



Agenda: Thursday, May 4, 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 April 20, 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. **Sixth and Jackson Turn Lane Improvement Project Report – Bill Belknap**

At the board's meeting on December 15, 2016, the Board approved the dedication of public right and a Memorandum of Understanding (MOU) related to the Sixth and Jackson turn lane improvement project. Under the MOU, the Agency dedicated the necessary public 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. In addition, the Agency retained the responsibility to fund the undergrounding of the existing overhead utility lines as that is typically not required of City roadway projects. Through the design process, Staff identified the need to incorporate the beginning of the Hello Walk public walkway in order to ensure the integration of the design of the frontage improvements and the Hello Walk. Staff will provide an overview of the proposed project and anticipated Agency costs.

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

5. **Legacy Crossing District Boundary Amendment Discussion – Bill Belknap**

During the recent Strategic Planning process and associated joint meetings with the City Council, there was discussion regarding the expansion of the Legacy Crossing District Boundary approximately one-half block to the east to include Main Street that was excluded from the District when it was formed in 2008. Within the City's recently adopted strategic plan, the City Council identified the deteriorating public infrastructure within the Downtown as a major challenge area. Amending the boundary would allow the Agency to partner with the City in future downtown streetscape and public infrastructure improvements. Staff will introduce the topic and request direction from the Board.

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

6. Agency Website Update Project Report – Bill Belknap

Staff has been working with the selected website consultant to complete the website update work. Substantial progress has been made and Staff will share the current draft website for the Board’s review, comment, and direction.

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

7. Upcoming Summer Meeting Schedule – Bill Belknap

Staff will discuss scheduled meetings for the upcoming summer season.

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

8. 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.



McGeehan called the meeting to order at 7:01 a.m.

Commissioners Present	Commissioners Absent	Also in Attendance
Steve McGeehan, Chair	Art Bettge	Bill Belknap, MURA Executive Director
Ron Smith	Steve Drown	Gary Riedner, Interim Treasurer
Brandy Sullivan	Dave McGraw	Anne Peterson, MURA Clerk
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 April 6, 2017
- B. March 2017 Payables
- C. March 2017 Financials

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

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

2. Public Comment for items not on agenda

No comments.

3. Announcements

No announcements.

4. Sixth and Jackson Turn Lane Improvement Project Report – Bill Belknap

At the board's December 15, 2016, meeting, the dedication of public right and a Memorandum of Understanding (MOU) related to the Sixth and Jackson turn lane improvement project was approved. Under the MOU, the Agency dedicated the necessary public right-of-way at no cost in exchange for the City constructing frontage improvements including a 10 foot wide sidewalk with street trees and decorative light fixtures. In addition, the Agency retained responsibility for funding the undergrounding of existing overhead utility lines as that is typically not required of City roadway projects. Through the design process, Staff identified a need to incorporate the beginning of the Hello Walk public walkway in order to ensure design integration between frontage improvements and Hello Walk. Staff will provide an overview of the proposed project and anticipated Agency costs.

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

The Hello Walk terminus on the corner is proposed as a 30' brick plaza with space for a public art installation, a small brick bench feature addresses a tripping hazard area where there's a change in elevation, tree installation and historic period lighting along Sixth Street. Project is out to bid and scheduled to open May 2, with construction expected to occur June-mid July at the same time Sixth Street will already be closed for underground utility work. Sangria will go out to bid within a month which should dovetail nicely. Weber didn't think MURA should invest in the Hello Walk portion on its property until the University is ready to make the connection from Deakin Street. Belknap said the work is budgeted for 2018 but it could be negotiated. Sullivan hoped there was still an opportunity

to investigate other design features for the Hello Walk terminus such as a fountain. Belknap said water, electricity and drain line were designed into the plan to provide for whatever art feature might be added. He said changing the design now would require cancelling the bid or doing a deductive change order which he didn't recommend because it would increase the cost and delay the entire turn lane project. He added the Legacy Crossing Design Guidelines and ADA regulations already dictate most of the design in that area so there isn't an opportunity for much else. McGeehan thought the current design seemed to allow for appropriate flexibility. Agency directed staff to proceed, but to ask Steve Drown whether any UI design students have the time or motivation to provide additional design ideas within the next week.

5. Jackson Street Frontage Design Services Agreement – Bill Belknap

At the Board's February 4, 2016 meeting, the Board committed to fund \$4,850 for the engineering design for the Jackson Street public improvements that would be installed along the frontage of the Anderson Group property located just south of the MURA's 6th and Jackson Property. After the Board's approval the Anderson Group determined that they did not wish to proceed at that time. Staff has had further discussions with representatives of the Anderson Group and they have determined that they desire to move forward with the design work. Hodge and Associates have updated their cost proposal for the proposed design services in the amount of \$6,370. Staff is seeking Board reauthorization for the proposed design work.

ACTION: *Approve the proposed engineering design services proposal from Hodge and Associates in the amount of \$6,370; or take such other action deemed appropriate.*

Belknap said the increased bid from Hodge is due to increased overhead and an underestimation of the scope of work that weren't previously included. Weber said costs will continue to increase over time so he recommended moving forward. Smith moved approval of up to \$6,370 reimbursement to Andersons for these design services. Weber seconded the motion which passed unanimously.

6. Agency Website Update Project Report – Bill Belknap

Staff has been working with the selected website consultant to complete the website update work. Substantial progress has been made and Staff will share the current draft website for the Board's review, comment, and direction.

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

Postponed to next meeting.

7. General Agency Updates – Bill Belknap

None.

8. Executive Session: Pursuant to Idaho Code §76-206.1

At 7:40am Smith moved to enter into Executive Session pursuant to Idaho Code §76-206.1 and to not reconvene the meeting. Weber seconded the motion which carried unanimously. The executive session began at 7:41am with the following in attendance: Steve McGeehan, Ron Smith, Brandy Sullivan, John Weber, Gary Riedner, Bill Belknap, Anne Peterson and Meghan Conrad, legal counsel participating via teleconference. The Executive Session concluded at 8:15am.

Steve McGeehan, Agency Chair

Date