



Agenda: Thursday, August 17, 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 August 3, 2017
  - B. July 2017 Payables
  - C. July 2017 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. **Request to Issue Letter of Support for the Idaho Department of Environmental Quality Brownfield Assessment Program for 213 Spotswood, 225 Spotswood & 222 Troy Road – Bill Belknap**

Thompson Development is under contract to purchase three properties currently addressed as 213 Spotswood, 225 Spotswood and 222 Troy Road, all located within the Legacy Crossing District and just east of the South Couplet. Prior to purchase of the property, Thompson Development wishes to complete an environmental assessment through the Idaho Department of Environmental Quality (IDEQ) Brownfield Assessment Program where IDEQ contractors will perform environmental assessments and cleanup plans for eligible applicants. Generally, eligible applicants are local government, redevelopment agencies and similar public entities, however private property owners can be eligible when they are sponsored by an eligible public entity as evidenced by a letter of support of the application. The Agency will have no financial or administrative responsibilities beyond the letter of support. The subject property is located within the Legacy Crossing Urban Renewal District and the environmental assessment would help facilitate the potential redevelopment of the subject property

**ACTION:** Approve the proposed letter of support for the Idaho Department of Environmental Quality Brownfield Assessment Program for 213 Spotswood, 225 Spotswood and 222 Troy Road; or take other action as deemed appropriate.

5. **Discussion Regarding Agency Subcommittees – Bill Belknap**

In 2008 during an early strategic planning discussion the Agency established three different standing subcommittees including the Marketing Committee, Governmental Relations Committee, and the Finance Committee. The Agency Bylaws as most recently adopted in 2015 names the standing committees but does not specifically define the scope of their work or purpose. Other than the Finance Committee, which has generally met at least once a year to review the proposed Agency budget, the committees have been inactive for the last seven years. Staff will provide an overview of the history of the committees and their work and facilitate a discussion regarding future subcommittee need and organization.

**ACTION:** Accept report and provide Staff with direction regarding the MURA standing subcommittees.

**6. Agency Policy Development Discussion – Bill Belknap**

During the recent strategic planning process it was identified that the Agency has not adopted formal policies that address and direct many of the Agency’s activities. It is Staff’s recommendation that the Agency establish and adopt formal policies that address a number of specific areas including various elements of general Agency administration, financial controls, and development project participation. Staff will review the suggested areas of policy development and seek Board direction.

**ACTION:** Accept report and provide Staff with direction regarding the MURA policy development.

**7. 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.



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Interim Chair McGraw called the meeting to order at 7:01a.m.

Commissioners Present	Commissioners Absent	Also in Attendance
Dave McGraw, Interim Chair	Art Bettge	Bill Belknap, MURA Executive Director
Steve Drown	Steve McGeehan	Gary Riedner, Interim MURA Treasurer
Ron Smith	Brandy Sullivan	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 July 20, 2017*

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

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

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

Victoria Seever, 121 N Lilly, expressed her excitement about the new sidewalk on Third Street in front of the Nissan dealership and her appreciation for the Agency's contribution to that project.

3. **Announcements**

None.

4. **Public Hearing: Proposed FY 2018 Agency Budget Approval – Bill Belknap**

*During the Agency's recent strategic planning process a 5-year capital improvement plan (CIP) was developed that was intended to set a framework for long-term financial planning related to capital public investments within the Legacy Crossing District. This has necessitated the establishment of a capital fund in the Agency's annual budget to account for the accumulation of funding for future capital projects as shown within the CIP. Staff also restructured the budget document to more clearly delineate general fund and district specific funds to allow for the enhance ability to track all revenues and expenditures. Staff will present the draft budget document for the Board's consideration during the public hearing for the Board's approval and passage of the associated Resolution.*

**ACTION:** *After considering public testimony, adopt FY2018 Budget and the corresponding Budget Resolution 2017-02; or take such other action deemed appropriate.*

Belknap formally presented the budget as discussed during the past two meetings. He highlighted changes in the budget format related to the recently adopted Strategic Plan including greater separation of the various budget components and creation of a capital fund. He also reminded Board members of the anticipated low fund balance for FY2018 due to large investments in the 6<sup>th</sup> and Jackson property to incentivize development in the Legacy Crossing District. Additional funds will accumulate after FY2018 as the current projects' tax increment revenues are realized. Belknap reported the Agency Finance Committee reviewed the proposed budget and recommended its approval. McGraw opened the public hearing at 7:22am by inviting public testimony.

Victoria Seever read the attached testimony in person. Public hearing closed at 7:25am.

Smith acknowledged that the small fund balance leaves little margin for error so the Board will need to keep on top of it. Weber agreed and expressed his belief that the Agency will be back in good shape by FY2019. McGraw said there are no frills in the budget. He thought it was well thought out and outlined prudent management of public funds. Riedner pointed out it is an appropriation document that will be actively managed and if anything changes throughout the year Belknap will certainly report back to the Board. Drown moved adoption of the FY2018 budget and its corresponding Resolution, seconded by Weber. McGraw read the Resolution into the record. The motion passed unanimously.

**5. 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.*

George Skandalos and Carly Lilly reported that final engineering plans will be delivered on August 8<sup>th</sup> and the appraisal is moving forward. Subcontractors are scheduling a mid-September start date pending acceptance of the appraisals and completion of agreements with the Agency. They do have their Letter of Financing Commitment. Belknap said the Disposition of Development Agreement will establish the sale price of the property and identifies the project to be constructed, and will serve as the purchase sale agreement for the property. The preliminary appraisal is being amended to reflect the smaller portion of land being purchased. McGraw appreciated the Sangria Group's patience and persistence through the soil remediation process. Drown thought others may have backed out during the process and he appreciated what they plan to bring to the community. Lilly thanked the Agency for their patience while Sangria Group determined the perfect project for the property.

**6. Presentation of Jackson Street Frontage Design and Cost Estimation – Bill Belknap**

*On April 20, 2017, the Board committed to fund \$6,370 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 6<sup>th</sup> and Jackson Property in order to assist with redevelopment of the Anderson Property. Hodge and Associates have completed the design work and will present the design and cost estimates to the Board. The design is currently under review by the City's Engineering Department and once it has been approved, the Agency would reimburse the Anderson Group.*

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

Scott Becker of Hodge & Associates explained the design. The sidewalks will widen to 12 feet and have additional lighting and street trees. Part of the sidewalk work includes additional grading and removal of a retaining wall. Water lines will be looped to provide better service and an existing sanitary stub in the street will be accessed for future service to the parcel(s). The engineer's estimate for the project is \$289,481.50. The building has sold to a local businessman who does not plan to remove the silos. Belknap said the design cost reimbursement to the Andersons can take place as soon as the plans are approved by the City.

**7. Request for Consent of Collateral Assignment of Owner Participation Agreement with FH Vandals LLC – Bill Belknap**

*The Agency recently received a request to consent to the collateral assignment of the Owner Participation Agreement (OPA) for the Identity on Main project to the benefit of the project lender as contributing collateral to the project financing. The agreement does not obligate the Agency to any additional responsibility and simply collaterally assigns the benefits of the OPA to the lender should the developer/owner of the project default upon the project loan.*

**ACTION:** *Approve the proposed Collateral Assignment Agreement; or take such other action deemed appropriate.*

Belknap said the Agency has been notified by Campus Moscow Property Owner LLC as the successor to FH Vandals LLC on the Identity project. As part of their financing approval, the lender is requesting a collateral assignment of the existing OPA for reimbursement of remediation expenses. Agency legal counsel has reviewed the proposed agreement with the recommendation that Recitation #2 include "up to \$350,000 of certified expenses related to



environmental remediation and highway access improvements.” This will not change any of the terms or conditions of the OPA. Staff recommended approval with that one clarification. Smith moved approval and was seconded by Drown. The motion carried unanimously.

**8. General Agency Updates – Bill Belknap**  
None.

**9. Executive Session: Pursuant to Idaho Code §74-206.1(c)**

At 7:50am McGraw moved to adjourn to Executive Session pursuant to Idaho Code §74-206.1(c). Weber seconded the motion which carried unanimously by roll call vote. The executive session started at 7:52 am with the following in attendance: Steve Drown, Dave McGraw, Ron Smith, John Weber, Bill Belknap, Gary Riedner and Anne Peterson. The Executive Session concluded at 8:20 a.m.

\_\_\_\_\_  
Steve McGeehan, Agency Chair

\_\_\_\_\_  
Date

DRAFT



**Balance Sheet**  
**July 31, 2017**

	<u>Total Funds</u>
<b>ASSETS</b>	
Cash	84,002
Investments-LGIP	515,426
Investments-Zions Debt Reserve	44,318
Accounts Receivable	-
Land Held For Resale	531,256
Land	<u>656,256</u>
Total Assets	<u><u>1,831,258</u></u>
<b>LIABILITIES</b>	
Accounts Payable	-
Deposits Payable	5,000
Series 2010 Bond - due within one year	27,000
Latah County payback agreement - due within one year	3,500
Series 2010 Bond - due after one year	347,000
Latah County payback agreement - due after one year	<u>105,037</u>
Total Liabilities	<u><u>487,537</u></u>
<b>FUND BALANCES</b>	
Net Assets Invest. Cap Assets	326,568
Restricted Fund Balance	44,312
Unrestricted Fund Balance	<u>937,137</u>
Total Fund Balance	<u><u>1,308,017</u></u>
<b>Retained Earnings:</b>	<u><u>35,704</u></u>
<b>Total Fund Balance and Retained Earnings:</b>	<u><u>1,343,721.02</u></u>
<b>Total Liabilities, Fund Balance and Retained Earnings:</b>	<u><u>\$1,831,258</u></u>

# Checks for Approval

User: jspellman  
 Printed: 8/4/2017 - 9:26 AM

## July 2017



Check	Check Date	Account Name	Vendor	Void	Amount
4488	07/12/2017	Heat, Lights & Utilities	Avista		48.34
4489	07/12/2017	Administrative Services	City of Moscow		3,862.50
4489	07/12/2017	Heat, Lights & Utilities	City of Moscow		188.95
4489	07/12/2017	Heat, Lights & Utilities	City of Moscow		359.65
4490	07/12/2017	Misc. Expense-General	Rosauers		7.48
4491	07/12/2017	Improvements-Legacy	Terra Graphics Inc.		434.37
				Report Total:	<u>4,901.29</u>

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.

Steve McGeehan, Chairperson

Bill Belknap, Executive Director

Gary J Riedner, Treasurer

Checks by Date - Detail By Check Date

User: jspellman  
 Printed: 8/4/2017 9:25 AM



July 2017

				Check Amount
4488	UAVISTA	Avista	7/12/2017	
	June 2017	6th and Jackson Service		48.34
Total for Check Number 4488:				<u>48.34</u>
4489	UCITYMOS	City of Moscow	7/12/2017	
	July 2017	Administrative Service		3,862.50
	June 2017	Snow Removal on 6th and Jackson Property		359.65
	June 2017	Utilities June 2017		188.95
Total for Check Number 4489:				<u>4,411.10</u>
4490	UROSAUER	Rosauers	7/12/2017	
	01-718131	Meeting Materials		7.48
Total for Check Number 4490:				<u>7.48</u>
4491	Utterrgr	Terra Graphics Inc.	7/12/2017	
	06057	6th & Jackson Clean-up, corrected final invoice.		434.37
Total for Check Number 4491:				<u>434.37</u>
<b>Total Bills for July 2017</b>				<b><u><u>4,901.29</u></u></b>

# General Ledger Exp to Bud

User: jspellman  
 Printed: 08/04/17 09:45:20  
 Period 01 - 10  
 Fiscal Year 2017

July 2017



Account Number	Description	Budget	Period Amount	End Bal	Variance	Avail/Uncollect	% Collected
890	Moscow Urban Renewal Agency	\$	\$	\$	\$	\$	
880	URA - General Agency	\$ 46,350.00	\$ 3,862.50	\$ 38,625.00	\$ 7,725.00	\$ 7,725.00	83.33%
890-880-10-642-00	Administrative Services	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-880-10-642-10	Professional Services-Exec Dir	\$ 6,000.00	\$ -	\$ 850.00	\$ 5,150.00	\$ 5,150.00	14.17%
890-880-10-642-15	Professional Services-Other	\$ 5,000.00	\$ -	\$ 4,700.00	\$ 300.00	\$ 300.00	94.00%
890-880-10-642-20	Professional Services-Auditing	\$ 1,000.00	\$ -	\$ 2,456.95	\$ (1,456.95)	\$ (1,456.95)	245.70%
890-880-10-642-30	Professional Services-Computer	\$ 1,000.00	\$ -	\$ 45.60	\$ 954.40	\$ 954.40	4.56%
890-880-10-644-10	Marketing Expense-General	\$ 1,650.00	\$ -	\$ 1,507.00	\$ 143.00	\$ 143.00	91.33%
890-880-10-668-10	Liability Insurance-General	\$ 61,000.00	\$ 3,862.50	\$ 48,184.55	\$ 12,815.45	\$ 12,815.45	78.99%
E02	Contractual	\$	\$	\$	\$	\$	
890-880-10-631-10	Postage Expense	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ 100.00	0.00%
890-880-10-631-20	Printing and Binding	\$ 400.00	\$ -	\$ 98.33	\$ 301.67	\$ 301.67	24.58%
890-880-10-647-10	Travel & Meetings-General	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	0.00%
890-880-10-649-10	Professional Development	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	0.00%
890-880-10-669-10	Misc. Expense-General	\$ 500.00	\$ 7.48	\$ 287.51	\$ 212.49	\$ 212.49	57.50%
E03	Commodities	\$ 3,000.00	\$ 7.48	\$ 385.84	\$ 2,614.16	\$ 2,614.16	12.86%
880	URA - General Agency	\$ 64,000.00	\$ 3,869.98	\$ 48,570.39	\$ 15,429.61	\$ 15,429.61	75.89%
890	Urban Renewal Agency	\$	\$	\$	\$	\$	
890-890-10-642-10	Professional Services-Alturas	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-642-12	Land Sale Expense-Alturas	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-644-10	Marketing Expense-Alturas	\$ 4,000.00	\$ -	\$ 73.12	\$ 3,926.88	\$ 3,926.88	1.83%
E02	Contractual	\$ 4,000.00	\$ -	\$ 73.12	\$ 3,926.88	\$ 3,926.88	1.83%
890-890-10-647-10	Travel & Meetings-Alturas	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-658-10	Repairs & Maintenance	\$ 5,000.00	\$ -	\$ -	\$ 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	\$ 5,000.00	0.00%

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890-890-10-770-73 E04	Improvements-Alturas Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-800-00 E20	Termination Plan Other Financing Uses	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-699-74 890-890-10-699-99 E81	Depreciation Expense Amortization Expense Depreciation & Amortization	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-890-10-900-01 E90	Contingency - Alturas Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890	Urban Renewal Agency	\$ 9,000.00	\$ -	\$ 73.12	\$ 8,926.88	\$ 8,926.88	0.81%
895	URA - Legacy Crossing						
890-895-10-642-10	Professional Services-Legacy	\$ 10,000.00	\$ -	\$ 4,463.00	\$ 5,537.00	\$ 5,537.00	44.63%
890-895-10-642-12	Land Sale Expense-Legacy	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	0.00%
890-895-10-644-10 E02	Marketing Expense-Legacy Contractual	\$ 2,000.00 \$ 22,000.00	\$ - \$ -	\$ - \$ 4,463.00	\$ 2,000.00 \$ 17,537.00	\$ 2,000.00 \$ 17,537.00	0.00% 20.29%
890-895-10-647-10	Travel & Meetings-Legacy	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	0.00%
890-895-10-652-10	Heat, Lights & Utilities	\$ 2,000.00	\$ 596.94	\$ 2,187.96	\$ (187.96)	\$ (187.96)	109.40%
890-895-10-658-10	Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-895-10-669-10	Misc. Expense-Legacy	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	0.00%
890-895-10-675-00	Fiscal Agent Trustee fees	\$ 1,750.00	\$ -	\$ -	\$ 1,750.00	\$ 1,750.00	0.00%
890-895-10-676-15	Latah County Reimb. Agreement	\$ 2,000.00	\$ -	\$ 3,500.00	\$ (1,500.00)	\$ (1,500.00)	175.00%
890-895-10-676-17	Jackson St Owner Part. Agr.	\$ 8,300.00	\$ -	\$ 8,019.11	\$ 280.89	\$ 280.89	96.62%
890-895-10-676-20 E03	Agreement Cost Commodities	\$ 40.00 \$ 16,090.00	\$ - \$ 596.94	\$ 8.51 \$ 13,715.58	\$ 31.49 \$ 2,374.42	\$ 31.49 \$ 2,374.42	21.28% 85.24%

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User: jspellman  
 Printed: 08/04/17 09:45:20  
 Period 01 - 10  
 Fiscal Year 2017

July 2017



Account Number	Description	Budget	Period Amount	End Bal	Variance	Avail/Uncollect	% Collected
890-895-10-770-35	1% Public Art	\$ 1,825.00	\$ -	\$ -	\$ 1,825.00	\$ 1,825.00	0.00%
890-895-10-770-71	Land-Legacy	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-895-10-770-73	Improvements-Legacy	\$ 500,000.00	\$ 434.37	\$ 84,358.27	\$ 415,641.73	\$ 415,641.73	16.87%
890-895-10-770-97	Infrastructure Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E04	Capital Outlay	\$ 501,825.00	\$ 434.37	\$ 84,358.27	\$ 417,466.73	\$ 417,466.73	16.81%
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	\$ 15,000.00	0.00%
E90	Contingency	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	0.00%
895	URA - Legacy Crossing	\$ 554,915.00	\$ 1,031.31	\$ 102,536.85	\$ 452,378.15	\$ 452,378.15	18.48%
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	\$ 374,000.00	\$ -	\$ -	\$ 374,000.00	\$ 374,000.00	0.00%
890-899-12-791-01	Bond Interest - Legacy	\$ 17,286.00	\$ -	\$ 7,296.65	\$ 9,989.35	\$ 9,989.35	42.21%
E05	Debt Service	\$ 391,286.00	\$ -	\$ 7,296.65	\$ 383,989.35	\$ 383,989.35	1.86%
890-899-10-990-00	Ending Fund Bal Unassigned	\$ 56,461.00	\$ -	\$ -	\$ 56,461.00	\$ 56,461.00	0.00%
890-899-11-990-00	End Fund Bal Assigned-Alturas	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
890-899-11-990-01	End Fund Bal Res-Alturas	\$ 41,900.00	\$ -	\$ -	\$ 41,900.00	\$ 41,900.00	0.00%
890-899-12-990-00	End Fund Bal Assigned-Legacy	\$ 160,217.00	\$ -	\$ -	\$ 160,217.00	\$ 160,217.00	0.00%
890-899-12-990-01	End Fund Bal Res-Legacy	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E95	Ending Fund Balance	\$ 258,578.00	\$ -	\$ -	\$ 258,578.00	\$ 258,578.00	0.00%
899	Dept	\$ 649,864.00	\$ -	\$ 7,296.65	\$ 642,567.35	\$ 642,567.35	1.12%
890	Moscow Urban Renewal Agency	\$ 1,277,779.00	\$ 4,901.29	\$ 158,477.01	\$ 1,119,301.99	\$ 1,119,301.99	12.40%

# General Revenue

User: jspellman  
 Printed: 08/04/17 09:41:08  
 Period 01 - 10  
 Fiscal Year 2017

July 2017



Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Variance	Uncollected Bal	% Avail/Uncollect	% Received
890	Moscow Urban Renewal Agency	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%
890-000-00-410-00	Property Taxes - Alturas	\$ 182,500.00	\$ 176,338.33	\$ 176,338.33	\$ 6,161.67	\$ 6,161.67	3%	97%
890-000-00-410-01	Property Taxes - Legacy	\$ -	\$ 14,723.72	\$ 14,723.72	\$ (14,723.72)	\$ (14,723.72)	0%	0%
890-000-00-431-11	EPA Clean-up Grant - Legacy	\$ 1,000.00	\$ 3,114.09	\$ 3,114.09	\$ (2,114.09)	\$ (2,114.09)	-211%	311%
890-000-00-471-00	Investment Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%
890-000-00-478-10	Sale of Land - Alturas	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00	\$ 500,000.00	100%	0%
890-000-00-478-11	Sale of Land - Legacy	\$ 683,500.00	\$ 194,176.14	\$ 194,176.14	\$ 489,323.86	\$ 489,323.86	72%	28%
<b>890</b>	<b>Moscow Urban Renewal Agency</b>	<b>\$ 683,500.00</b>	<b>\$ 194,176.14</b>	<b>\$ 194,176.14</b>	<b>\$ 489,323.86</b>	<b>\$ 489,323.86</b>	<b>72%</b>	<b>28%</b>
<b>Revenue Total</b>		<b>\$ 683,500.00</b>	<b>\$ 194,176.14</b>	<b>\$ 194,176.14</b>	<b>\$ 489,323.86</b>	<b>\$ 489,323.86</b>	<b>72%</b>	<b>28%</b>



August 10, 2017

Moscow Urban Renewal Agency  
c/o Bill Belknap, Executive Director  
221 E. Second Street  
Moscow, ID 83843

RE: IDEQ Brownfields Assessments Sponsorship Request

Dear Mr. Belknap,

I represent Thompson Development, LLC, who is under contract to purchase real property in Moscow owned by Monte and Margaret Martson and located at 213 Spotswood / 225 Spotswood / 222 Troy Road, in Moscow, Idaho. The subject property has been used as a car wash, an automotive store, a residence, and currently has a vacancy. It is adjacent to the east of property previously used as a gas station.

My client believes the property qualifies as a Brownsfield site. Accordingly, as a condition of the purchase, Thompson Development is seeking assistance from the Idaho Department of Environmental Quality through its Brownfields Assessment Program to complete an environmental site assessment.

While private entities are generally not eligible for this program, they can be if they are sponsored by an eligible governmental entity, such as the Urban Renewal Agency. Thompson Development respectfully requests that the Moscow Urban Renewal Agency work with it in obtaining assistance from IDEQ by providing a letter of support to accompany my client's request for assistance.

I would respectfully ask that this request be placed on your agenda for consideration during your August 17, 2017 meeting. In the meantime, if you have any questions or would like additional information prior to the meeting, please contact me at 208-882-8060 or via email at sw2@moscow.com.

Respectfully,



Susan R. Wilson  
Attorney at Law

cc: Garrett Thompson, Thompson Development, LLC (*via email*)