



Agenda: April 8, 2015, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3rd 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 March 25, 2015
- B. March 2015 Payables

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

2. **Public Comment for items *not on agenda*:** 3 minute limit

3. **Announcements – Gary J. Riedner**

4. **Public Improvements relating to the MURA's 6th & Jackson Property – Gary J. Riedner**

Staff will report on the status of:

- Improvements to the intersection of 6th and Jackson Streets and impacts on MURA's property
- Environmental assessment and cleanup efforts
- Modifications to utilities

5. **Status of Proposed Development of MURA's 6th and Jackson Property/Draft Exclusive Negotiation Agreement with Sangria Downtown LLC - Gary J. Riedner**

Proposals were received in response to the RFP issued for the development of the MURA's property located at the southwest corner of the intersection of 6th & Jackson streets in Moscow and Sangria Development was selected as the successful proposer at the MURA meeting of February 26, 2015. A draft Exclusive Negotiation Agreement has been developed and submitted for review by the MURA's legal Counsel.

ACTION: Review process for sale of property and review and approve draft ENA, or take such other action deemed appropriate.

6. **Status of Executive Director/Professional Support Services – Gary J. Riedner**

7. **General Agency Updates– Gary J. Riedner**

- Election of Officers
- Discussion of Public Art Master Plan
- Standing Committees
 - Legislative Committee
 - Marketing Committee
 - Finance Committee
- Redevelopment Association of Idaho/Legislative Update

8. District Updates – Gary J. Riedner

- Alturas Technology Park Urban Renewal District
- Legacy Crossing Urban Renewal District
 - Closure discussion
 - Maintenance Issues
 - Marketing Status Report

9. Adjourn

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.



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McCabe called the meeting to order at 7:04 a.m.

Attendance:

Commission Members	Staff Present	Others
John McCabe, Chair	Gary J. Riedner, Interim Exec. Director/City Supervisor	Mayor Lambert
John Weber	Don Palmer, Finance Director	Members of the Public
Steve McGeehan	Bill Belknap, Community Development Director	
Brandy Sullivan	Stephanie Kalasz, City Clerk	
Art Bettge		
Steve Drown		
Dave McGraw		

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 February 18, 2015
 - B. Minutes from February 26, 2015
 - C. February 2015 Payables and Financials

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

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

2. **Public Comment for items *not on agenda*:** 3 minute limit

McCabe said item 4 and 5 will be switched. No public comment was offered.

3. **Announcements – Gary J. Riedner**

Riedner said there have been questions about the transparency of the URA. He discussed what information is posted on the website and when and he explained that staff will look into what can be done to address concerns. The minutes are not posted until they have been approved. He discussed the reasoning behind waiting for the minutes to be approved before they are put on the website.

4. **MURA Annual Report – Gary J. Riedner**

Per Idaho Code §50-2006(c), urban renewal agencies are to provide an annual report by March 31 of each year to the Moscow City Council. This report is submitted in fulfillment of that requirement and to provide information to the public. As required by Idaho Code §50-2011(f), the annual report identifies the real property held by the Agency and sets forth the reasons such property remains unsold and indicates the Agency’s plans for disposition of the real property, if necessary. The attached draft report is submitted to the Agency and a notice has been published in the Moscow-Pullman Daily News that the draft report is

available for review and that the Agency will take comments on the report during its meeting on March 25, 2015. Upon receiving comments, the Agency will either accept the draft report as submitted or direct that changes be made to the draft report. The Agency will then be asked to approve a resolution adopting the annual report. Upon adoption of the resolution, the annual report will be filed with the City of Moscow, to be discussed at the April 6, 2015 City Council meeting.

ACTION: Invite public comment regarding the annual report. Accept the annual report with or without changes, close the public comment period and approve Resolution 15-01 adopting the 2014 Annual Report and authorize the Interim Executive Director to forward a copy to the City of Moscow; or take such action deemed appropriate.

This was heard as item 5. Riedner presented the Annual Report and explained what needs to be included in it. He discussed the Agency profile and included the purpose. He displayed a graph to show tax increment revenue. He displayed maps to show the districts of the Agency. He discussed each district and the Agency successes. He went through information about the EPA Brownfields Coalition Assessment and Cleanup Grant. He displayed the inventory of Agency owned properties.

McCabe invited public comment regarding the report. No comment was offered. McGeehan moved and Weber seconded to approve Resolution 15-01 adopting the 2014 Annual Report and authorize the Interim Executive Director to forward a copy to the City of Moscow.

5. MURA Draft Audit Presentation – Don Palmer/Gary J. Riedner, Presnell Gage PLLC

The draft 2014 MURA audit is attached and will be presented by MURA Treasurer Don Palmer and the auditors, Presnell Gage PLLC.

ACTION: Receive 2014 audit report and accept 2014 MURA audit, or take such other action deemed appropriate.

This was heard as item 4. Palmer introduced Nick Nicholson from Presnell Gage to assist with the presentation. Nicholson explained how the audit is done and what they look at. He said they did not find any issues of concern so there is a clean opinion. He explained the requirements of financial reporting for a government entity. He went through the audit and gave highlights about assets, activities, budget to actual amounts, Alturas and Legacy Crossing. There was some discussion about the brownfield grant. Nicholson displayed a graph showing the last several years of the URA property tax and investment income. He went through expenditures and displayed a graph to show expenditures over the last several years and other graphs to show trends.

Sullivan asked about the 6th and Jackson property not being included with the land for sale. Riedner discussed tax implications and explained the difference in the bonds used to finance purchase of the property from what was done at Alturas. The purpose of the property purchase was to put the Hello Walk in and then possibly sell off the two sides so it was not held specifically for sale. Palmer said this was reviewed by the Finance Committee. There was some discussion. Weber moved and McGeehan seconded acceptance of the 2014 Audit. Motion carried unanimously. Weber said the work that the URA has done has been according to what was intended by the URA law and it has been transparent.

6. Presentation of Legacy Crossing Market Assessment and Absorption Study – Gary J. Riedner/Bill Belknap

On August 18, 2014 the Moscow City Council approved a professional services agreement to conduct a market assessment and absorption study for the Legacy Crossing Urban Renewal District that was jointly

funded by the MURA, University of Idaho and the City. The study was intended to provide a detailed assessment of the study area and sub-areas to evaluate strengths and weaknesses with respect to the prospective land use program options, and evaluate current and projected residential and commercial markets and their application to redevelopment opportunities within the District. Johnson Economics of Portland Oregon was selected to conduct the study which is now complete.

ACTION: Accept Johnson Economics market assessment and absorption study report.

Riedner said both Bill Belknap and Mayor Lambert will be discussing this report. Mayor Lambert the decisions made by the URA Board are important and he appreciates the work that the Board does. He said he wants to share his thoughts about the report. He said initially, it looks dismal because it is what happened in the past but we are headed the right way. Things will change by the actions of the Board.

Belknap said there is quite a bit of information in the report and if people have questions, they should write them down and when there is a workshop to discuss the report in April, they can be brought up. He provided background information and discussed the study scope. He explained the findings of the study. He said employment within Latah County has declined since 2006 largely due to the growth of Washington State University and Schweitzer Engineering. Lack of growth at the University of Idaho has also been a factor. There has been some growth in employment and wages since 2013. Unemployment has dramatically decreased. He said use types within the strongest market support include upscale urban apartments, small scale retail and food service spaces and medical office space and he gave information about those areas. He discussed retail leakage and residual land value analysis. He went through the study conclusions. There was some discussion about different scenarios and how they would affect the report and whether it is best to base predictions on what has happened in the past.

The report will be considered for accepting after it has been presented at the workshop.

7. Public Improvements relating to the MURA's 6th & Jackson Property – Gary J. Riedner

Staff will report on the status of:

- Improvements to the intersection of 6th and Jackson Streets and impacts on MURA's property
- Environmental assessment and cleanup efforts
- Modifications to utilities

Riedner said a plan for proposed improvements to the 6th and Jackson intersection has been sent to ITD with an engineering study about six weeks ago. Staff is still waiting to hear the decision. He discussed the cleanup efforts on the property. Cleanup will affect the timing of when the property is available.

8. Status of Proposed Development of MURA's 6th and Jackson Property/Draft Exclusive Negotiation Agreement with Sangria Downtown LLC - Gary J. Riedner

Proposals were received in response to the RFP issued for the development of the MURA's property located at the southwest corner of the intersection of 6th & Jackson streets in Moscow and Sangria Development was selected as the successful proposer at the MURA meeting of February 26, 2015. A draft Exclusive Negotiation Agreement has been developed and submitted for review by the MURA's legal Counsel.

ACTION: Review process for sale of property and review and approve draft ENA, or take such other action deemed appropriate.

Riedner explained that a draft Exclusive Negotiation Agreement which has been reviewed by the Agency's attorney has been included in the packet. He said it is really just an agreement to move forward on the project. He went through the required process for the URA to sell property. He indicated that the fair use appraisal may be less than the assessment of the property. He said the dates will have to be included later. There was discussion about the restrictions on the property and how that will affect the price. The Committee asked for more time to review the document prior to making a decision.

DUE TO TIME CONSTRAINTS ITEMS 9, 10 AND 11 WERE NOT HEARD AND WILL BE PLACED ON THE NEXT AGENDA

9. Status of Executive Director/Professional Support Services – Gary J. Riedner

10. General Agency Updates– Gary J. Riedner

- Election of Officers
- Standing Committees
 - Legislative Committee
 - Marketing Committee
 - Finance Committee
- Redevelopment Association of Idaho/Legislative Update

11. District Updates – Gary J. Riedner

- Alturas Technology Park Urban Renewal District
- Legacy Crossing Urban Renewal District

12. Adjourn

The meeting adjourned at 8:40 a.m.

Checks by Date - Detail By Check Date

User: jdinubilo
 Printed: 04/07/2015 3:15 P.M.



Mar 2015

			Check Amount
Check No: 4304	Check Date: 03/04/2015		
Vendor: UCITYMOS	City of Moscow		
Invoice: Mar-15	Executive Director Salary		4,285.00
25742	1099 Forms - paid by City - to Reimb.		<u>34.97</u>
			4,319.97
Check No: 4305	Check Date: 03/04/2015		
Vendor: UTEMP	Stephanie Kalasz		
Invoice: 4267	Meeting Supplies Reimb. 2/26		<u>14.42</u>
			14.42
	Date Total:		<u><u>4,334.39</u></u>
Check No: ACH	Check Date: 03/23/2015		
Vendor: UCITYMOS	City of Moscow		
Invoice: Monthly Bill	Water, Sewer, Street Light		<u>168.45</u>
			168.45
Check No: 4306	Check Date: 03/23/2015		
Vendor: UVISAKAL	Cardmember Services		
Invoice: 111630	URA Breakfast - Finance Committee		<u>52.00</u>
			52.00
Check No: 4307	Check Date: 03/23/2015		
Vendor: UCITYMOS	City of Moscow		
Invoice: 4712719	Alturas Light Repair		<u>60.33</u>
			60.33
Check No: 4308	Check Date: 03/23/2015		
Vendor: UELAMBUR	Elam & Burke		
Invoice: 156501	Legal Fees		<u>1,039.50</u>
			1,039.50
Check No: 4309	Check Date: 03/23/2015		
Vendor: UMOSPULD	News Review Publishing Co.		
Invoice: 106806	Alturas Lots		<u>64.60</u>
			64.60
	Date Total:		<u><u>1,384.88</u></u>
	Report Total:		<u><u>5,719.27</u></u>

Checks for Approval

User: jdinubilo
 Printed: 04/07/2015 - 3:10 PM

March 2015



Check	Check Date	Account Name	Vendor	Amount
0	03/23/2015	Heat, Lights & Utilities	City of Moscow	168.45
4304	03/04/2015	Misc. Expense-General	City of Moscow	34.97
4304	03/04/2015	Professional Services-Exec Dir	City of Moscow	4,285.00
4305	03/04/2015	Travel & Meetings-General	Stephanie Kalasz	14.42
4306	03/23/2015	Travel & Meetings-General	Cardmember Services	52.00
4307	03/23/2015	Repairs & Maintenance	City of Moscow	60.33
4308	03/23/2015	Professional Services-Other	Elam & Burke	1,039.50
4309	03/23/2015	Marketing Expense-Alturas	News Review Publishing Co.	64.60
			Report Total:	<u>5,719.27</u>

 John McCabe, Chairperson

Accounts payable expenditures as contained herein were made in compliance with the dually adopted budget for the current fiscal year and according to Idaho law.

 Gary Riedner, Interim Executive Director

 Donald L. Palmer, Treasurer