



CITY OF KUNA
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MEMORANDUM

TO: Mayor Stear and Council
FROM: Chris Engels, City Clerk
RE: Clerk's office projects with updates
DATE: July 17, 2017

Mayor and Council,

The following are updates and information for June 2017 for the Clerk's office;

Committee/Meetings:

1. Kuna Arts Commission – The Commission is continuing to meet monthly.
 - The public art policy ordinance is nearly completed.
 - A City Hall Americana/American Art display began July 1, 2017 and will be up until September 30, 2017.
 - An Artist and Crafter show with performing art scheduled for July 8, 2017 as a joint fund raiser for the Arts Commission and Downtown Revitalization was successful considering the heat and it was a first event.
 - A series of workshops scheduled for the third Thursday of the month will begin to provide the community the opportunity to learn. They will be called Create n Sip. Artist instructors will be invited as well as local business establishments will be invited to host the events.
 - Agendas and Minutes are on the website.
2. Mayor's Youth Council meets the second Thursday's of the month and continues to expand their members. Agendas and Minutes are on the website.
3. Kuna Economic Development Committee meets the first Thursday of the month. Bylaws are finished and being reviewed by the Committee. Agendas and Minutes are on the website.
4. Park Impact Fee Committee has not met and a new meeting needs to be scheduled. Agendas and Minutes will be on the website.

Grants:

1. **Funded** Blue Cross of Idaho Foundation – Community Health Champions Learning Collaborative. This is a grant up to \$10,000. This was an invitational only grant and Kuna was the only High Five grant alumni city invited to participate. Kuna was invited because of the quality efforts we exhibited during our other BCIF High Five grants.
2. **Pending** grant for Bernie Fisher Parking Lot Project Development – application through AARP to improve access to outdoor play with innovative, impactful projects. Application changed from parks project to stakeholder visioning in partnership with Idaho Smart Growth.
3. **Pending** Grant application for the 2017 Idaho Community Foundation Southwest Region Competitive Grant Cycle - Art project for Ave E of the water tower with historical references.
4. **Pulled.** Grant application for KPAL – We may look at this grant during another cycle.
5. **Pulled.** Grant application PetSafe Bark for your Park – The Parks Department decided they did not need the extra funding.
6. **Unfunded.** Idaho Women’s Charitable Foundation – Bicycle Helmet Project. We will continue to seek grant funding for helmets for Kuna elementary students.
7. **Unfunded.** Blue Cross of Idaho Foundation – Community Giving Grant – Grant funds up to \$10,000 will help purchase bicycle helmets for Kuna’s elementary and middle school children as a part of the Kuna Bicycle Helmet & Safety Campaign.

Downtown Revitalization

1. Bid pending
2. The fundraising has initiated and has received two donor commitments. A donation platform for the City website is still pending.
3. A Facebook page was established for the Downtown Revitalization project and will have updates and link to the City website for more details.

2017 City Associated Events

The schedule for 2017 City associated events has been set and is listed on the City web page and social media page.

Movies in the Park

Attendance averages around 100 per night.

Sno Cones with the Mayor

This youth event was a huge success. Staff distributed 400 sno cones to kids in attendance. It’s estimated there were about 300 youth with parents or guardians. We

offered gluten free, sugar free, and regular syrup flavors. The giant waterslide was a big hit with children and parents. The lines for both the slide and the cones were about 20 minute waits. Pictures of this event can be found on the [Synchronyze Photography Facebook Page](#).

Volunteer BBQ

It was a nice first time event and there were approximately 25-30 people in attendance. Staff cooked and purchased the food instead of hiring a caterer. Big Thanks to Bob Bachman, Public Works Director for cooking!

Licensing/Permits:

1. Special Event Plans, 2 issued. / Annual total - 12 *12 applications are pending.*
2. Mobile Vendor, 1 / Annual total - 9
3. Alcohol Catering Permits, 0 / Annual total - 3
4. Solicitors Permits, 0 / Annual total - 7
5. Dog Licenses, 28 / Annual total - 284
6. New Business Licenses, 1 / Annual total - 27
7. Renewed Business licenses, 0 / Annual total - 74
8. Alcohol Licenses, 0 / Annual total - 17
9. After Hours, 0 / Annual total - 1

Files:

1. Continuing identification of files and documents ready for destruction and proceeding through the process with the State of Idaho under State statutes.
2. Continuing implementation plan for transference of permanent and historical documents to reference copies and preservation of the original documents in compliance with State statutes. The first transfer will occur in July, 2017

Archival Documents

Scanning and Indexing of Documents

Building Permits, 4,927/ On Going Total - 6,540

The focus has been building permits and we are two-thirds done with the permits. Once they are completed, we will request to transfer them to the State Archives.