



Agenda: Thursday, June 1, 2017, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3<sup>rd</sup> Street • Moscow, ID 83843

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 May 18, 2017

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

2. **Public Comment for items *not on agenda*:** Three minute limit

3. **Announcements**

4. **Development Report from Sangria Downtown LLC – Bill Belknap**

Representatives of Sangria Downtown LLC will provide an update on the status of their development plans for the 6th and Jackson property.

**ACTION:** Receive report and provide staff with direction as deemed appropriate

5. **Alturas Technology Park Real Estate Professional Services Agreement Request for Qualifications – Bill Belknap**

On April 29<sup>th</sup> and May 6<sup>th</sup>, 2017 the Agency published a request for statements of qualifications for commercial real estate services for the six agency owned lots within Alturas Technology Park. Statements of qualifications were due by 5:00 PM on Friday May 19<sup>th</sup> and one response was received from Palouse Commercial Real Estate. Staff has reviewed the statement of qualifications and has found it to be complete and in accordance with the request for qualifications. Within the request for qualifications, services were proposed to be separated to include base real estate brokerage services and on-demand real estate marketing/consultant services. Palouse Commercial proposes to provide the base services at a standard 6% commission rate and on-demand marketing/consulting services at the rate of \$130 per hour. Staff recommends the selection of Palouse Commercial and execution of the professional services contract for commercial real estate services.

**ACTION:** Approve the selection of Palouse Commercial Real Estate and associated contract for commercial real estate services; or take other action as deemed appropriate.

6. **General Agency Updates – Bill Belknap**

- Legacy Crossing District
- Alturas District
- General Agency Business

**NOTICE:** Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.