



Minutes: August 13, 2014, 7:00 a.m.

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

McCabe called the meeting to order at 7:00 a.m.

Attendance:

Commission Members

John McCabe, Chair
John Weber
Dave McGraw
Steve Drown
Steve McGeehan

Staff Present

Gary J. Riedner, Interim Exec. Director/City Supervisor
Don Palmer, Finance Director
Stephanie Kalasz, City Clerk
Jen Pfiffner, Asst. to the City Supervisor
Henrienne Westberg, Finance
Joelle Dinubilo, Finance

Absent: Brandy Sullivan, Art Bettge

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 July 8, 2014
 - B. June 2014 Financials
 - C. July 2014 Payables

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

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

2. Public Comment for items *not on agenda*: 3 minute limit – None offered.
3. Announcements – Gary J. Riedner
 - Reimbursement of Voluntary Cleanup Program (VCP) Fee
 - Pullman-Moscow Regional Airport Realignment Status
 - Master Plan for 'A' Street from Farm Road to Hatley Addition

Riedner went through the announcements. He said the EPA has indicated that the \$2,500 deposit for the Voluntary Cleanup Program is a reimbursable expense so the URA will be getting its money back.

Riedner said the City of Moscow will be budgeting money for the Airport. He discussed funding for the runway realignment. He explained that in order to keep a commercial air service in the area the runway must be realigned. It is a huge project. There was discussion about the economic impact and the agreement with the City of Pullman.

Riedner explained that staff is working with the University of Idaho on the extension of 'A' Street. He displayed an aerial photo of the area and discussed the considerations. He said it would provide a secondary arterial as well as some development opportunities on the other side of the Palouse Empire Mall. He discussed how the project will move forward and he displayed the schedule.

4. Public Hearing – Proposed FY2015 Budget – Gary J. Riedner/Don Palmer

ACTION: After considering public testimony, adopt FY2015 Budget and the corresponding Budget Resolution 2014-03 or take such other action deemed appropriate.

Riedner presented the draft budget for 2015. He discussed some challenges facing the Agency. He displayed a graph to show the property tax trend and went through some fiscal strategies. He discussed the budget numbers including revenues and expenses in both districts and general expenses. Palmer explained the sources and uses budget. There was some discussion and questions were answered.

McCabe opened the public hearing at 7:56 a.m. There being no testimony offered, the public hearing closed at 7:56 a.m.

It was moved by McGeehan and seconded by Drown to adopt FY2015 Budget and the corresponding Budget Resolution 2014-03. Motion carried unanimously.

5. EMSI Jackson Street Frontage Improvements and Owner Participation Agreement – Gary J. Riedner

ACTION: Approve Owner Participation Agreement with Mark Wintz for Jackson Street Frontage Improvements or take such other action deemed appropriate.

Riedner provided some background information about the EMSI Jackson Street Frontage Improvements. He displayed a drawing of the proposed improvements and explained the project. He discussed the proposed funding for the project. The EMSI contribution is based on approval of an owner's agreement with the URA. He said two owner participation agreements have been included in the Legacy Crossing budget. He explained that the agreement has not been finalized but he would like the Board to give approval for it to be executed if it is possible to do it prior to the next meeting due to the tight timeline. A resolution will be required to approve the agreement as well. He said the resolution is not finalized but read it in its current form. McGraw moved to approve the owner participation agreement with Mark Wintz and associated Resolution 2014-04. Weber seconded the motion. Motion unanimously. Riedner said the City is looking into whether funding could be found to continue the improvements up to the Salvation Army building.

6. Release and Settlement Agreement with Latah County – Gary J. Riedner

ACTION: Provide feedback on staff's presentation.

Riedner said the Release and Settlement Agreement with Latah County is almost ready for the Board's consideration. He discussed the status.

7. Request from T.W. Clark to temporarily locate job trailer on URA property during Jimmy John's Construction.

ACTION: Authorize Interim Executive Director to allow temporary location of job trailer on URA property with conditions or direct staff as deemed appropriate.

Riedner said T.W. Clark would like to put a job trailer on the URA's property because the Jimmy John's site is small. He said it would look good for the URA to assist with redevelopment in the area. If the Board wants to proceed, he will write something up for it. There was some discussion. The Board would like to have some advertising associated with the project. The consensus of the Board was to move forward with no charge to T.W. Clark.

8. General Agency Updates– Gary J. Riedner
 - Standing Committees
 - Status of Executive Director Search
 - Redevelopment Association of Idaho
 - EPA Assessment/Cleanup Grant

Riedner said the Finance Committee met with Steve McGeehan joining. They discussed the budget and the EMSI Agreement. He provided updates regarding the Legislative and Marketing Committees.

Riedner said there are four people interviewing for the Executive Director position. The Agency will pay half of the cost of the search and the City will pay half of the cost. He said one person pulled their name from consideration which reduced the number of people being interviewed from five to four. He discussed the process.

Riedner indicated that the Redevelopment Association of Idaho will have a general meeting on the 18th. He discussed related issues.

Riedner said he will have a staff meeting tomorrow regarding the EPA Assessment/Cleanup Grant. He said staff does not believe there is migrating water on the 6th and Jackson property. This will be discussed with DEQ.

9. Legacy Crossing Update – Gary J. Riedner
 - Legacy Crossing Market Assessment and Adsorption Study Professional Services Agreement

ACTION: Approve the \$5,000 expenditure for the Legacy Crossing Market Assessment and Absorption Study with the University of Idaho funding \$12,000 and the City of Moscow \$7,000.

Riedner discussed what the Legacy Crossing Market Assessment and Absorption Study would cover. He explained that the City will contribute \$7,000 and the University of Idaho \$12,000. The Board indicated previously that it would be willing to contribute \$5,000 if the City and University of Idaho provided funding to make up the difference. McGeehan moved to approve the \$5,000 expenditure. McGraw seconded the motion. Motion carried unanimously.

10. Alturas Update – Gary J. Riedner
This information was provided earlier.

The meeting adjourned at 8:32 a.m.