

**MINUTES
URBAN RENEWAL AGENCY
November 8, 2007**

Commissioner McCabe called the Moscow Urban Renewal Agency meeting to order at 7:00 a.m. Thursday, 8th November 2007 in the Moscow City Council Chambers.

Attendance:

<u>Commission Members</u>	<u>City Staff Present</u>	<u>Others Present</u>
John McCabe, Chair	Gary J. Riedner, City Supervisor	Walter Steed
Aaron Ament	Don Palmer, Finance Director	Jon Kimberling
Robin Woods	Alisa Stone, Grants Coordinator	Margaret Howlett
John Weber	Bryn Booker, Admin. Intern	
Steve Drown (7:13)	Stephanie Kalasz, City Clerk	
Jack Nelson		

1. Approval of Minutes - October 23 and November 1, 2007

Woods moved and Nelson seconded approval of the minutes of October 23 and November 1. Motion carried unanimously.

2. Review of Process of Public Presentations - Gary J. Riedner

Riedner explained what has been done to date in regard to public meetings and gave the dates of the future public meetings. He discussed some of the concerns expressed by the County Commissioners and said the size of the project area will be discussed in the future. Nelson said the County Commissioners have not met to discuss the project but will probably send comments to the Urban Renewal Agency later.

3. Interview with Pat Raffee Concerning Preparation of Plan - Gary J. Riedner

Riedner introduced Pat Raffee and explained handouts distributed to the Board. Raffee said she has lived in North Idaho since 1992. She gave background on how she became involved with urban renewal agencies. She explained the plan process and she distributed a checklist of the items needed for a plan. She went through the materials supplied to the Board and explained their use in regard to a plan she wrote for the Post Falls Urban Renewal Agency. McCabe asked if the developer owned the land and was told yes. Drown asked if Post Falls was only one owner and was told yes. Nelson asked how long the term ran for the project. Raffee said this project was only fifteen years and she explained how it was done. Weber asked about having the developers front the cost for the infrastructure and get reimbursed later. Raffee said Post Falls had the developers pay for the administrative fee up front but it could be reimbursed later after the infrastructure was paid.

McCabe asked if this project would be similar to the one in post falls with several different developers. Raffee said yes but the development in Post Falls has been slower than what was hoped for so some sample projects may be done by the URA. Nelson asked if Post Falls had districts that were added and was told yes. He asked if adding an area to a project would add another 24 years and Raffee said it could be just for the added area but in their case, they stayed with the same retirement date for the project. Woods asked about separating costs of the infrastructure between developers. Raffee said it can be complicated but they try to separate it as much as possible.

Woods asked about the type of development. Raffee said the Post Falls URA believes that the developer knows most about the market and that they will suggest projects that they believe will be successful. Riedner explained the policy on development approval for urban renewal projects. Raffee said it is good to have a philosophic agreement on some areas at the beginning so developers know how things will be handled. She explained that many plans are not very specific. She was surprised at how specific the Alturas Phase II plan was. Riedner said a typical urban renewal plan is fairly broad, not like Alturas where the Board wanted something very specific. Nelson verified that development goes in based on when the market is ready for it.

Woods asked if any background information was obtained on developers to verify that they would have the money to complete a project. Raffee said no but they generally work with developers they know and have a good track record. She said they do review what has happened with the development over the last year. Nelson asked if the infrastructure was phased in and was told yes. Raffee explained what has been done to date. She explained the benefits of mixed uses in a project area. Nelson asked if the project area is typically bigger than where the work will actually be done and was told no.

McCabe mentioned that Raffee attended some of the community charrettes, he asked if Post Falls had a similar situation with developers and the public having very different ideas on a project. Raffee said the situation is different. Moscow's situation is different because of the students involved in the process. Riedner said the charrette process wasn't ideal because sketches were premature. He expected more of a narrative. He wanted more general information on connectivity, open space, etc. What is developed will be driven by the market and it may not look anything like the sketches that were done. Drown said a class of architecture students was in attendance and that may have influenced the meeting because that is an ongoing project for them.

Drown said Moscow has multiple developers and he wondered if Greenstone was the major influence on the sample project. Raffee said yes.

Riedner said the next step would be to have Raffee attend community meetings if she is retained to draft the plan. He said he needs to have the Board's direction to draft a contract. Weber moved and Drown seconded to approve drafting a contract with Pat Raffee within the financial limits approved by the Board earlier. Nelson asked about Raffee working with other taxing districts. Raffee said previously, she has taken the developer for a project to each taxing district to explain the plans. Motion carried unanimously.

The next meeting will take place on November 27th at 7:00 a.m.

The meeting concluded at 7:56 a.m.