



Agenda: Thursday, January 7, 2016, 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 December 3rd, 2015
 - B. November 2015 Payables
 - C. November 2015 Financials

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. **Election of Officers for 2016 – Chairperson McGeehan**

Per the Agency's bylaws, elections for officers for the year are to be held at the first meeting in January. The Agency will need to elect and appoint officers for the positions of Chairperson, Vice Chairperson and Secretary.

ACTION: Elect and appoint of the 2016 officers for the positions of Chairperson, Vice Chairperson and Secretary.

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

6. **Sangria Downtown LLC Project Update – 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 which was subsequently extended to October 1, 2015, and then extended to December 1, 2015. Representatives of Sangria Downtown LLC will provide a report on the status of their proposal.

ACTION: Receive report and provide direction as deemed appropriate.

7. MURA Strategic Plan Discussion – Bill Belknap

At the Agency's July 22, 2015 meeting the Board reviewed the past strategic planning efforts conducted by the Board in 2008 and 2009. These past strategic planning efforts concluded with a draft outline of goals and priorities with the departure of the then Executive Director Travis Cary in 2009. Staff will propose a project process and final plan framework.

ACTION: Receive report and provide direction as deemed appropriate

8. General District Updates – Bill Belknap

- Legacy Crossing District
- Alturas District

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

Attendance:

Commission Members	Staff Present	Others
Steve McGeehan, Chair	Gary Riedner, City Supervisor	Gina Taruscio
Art Bettge	Bill Belknap, Executive Director	Justin Rasmussen
Dave McGraw	Don Palmer, Treasurer	
Ron Smith	Anne Peterson, Deputy City Clerk	
Brandy Sullivan		
John Weber		

Absent: Steve Drown

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 November 5th, 2015

ACTION: Approve the consent agenda or take such other action deemed appropriate.
Sullivan moved approval of the consent agenda as presented, seconded by Smith. Motion carried.
2. **Public Comment for items *not on agenda*:** None.
3. **Announcements:** None.
4. **Potential Project Assistance for 1014 S. Main Street – Bill Belknap**
Staff have been in contact with the new owner of a 5.5 acre property currently addressed as 1014 S. Main Street, and generally located directly south of Paradise Creek and East of U.S. Highway 95 near the intersection of U.S. Highway 95 and State Highway 8. The property has limited access to facilitate the development of a residential housing project that the owner desires to construct. The owner is in negotiations to acquire the adjacent property addressed as 1104 S. Main, which was most recently the location of Dominos Pizza, to facilitate better access to the property through the Sweet Avenue signalized intersection. The 1104 S. Main property (Sharpe property) is heavily contaminated from prior petroleum tanks and associated petroleum releases that occurred upon the property that have resulted in significant contamination to the soils on the site and groundwater under the site and other adjacent properties. The Owner has inquired regarding potential assistance from the Agency with environmental remediation and intersection improvement expenses to clean up the contamination

and facilitate the redevelopment of the property. Staff is seeking Board direction regarding entering into a potential owner participation agreement with the owner to assist with the project.

ACTION: Review the proposed assistance request and provide Staff direction; or take such other action deemed appropriate.

Belknap said draft conceptual designs presented in the meeting packet have changed slightly; Building F now incorporates mixed-use development and the ingress/egress lane has moved from the existing driveway to line up with the Sweet Avenue intersection as recommended by City Public Works staff and ITD. The developer is requesting \$330,000 in Agency assistance for the Sharp property: \$250,000 for environmental remediation and \$80,000 for left turn lane adjustments on US95. Belknap said site contamination presents a public health and safety concern, and assistance with remediation is needed to make the project financially viable. Construction costs are estimated at \$23 million; finished assessed value is expected to be around \$15 million, creating an annual increment of \$275,000 after the three-year repayment period. Developer plans to enter into the DEQ's Voluntary Clean-up Effort for environmental remediation in Summer 2016, construction during Summer 2017 and occupancy in Summer 2018.

McGeehan thought this presented a good opportunity to develop a key Moscow location and address the long-standing environmental contamination at the same time. Belknap said the development group is from California, has done this type of project in multiple markets across the country, and has sound funding. Sullivan asked about the remediation estimates and Belknap said they were based off unit costs for the Sixth & Jackson remediation and said total costs might be less depending on where the soils can be deposited. Sullivan asked whether there was any value in separating the Sharpe property from the rest of the project in terms of the increment. Belknap said once the project is underway on both parcels it would be difficult to assess the value of just that portion, plus it would prolong repayment. Palmer asked if the cap was \$250,000. Belknap said it would be like all Owner Participation Agreements which specify the work based on certified cost up to a set amount.

McGeehan asked about the Agency's long-term commitment. Belknap recommended it be clearly defined for the Agency to have responsibility only for current remediation and construction costs prior to certificate of occupancy. Developer would be responsible for any ongoing or new remediation. Riedner added that the VCE program would give the developer and the agency protection from suit by DEQ. He added it's in the public's best interest to clean up this highly visible intersection which would otherwise not likely be developed anytime soon. Development would make the entire area viable, and is exactly the type of situation that urban renewal agencies are designed for.

McGraw moved to direct staff proceed in notifying the developer of the Agency's desire to support the project. Weber seconded the motion. Belknap explained the next steps would be to communicate the Agency's support to the developer so they can proceed with purchase of the Sharpe property. Staff will work with them to adjust the design, refine the project, and redesign of the intersection. Belknap reiterated that ITD is very supportive of the project if it utilizes the signalized intersection. Sullivan said the Owner Participation Agreement will provide a low-risk situation for the agency. Motion carried.

5. Sixth and Jackson Brownfield Remediation Project Update – Bill Belknap

In 2013 the MURA applied for and received an EPA Brownfield cleanup grant to assist in funding the environmental remediation of the 6th and Jackson property. The remediation work has been separated into two Phases. Phase I will address the excavation of contaminated soils from the site and Phase II will include groundwater remediation activities. Staff will provide an update on the status of the remediation work.

ACTION: Accept Report

Belknap reported that Phase I soil remediation was completed several weeks ago. Phase II groundwater remediation began November 25, the pump system is now being designed and groundwater injections are anticipated to be complete before the end of the year. Bettge inquired about the intersection work and undergrounding of utilities. Belknap said intersection realignment is on schedule for 2016 and utilities and service poles will be revised at that same time. Bettge moved acceptance of the report, seconded by Smith. Motion carried.

6. Redevelopment Association of Idaho Report – Gary Riedner

Riedner reported the Interim Committee continues to meet but he predicted recodification of URA is probably not going forward this year, but the conflict between two statutes will likely be litigated or addressed through the legislature: one allows 10% expansion as of the date of original plan approval; another statute says the expansion changes the base year. Riedner said when Alturas was expanded the date did not change and no one challenged it, but he urged caution if the Legacy Crossing district is expanded in the future.

Riedner also reported that Rep. Clow (Twin Falls) and Senator Souza (Coeur d'Alene) have proposed URA board members be elected rather than appointed; that board member terms be limited to two, three-year terms; and limitations be placed on increments which will impair URA's abilities. Legislation is also anticipated that will address use of increments to fund public buildings.

The RAI will hold a joint conference with the Urban Land Institute on January 26. Riedner encouraged agency members to use this opportunity to meet with other land use people and legislators. McGeehan said it sounded like an excellent opportunity to share some of MURAs successes. Smith and McGraw expressed their probable ability to attend.

7. General District Updates – Bill Belknap

- Legacy Crossing District
 - Gritman project is progressing.
 - Stubbs Seed Warehouse is under demolition and clean-up.
 - Staff are working with Dumas property owner to do additional soil sampling.
 - Increased interest from external private developers and UI regarding projects within the district. Belknap suggested a strategic planning session would be timely in the spring.
 - Partial submission received from the Sangria Group and more details will be on the Dec 17 agenda.

- Alturas District
 - Attended another Association meeting continuing dialogue of RTO district and future for Alturas. They supported the proposed changes of use recommended by staff with the exception of allowing patient service to occur within the district.
 - Beginning in January, increment tax receipts will be reviewed to discuss disbursement to the taxing districts.

The meeting concluded at 8:12 a.m.

Steve McGeehan, Agency Chair

Date

DRAFT



Balance Sheet
November 30, 2015

	Total Funds
ASSETS	
Cash	7,242
Investments-LGIP	1,348,112
Investments-Zions Debt Reserve	42,606
Taxes Receivable	-
Land Held For Resale	531,256
Land	505,803
Infrastructure Assets	1,186,207
Accumulated Depreciation	(753,478)
Total Assets	2,867,748
 LIABILITIES	
Accounts Payable	7,725
Deposits Payable	5,000
Series 2007 Bond - due within one year	-
Series 2010 Bond - due within one year	25,000
Latah County payback agreement - due within one year	4,000
Series 2010 Bond - due after one year	374,000
Latah County payback agreement - due after one year	106,537
Total Liabilities	522,262
 FUND BALANCES	
Net Assets Invest. Cap Assets	539,533
Restricted Fund Balance	44,312
Unrestricted Fund Balance	1,768,734
Total Fund Balance	2,352,579
Retained Earnings:	-7,093
Total Fund Balance and Retained Earnings:	2,345,486
Total Liabilities, Fund Balance and Retained Earnings:	\$2,867,748

Checks for Approval

User: jspellman
Printed: 12/8/2015 - 8:32 AM

NOVEMBER 2015



Check	Check Date	Account Name	Vendor	Amount
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Report Total: 0.00

Chairperson

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

Bill Belknap, Executive Director

Donald L. Palmer, Treasurer

General Ledger

Revenue Analysis

User: jspellman

Printed: 12/08/15 12:11:58

Period 02 - 02

Fiscal Year 2016

November 2015

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Variance	% Received
890	Moscow Urban Renewal Agency					
890-000-00-410-00	Property Taxes - Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
890-000-00-410-01	Property Taxes - Legacy	\$ 141,000.00	\$ 3,120.91	\$ 3,120.91	\$ 137,879.09	2.21%
890-000-00-431-11	EPA Clean-up Grant - Legacy	\$ 108,235.00	\$ -	\$ -	\$ 108,235.00	0.00%
890-000-00-471-00	Investment Earnings	\$ 1,000.00	\$ 245.24	\$ 481.11	\$ 518.89	48.11%
890-000-00-478-10	Sale of Land - Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
890-000-00-478-11	Sale of Land - Legacy	\$ 450,000.00	\$ -	\$ -	\$ 450,000.00	0.00%
890-000-00-910-00	Beg Fund Bal Unassigned	\$ 48,705.00	\$ -	\$ -	\$ 48,705.00	0.00%
890-000-00-911-00	Beg Fund Bal Assigned-Alturas	\$ 902,369.00	\$ -	\$ -	\$ 902,369.00	0.00%
890-000-00-911-01	Beg Fund Bal Res-Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
890-000-00-912-00	Beg Fund Bal Assigned-Legacy	\$ 260,165.00	\$ -	\$ -	\$ 260,165.00	0.00%
890-000-00-912-01	Beg Fund Bal Res-Legacy	\$ 69,315.00	\$ -	\$ -	\$ 69,315.00	0.00%
890	Moscow Urban Renewal Agency	\$ 1,980,789.00	\$ 3,366.15	\$ 3,602.02	\$ 1,977,186.98	0.18%
Revenue Total		\$ 1,980,789.00	\$ 3,366.15	\$ 3,602.02	\$ 1,977,186.98	0.00%

General Ledger

Exp to Bud

User: jspellman

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Period 02 - 02

Fiscal Year 2016

November 2015

Sort Level	Description	Budget	Period Amt	End Bal	Variance	% Expend/Collect
890	Moscow Urban Renewal Agency					
880	URA - General Agency					
890-880-10-642-00	Administrative Services	\$ 45,000.00	\$ 7,500.00	\$ 7,500.00	\$ 37,500.00	16.67%
890-880-10-642-10	Professional Services-Exec Dir	\$ -	\$ -	\$ -	\$ -	0.00%
890-880-10-642-15	Professional Services-Other	\$ 6,000.00	\$ -	\$ 1,750.00	\$ 4,250.00	29.17%
890-880-10-642-20	Professional Services-Auditing	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
890-880-10-642-30	Professional Services-Computer	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
890-880-10-644-10	Marketing Expense-General	\$ 1,000.00	\$ -	\$ 300.00	\$ 700.00	30.00%
890-880-10-668-10	Liability Insurance-General	\$ 1,650.00	\$ -	\$ 1,507.00	\$ 143.00	91.33%
E02	Contractual	\$ 59,650.00	\$ 7,500.00	\$ 11,057.00	\$ 48,593.00	18.54%
890-880-10-631-10	Postage Expense	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
890-880-10-631-20	Printing and Binding	\$ 400.00	\$ -	\$ -	\$ 400.00	0.00%
890-880-10-647-10	Travel & Meetings-General	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
890-880-10-649-10	Professional Development	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
890-880-10-669-10	Misc. Expense-General	\$ 500.00	\$ 8.94	\$ 8.94	\$ 491.06	1.79%
E03	Commodities	\$ 3,000.00	\$ 8.94	\$ 8.94	\$ 2,991.06	0.30%
880	URA - General Agency	\$ 62,650.00	\$ 7,508.94	\$ 11,065.94	\$ 51,584.06	17.66%
890	Urban Renewal Agency					
890-890-10-642-10	Professional Services-Alturas	\$ 10,000.00	\$ 74.00	\$ (410.00)	\$ 10,410.00	-4.10%
890-890-10-642-12	Land Sale Expense-Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-644-10	Marketing Expense-Alturas	\$ 4,000.00	\$ -	\$ 64.60	\$ 3,935.40	1.62%
E02	Contractual	\$ 14,000.00	\$ 74.00	\$ (345.40)	\$ 14,345.40	-2.47%

890-890-10-647-10	Travel & Meetings-Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-658-10	Repairs & Maintenance	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
890-890-10-669-10	Misc. Expense-Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
E03	Commodities	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
890-890-10-770-73	Improvements-Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
E04	Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-800-00	Termination Plan	\$ 767,044.00	\$ -	\$ -	\$ 767,044.00	0.00%
E20	Other Financing Uses	\$ 767,044.00	\$ -	\$ -	\$ 767,044.00	0.00%
890-890-10-699-74	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-699-99	Amortization Expense	\$ -	\$ -	\$ -	\$ -	0.00%
E81	Depreciation & Amortization	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-900-01	Contingency - Alturas	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	0.00%
E90	Contingency	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	0.00%
890	Urban Renewal Agency	\$ 826,044.00	\$ 74.00	\$ (345.40)	\$ 826,389.40	-0.04%
895	URA - Legacy Crossing					
890-895-10-642-10	Professional Services-Legacy	\$ 10,000.00	\$ (37.00)	\$ (37.00)	\$ 10,037.00	-0.37%
890-895-10-642-12	Land Sale Expense-Legacy	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
890-895-10-644-10	Marketing Expense-Legacy	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
E02	Contractual	\$ 22,000.00	\$ (37.00)	\$ (37.00)	\$ 22,037.00	-0.17%
890-895-10-647-10	Travel & Meetings-Legacy	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
890-895-10-652-10	Heat, Lights & Utilities	\$ 2,000.00	\$ 179.25	\$ 10.80	\$ 1,989.20	0.54%
890-895-10-669-10	Misc. Expense-Legacy	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
890-895-10-675-00	Fiscal Agent Trustee fees	\$ 1,750.00	\$ -	\$ -	\$ 1,750.00	0.00%
890-895-10-676-15	Latah County Reimb. Agreement	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
890-895-10-676-17	Jackson St Owner Part. Agr.	\$ 9,000.00	\$ -	\$ -	\$ 9,000.00	0.00%
890-895-10-676-20	Agreement Cost	\$ 600.00	\$ -	\$ -	\$ 600.00	0.00%
E03	Commodities	\$ 17,350.00	\$ 179.25	\$ 10.80	\$ 17,339.20	0.06%
890-895-10-770-35	1% Public Art	\$ 1,210.00	\$ -	\$ -	\$ 1,210.00	0.00%
890-895-10-770-71	Land-Legacy	\$ -	\$ -	\$ -	\$ -	0.00%
890-895-10-770-73	Improvements-Legacy	\$ 193,675.00	\$ -	\$ -	\$ 193,675.00	0.00%

890-895-10-770-97	Infrastructure Improvements	\$ -	\$ -	\$ -	\$ -	0.00%
E04	Capital Outlay	\$ 194,885.00	\$ -	\$ -	\$ 194,885.00	0.00%
890-895-10-676-10	Bond Issuance Cost	\$ -	\$ -	\$ -	\$ -	0.00%
E05	Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
890-895-10-900-01	Contingency - Legacy	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%
E90	Contingency	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%
895	URA - Legacy Crossing	\$ 249,235.00	\$ 142.25	\$ (26.20)	\$ 249,261.20	-0.01%
899	Dept					
890-899-11-790-01	Bond Principal - Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
890-899-11-791-01	Bond Interest-Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
890-899-12-790-01	Bond Principal - Legacy	\$ 399,000.00	\$ -	\$ -	\$ 399,000.00	0.00%
890-899-12-791-01	Bond Interest - Legacy	\$ 18,435.00	\$ -	\$ -	\$ 18,435.00	0.00%
E05	Debt Service	\$ 417,435.00	\$ -	\$ -	\$ 417,435.00	0.00%
890-899-10-990-00	Ending Fund Bal Unassigned	\$ 49,705.00	\$ -	\$ -	\$ 49,705.00	0.00%
890-899-11-990-00	End Fund Bal Assigned-Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
890-899-11-990-01	End Fund Bal Res-Alturas	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00	0.00%
890-899-12-990-00	End Fund Bal Assigned-Legacy	\$ 261,405.00	\$ -	\$ -	\$ 261,405.00	0.00%
890-899-12-990-01	End Fund Bal Res-Legacy	\$ 69,315.00	\$ -	\$ -	\$ 69,315.00	0.00%
E95	Ending Fund Balance	\$ 425,425.00	\$ -	\$ -	\$ 425,425.00	0.00%
899	Dept	\$ 842,860.00	\$ -	\$ -	\$ 842,860.00	0.00%
890	Moscow Urban Renewal Agency	\$ 1,980,789.00	\$ 7,725.19	\$ 10,694.34	\$ 1,970,094.66	0.54%