



City of Moscow Council Chambers • 206 E 3<sup>rd</sup> Street • Moscow, ID 83843

McCabe called the meeting to order at 7:02 a.m.

**Attendance:**

Commission Members	Staff Present	Others Present
John McCabe, Chair	Jeff Jones, Executive Director	Tim Brown, Councilmember
Dave McGraw	Gary Riedner, City Supervisor	BJ Swanson, Interim Exec Director LEDC
Tom Lamar	Don Palmer, Finance Director	
Sue Scott (7:21)	Stephanie Kalasz, City Clerk	
Brandy Sullivan		
Steve McGeehan		

Absent: Steve Drown

1. Consent Agenda - Any item will be removed from the consent agenda at the request of any member of the Board and that item will be considered separately later.
  - A. Minutes from September 28, 2011 Meeting
  - B. September Payables and Financials

ACTION: Approve the consent agenda or take such action deemed appropriate.

A motion and second were made to approve the consent agenda. Motion carried unanimously.

2. Public Comment for items *not on agenda*: 3 minute limit – No public comment was offered.
3. Announcements
  - o Redevelopment Association of Idaho (RAI)
    1. Code of Ethics and Professional Conduct
    2. Legislative Committee, Chaired by Beth Ineck, City of Nampa

Jones said the Redevelopment Association of Idaho Board of Directors adopted a Code of Ethics and Professional Conduct and it will now move forward to the general membership. A Legislative Committee was put together and Jones said he will be serving on it. He anticipates that bills will be forthcoming during the legislative session. McGraw asked if the Code of Ethics will make things easier during the legislative session this year. Jones said that agency transparency, ethics statements, conduct documents and avoiding conflict of interest makes things better for everyone.

- o American Planning Association (APA) Article "Majoring in Development"

Jones said he gave a presentation on ethics at the recent American Planning Association Conference. He said there was an article regarding the town and gown relationship in Moscow included in the American Planning Association magazine (Planning). Jones said that the Legacy Crossing Urban Renewal District was mentioned in the article.

- Legacy Crossing Overlay District Design Guidelines – Joint Meeting

Jones said staff has been trying to schedule a meeting between the Council, Planning and Zoning Commission and the Urban Renewal Agency Board to discuss the Legacy Crossing Overlay District Design but finding a date has been a challenge. There has already been a meeting with the property owners. Riedner said staff is working on having the meeting at 5:30 p.m. on November 7<sup>th</sup>. The Board members present said they would be able to attend the meeting on that date.

Jones also said there will be a dedication of the University of Idaho Hello Walk Steps that will occur tomorrow. Riedner said there is a nice medallion that has the name of the University and City on it that is set into the steps. The City appreciated being included in the design.

#### 4. Economic Snapshot

- National – Jones said that there are no states still in recession—including Nevada. Idaho has been at risk of going back into recession for the last few months but has finally moved into the recovering designation. There was discussion about why North Dakota has been doing well which Jones said is primarily due to energy resources. Over the past year, North Dakota and Alaska were the only two states where the economy was expanding.
- State – The metro areas of Idaho are still in recession with the exception of Boise that is now categorized as being in recovery. Ada County is still leading in foreclosures but the total numbers of properties in foreclosure are dropping. There are currently two foreclosures in Moscow.
- Regional /Local – Jones discussed the unemployment rate in the area. Idaho’s rate remains lower than the national rate and Latah County is lower than the state average. On a positive note, primary jobs in the Agriculture and Manufacturing sectors have increased over the past year. Conversely, jobs numbers have declined in other sectors—especially government. Jones said that he is encouraged that housing prices are starting to recover and unemployment rates are starting to go down. The right things are starting to happen.

#### 5. Greater Moscow Area Coalition Brownfield Project

- Report on Project Kickoff
- EPA Brownfield Project Page

Jones gave background information on the EPA Brownfield Grant and said the kickoff for the project was held on October 6<sup>th</sup>. He explained what was discussed at the meeting and displayed an aerial photo that showed the target areas. Jones said that the Moscow Urban Renewal Agency hopes to access the grant in support of the property located at 6<sup>th</sup> and Jackson. He said that the Moscow Area Coalition Brownfield web page can be accessed at the following URL: <http://www.moscow.id.us/programs/epa/>. He displayed the webpage to show people what type of information it includes. The project goal is to assess as many sites as possible and to make the process as transparent as possible to the public.

McCabe asked about the difference between Phase I and Phase II ESAs. Jones said that a Phase I investigation was meant to determine the present and past ownership of a site and to identify any chemical processes that took place there. A phase I environmental assessment is extremely important because it can help to protect someone who has unknowingly purchased a contaminated property. If a Phase I assessment reveals that a site may be contaminated with hazardous substances, a Phase II assessment is required. From a legal standpoint, this is important because the innocent landowner defense may not hold up for a purchaser

who does not take the necessary steps to refute any likelihood of contamination. If a site has a known contamination problem, it is possible to combine a Phase I and a Phase II assessment. On its own, a Phase II environmental assessment verifies the character of any contaminants that may exist at a site. Phase IIs generally include taking soil and groundwater samples and, if applicable, samples of surface water and sediment. These samples are sent to a laboratory for testing.

Lamar asked about the Jackson Street Parking Lot and the soil under the lot. Riedner said when the lot belonged to Washington Water Power, the second bay had a cathodic well and there had been some storage. The City resurfaced the lot and the City took it over and granted Washington Water Power five years of parking. There was no environmental issue that he is aware of. Lamar said the parking lot is a bit broken up. Riedner said the lot is on the schedule to be resurfaced and there will be new lighting going in soon. There will likely be changes to the lot in the next year to 24 months. McGraw asked if the grant includes funds for clean-up and was told no. Jones said that there are other grants available for cleanup—but that we need to complete the assessment processes and cleanup planning efforts prior to making application.

Scott asked about the property on the corner of 3<sup>rd</sup> Street and Jackson where an old gas station still stands. Riedner said that property was considered for the grant. Jones said he has not talked to the owner of that site yet. Riedner said the former dry cleaners was also considered but the property owner did not want it listed. The 3<sup>rd</sup> Street and Jackson site is very visible so it would be nice to have it looking more attractive.

Jones discussed other properties proposed for assessment and the different agencies that must be contacted prior to starting the Phase II process. Jones said there are a number of absentee owners who have not responded to the city's invitation to participate in the program. Commissioner Lamar encouraged staff to continue their public outreach efforts in an effort to assess as many sites as possible.

#### 6. Legacy Crossing Urban Renewal District Status – Jeff Jones

##### o Asbestos Abatement - "Coffee House"

Jones explained that he solicited bids for the asbestos abatement in the small building on the URA property. He is required to get three bids and currently has two with a wide price range. He is now soliciting bids from outside the region. The building can be demolished for \$4,000. When he is comfortable with the bids, he will seek approval of the Board to move forward with a contract. Mr. Jones also said he received a letter from the City regarding sidewalks in the area of the URA property. He said due to the discussion about right-of-way and how the City may want to redesign that area, there needs to be discussions before a sidewalk is installed so it will not need to be torn out again. There was discussion about the metals on the site which is largely due to fertilizers that were stored there. He discussed what agreements may need to be made to address the issue of metals and some options available. The phase two on the property will provide information that will be helpful.

#### 7. Alturas Technology Park Status – Jeff Jones

##### o CC&Rs – Floor Area Ratio (FAR) Discussion

Jones said right now that the CC&Rs limit the building coverage on a lot to no more than 25% of a site. Jones said that the current FAR requirement may make it difficult for existing companies to expand on site. He asked if the Board would be interested in having the MURA survey of the property owners in the park to see if they would like to consider proposing change the requirement. McGraw asked if the requirement has been a deal killer on any other property there and Jones said he is not aware of it being an issue before. Brown suggested that when the survey is done, the property owners would want to know what percent of increase is proposed. Jones said that in technology parks, a 30% FAR was not uncommon. Scott recommended that the Board direct having a survey done to see if other property owners would be willing to change the requirement to no more than 30%. There was discussion about including a percentage range in the survey. The Board

mutually agreed that a survey should be done. Jones said he will let the Board know the responses. He said there is an Owners' Association and Robin Woods is President so he will have to talk to them. Jones mentioned that a potential company expansion could be impacted by the current FAR standard. After further discussion, the meeting adjourned.

8. Adjournment – The meeting adjourned at 8:08 a.m.