



Agenda: Thursday, January 5, 2017, 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 15, 2016

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 2017 – 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 2017 officers for the positions of Chairperson, Vice Chairperson and Secretary.

5. **Agency Draft Strategic Plan Review – Bill Belknap**

The Board has been working on development of a strategic plan to help guide and provide direction to the activities of the Agency. Staff has prepared a preliminary discussion draft of the strategic plan for the Board's review and input.

ACTION: Review discussion draft of the strategic plan and provide staff with direction.

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

- Legacy Crossing District
- Alturas District
- General Agency Business

7. **Executive Session: Pursuant to Idaho Code Section §67-2345(c)**

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.



Minutes: Thursday, December 15, 2016, 7:00 a.m.

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McGeehan called the meeting to order at 7:08 a.m.

Commissioners Present	Commissioners Absent	Also in Attendance
Steve McGeehan, Chair	Art Bettge	Bill Belknap, MURA Executive Director
Steve Drown	Dave McGraw	Anne Peterson, MURA Clerk
Brandy Sullivan	Ron Smith	
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 November 3, 2016*
- B. *October 2016 Financials and Payables*
- C. *November 2016 Financials and Payables*

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

Weber moved approval of the consent agenda, seconded by Sullivan. Motion passed unanimously.

2. **Public Comment for items *not on agenda*:** Three minute limit
No comments.

3. **Announcements**
None.

4. **Sixth and Jackson Turn Lane Frontage Public Right of Way MOU and Dedication – Bill Belknap**
Over the last two years, the Agency and City have discussed the City's desire to improve the alignment of the east and west legs of the 6th and Jackson intersection to reduce the lane offset across the intersection. During the City's FY2017 budget process, funds were appropriated to construct the intersection improvements during the 2017 construction season. In preparation for the construction of the improvements, the City needs to secure 3,023 square feet of public right-of-way necessary to allow the travel lane realignment and sidewalk improvements. Through negotiations with the City, an agreement has been reached that would include the Agency dedicating the right-of-way at no cost, and in exchange the City would construct frontage improvements including a 10 foot wide sidewalk with street trees and decorative light fixtures. Staff is currently preparing a Memorandum of Understanding and Deed of Dedication which will be presented to the board at the meeting.

ACTION: *Approve and Authorize the Chair's signature upon the Memorandum of Understanding and Deed of Dedication for the proposed intersection and frontage improvements; or take other action as deemed appropriate.*

Belknap showed an illustration of the proposed project and described which entity would be responsible for each portion of the work. He stated the Agency's share of the expenses had already been anticipated and was funded in this year's budget. The City had also applied for an LTAC grant toward some of the work but unfortunately didn't make the final award list.

Weber asked Belknap to explain why the Agency was dedicating property but also having to pay for improvements. Belknap said the City will fund all of the frontage improvements along 6th Street as well as the corner of Sixth and Jackson which is necessary to accomplish the turn lane/intersection improvement. The Agency would be responsible for the frontage improvements along Jackson which are beyond the turn lane project improvements. The value of the 3,023 square feet to be dedicated is estimated at approximately \$39,299, while the frontage improvement being funded by the City has an estimated cost of \$132,595.00. Some of that work may not directly benefit the Agency property, but the street lights alone will cost approximately \$40,000, plus street trees and sidewalks will also be covered by the City. Belknap said the Agency could choose to exclude the improvements along Jackson Street and not incur that cost if the Board wished, but Staff advised it would be more cost effective and efficient to complete those improvements within the same project and not have to separately design, bid and mobilize a contractor to perform the work.

Sullivan asked about the note on the illustration indicating ROW was required from the adjoining property (Anderson). Belknap said it pertained to the proposed shared driveway but since Andersons have not expressed interest in that proposal, the approach will be moved entirely onto the Agency property and Jackson Street improvements will end at the Agency/Anderson property line. Drown asked if the bulb-out indicated on the 6th & Jackson corner fit into the future Hello Walk plan. Belknap replied that the circular design and brick paver elements serving as the Hello Walk terminus and potential sculpture installation space are being incorporated prior to going for bid. Drown offered his senior architecture students to look again at the Hello Walk design. Sullivan asked if there was a limit to the underground utility expenses the Agency would be agreeing to in Section 3 of the MOA. Belknap said he didn't expect it to be significantly different from the \$75,000 cost that has been identified in the past. Weber suggested that since the property hasn't been sold to Sangria yet, all these improvements add to the value of the parcel. Weber moved approval and authorization of the chair's signature upon the MOA and Deed of Dedication for the proposed intersection and frontage improvements on 6th & Jackson. Drown seconded the motion and it carried unanimously without further conversation.

5. Agency Draft Strategic Plan Goals and Strategies Review – Bill Belknap

Staff has prepared a preliminary discussion draft of the strategic and capital improvement plan for the Boards review and input.

ACTION: *Review draft goals and strategies and provide staff with direction.*

Belknap said the draft is about 75% complete and is expected to be finished by the end of January. He provided a brief overview of content sections and said the Goals, Objectives & Actions/Strategies sections and the Public Investment Portfolio Allocation will be emailed later today for further Board member review and input. Belknap pointed out the draft five-year project summary is the capital improvement plan component of the document, which would be a new mechanism for developing capital budgets for anticipated projects while still retaining flexibility to address other projects as they arise. Belknap anticipates a more detailed conversation with Board Members about the goals, objectives and actions at the first Agency meeting in January.

Sullivan thought more conversation was needed regarding expansion of Legacy Crossing to include Main Street. Drown said the Legacy Crossing District provides an opportunity to model innovative behavior and suggested specific language be incorporated to highlight that intention. Drown asked what conversation has occurred with University administrators, who are also currently updating their strategic planning. Belknap said the University has actively engaged in conversations about the future of Legacy Crossing, but it is probably ancillary enough to the University's core mission that it may not show up in their strategic planning document. McGeehan thought this document was a great opportunity to highlight the Agency's support of innovative practices throughout the City such as mobility, sustainability, etc. Audience member Victoria Seever thought the four components of the Public Investment Portfolio Allocation applied to the idea of expanding Legacy Crossing to include Main Street, which she fully supported.

6. General Agency Updates – Bill Belknap

- Legacy Crossing District
 - The final 6th & Jackson remediation injection and pump upgrades will occur next week, followed by monitoring and hopeful closeout by February. The City is requesting an extension of the EPA clean-up grant to cover that activity. The Sangria Group is actively working with contractor to come up with viable numbers. Belknap has requested a formal report from them at the first meeting of January so the Board can determine next steps in the negotiation process.
- Alturas District
 - Staff are exploring a couple potential opportunities that will be reported on if they become more concrete. The real estate broker services RFP will go out again in January.
- General Agency Business
 - The website project is moving forward.

7. Executive Session: Pursuant to Idaho Code Section §67-2345(c)

At 8:04am Weber moved to adjourn to Executive Session pursuant to Idaho Code § 67-2345(c). Sullivan seconded the motion which carried unanimously. The executive session started at 8:08 am with the following in attendance: Steve Drown, Steve McGeehan, Brandy Sullivan, John Weber, Bill Belknap and Anne Peterson. The Executive Session concluded at 8:34 a.m.

Steve McGeehan, Agency Chair

Date

