



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

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

Attendance:

Commission Members

Staff Present

Others

Steve McGeehan

Bill Belknap, Executive Director

Mayor Bill Lambert

Steve Drown

Gary J. Riedner, City Supervisor

Dan Carscallen, Council

Brandy Sullivan

Don Palmer, Finance Director

Patrick Vaughan, Assessor

Art Bettge

Stephanie Kalasz, City Clerk

Victoria Seever

Dave McGraw

John Weber

Absent: John McCabe

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 22nd, 2015
- B. July Payables

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

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

2. **Public Comment for items *not on agenda*:** Three minute limit – No public comment was offered.
3. **Announcements** – No announcements were offered.
4. **Public Hearing – Proposed FY2016 Budget – Bill Belknap**

The proposed FY2016 Moscow Urban Renewal Agency annual budget has been prepared for consideration by the Agency Board. The proposed budget anticipates the early closure of Alturas Research and Technology Park Revenue Allocation Area (RAA) as directed by the Board on July 22, 2015 with the passage of the Resolution 2015-02 which recommended termination of the RAA to the Moscow City Council. The proposed budget was reviewed and recommended for approval by the Finance Committee on May 21, 2015, and reviewed and approved to proceed to public hearing by the MURA Board on June 12, 2015. The proposed budget has been noticed for public hearing in accordance with Idaho Code and is before the Board for review and approval.

ACTION: After considering public testimony, adopt FY2016 Budget and the corresponding Budget Resolution 2015-03; or take such other action deemed appropriate.

Belknap provided background information about the budget process. He said the Alturas tax allocation area will be closing one year early. He discussed URA projects and their history as well as the legislative climate for the upcoming year. He explained how Alturas has been successful and listed the businesses located there. He said it was started because there was a need to have a place for tech business startups to be housed. He discussed the Legacy Crossing Urban Renewal Area and said it is more of a traditional renewal area.

Belknap went through budget highlights. He discussed anticipated revenues and expenditures. He said income will be significantly reduced due to the closing of Alturas but money will be saved due to the executive director position being incorporated within the city administrative services agreement. He said the Board needs to hold a public hearing and staff recommends approval of the budget. There was discussion and Belknap answered questions from the Board.

McGeehan opened the public hearing at 7:21 a.m.

Victoria Seever, 121 N. Lilly, said she supports the realignment of the Executive Director position to save money. She said she supports incorporating art in the projects. She said the URA is doing good work. Sullivan asked about the percentage for art being increased to 2%. Belknap said it has been discussed but is not in place. No change would be needed to the budget if the change is made.

The public hearing closed at 7:23 a.m.

Weber moved and Bettge seconded to approve the budget and related resolution. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

5. Requested Amendment of Sangria Downtown LLC Exclusive Negotiation Agreement Schedule of Performance – Bill Belknap

On February 26, 2015, the Board selected Sangria Downtown LLC as the successful respondent to a request for proposals for development of the MURA's 6th and Jackson property. On April 8, 2015, the Board Approved an Exclusive Negotiation Agreement (ENA) to enter into negotiations regarding the property development which was executed on April 24, 2015. The ENA included a schedule of performance which specified specific dates for certain actions by both parties including the submission of development plans from Sangria Downtown LLC by July 1, 2015. Staff has received a request for amendment of the schedule of performance to allow additional time for Sangria Downtown LLC to submit their development plans, shifting that date to October 1, 2015. Staff has no objection to the request in consideration of the continued environmental remediation assessment and work currently ongoing on the property. Staff has prepared a revised schedule of performance for the Board's consideration and approval.

ACTION: Approve the proposed revised schedule of performance; or take such other action deemed appropriate.

Belknap said Sangria has been working on their revised plan for the 6th and Jackson property. He said they have submitted their deposit but have not been able to get the appraisal completed yet so they have made a

request for an extension. Staff is fine with the request because environmental remediation will be in process anyway. Bettge moved and Sullivan seconded approval of the revised schedule of performance. Motion carried unanimously.

6. Discussion Regarding Potential Adjustment to Regular Meeting Dates – Bill Belknap

The City of Moscow Administration Department has been evaluating the distribution of duties and responsibilities of the City Clerk's office including the delivery of administrative support the MURA. Administration has requested the Community Development Department to assume the delivery of administrative support to the Board through the Department's Administrative Assistant/Deputy City Clerk position. In order to accommodate this request, it may be necessary to shift the URA meeting dates from the 2nd and 4th Wednesdays of the month to the 1st and 3rd Wednesdays of the month to better distribute work demands. Staff would like to discuss the proposal and receive direction from the Board.

ACTION: Discuss the proposed revised meeting schedule and provide direction as deemed appropriate.

Belknap said Community Development will take over support services for the coming year. The only concern is that the Planning and Zoning Commission meets on the same day as the URA so staff would like to switch URA meetings to the 1st and 3rd Wednesday of the month. Bettge said he planned his schedule around the 2nd and 4th Wednesdays of the month but he thinks it is the right thing to do although he may miss a few meetings. McGraw said he agrees. There was general consensus to change the meetings. Belknap said staff will let the Board know when the transition will begin.

7. General District Updates – Bill Belknap

- Legacy Crossing District
 - Sixth and Jackson Environmental Remediation Update
- Alturas District
 - Upcoming Association Meeting September 23rd

Belknap gave an update on the Sixth and Jackson Environmental Remediation. He said the plan is out for public comment and has not changed much. The comment period ends September 11th and staff will be putting bids out for two phases of the work. He said there will be a total of \$200,000 in grant funding toward the cleanup. He indicated that there are two projects opening in Legacy Crossing and additionally the Gritman project should be started soon. A new car dealership will be moving into the old Ambassador Auto site but it is not expected to have many improvements. The old Time Warner Building has been purchased and the business should be moving in soon and the old Jack in the Box building has an accepted offer for purchase of the property. There was discussion about the remediation process.

Belknap said he will be attend a meeting of the Alturas property and business owners. He said irrigation water will be discussed as well as other business. He said he will also discuss potential zoning changes and get some input. The Board will talk about it at the next meeting.

There was discussion about how the next member would be selected when John McCabe steps down. Belknap said MURA board members are appointed by the Mayor and confirmed by the City Council.

8. Adjourn – The meeting concluded at 7:43 a.m.