field
Outdoor Event Facilities	1 space for every 5 person capacity plus 1 for each 30 square feet floor area used for seating purposes, whichever is greater	Same
Picnic Shelters	1 space for every 100 sf	Same
Playgrounds	1 space for every 600 sf	Same
Skate Park	1 space for every 600 sf	Same

Tennis Courts, Pickle Ball, Bocce Ball	2 spaces per court	4 spaces per court
* Higher range numbers should be used for Athletic Field Complexes that shall need more parking for tournaments		

Parking areas shall be off-street, and located within the park boundary. Parking shall be located, if possible, near the activity it is intended to serve. The layout of parking areas shall be in accordance with ISPWC and the City Code. Drop off and pick up areas shall be provided, where appropriate. Grading shall be in accordance with 1.07.

1.08.15 Pathways – Pedestrian pathways provide easy access to park amenities and allow places for exercise. There are three types of pathway. Descriptions and requirements for each type of pathway are as follows:

Primary – Provide major circulation routes for pedestrian traffic. Primary pathways shall be ten (10) feet wide, feet (9') wide can be allowed with City Council approval, access for emergency and maintenance vehicles. Primary pathways shall be made of a two inch (2") layer of asphalt above a six inch (6") layer of three-quarter inch (¾") minus crushed aggregate base. The minimum radius for primary walkways at intersections is twenty feet (20').

Secondary – Provide circulation routes and enhance aesthetic quality. Secondary pathways shall be six feet (6') wide and made of an ADA accessible surface of concrete or asphalt.

Tertiary – Provide access to more private areas of the park with City approval. Tertiary pathways shall be four feet (4') wide and made of an alternative, soft-surface, low impact paving materials such as crusher fines or other porous materials.

Some conditions apply for pathways of all types. All concrete pathways shall be broom finish; all non-concrete pathways shall be weed preventive. Pathways in front of parking stalls without wheel stops shall be nine feet (9') wide. Handicap ramps are required for all primary and secondary pathways. Benches may be placed along pathways as long as the benches do not impede pedestrian traffic.

When a pathway connects to or intersects a street, removable bollards shall be placed in the pathway to allow access for emergency and maintenance vehicles. When a pathway connects to an existing pathway, the width of the new pathway shall follow the guidelines given above.

1.08.16 Pet waste disposal stations - There shall be a minimum of three (3) pet waste disposal station for every one (1) acre of Dog Park. There shall be a minimum one (1) pet waste disposal station for every one (1) acre of park. Pet waste disposal stations shall consist of doggie bags and doggie bag receptacles.

1.08.17 Picnic tables - Picnic tables may be placed in both sheltered and unsheltered areas. The minimum number required depends on the type of shelter in which it is placed and can be found in section 1.08.22. Tables shall be a standard eight foot (8') aluminum table or an eight foot (8') wood table.

1.08.18 Pickle Ball courts- The court shall be twenty feet by forty four feet (20' x 44') with a minimum of ten feet (10') clearance on both sides. If possible, courts should be placed with the longitudinal axis running north-south. The surface shall be made of asphalt with acrylic layering over the top with grading specified in 1.07. The net shall be placed at thirty six inches (36") at the post and middle of the net. A four foot (4) minimum fence shall enclose the courts. One (1) players' bench is required for every one (1) court. The pickle ball court can also be placed in a tennis court with the lines marked in a different color.

1.08.19 Planting beds – Planting beds shall enhance the aesthetic quality of the park. Planting beds shall not impede sight triangles. Planting bed fill material shall be 2-inch bark or perma-bark. Shrubs, groundcover, and vines should be spaced a minimum of one-half of their mature diameter from all pathways to prevent overcrowding and impeding on pathways. Minimum planting sizes shall comply with the standards set forth in the following table:

<b>MINIMUM PLANTING SIZE</b>	
<b>Plant</b>	<b>Size</b>
Shrubs	5-gallon container
Ground cover/perennials	2-1/4 inch pots

Shrubs shall have a maximum spacing of 1.5 times the mature diameter.

1.08.20 Playground equipment – Playground equipment shall foster physical, mental, and emotional growth through a challenging and entertaining play environment.

Standards – Shall meet the following standards:

- Americans with Disabilities Act (ADA)
- Consumer Product Safety Commission's (CPSC) Handbook for Public Playground Safety
- American Society for Testing and Materials' (ASTM) Standard Consumer Safety Performance Specification for Playground Equipment for Public Use (F-1487), Standard Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment (F-1292), and Standard Specification for Determination of Accessibility of Surface Systems Under and Around Playground Equipment (F-1951)
- International Play Equipment Manufacturers Association (IPEMA)

Location – Shall be located close to shelters and turf play areas but away from secondary and tertiary pathways.

Minimum equipment – The playground equipment shall include swings, a climbing structure, and slides. The slides located within the Community Park shall be for the age group 3-15.

Surface - Acceptable materials include rubber chips, engineered bark or other City approved materials. The playground area shall be contained by curbs or pathways.

Equipment materials – Materials that get hot during the summer shall be avoided.

Additional amenities – A minimum of two (2) benches shall be located nearby to allow for adequate supervision.

1.08.21 Restroom facilities – Restroom facilities shall contain separate Men’s and Women’s rooms and shall be constructed in accordance with City Code and the following guidelines:

Construction material – Masonry block (split face block) or stick frame construction with metal roof or thirty year (30) architectural shingle.

Dimensions and layout – The layout and dimensions shall be in accordance with the detail enclosed within.

Utilities – For Neighborhood Parks, a minimum of two (2) toilets and one (1) lavatory in Women’s room and minimum of one (1) toilet, one (1) urinal, and one (1) lavatory in Men’s room is required. For Community Parks, an additional toilet and lavatory for the Women’s room and an additional urinal and lavatory for the Men’s room shall be provided.

Drinking fountains – A minimum of one (1) exterior drinking fountain.

Color – Specified by the City.

Lighting – An exterior light shall be provided at each restroom facility.

Storage – Additional space for storing supplies and custodial cleaning materials.

1.08.22 Shelters – Shelters shall provide a place for groups to assemble.

Number – Neighborhood Parks shall contain a minimum of one (1) shelter for every five (5) acres of park. The shelter shall be at least four hundred square feet (400 sf) (Type A) or two (2) with a combined square footage of five hundred feet (500 sq. ft.). Community Parks shall contain a minimum of one (1) shelter with a minimum area of four hundred square feet (400 sf) (Type A) or two (2) with a combined square footage of five hundred feet (500 sq. ft.) for every five (5) acres of park, and a minimum of one (1) shelter with a minimum area of nine hundred square feet (900 sf) for every ten (10) acres of park (Type B) or two (2) with a combined square footage of one thousand (1,000 sq. ft.) (Type D).

Shelter	Minimum Size (sf)	Approx. Seating Capacity	Approx. Standing Capacity
Type A	400	12	80
Type B	250	7	50
Type C	900	24-30	180
Type D	500	12-18	100
Seating Capacity is based on number of picnic tables. Standing Capacity assumes 1 person equals 5 square feet.			

Construction materials – Shelters shall be constructed of painted steel structural members and a metal roof and include a concrete slab. Construction shall be similar to the City’s existing shelter and be approved by the City.

Location – Near parking areas and restrooms.

Additional features - See figure below:

Shelter	Required Features				
	Picnic Tables	Trash Receptacles	Lighting	Secured Electrical Outlets	Drinking Fountains
Type A	2	1	Y	1	1
Type B	2	1	Y	1	1
Type C	4	2	Y	2	1
Type D	3	1	Y	2	1

1.08.23 Skateparks – The skatepark shall be a minimum of ten thousand square feet (10,000 sf). Ramps, rails, and inclines may be constructed of steel or concrete. Each park shall contain a minimum of two (2) benches.

1.08.24 Soccer fields – The field shall be designed to full-field dimensions. This includes a minimum width of sixty (60) yards, a minimum length of one hundred (100) yards, and a minimum sideline clearance of twenty feet (20’). If possible, the orientation of the field should be such that the long

axis runs north-south. Standard eight foot (8') goals shall be placed on each end line. A minimum of two (2) players' benches are required for each field. The surface shall be made of grass with grading specified in 1.07. Smaller fields may be located in the outfield of softball and baseball fields. The construction of smaller fields is suggested but does not fulfill impact fee requirements unless a full-size field is constructed.

1.08.25 Softball fields – The field shall be designed to standard full-field dimensions. This includes sixty feet (60') between bases, one (1) pitching rubber at forty feet (40') and another at forty six feet (46'), and foul lines a minimum of two hundred seventy five feet (275'). A home run fence shall be included with a six foot (6') warning track. If possible, the orientation of the field should be such that the axis through home plate and the pitcher's mound runs north-south.

Dugouts along each foul line are required. Dugouts may be open-air or covered by a roof and may be built of cinder block or chain-link. Benches shall be installed in each dugout and shall be aluminum players' benches (commercial grade). There shall be a minimum of one (1) set of five (5) -row aluminum bleachers (commercial grade) on each foul line.

Fences and a backstop are required and shall be tall enough and wide enough to prevent foul balls from hitting onlookers. Fences shall connect to the backstop and extend beyond first and third base by at least twenty feet (20') to prevent errantly thrown balls from leaving the field. The surface shall be made of diamond dust with grading specified in 1.07.

1.08.26 Splash pad- The splash pad shall be a minimum fifteen feet by fifteen feet (15' x 15') or two hundred twenty five square feet (225' sq. ft.). It will need to be engineered to hook up to potable water, sewer and be approved by City staff.

1.08.27 Tennis courts - The court shall be thirty-six feet by seventy-eight feet (36' by 78') with a minimum of ten feet (10') sideline clearance and twenty-one feet (21') end clearance. The net height shall be thirty-six inches (36") at the middle and forty-two inches (42") at the posts. If possible, courts should be placed with the longitudinal axis running north-south. The surface shall be made of asphalt with acrylic layering over the top with grading specified in 1.07. A twelve foot (12') high chain-link fence shall enclose the tennis courts outside the clearance limits. One (1) players' bench is required for every one (1) court.

1.08.28 Trash receptacles – The minimum number of trash receptacles for shelters is found in 1.08.22. In addition, there shall be one (1) exterior trash receptacle for every one (1) restroom facility. There shall be one (1) trash receptacle for every (5) unsheltered picnic table. Exterior trash receptacles shall be anchored into the ground with concrete. All exterior receptacles shall be approved by City staff.

1.08.29 Trees – There shall be a minimum of ten (10) trees for every one (1) acre in area. Trees shall be placed to prevent undue crowding or trimming. There shall be a minimum of fifteen feet (15') spacing between tree trunks and other vertical objects. Trees placed in turf shall be filled with a four inch (4") mulch base with a forty-eight inch (48") diameter. Minimum planting sizes shall comply to the standards set forth in the following table:

<b>MINIMUM PLANTING SIZE</b>	
<b>Plant</b>	<b>Size</b>
Deciduous shade trees	2-inch caliper
Ornamental trees	2-inch caliper
Evergreen trees	2-inch caliper

1.08.30 Volleyball courts – The court shall be thirty feet by sixty (30’ by 60’) with a minimum of ten feet (10’) sideline clearance. The net height shall be eight feet (8’). (Note: Typical sand courts are twenty-six feet three inches by fifty two feet six inches (26’ 3” by 52’ 6”) with nets seven feet eleven and five-eighths inches (7’ 11 5/8”) tall.) If possible, courts should be placed with the longitudinal axis running north-south. Finished sand grading shall be one inch (1”) below turf. One (1) bench is required for every one (1) court.

ORDINANCE NO. 2016-13

AN ORDINANCE OF THE CITY COUNCIL FOR KUNA, IDAHO AMENDING TITLE 7, CHAPTER 3, SECTION 17 STRIKING SEGO PRAIRIE PARK FROM THE AREAS WHERE DOGS ARE PERMITTED OFF LEASH AND ADDING LANGUAGE THAT A DOG OFF LEASH CANNOT BE HARASSING OR CHASING ANY PERSON OR WILDLIFE; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KUNA, ADA COUNTY, IDAHO, as follows:

Section 1: That Title 7, Chapter 3, Section 17 of the Kuna City Code, be and the same is hereby amended as follows:

7-3-17: - DOGS:

A. Except as provided herein, in all Kuna city parks, all dogs shall be on a leash not greater than eight (8) feet in length.

B. Dogs shall be prohibited within twenty-five (25) feet of any type playground equipment, which shall be considered a "Dog-Free" area, as provided in KCC 10-3-6.

C. In the following areas, dogs shall be permitted to be off-leash as long as the dog(s) are: 1) under control of their owner as defined in KCC 10-3-2; 2) not harassing or chasing any person or wildlife; and 3) the area is not closed, as provided for in paragraph KCC 7-3-17D:

1. ~~Sego Prairie Park.~~

2. The south side of the Green Belt walking path to the high-water mark of Indian Creek in the Greenbelt Park.

32. Sadie Creek Park.

D. The City reserves the right to close any dog off-leash area by posting said area as closed for any special event or to protect wildlife including the nesting of birds.

E. The dog owner shall immediately clean up their dog's waste and properly dispose of it, as provided for in KCC 10-3-18.

Section 2:

EFFECTIVE DATE:

This ordinance shall become effective upon passage and publication.

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2016.

CITY COUNCIL OF THE CITY OF KUNA  
Ada County, Idaho

\_\_\_\_\_  
Joe L. Stear, Mayor

ATTEST:

\_\_\_\_\_  
Chris Engels, City Clerk

**ORDINANCE NO. 2016-09A**

AN ORDINANCE OF THE CITY COUNCIL FOR KUNA, IDAHO AMENDING ORDINANCE NO. 2016-09- THE KUNA CITY MUNICIPAL UTILITIES SYSTEM BILLING CODE TO MODIFY AND RE-NUMBER CERTAIN SECTIONS, SPECIFICALLY: SECTION 7-7-6a ENTITLED “THIRD PARTY BILLING AGENT” TO ALLOW THE CITY TO PROVIDE THE FORM FOR THE THIRD PARTY AGENT; SECTION 7-7-6b ENTITLED “SECONDARY RECIPIENT OF BILLS” TO PROVIDE FOR THE BILLING PROCESS TO BE PERFORMED BY THE CITY WHEN IMPLEMENTED AND THE NOTICING OF THE SHUT OFF WARNING; SECTION 7-7-9 ENTITLED “INDIGENCY DISCOUNT” TO CLARIFY THAT THE PROGRAM IS AVAILABLE ONLY IF THE FUNDS ARE APPROPRIATED BY THE CITY COUNCIL; SECTION 7-7-12 ENTITLED “LATE FEE” TO PROVIDE THAT THE LATE FEE WILL BE ASSESSED IF PAYMENT IS NOT RECEIVED BY THE LAST DAY OF THE MONTH; SECTION 7-7-14 ENTITLED “ACCOUNT SHUT OFF” TO PROVIDE AN EFFECTIVE DATE ON OR AFTER NOVEMBER 16, 2016 FOR SHUTOFFS OF ACCOUNTS PAST DUE SIXTY (60) DAYS; SECTION 7-7-15 ENTITLED “ACCOUNT TURN ON- WATER SERVICE” TO PROVIDE AN EFFECTIVE DATE ON OR AFTER NOVEMBER 16, 2016 FOR ACCOUNT WATER TURN ON SERVICE AND CHARGES INCLUDE ALL CHARGES OR FEES THAT HAVE ACCRUED SINCE THE LAST BILL; SECTION 7-7-16 ENTITLED “NOTICE OF SHUT OFF-WATER SERVICE” TO PROVIDE THAT NOTICE OF SHUT OFF MAY BE TRANSMITTED BY ELECTRONIC DELIVERY OR AUTOMATED DIALER IN LIEU OF POSTING ON THE PROPERTY; SECTION 7-7-17 ENTITLED “PAYMENT ARRANGEMENTS” TO PROVIDE THAT THE LATE FEE SHALL BE SUSPENDED IF THE PAYMENT AGREEMENT IS COMPLIED WITH OR IMPOSED IF IT IS NOT COMPLIED WITH; SECTION 7-7-18 ENTITLED “HARDSHIP ARRANGEMENTS” TO ALLOW THE CITY TO PROVIDE THE FORM FOR HARDSHIP REQUEST AND FOR THE SUSPENSION OF ANY LATE FEES IF THE PAYMENT AGREEMENT IS COMPLIED WITH; ADDING SECTION 7-7-13 ENTITLED “ACCOUNT SHUT OFF WARNING” TO ADD A SECTION TO PROVIDE FOR A SHUT OFF WARNING; AND CHANGING THE EFFECTIVE DATE TO AUGUST 31, 2016.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KUNA, ADA COUNTY, IDAHO, as follows:

**Section 1:** That Title 7, Chapter 7, Kuna City Code, be and the same is hereby amended as follows:

**CHAPTER 7****CITY MUNICIPAL UTILITIES BILLING CODE**

SECTION :

7-7-1:	Short Title and Purpose
7-7-2:	Definitions
	City's Municipal Utilities
7-7-3:	Applicability
7-7-4:	Powers and Authority of City
7-7-5:	Application for Utility Services
7-7-6:	Contents of Application
7-7-6a:	Third Party Billing Agent
7-7-6b:	Secondary Recipient for Utility Bill
7-7-6c:	Lien for Non-payment of Bills
7-7-7:	City Pressurized Irrigation System Payments
7-7-8:	Senior Discount
7-7-9:	Indigency Discount
7-7-10:	Payment Due Date
7-7-11:	Delinquent Accounts
7-7-12:	Late Fee
7-7-13:	Account Shut Off Warning
7-7-14:	Account Shut Off-Water Service
7-7-15:	Account Turn On-Water Service
7-7-16:	Notice of Shut Off- Water Service
7-7-17:	Payment Arrangements
7-7-18:	Hardship Arrangements
7-7-19:	Non-payment of Account
7-7-20:	Collection of Aged Accounts
7-7-21:	Notation on Monthly Billing
7-7-22:	Security Deposits Required
7-7-23:	Unclaimed Deposits
7-7-24:	Criminal Penalties
7-7-25:	Severability
7-7-26:	Effective Date

7-7-1:           SHORT TITLE AND PURPOSE:

This chapter shall be known as the *CITY MUNICIPAL UTILITIES BILLING CODE*, and is enacted to provide for the health, safety and welfare of the people of Kuna, Idaho.

7-7-2:           DEFINITIONS:

CITY'S MUNICIPAL UTILITIES:

The *Municipal Potable Water System*- that portion of the City's potable water system line upstream from the valve box, inclusive of the City water main and fittings, water service the corporation stop, valve box, meter and meter yoke, as further defined in KCC, Title 7, Chapter 5. The portion of the water service referenced is owned and maintained by the City and will usually be installed within the limits of the public right of way or utility

easement. The City is not responsible for the maintenance or repair of the waterline downstream from the City's meter.

*Municipal Sanitary Sewer system*- that portion of the City sewer system line inclusive of the City's sewer main and fittings, as further defined in KCC Title 7, Chapter 6. The portion of the sewer service referenced is owned and maintained by the City and will usually be installed within the limits of the public right of way.

*Municipal Pressurized Irrigation system*- that portion of the City's pressurized irrigation system line upstream from the valve box, inclusive of the City pressurize irrigation main and fittings, pressurized irrigation service corporation stop, valve box, as further defined in KCC Title 7, Chapter 8. The portion of the pressurized irrigation service referenced is owned and maintained by the City and will usually be installed within the limits of the public right of way or utility easement. The City is not responsible for the maintenance or repair of the pressurized irrigation service line downstream from the valve box.

The three (3) systems may be referred to as the City's municipal utilities.

7-7-3:           APPLICABILITY:

The provisions of the Chapter apply to all property located within the corporate limits of the City, and special users outside the corporate limits of the City.

7-7-4:           POWERS AND AUTHORITY OF CITY:

The City shall be permitted to, at reasonable hours of the day or at any time an emergency exists, enter all properties, premises or buildings to which municipal water or sewer is furnished for the purpose of testing or for any other purpose necessary for the proper administration of the City's municipal utilities in accordance with this Chapter.

The City shall be permitted to enter all private properties through which the City holds an easement for the purpose of, but not limited to, inspection, observation, repair, and maintenance of any portion of the City's municipal utilities located within said easements.

7-7-5:           APPLICATION FOR UTILITY SERVICES:

An application shall be required for all new accounts for all property owners or entities receiving City municipal utilities as provided for by this Chapter, or for those accounts to be updated as determined necessary by the City Utility Billing department.

The application shall be provided to the new account owner at the Title Company where the purchase is to close, and the application shall be completed prior to or at the time of closing. At closing, the Title Company shall provide via electronic transmission, a copy of the Deed and the completed application.

7-7-6: CONTENTS OF APPLICATION:

The application for City municipal utilities service shall contain the name of the real property owner (account owner) and any agent of the property owner (property management company); the physical address of the real property; complete mailing address for billing statements; e-mail address; alternate address and phone number; the day time and evening telephone numbers; and if the real property is owner occupied or a rental unit.

The application shall also contain a contract that includes a provision executed by the owner of the real property or the legally authorized agent, agreeing to: pay for the utility service applied for, at the rate, at the times, and in the manner specified in this title; that the City is acknowledged by him/her to reserve the right to charge and collect such rates; to impose and enforce the penalties provided for in this title; to change the rate at any time without notice to the user; and to install such meters or other devices as may be necessary to control and measure the utility service supplied. Said contract shall also specifically provide that the City shall not be held responsible for any damage by water or otherwise resulting from failure of the plumbing or appliances on the premises supplied with water, nor for any damage caused by the interruption or failure of such supply, nor shall such failure or interruption be held to constitute a breach of contract on the part of the City, nor in any way release the user from the performance of all of his/her obligations as therein set forth. No application for utility service shall be granted, or if inadvertently granted, shall be continued, until the contract(s) as provided for herein have been properly executed.

New Construction: For utility service for new construction, the application shall include the location, type of building, and uses therein, the purpose for which the services are to be used, number of persons to be supplied or other indication for probable consumption, the number of EDUs, as calculated by City staff. As part of the application process, the applicant shall furnish a set of floor plans showing all water and sewer uses and, where permissible, a site plan if the water is to be used for irrigation. If the application is approved, the public works department may authorize the extension, at the expense of the applicant, and at no expense to the City, the service pipe and meter tile, meter yoke, meter tile lid, curb stop and any other fittings that are necessary to install service to the inside line of the curb or back edge of sidewalk at the point for supplying the applicant.

Existing Water Service: For utility service for a property that has previous utility service, if the property is sold or otherwise transferred, the new owner of the property shall make application to the City Utility Billing department and shall execute all forms and other documents required by the City in order to receive service.

7-7-6a: THIRD PARTY BILLING AGENT:

An account owner may appoint an agent (property management company) to receive billings [on the form provided by the City](#). The contract appointing the agent shall require that the signature of the account owner of the property is subscribed and sworn.

7-7-6b: SECONDARY RECIPIENT OF BILLS:

If the property is to be non-owner occupied, the appointed agent and the tenant may receive a duplicate of the bill for City utility services by email address, as set up by the account owner through the City's contracted bill paying company or the City's online bill processing system, when available. In the event ~~the such an~~ account becomes delinquent, the City Utility Billing Department shall ~~send and/or~~ transmit a ~~notice shut off warning that is~~ printed on the next utility billing statement and/or by separate notice transmitted to both the account owner, ~~and~~ the third party billing recipient and tenant at the email addresses as set up by the account owner in the secondary recipient of bills, as provided for in KCC 7-7-6b contained in the agreements as provided by the applicant. The third party billing agreement shall also provide that the owner of the real property remains financially responsible for charges assessed to the account, and further, that all unpaid charges together with fees, costs and interest, shall constitute a lien against the real property, as provided for in this chapter.

The City shall have the right to request from each account owner the current account information, including name of property owner, if the property is owner occupied or a rental, billing address, telephone number and email address.

7-7-6c: LIEN:

The application shall also contain a contract provision providing that the owner of the property contracting with the City expressly gives consent to the placement of a lien upon the property in the event charges for utility services become delinquent and unpaid and said lien shall be recorded with the Ada County Recorder's Office. The contract shall require that the signature of the account owner of the property is subscribed and sworn. The lien shall be for the total amount due, plus interest and an administrative fee, as set by resolution of the City Council, to reimburse the City its administrative expenses.

7-7-7: CITY PRESSURIZED IRRIGATION SYSTEM PAYMENTS:

All account owners agree that the City may pro rate the municipal irrigation assessment on the monthly bill in nine (9) equal payments with the first payment being billed in October and the last payment being billed in June. If a new account is established after October, then the new account owner shall pay any past month(s), so his/her account is then current. In addition, the account holder agrees that if their property is part of a subdivision that has HOA common lot or lots that receive a separate municipal irrigation assessment, the account owner agrees to pay a fractional share of the HOA assessment if the HOA association fails to pay the same before May 31st.

7-7-8: ACCOUNT DISCOUNT:

All account owners who 1) reside at the property as the primary residents, and 2) have reached the age of sixty-five (65) years of age: may receive a discount off the potable water and trash portion of the bill as established by resolution of the City Council.

7-7-9: INDIGENCY DISCOUNT:

If an account owner or tenant is experiencing a financial hardship where he/she unable to pay their bill in full, may apply for a partial or full payment from the City's indigency fund if funds have been appropriated by City Council, -in an amount to be determined by the City Council during a closed hearing.

7-7-10: PAYMENT DUE DATE:

On or about the 1<sup>st</sup> day of each month, the utility billing department shall cause to be mailed or transmitted to each utility account owner, a statement of the amount due for water, sewer, irrigation, trash collection, and other charges for the preceding month; said amount is due and payable to the utility billing department on or before the fifteenth (15th) day of each month.

7-7-11: DELINQUENT ACCOUNTS:

All utility bills are considered delinquent if not paid to the City before the 16<sup>th</sup> day of each month.

7-7-12: LATE FEE:

If the utility bill is not paid in full by the last day of ~~22<sup>nd</sup>~~ ~~of~~ each month, the City shall charge a late fee of fifteen dollars (\$15.00) for each account with a balance greater than fifteen dollars (\$15.00). This late fee shall be added to the utility bill.

7-7-13: ACCOUNT SHUT OFF WARNING:

If the account becomes sixty (60) days delinquent, the City Utility Billing Department shall transmit a shut off warning that is printed on the next utility billing statement and/or by separate notice to be transmitted to the email address as set up by the account.

7-7-14: ACCOUNT SHUT OFF-WATER SERVICE:

Effective ~~thirty (30) days after the effective date of this Ordinance on and after November 16, 2016~~, if a City utility account is delinquent sixty (60) days past original due date the water will be shut off on the following Tuesday.

7-7-15: ACCOUNT TURN ON-WATER SERVICE:

Effective on and after November 16, 2016, ~~w~~When water has been turned off because of non-payment of the City utility account, the water shall not be turned on until the account is paid in full, including any charges or fees that may have accrued since the last bill, plus the administrative fee of fifty dollars (\$50.00) to the City's utility billing office. Upon receipt of payment, the City's Utility Billing Department will contact the appropriate

department to turn the water on. The services shall be turned on within twenty-four (24) hours of receipt of payment excluding weekends and holidays.

7-7-16: NOTICE OF SHUT OFF-WATER SERVICE:

If an account has been shutoff for non-payment pursuant to the terms of this Chapter, the City shall place a shut-off notice on the door knob, latch or other conspicuous location at the serviced premises notice that the utility service has been shutoff or if an account is set up for electronic delivery of emails and/or automated dialer service, the shut-off notice may be transmitted by these methods in lieu of posting the notice on the property. -

7-7-17: PAYMENT ARRANGEMENTS:

If, prior to the 16<sup>th</sup> of the month, the account owner or tenant is unable to make payment in full when due, he/she shall contact the City Utility Billing Clerk and make payment arrangements, which shall include a suspension of the assessment of late fee. All payment arrangements must be for an extension period less than thirty (30) days of the original due date. If the terms of the payment arrangement are not complied with, the late fee will be assessed.

Any failure to make a payment as per the agreement shall result in a immediate shut off of the water and the city will no longer accept payment arrangements to be made on account.

7-7-18: HARDSHIP ARRANGEMENTS:

If, prior to the 16<sup>th</sup> of the month, an account owner or tenant is unable to make payment in full when due, said person shall contact the City Utility Billing Clerk and make payment arrangements for a hardship payment plan, which shall be in writing in the form of a promissory note on the form provided by the City, signed by the account owner and/or appointed agent and tenant (if property is a rental) and the authorized designee from the City.

In no event shall a hardship payment plan agreement provide a payment term of greater than sixty (60) days past the original due.

Any failure to make a payment as per the agreement shall result in shut off of the water, imposition of late fees, including -any suspended late fees, and interest. In addition, the ; and the city will no longer accept hardship or payment plan arrangements to be made on the account.

A person is limited to one (1) hardship agreement for each calendar year, and is only eligible if the account owner has not received a shut off notice in the preceding twelve (12) months.

7-7-19: NONPAYMENT OF ACCOUNT:

Nothing in this chapter shall be construed as modifying or repealing the right or obligation of the City to discontinue water service for nonpayment of trash and municipal utility charges.

7-7-20: COLLECTION OF AGED ACCOUNT:

On a monthly basis, the City Billing Clerk shall submit to the City Engineer, City Attorney and City Treasurer, a listing of all the accounts and amounts that are sixty (60) and ninety (90) days delinquent. On accounts that are more than ninety (90) days delinquent, the City Attorney is authorized to record a lien against the properties, if the provisions of this chapter have been complied with, and/or the City Attorney or City Treasurer is authorized to send the accounts to a Collection Agency, as approved by the City.

If an account is more than ninety (90) days past due, two (2) or more times within any twelve (12) month period of time, the City reserves the right to report the account owner's delinquency to the credit reporting agencies.

The City shall also create a list of all persons that are delinquent more than ninety (90) days.

7-7-21: NOTATION ON MONTHLY BILLING STATEMENTS:

On all monthly utility billing statements the following notation shall appear:

*Interest shall accrue at the rate of 1 1/2%/month (18% annually), which shall be added to any utility bill not paid within ninety (90)days past the due date thereof.*

7-7-22: SECURITY DEPOSIT REQUIRED: Security Deposit: Upon application for service, the City shall require all account owners to pay a refundable deposit to the City in the amount of \$100.00 for each opened utility account. The deposit shall be held for the term of the account and it is non-transferable. Upon closing of an account, the deposit shall be used to pay any balance on the account and the remaining funds will be returned to the account holder.

7-7-23: UNCLAIMED DEPOSITS:

All deposits held, pursuant to this Chapter, by the City of Kuna, where the City of Kuna is unable to locate the account owner or tenant of the property, shall be processed in accordance with state law.

7-7-24: CRIMINAL PENALTIES:

Illegal Connections:

It shall be unlawful for any person to make or cause to be made any connection with the municipal utility system, or to introduce or cause to be introduced water from the municipal potable water system or pressurized irrigation system into any connection made therewith unless a permit has been first duly issued for such purpose by the building inspection in compliance and conformity with the provision of this Chapter and the rules and regulations of the City that are now or may hereafter be establish therefor; or to cause a connection to become in noncompliance with the provision of this article and the rules and regulation of the City that are now or may hereafter be established; or to interfere with or injure any hydrant, pipe connection, meter or any property of the municipal water system.

Illegal restoration:

It shall be unlawful for any person, who having had the water turned off from a City property being provided municipal utilities service, to turn on, or have another person, turn the municipal water on. Only a City employee may turn on the municipal water after payment in full has been made.

False Representation:

It shall be unlawful for any person who is not the legal owner of the real property, receiving or requesting municipal Utility services for such real property, to represent upon an application for utility services or contract that such person is the legal owner of the real property for which utility service is being requested; nor shall a person make any other false representation for the purpose of receiving such services.

A violation of this section shall be considered a misdemeanor punishable by the provisions of KCC 1-4-1.

7-7-25: SEVERABILITY:

If any clause, sentence, paragraph, section, or any part of this chapter shall be declared and adjudged to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect, invalidate, or nullify the remainder of this chapter.

7-7-26: EFFECTIVE DATE:

| This ordinance shall become effective ~~July~~August 31, 2016.

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2016.

CITY COUNCIL OF THE CITY OF KUNA  
Ada County, Idaho

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Joe Stear, Mayor

ATTEST:

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Chris Engels, City Clerk

**ORDINANCE NO. 2016-09A**

AN ORDINANCE OF THE CITY COUNCIL FOR KUNA, IDAHO AMENDING ORDINANCE NO. 2016-09- THE KUNA CITY MUNICIPAL UTILITIES SYSTEM BILLING CODE TO MODIFY AND RE-NUMBER CERTAIN SECTIONS, SPECIFICALLY: SECTION 7-7-6a ENTITLED “THIRD PARTY BILLING AGENT” TO ALLOW THE CITY TO PROVIDE THE FORM FOR THE THIRD PARTY AGENT; SECTION 7-7-6b ENTITLED “SECONDARY RECIPIENT OF BILLS” TO PROVIDE FOR THE BILLING PROCESS TO BE PERFORMED BY THE CITY WHEN IMPLEMENTED AND THE NOTICING OF THE SHUT OFF WARNING; SECTION 7-7-9 ENTITLED “INDIGENCY DISCOUNT” TO CLARIFY THAT THE PROGRAM IS AVAILABLE ONLY IF THE FUNDS ARE APPROPRIATED BY THE CITY COUNCIL; SECTION 7-7-12 ENTITLED “LATE FEE” TO PROVIDE THAT THE LATE FEE WILL BE ASSESSED IF PAYMENT IS NOT RECEIVED BY THE LAST DAY OF THE MONTH; SECTION 7-7-14 ENTITLED “ACCOUNT SHUT OFF” TO PROVIDE AN EFFECTIVE DATE ON OR AFTER NOVEMBER 16, 2016 FOR SHUTOFFS OF ACCOUNTS PAST DUE SIXTY (60) DAYS; SECTION 7-7-15 ENTITLED “ACCOUNT TURN ON- WATER SERVICE” TO PROVIDE AN EFFECTIVE DATE ON OR AFTER NOVEMBER 16, 2016 FOR ACCOUNT WATER TURN ON SERVICE AND CHARGES INCLUDE ALL CHARGES OR FEES THAT HAVE ACCRUED SINCE THE LAST BILL; SECTION 7-7-16 ENTITLED “NOTICE OF SHUT OFF-WATER SERVICE” TO PROVIDE THAT NOTICE OF SHUT OFF MAY BE TRANSMITTED BY ELECTRONIC DELIVERY OR AUTOMATED DIALER IN LIEU OF POSTING ON THE PROPERTY; SECTION 7-7-17 ENTITLED “PAYMENT ARRANGEMENTS” TO PROVIDE THAT THE LATE FEE SHALL BE SUSPENDED IF THE PAYMENT AGREEMENT IS COMPLIED WITH OR IMPOSED IF IT IS NOT COMPLIED WITH; SECTION 7-7-18 ENTITLED “HARDSHIP ARRANGEMENTS” TO ALLOW THE CITY TO PROVIDE THE FORM FOR HARDSHIP REQUEST AND FOR THE SUSPENSION OF ANY LATE FEES IF THE PAYMENT AGREEMENT IS COMPLIED WITH; ADDING SECTION 7-7-13 ENTITLED “ACCOUNT SHUT OFF WARNING” TO ADD A SECTION TO PROVIDE FOR A SHUT OFF WARNING; AND CHANGING THE EFFECTIVE DATE TO AUGUST 31, 2016.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KUNA, ADA COUNTY, IDAHO, as follows:

**Section 1:** That Title 7, Chapter 7, Kuna City Code, be and the same is hereby amended as follows:

**CHAPTER 7****CITY MUNICIPAL UTILITIES BILLING CODE**

SECTION:

- 7-7-1: Short Title and Purpose
- 7-7-2: Definitions
  - City's Municipal Utilities
- 7-7-3: Applicability
- 7-7-4: Powers and Authority of City
- 7-7-5: Application for Utility Services
- 7-7-6: Contents of Application
  - 7-7-6a: Third Party Billing Agent
  - 7-7-6b: Secondary Recipient for Utility Bill
  - 7-7-6c: Lien for Non-payment of Bills
- 7-7-7: City Pressurized Irrigation System Payments
- 7-7-8: Senior Discount
- 7-7-9: Indigency Discount
- 7-7-10: Payment Due Date
- 7-7-11: Delinquent Accounts
- 7-7-12: Late Fee
- 7-7-13: Account Shut Off Warning
- 7-7-14: Account Shut Off-Water Service
- 7-7-15: Account Turn On-Water Service
- 7-7-16: Notice of Shut Off- Water Service
- 7-7-17: Payment Arrangements
- 7-7-18: Hardship Arrangements
- 7-7-19: Non-payment of Account
- 7-7-20: Collection of Aged Accounts
- 7-7-21: Notation on Monthly Billing
- 7-7-22: Security Deposits Required
- 7-7-23: Unclaimed Deposits
- 7-7-24: Criminal Penalties
- 7-7-25: Severability
- 7-7-26: Effective Date

7-7-1: SHORT TITLE AND PURPOSE:

This chapter shall be known as the *CITY MUNICIPAL UTILITIES BILLING CODE*, and is enacted to provide for the health, safety and welfare of the people of Kuna, Idaho.

7-7-2: DEFINITIONS:

CITY'S MUNICIPAL UTILITIES:

The *Municipal Potable Water System*- that portion of the City's potable water system line upstream from the valve box, inclusive of the City water main and fittings, water service the corporation stop, valve box, meter and meter yoke, as further defined in KCC, Title 7, Chapter 5. The portion of the water service referenced is owned and maintained by the City and will usually be installed within the limits of the public right of way or utility

easement. The City is not responsible for the maintenance or repair of the waterline downstream from the City's meter.

*Municipal Sanitary Sewer system*- that portion of the City sewer system line inclusive of the City's sewer main and fittings, as further defined in KCC Title 7, Chapter 6. The portion of the sewer service referenced is owned and maintained by the City and will usually be installed within the limits of the public right of way.

*Municipal Pressurized Irrigation system*- that portion of the City's pressurized irrigation system line upstream from the valve box, inclusive of the City pressurize irrigation main and fittings, pressurized irrigation service corporation stop, valve box, as further defined in KCC Title 7, Chapter 8. The portion of the pressurized irrigation service referenced is owned and maintained by the City and will usually be installed within the limits of the public right of way or utility easement. The City is not responsible for the maintenance or repair of the pressurized irrigation service line downstream from the valve box.

The three (3) systems may be referred to as the City's municipal utilities.

7-7-3:           APPLICABILITY:

The provisions of the Chapter apply to all property located within the corporate limits of the City, and special users outside the corporate limits of the City.

7-7-4:           POWERS AND AUTHORITY OF CITY:

The City shall be permitted to, at reasonable hours of the day or at any time an emergency exists, enter all properties, premises or buildings to which municipal water or sewer is furnished for the purpose of testing or for any other purpose necessary for the proper administration of the City's municipal utilities in accordance with this Chapter.

The City shall be permitted to enter all private properties through which the City holds an easement for the purpose of, but not limited to, inspection, observation, repair, and maintenance of any portion of the City's municipal utilities located within said easements.

7-7-5:           APPLICATION FOR UTILITY SERVICES:

An application shall be required for all new accounts for all property owners or entities receiving City municipal utilities as provided for by this Chapter, or for those accounts to be updated as determined necessary by the City Utility Billing department.

The application shall be provided to the new account owner at the Title Company where the purchase is to close, and the application shall be completed prior to or at the time of closing. At closing, the Title Company shall provide via electronic transmission, a copy of the Deed and the completed application.

7-7-6: CONTENTS OF APPLICATION:

The application for City municipal utilities service shall contain the name of the real property owner (account owner) and any agent of the property owner (property management company); the physical address of the real property; complete mailing address for billing statements; e-mail address; alternate address and phone number; the day time and evening telephone numbers; and if the real property is owner occupied or a rental unit.

The application shall also contain a contract that includes a provision executed by the owner of the real property or the legally authorized agent, agreeing to: pay for the utility service applied for, at the rate, at the times, and in the manner specified in this title; that the City is acknowledged by him/her to reserve the right to charge and collect such rates; to impose and enforce the penalties provided for in this title; to change the rate at any time without notice to the user; and to install such meters or other devices as may be necessary to control and measure the utility service supplied. Said contract shall also specifically provide that the City shall not be held responsible for any damage by water or otherwise resulting from failure of the plumbing or appliances on the premises supplied with water, nor for any damage caused by the interruption or failure of such supply, nor shall such failure or interruption be held to constitute a breach of contract on the part of the City, nor in any way release the user from the performance of all of his/her obligations as therein set forth. No application for utility service shall be granted, or if inadvertently granted, shall be continued, until the contract(s) as provided for herein have been properly executed.

New Construction: For utility service for new construction, the application shall include the location, type of building, and uses therein, the purpose for which the services are to be used, number of persons to be supplied or other indication for probable consumption, the number of EDUs, as calculated by City staff. As part of the application process, the applicant shall furnish a set of floor plans showing all water and sewer uses and, where permissible, a site plan if the water is to be used for irrigation. If the application is approved, the public works department may authorize the extension, at the expense of the applicant, and at no expense to the City, the service pipe and meter tile, meter yoke, meter tile lid, curb stop and any other fittings that are necessary to install service to the inside line of the curb or back edge of sidewalk at the point for supplying the applicant.

Existing Water Service: For utility service for a property that has previous utility service, if the property is sold or otherwise transferred, the new owner of the property shall make application to the City Utility Billing department and shall execute all forms and other documents required by the City in order to receive service. Until the property transfers to the new owner, the then current account holder shall remain responsible for all accrued charges.

7-7-6a: THIRD PARTY BILLING AGENT:

An account owner may appoint an agent (property management company) to receive billings on the form provided by the City. The contract appointing the agent shall require that the signature of the account owner of the property is subscribed and sworn.

**7-7-6b: SECONDARY RECIPIENT OF BILLS:**

If the property is to be non-owner occupied, the appointed agent and the tenant may receive a duplicate of the bill for City utility services by email address, as set up by the account owner through the City's online bill processing system, when available. In the event the account becomes delinquent, the City Utility Billing Department shall transmit a shut off warning that is printed on the next utility billing statement and/or by separate notice transmitted to both the account owner, the third party billing recipient and tenant at the email addresses as set up by the account owner in the secondary recipient of bills, as provided for in KCC 7-7-6b. The third party billing agreement shall also provide that the owner of the real property remains financially responsible for charges assessed to the account, and further, that all unpaid charges together with fees, costs and interest, shall constitute a lien against the real property, as provided for in this chapter.

The City shall have the right to request from each account owner the current account information, including name of property owner, if the property is owner occupied or a rental, billing address, telephone number and email address.

**7-7-6c: LIEN:**

The application shall also contain a contract provision providing that the owner of the property contracting with the City expressly gives consent to the placement of a lien upon the property in the event charges for utility services become delinquent and unpaid and said lien shall be recorded with the Ada County Recorder's Office. The contract shall require that the signature of the account owner of the property is subscribed and sworn. The lien shall be for the total amount due, plus interest and an administrative fee, as set by resolution of the City Council, to reimburse the City its administrative expenses.

**7-7-7: CITY PRESSURIZED IRRIGATION SYSTEM PAYMENTS:**

All account owners agree that the City may pro rate the municipal irrigation assessment on the monthly bill in nine (9) equal payments with the first payment being billed in October and the last payment being billed in June. If a new account is established after October, then the new account owner shall pay any past month(s), so his/her account is then current. In addition, the account holder agrees that if their property is part of a subdivision that has HOA common lot or lots that receive a separate municipal irrigation assessment, the account owner agrees to pay a fractional share of the HOA assessment if the HOA association fails to pay the same before May 31st.

**7-7-8: ACCOUNT DISCOUNT:**

All account owners who 1) reside at the property as the primary residents, and 2) have reached the age of sixty-five (65) years of age: may receive a discount off the potable water and trash portion of the bill as established by resolution of the City Council.

7-7-9: INDIGENCY DISCOUNT:

If an account owner or tenant is experiencing a financial hardship where he/she unable to pay their bill in full, may apply for a partial or full payment from the City's indigency fund if funds have been appropriated by City Council, in an amount to be determined by the City Council during a closed hearing.

7-7-10: PAYMENT DUE DATE:

On or about the 1<sup>st</sup> day of each month, the utility billing department shall cause to be mailed or transmitted to each utility account owner, a statement of the amount due for water, sewer, irrigation, trash collection, and other charges for the preceding month; said amount is due and payable to the utility billing department on or before the fifteenth (15th) day of each month.

7-7-11: DELINQUENT ACCOUNTS:

All utility bills are considered delinquent if not paid to the City before the 16<sup>th</sup> day of each month.

7-7-12: LATE FEE:

If the utility bill is not paid in full by the last day of each month, the City shall charge a late fee of fifteen dollars (\$15.00) for each account with a balance greater than fifteen dollars (\$15.00). This late fee shall be added to the utility bill.

7-7-13: ACCOUNT SHUT OFF WARNING:

If the account becomes more than thirty (30) days delinquent, the City Utility Billing Department shall transmit a shut off warning that is printed on the next utility billing statement and/or by separate notice to be transmitted to the email address as set up by the account.

7-7-14: ACCOUNT SHUT OFF-WATER SERVICE:

Effective on and after November 16, 2016, if a City utility account is delinquent sixty (60) days past original due date the water will be shut off on the following Tuesday.

7-7-15: ACCOUNT TURN ON-WATER SERVICE:

Effective on and after November 16, 2016, when water has been turned off because of non-payment of the City utility account, the water shall not be turned on until the account is paid in full, including any charges or fees that may have accrued since the last bill, plus

the administrative fee of fifty dollars (\$50.00) to the City's utility billing office. Upon receipt of payment, the City's Utility Billing Department will contact the appropriate department to turn the water on. The services shall be turned on within twenty-four (24) hours of receipt of payment excluding weekends and holidays.

7-7-16: NOTICE OF SHUT OFF-WATER SERVICE:

If an account has been shutoff for non-payment pursuant to the terms of this Chapter, the City shall place a shut-off notice on the door knob, latch or other conspicuous location at the serviced premises notice that the utility service has been shutoff or if an account is set up for electronic delivery of emails and/or automated dialer service, the shut-off notice may be transmitted by these methods in lieu of posting the notice on the property.

7-7-17: PAYMENT ARRANGEMENTS:

If, prior to the 16<sup>th</sup> of the month, the account owner or tenant is unable to make payment in full when due, he/she shall contact the City Utility Billing Clerk and make payment arrangements, which shall include a suspension of the assessment of late fee. All payment arrangements must be for an extension period less than thirty (30) days of the original due date. If the terms of the payment arrangement are not complied with, the late fee will be assessed.

Any failure to make a payment as per the agreement shall result in a shut off of the water and the city will no longer accept payment arrangements to be made on account.

7-7-18: HARDSHIP ARRANGEMENTS:

If, prior to the 16<sup>th</sup> of the month, an account owner or tenant is unable to make payment in full when due, said person shall contact the City Utility Billing Clerk and make payment arrangements for a hardship payment plan, which shall be in writing in the form of a promissory note on the form provided by the City, signed by the account owner and/or appointed agent and tenant (if property is a rental) and the authorized designee from the City.

In no event shall a hardship payment plan agreement provide a payment term of greater than sixty (60) days past the original due.

Any failure to make a payment as per the agreement shall result in shut off of the water, imposition of late fees, including any suspended late fees, and interest. In addition, the city will no longer accept hardship or payment plan arrangements to be made on the account.

A person is limited to one (1) hardship agreement for each calendar year, and is only eligible if the account owner has not received a shut off notice in the preceding twelve (12) months.

7-7-19: NONPAYMENT OF ACCOUNT:

Nothing in this chapter shall be construed as modifying or repealing the right or obligation of the City to discontinue water service for nonpayment of trash and municipal utility charges.

7-7-20: COLLECTION OF AGED ACCOUNT:

On a monthly basis, the City Billing Clerk shall submit to the City Engineer, City Attorney and City Treasurer, a listing of all the accounts and amounts that are sixty (60) and ninety (90) days delinquent. On accounts that are more than ninety (90) days delinquent, the City Attorney is authorized to record a lien against the properties, if the provisions of this chapter have been complied with, and/or the City Attorney or City Treasurer is authorized to send the accounts to a Collection Agency, as approved by the City.

If an account is more than ninety (90) days past due, two (2) or more times within any twelve (12) month period of time, the City reserves the right to report the account owner's delinquency to the credit reporting agencies.

The City shall also create a list of all persons that are delinquent more than ninety (90) days.

7-7-21: NOTATION ON MONTHLY BILLING STATEMENTS:

On all monthly utility billing statements the following notation shall appear:

*Interest shall accrue at the rate of 1 1/2%/month (18% annually), which shall be added to any utility bill not paid within ninety (90) days past the due date thereof.*

7-7-22: SECURITY DEPOSIT REQUIRED: Security Deposit: Upon application for service, the City shall require all account owners to pay a refundable deposit to the City in the amount of \$100.00 for each opened utility account. The deposit shall be held for the term of the account and it is non-transferable. Upon closing of an account, the deposit shall be used to pay any balance on the account and the remaining funds will be returned to the account holder.

7-7-23: UNCLAIMED DEPOSITS:

All deposits held, pursuant to this Chapter, by the City of Kuna, where the City of Kuna is unable to locate the account owner or tenant of the property, shall be processed in accordance with state law.

7-7-24: CRIMINAL PENALTIES:

Illegal Connections:

It shall be unlawful for any person to make or cause to be made any connection with the municipal utility system, or to introduce or cause to be introduced water from the municipal potable water system or pressurized irrigation system into any connection made therewith unless a permit has been first duly issued for such purpose by the building inspection in compliance and conformity with the provision of this Chapter and the rules and regulations of the City that are now or may hereafter be establish therefor; or to cause a connection to become in noncompliance with the provision of this article and the rules and regulation of the City that are now or may hereafter be established; or to interfere with or injure any hydrant, pipe connection, meter or any property of the municipal water system.

**Illegal restoration:**

It shall be unlawful for any person, who having had the water turned off from a City property being provided municipal utilities service, to turn on, or have another person, turn the municipal water on. Only a City employee may turn on the municipal water after payment in full has been made.

**False Representation:**

It shall be unlawful for any person who is not the legal owner of the real property, receiving or requesting municipal Utility services for such real property, to represent upon an application for utility services or contract that such person is the legal owner of the real property for which utility service is being requested; nor shall a person make any other false representation for the purpose of receiving such services.

A violation of this section shall be considered a misdemeanor punishable by the provisions of KCC 1-4-1.

**7-7-25: SEVERABILITY:**

If any clause, sentence, paragraph, section, or any part of this chapter shall be declared and adjudged to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect, invalidate, or nullify the remainder of this chapter.

**7-7-26: EFFECTIVE DATE:**

This ordinance shall become effective August 31, 2016.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2016.

CITY COUNCIL OF THE CITY OF KUNA

Ada County, Idaho

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Joe L. Stear, Mayor

ATTEST:

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Chris Engels, City Clerk