



Minutes: October 23, 2013, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3rd Street • Moscow, ID 83843

McCabe called the meeting to order at 7:05 a.m.

Attendance:

Commission Members

John McCabe, Chair

Dave McGraw

Tom Lamar

Brandy Sullivan

Sue Scott

Steve McGeehan

Steve Drown

Staff Present

Jeff Jones, Executive Director

Don Palmer, Finance Director

Stephanie Kalasz, City Clerk

Others Present

Patrick Vaughan, County Assessor

Garrett Thompson

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 October 9, 2013 Meeting

B. Unaudited September Financial

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

Scott moved and McGraw seconded approval of the consent agenda. Motion carried unanimously.

2. Public Comment for items *not on agenda*: 3 minute limit – No public comment was offered.

3. Announcements

○ Moscow Farmers Market (last of 2013), Saturday, October 26, 2013, 8:00 a.m. - 1:00 p.m.

○ Palouse Knowledge Corridor (PKC) Trailing Spouse Accommodation Workshop, Thursday, November 7, 2013, 2:00 p.m. – 5:00 p.m.

○ Palouse Knowledge Corridor (PKC) "Be the Entrepreneur," Boot Camp Saturday - Tuesday, June, 21-24, 2014 (Save the Date).

Jones went through the announcements mentioned above and there was some discussion. Jones said the Palouse Knowledge Corridor has been evaluating different entrepreneur boot camps for that program. Inland Northwest Partners will have their next meeting on November 21st and the topic will be workforce development strategies.

4. General Agency Update – Jeff Jones

○ Brokerage Services RFP (Update)

Jones said the Brokerage Services RFP is now available on the City website. The due date for submissions is November 12th.

5. Legacy Crossing Update – Jeff Jones

- EPA Cleanup Grant Work Plan – 6th and Jackson
EPA Shutdown Status Update
Sampling and Analysis Plan - Amendment
Analysis of Brownfield Cleanup Alternatives (ABCA)

Jones said the government shutdown delayed things but staff has been advised that they can now move forward. He displayed an aerial photo of the 6th and Jackson property to show where contamination is located. He explained what is involved in the clean-up. He said the EPA approved the addendum for additional work and once that is finalized, an analysis of clean-up alternatives will be discussed at a public meeting. After that is determined, the cleanup work can be started and contaminated material removed from the site. There was discussion about what area is affected and what the status of the property would be after the clean-up.

- 409 S. Jackson Street, 409 s. Jackson Street, LLC (Wintz and Company)
Project Update
Broadband – Fiber Optic
ITD Comments (sidewalk)
City of Moscow GEM Grant Application
Owner Participation Agreement (OPA) (Project Status)

Jones said the broadband fiber optic extension has been completed. He said comments were received from ITD regarding the sidewalk and he went through them. He said a tentative meeting has been scheduled with ITD next week to discuss the issues. He said once the plan is worked out and the construction drawings approved, staff will come back to the Board with a draft owner participation agreement.

6. Alturas Update – Jeff Jones

- Public Sewer Easement
Erosion Control
Abandonment of Private Sewer Line

Jones gave an update on the public sewer easement and displayed an email that showed that the work has been done and has been deemed acceptable by the City. Thompson discussed the erosion control they did on the land. He said after the sewer line was replaced, the grass and weeds were disturbed so they replanted all of the Alturas lots south of Alturas Drive with two types of grasses. It should do well throughout the winter. He indicated that here are some erosion control mats on the hillside to help with erosion control over the winter.

There was some discussion about why Potlatch did not find a place to do business in Moscow. Thompson explained what happened in terms of that deal. There was discussion about the Covenants, Conditions and Restrictions for Alturas. Jones said there is public subsidy in the lots and so what is in the public interest must be considered as well as being fair to private developers. It will be necessary to talk to all of the property owners in Alturas if any changes are proposed. He said many times there has to be 100% buy-in by the landowners to make changes, the bond holder has to agree and the City would have to

change the Zoning Code. Thompson said the plans they were given for the Potlatch project were a two-story building that was 6,000 or 7,000 square feet. He said if they have people interested in property for a purpose that would fit in Alturas they always encourage people to go there because they would like it to be full. There was some discussion. Thompson said they considered constructing a building for a company that just wanted to rent part of it but they could not find another occupant and could not make the numbers work.

McGraw moved and Lamar seconded to ask staff to research the Covenants, Conditions and Restrictions issue and get the thoughts of the property owners in regard to the possibility of change. Thompson said one reason the lots have not sold is because they are not in a multiple listing service which allows greater searchability. Jones said that if the various restrictions are lessened, the price of the ground may increase which could also impact future marketability. Motion carried unanimously.

The meeting concluded at 7:53 a.m.