



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

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

Commissioners Present	Commissioners Absent	Also in Attendance
Steve McGeehan, Chair		Bill Belknap, MURA Executive Director
Art Bettge		Gary Riedner, MURA Interim Treasurer
Steve Drown		Anne Peterson, MURA Clerk
Dave McGraw		Nick Nicholson, Presnell Gage
Ron Smith		
Brandy Sullivan		
John Weber		

- 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 March 3rd, 2016
 - B. February 2016 Payables
 - C. February 2016 Financials

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

Bettge moved approval of the consent agenda, seconded by Smith. The motion passed unanimously.

2. **Public Comment for items *not on agenda***

No comments.

3. **Announcements**

Belknap welcomed Commissioner McGraw back as a voting member following confirmation of his reappointment by Council on March 7th. Belknap reported the MURA 2015 Annual Report was presented and accepted by City Council on March 21st, and that members should be in email receipt of the Idaho 2020 Report that was presented at the ULI conference session in Boise.

4. **Redevelopment Association of Idaho Report – Gary Riedner**

Riedner directed Board members to the Legislative Session Summary in their packets prepared by Elam & Burke. Idaho Association of Cities and Idaho Association of Counties were both positive influences with

regard to urban renewal agency legislation. URA legislation changes included representation on Agency Boards. Riedner said the MURA already serves as a model of appropriate membership by not having a majority of City Council members, specifying a County Commissioner seat, requiring that all members live within the URA city/county, and including "at large" members. Other changes include new reporting requirements with the State Tax Commission; plans approved prior to July 2016 can be amended without resetting the tax base; and, if increment funds are used for more than 51% of certain municipal buildings it requires voter approval from 60% of the municipality. Riedner elaborated that a plan "amendment" is considered a district enlargement by more than ten percent, or changing any purpose of the plan. An existing commercial enterprise within a renewal district can be helped but not new businesses. If a plan is changed and the base resets, the agency continues to get increment to amortize that debt but cannot incur further debt.

5. Moscow Urban Renewal Agency FY2015 Audit Presentation – Gary Riedner & Nick Nicholson

The draft 2015 MURA audit is attached and will be presented by MURA Interim Treasurer Gary Riedner and the auditor from Presnell Gage PLLC.

ACTION: Receive 2015 audit report and accept 2015 MURA audit; or take such other action deemed appropriate.

Nicholson reported the FY2015 Audited Financials of the Agency. Auditor opinions on 1) the financial statement structure and 2) the internal control of financial reporting and compliance were both submitted as "unmodified." This is the highest opinion rating and indicates nothing was materially misstated and records were presented fairly in all respects. The auditors had no concerns or recommendations.

Following detailed review of the Audited Financial Statement, McGraw moved to accept the report. Motion was seconded by Smith and passed unanimously.

6. Downtown Restroom Request for Project Assistance – Bill Belknap

The City of Moscow has been working toward development of a downtown public restroom to support the variety of activities that occur in the area from parades to Farmers Market and other events. The bathroom is proposed to be located in the northeast corner of the South Jackson Street parking lot and would be wood frame construction with a weathered brick veneer. The City budgeted \$170,000 for the project based upon the architect's cost estimates. The City opened bids on the project on March 15th and the lowest bid received was \$191,600. With the addition of construction administration and contingency, the total project cost is estimated at \$208,150. The project location is within the Legacy Crossing District and there is discussion that the City may make a request for assistance from the Agency in the amount of \$15,000 to assist with the project's budgetary shortfall. The Agency budgeted \$80,640 for general improvements within the Legacy Crossing District for the FY16 fiscal year, of which nothing has been expended to date.

ACTION: Review request and provide direction as deemed appropriate.

Belknap reported that on April 5th the City Council voted to reject all bids so the possible request for Agency assistance is now a moot point. McGraw stated that he would be supportive of providing future assistance on this project when the City finds a design/bid they are happy with. Weber expressed concern that this request for URA assistance had been premature and should have been discussed through Council first.

McGeehan agreed that helping with downtown restrooms certainly fits the spirit and intent of the URA, and he supported the idea happening within the appropriate procedures.

7. FY2017 MURA Budget Hearing Date Determination – Bill Belknap

In accordance with state law, the Agency must notify the County Clerk's office of the date of the Agency's public hearing upon the Agency's FY2017 budget by no later than April 30th. Staff is proposing that the Agency set the hearing date for Thursday, August 4th, 2016, which will allow adequate time for the budget development and review process. Staff is seeking Board approval to set the hearing for 7:00 AM on Thursday, August 4, 2016.

ACTION: Set the FY2017 Budget hearing for August 4th, 2016; or take such other action deemed appropriate.

Weber moved to set the budget hearing on August 4, 2016. Bettge seconded the motion and it passed unanimously.

8. 6th and Jackson Property Update – Bill Belknap

Staff will provide an update on the status of the 6th and Jackson property remediation and redevelopment process.

ACTION: Accept report and provide direction as deemed appropriate.

Belknap reported that Cobb Trust and Anderson Group have both signed release agreements for the cross-access issues between the properties. Unfortunately they signed slightly different versions so staff will be rectifying that. Staff are waiting to meet with the Andersons regarding engineering work the Agency has committed to do on their Jackson Street frontage.


Environmental remediation on the site has hit a few bumps. The Covenant Not to Sue from DEQ is pending further evidence that the pump and treat system is and will continue working to treat the groundwater. A second treatment injection might be tried to move it along. Belknap hoped resolution would occur within two to three months. Bettge asked how this will affect the Sangria Group's ability to achieve funding and continue with their development timeline and Belknap thought it could be worked through without affecting them negatively. Gem Valley Appraisal should have the estimated sale price for the property within a couple weeks and Sangria Group should have project bids within a similar timeframe.

9. General Agency Updates – Bill Belknap

- Legacy Crossing District
 - Staff have met with Gritman regarding streetscape and lighting enhancements the agency could potentially assist with.
 - Fields Holding Company conducted their neighborhood meeting for land-use approvals last week. They have decided to retain Terragraphics to conduct soil remediation later this summer rather than enter the VCP program.
 - A tenant has signed a letter of intent on the Stubbs Seed Warehouse property so activity is expected to increase in the next 60-90 days. In addition, ITD has expressed interest in expediting the schedule for adding an additional east-bound through lane in that area so there will be coordination with the Agency for frontage improvements, sidewalks and beautification.

- Alturas District
 - The surplus increment disbursement from closure of the District has been completed. Belknap said he has requested Palouse Commercial representatives to attend the next meeting to provide a marketing update.
- Strategic Plan
 - Staff has completed inventory of all relevant planning documents, sidewalk inventory, water/sewer plans, transportation plans, etc. Next step is to develop a survey to capture input from partner agencies. Once that data is received, the Agency could hold a joint meeting with Council and UI to focus future efforts.

McGeehan declared the meeting adjourned at 8:07am.



Steve McGeehan, Agency Chair

4-21-16

Date