

CITY OFFICIALS

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

CITY OF KUNA
City Council Workshop
Minutes
Tuesday, June 16, 2015

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

6:30 P.M. CITY COUNCIL WORKSHOP – Proposed Park Impact Fee and Advisory Committee Members

Call to Order and Roll Call

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

CITY STAFF PRESENT: Gordon Law, City Engineer
John Marsh, City Treasurer
Chris Engels, City Clerk
Richard Roats, City Attorney
Bobby Withrow, Parks Supervisor
Bob Bachman, Fleet/Facilities Manager

City Attorney Richard Roats explained that there is memo from City Clerk Chris Engels regarding potential committee members. Idaho Statutes addressing this type of committee states the committee serves in an advisory role that has quite a bit of authority to put together recommendations including a capital improvement plan that would outline the needs of the City. From that plan, the committee would work on recommending an ordinance for the park impact fee which would include the mathematical formula for that impact fee. There has to be a rational relationship between the impact and the fee.

The committee has to be appointed and then receive direction on moving forward with capital improvements. There would be input from the engineer, financial analyst and those types of things.

There is a good start with the Park Survey from the High Five Grant however there are additional items the Statute requires to be included. On that basis, the ordinance for the impact fee would be passed and the amount set for the impact fee. There are quite a few things that need to happen afterward, the first thing being creating an impact fee committee.

Mr. Roats stood for questions.

Mayor Nelson commented that it seemed that putting the committee in place was getting ahead of what the city actually wanted but it is clear in the Statute, a committee is appointed first, then the committee makes recommendations.

Mayor Nelson explained the High Five Park Survey was an inventory of the parks in addition to recommendations to increase parks. The survey laid the groundwork for the percentage we will ask the Park Impact Fee committee to establish of parks per citizen. There are 2 items being looked at, one is the Zamzow property, which he has asked Council Member Jones to take the lead on to establish a possible bike park with park space. The other is a location to park cars and install compressors as a new entrance to residents floating Indian Creek. A park impact fee would help support projects so general fund money would not be used. He asked Mr. Roats what the time frame would be to establish a committee if Council was in agreement tonight.

Mr. Roats explained the committee could be appointed by Resolution at the next council meeting. The High Five Survey would also be reviewed. After the resolution was approved and the survey reviewed, Mr. Roats would draft an Ordinance for Council's approval.

Mayor Nelson asked if it could be wrapped up by end of summer.

Mr. Roats responded, yes, it would be possible.

Mayor Nelson asked City Clerk Chris Engels if the proposed committee members contacted her with an interest or how the names came to be on the proposed list.

Ms. Engels responded that one of the criteria in the Statute is two committee members must be involved in real estate, building or development of property. Ms. Engels met with Parks and Recreation Superintendent, Bobby Withrow and City Attorney, Richard Roats on several occasions and put forth several names of local parties that fit the description required. Ms. Engels then contacted Lloyd Stubbs and Dave Gronbeck who both responded, yes, they would be interested in serving on the committee.

Council Member Stear asked for clarification regarding Council Member Pat Jones's offer to serve on the committee. It seems according to the Statute he would be ineligible due to being an employee/official of the appointing government agency.

Mr. Roats explained the direction must be read in its entirety. The statute states there must be at least five members, two of which are active in business, development or real estate. Otherwise, two such members that are not employees or officials of the governmental entity shall be appointed by the committee. Mr. Roats stated he would look into the statute further to be sure the city is in compliance but believes as long as there are two members that are not employees or officials of the governmental agency, any of the remaining three members could be.

Council Member Buban-Vonder Haar asked if there were any thoughts on whether the Clerk's office would need to be an official member of the committee or if the Clerk's office would be present as support for the committee. Her preference would be the Clerk's office acting as support for the committee.

Mayor Nelson agreed that the Clerk's office did not need to be appointed.

Mayor Nelson asked if any of the people listed as committee member candidates had any experience on any other Parks committee in any other cities.

City Engineer Gordon Law explained there is more involved in setting the fees. He added that when he was at Caldwell, the fee could be used to maintain the level of service but not to increase the level of service. He gave an example: 2 acres of park per 1,000 population-impact fees could not be used to change the ratio to 3 acres of park per 1,000 population. Mr. Law requested that Mr. Roats be sure of the latitude the City has in coming up with dollars for necessary projects. He recommended that other funds be budgeted to augment the impact fees and increase the level of service as needed to grow. Those funds would be limited to use for new and one time capital improvement projects. Mr. Law encourages the process of developing something like the impact fee and impact fee committee so we have a planned approach to improve our park system. The haphazard approach generally will not help attain the end goal.

Mayor Nelson added that Eagle just finished a park comprehensive improvement plan that will guide them for the future. Kuna needs to develop a similar plan and has asked City Treasurer John Marsh to set up accounting so the impact fees would be used for parks and a separate fund to be utilized for improvements.

Mr. Roats stated he will put a resolution together for the next meeting.

Council Member Stear moved to have a resolution drafted to appoint the Park Impact Fee Committee. Seconded by Council Member Buban-Vonder Haar, Motion passed 3-0 by roll call. Council Member Jones recused himself.

Meeting closed at 6:48 p.m.

Council Member Stear moved to adjourn the workshop. Seconded by Council President Cardoza. Motion passed 4-0.

W. Greg Nelson, Mayor

ATTEST:

Chris Engels, City Clerk

Minutes prepared by Dawn Stephens
Date Approved: CCM 07.07.2015