



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	Staff Present	Others Present
John McCabe, Chair	Jeff Jones, Executive Director	Patrick Vaughan, County Assessor
John Weber	Gary Riedner, City Supervisor	Garrett Thompson
Steve McGeehan	Don Palmer, Treasurer	
Art Bettge	Stephanie Kalasz, City Clerk	
Brandy Sullivan		
Dave McGraw (present but waiting on confirmation from the Mayor and Council for official reappointment to the URA)		

Absent: Steve Drown

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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 December 11, 2013
 - B. November 2013 Financials
 - C. December 2013 Payables
 - D. December 2013 Financials

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

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

2. Public Comment for items *not on agenda*: 3 minute limit – None Offered.
3. Announcements

- o Palouse Knowledge Corridor (PKC) "Be the Entrepreneur," Saturday - Tuesday, June, 21-24, 2014

Jones discussed the event listed above and said PKC is looking to acquire some funding from the URA (and other agencies) to provide a match for a grant application to put on the "Be the Entrepreneur" event. He said he has a question in with the URA's attorney to see if it could be considered marketing dollars because the 50 companies that will be brought in might be potential buyers at Alturas. The total match requirement is 40%. Some participation is already lined up and they are asking several other entities. There is a tight timeline. It will likely be \$2,000 to \$5,000 requested from the URA. The committee will decide in February if there is enough support to move forward with the event. McGraw said he thinks this is a stretch for URA dollars so he will be curious to see what the attorney says. No action is required today.

McGeehan said the Palouse-Clearwater Food Coalition's Food Summit 3.0 will be held on Wednesday, January 29, 2014 from 8:30 a.m. – 3:00 p.m. in the Great Room at the 1912 Center. He discussed the event and what the schedule will be.

Jones said the election of officers will be coming up and it will be on the agenda next month if the Board has no objection. He discussed the three committees that are part of the URA and said that hopefully those seats can be filled at the next meeting as well. There was some discussion. McGraw said he would like to serve on the Legislative Committee.

Jones said he will be sending out a copy of the bylaws for the Board to review and asked that consideration be given to having just one meeting a month.

4. Economic Indicators (national, regional, local) – Jeff Jones

Jones said in reviewing the economy on the national level, the items considered are employment, housing starts, industrial production and home prices. He said in April 2009 all states were in recession. He compared that with April 2012 and 2013. He said by November 2013, more states were expanding. Idaho is still considered to be in recovery. The economy seems to be getting stronger. He discussed the projected population increase, employment, industry sector gains and losses, tourism, and home prices in Latah County. He provided information on building permits issued in the City of Moscow. He indicated that non-residential markets continue to be challenged. There was some discussion.

5. Legacy Crossing Update – Jeff Jones

- EPA Assessment /Cleanup Grant Work Plan – 6th and Jackson
- Market Absorption Study /Strategy

Jones said Jerry Lee made a presentation at the last meeting regarding the clean-up at the 6th and Jackson property. Jones displayed an aerial photo depicting the area where DDT was found and he reviewed the field work that was done to determine how deep the contamination was. He said the information that was presented has been revised and with the new information, it was determined that the cost to remove the materials would be \$70,000 to \$80,000 which is within budget. Only the top 6 inches of earth will need to be removed. There was some discussion about what the clean-up includes. He said the URA will likely enter the DEQ Clean-up Program and he explained what that involves. There was discussion about blending and why it is better not to go with that option.

Jones said staff had discussions with the UI regarding their 4.2 acres off of College Drive. The UI wants to put that land back into production. They are looking at what would be appropriate. The UI has asked Jones to talk to a consultant to break down by product type what the area could absorb. He said he contacted several firms and three responded. The analysis would be helpful to program development in Legacy Crossing especially something that will be as detailed as this would. It would also offer what subsidy would be necessary to speed up development. The City has expressed a willingness to participate in this project which will be approximately \$25,000. He said the URA, out of Legacy Crossing, could probably contribute \$5,000 and the City and University each provide \$10,000 but no commitment has been made to date. He will bring this item back if the University is interested in moving forward. The study will be for the entire Legacy Crossing area. There was discussion about what information will be included in the report, what has been done in the past and how Alturas was handled.

Weber said he thinks this information will be valuable in how to move forward in Legacy Crossing and will make things much smoother than Alturas. Riedner said the University purchased the property without a plan for it. This seems like a good thing to move forward with since the property owner doesn't have a plan for it. He said

he would like to ensure that there is interest from the URA before he approaches the Council for funding. There was further discussion about the report. McGraw said he would like to get input from the community before moving forward. Sullivan said the report can be used in marketing and there is no proposed project at this time. Weber agreed and said nobody is looking for the URA to pay the bills but to contribute \$5,000 if both the City and University are willing to commit to twice that amount. Jones said the University asked for suggestions and both the URA and City are interested in the project. There was general consensus of the Board to support the project with \$5,000 if the other entities choose to move forward with the report. Jones said he will send a sample report out to the Board.

- 409 S. Jackson Street, 409 s. Jackson Street, LLC (Wintz and Company)
 - ✓ Project Update
 - Sidewalk and Streetscape Improvements
 - Owner Participation Agreement

Jones said staff is still waiting for final engineering approval from the Idaho Transportation Department regarding the sidewalk and streetscape improvements at the 409 S. Jackson Street property and when that is received, the owner participation agreement can be finalized. The building looks great.

6. Alturas Update – Jeff Jones

- Brokerage Services Contract with Palouse Commercial Real Estate – Jeff Jones

ACTION: Adopt Resolution 2014-01 approving a contract with Palouse Commercial Real Estate or take such other action deemed appropriate.

Jones said the contract, which has been signed by Shelley Bennett, was included in the packet with a Resolution for approval of it. After the clean-up, the 6th and Jackson property could be marketed as well if the Board chooses to do so. McGraw moved to adopt Resolution 2014-01 approving a contract with Palouse Commercial Real Estate and Weber seconded the motion. There was some discussion. McCabe indicated that he has a customer relationship with Shelley Bennett but there were no other respondents. Motion carried unanimously.

7. Adjourn – the meeting concluded at 8:01 a.m.