

MINUTES
URBAN RENEWAL AGENCY
December 17, 2008

Commissioner McCabe called the Moscow Urban Renewal Agency meeting to order at 7:10 a.m. Wednesday, the 17th of December in the Moscow City Council Chambers.

Attendance:

<u>Commission Members</u>	<u>Staff Present</u>	<u>Others Present</u>
John McCabe, Chair	Pat Raffee, Interim Agency Director	Shelley Bennett
Robin Woods	Gary J. Riedner, City Supervisor	
Steve Drown	Don Palmer, Finance Director	
Tom Lamar	Ramon Nunez, Finance Department	
Brandy Sullivan	Jen Pfiffner, Assistant to the City Supervisor	
Jack Nelson (left 8:15)	Stephanie Kalasz, City Clerk	
John Weber (7:30)		

1. Consent Agenda

- Minutes of December 3, 2008 meeting
- November Financial Reports
- Agency/City Admin Services Agreement

Lamar moved and Woods seconded approval of the consent agenda. Motion carried unanimously via acclamation.

2. Public Comment for items not on agenda: 3 minute limit

No comment was offered.

3. Announcements (including conflict of interest disclosures if needed) – None.

4. Unfinished Business: None.

5. New Business:

- Envisioning Potential Legacy Crossing Changes: Shelley Bennett

Bennett gave a presentation regarding envisioning potential Legacy Crossing changes. She said she wants to engage the Board to help them brainstorm about the development. She displayed an aerial view of the property and discussed the railroad corridor and other areas in the District. She explained some of the options available. There was general discussion about the project. There was discussion about ways to come up with a plan. Woods said there should be a set date on when the plan should be completed. She would like to have it done by this time next year. Riedner agreed that beginning the planning process underway before March was do-able. Weber said the process needs to wait for the executive director to be hired. Woods and Lamar said they would like to start moving forward now. Sullivan suggested talking to the

Anderson Group. Drown said visualizing what is there is important and that he wanted a green infrastructure plan which addressed flood plains, connectivity, parking and open space. It can be done in a rough way. Riedner said he could get Community Development to sketch out a street plan and conceptual visuals could come after the overlay zone is completed. Raffee suggested inviting property owners to come when that is presented for brainstorming. Drown said narrative is missing. There is a story to tell which might inspire people. Sullivan said the Andersons would be good to contact in that respect. Woods discussed the Hello Walk concept.

6. Commissioner & Committee Reports (as needed):

- Officer Elections in January (John McCabe)

McCabe said the current officers are willing to continue with their positions but if anyone wants to run, he or she should let him know.

- Finance Committee: None.
- Marketing Committee: None.
- Legislative & Government Affairs Committee (Gary Riedner)

Riedner said there is no pending legislation at this time. He discussed a case out of Nampa which was decided on procedural grounds. He will give an update on the Hart case when it is available. He said at this point none of the legislators are available to meet. However, staff will be sending them information.

7. Staff Reports:

- General Agency Update (Pat Raffee)

Raffee said the audit is underway and is ahead of schedule. A management discussion and analysis letter has been drafted which draws attention to certain parts of the audit to make it more user friendly. She has been compiling an Alturas document as well. Woods asked if there are any creative options to buy extra property without without expanding the district's boundaries and she was told no.

- Recruitment update (Gary Riedner)

Riedner said last week, the Selection Committee conducted telephone interviews with ten candidates and five will be brought in for interviews. There will be discussion about paying for travel and the URA may be requested to pay for some of that expense. He will get some estimates and inform the Executive Committee. It will probably be the first or second week of January for the interviews.

8. Executive Session: none needed

9. Adjournment

The meeting concluded at 8:36 a.m.