

**MINUTES**  
**URBAN RENEWAL AGENCY**  
**May 8, 2008**

Commissioner McCabe called the Moscow Urban Renewal Agency meeting to order at 7:00 a.m. Thursday, 8<sup>th</sup> May in the Moscow City Council Chambers.

***Attendance:***

Commission Members	City Staff Present	Others Present
John McCabe, Chair	Gary J. Riedner, City Supervisor	Pat Raffee
Steve Drown	Don Palmer, Finance Director	
Brandy Sullivan	Sue Nelson, Accounting Manager	
Tom Lamar	Ramon Nunez, Finance Department	
Jack Nelson	Stephanie Kalasz, City Clerk	

Absent: Robin Woods, John Weber

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**1. Approval of Minutes - April 24, 2008**

Nelson moved and Drown seconded approval of the minutes. Motion carried unanimously.

**2. Strategic Planning Presentation - Gary J. Riedner**

Riedner distributed some public hearing notices for properties in the Alturas area for the Board's review.

Riedner discussed the need to work on the strategic plan. He said his recommendation is to do it the 2<sup>nd</sup> to 4<sup>th</sup> week of June. It would probably be one-half day. He said it needs to be after the Council meeting on June 2<sup>nd</sup>. Staffing needs will need to be discussed. The Board will be expected to get things moving very quickly if the Council approves Legacy Crossing. Everyone will look into having it on either May 28<sup>th</sup>, 27<sup>th</sup> or the 22<sup>nd</sup>. Riedner discussed some of the issues that will need to be discussed. He discussed budget and said he would like to retain Raffee to assist with facilitating the strategic planning.

**3. Update on Legacy Crossing Urban Renewal Plan - Gary J. Riedner**

This item was removed from the agenda.

**4. Administrative Procedures Presentation - Pat Raffee**

This was heard as item 3. Raffee discussed how other urban renewal agencies handle administrative procedures. She displayed a list of tenure for the districts she contacted. She explained the number of commissioners and URA areas in each City as well as the amount of staff support. She discussed the marketing approaches for each of the agencies. Some agencies utilize committees and others do not. Both Post Falls and Coeur d'Alene have several committees. Some of the policies were discussed. Post Falls has many policies that are finance driven.

Raffee said Boise has the most extensive reimbursement practices which she discussed. She said it can make the agreements very complicated. Coeur d'Alene, Hayden, Idaho Falls and Post Falls reimbursement policies were discussed as well. Lamar said he is interested in hearing about how other cities deal with controversy. Raffee said lobbying activities are used and they are effective. There are citizens in the state who believe that urban renewal should be used for a short finite amount of time and be gone. The perception in Boise was that urban renewal should go away but they have since been convinced that it should stay around. The Association of Idaho Cities is trying to do some education on urban renewal.

Sullivan asked if the developer fronts the money and then asks for reimbursement for more improvements. Raffee said it varies from city to city but the developer would front the money and be reimbursed from increment.

Raffee discussed some of the other issues dealt with by agencies. Riedner said several of the agencies are called a "development corporation" and they own the property and try to implement the development of downtown. Raffee discussed Couer d'Alene examples and public perception. She said Hayden has staff write a white paper analyzing the cost-benefit on each developer partnership which is useful to educate the URA Board and the public.

Lamar asked about blighted areas in Post Falls and Hayden. Raffee said some areas were farm fields and are being converted to industrial areas. She said Hayden's district is by City Hall and she described what improvements had been done.

Sullivan asked what the procedures are to decide about partnering with a developer. Riedner said if someone wants to do a project, they will contact him or the Chair and they will check for conformance with policy, then the proposal will go through the Board. Raffee discussed what materials might be required from the developer for consideration of a project. She said in both Coeur d'Alene and Post Falls, the Finance Committee goes through the agreement thoroughly.

Drown asked about a design review process. Raffee said they do have a process and there is usually a vision and a plan for landscaping, etc. Sullivan asked if the developers or builders are certified. Raffee said she asked how they know that the developers' fact or figures are correct and there are different methods but all are based on an engineer's estimate.

There was discussion about developers donating land to public agencies and about affordable housing. Lamar said homes near parks are sold for more money and he gets the impression that people might not think the green space is cost effective but he thinks there are ways to make it work. Drown said there is an issue of stormwater management as well. Raffee said she will do some research on valuation of mixed use next to green space.

## **5. Other Business**

Riedner followed up on the sanitary sewer line at Alturas II. He said Hodge and Associates designed the sanitary sewer and it was approved by the City Engineering Department. The Thompson Family inquired about why the sanitary sewer line was not taken to the end of the lot. It would cost approximately \$18,500 to put the sewer line in now. He is waiting to hear from the project engineer about why it was designed the way it was. He said his recommendation would be to put the sewer in because it is the right thing to do. Lamar said he doesn't want to install the line if it will not be used. Riedner said Engineering has prepared some drainage plans. He said it would affect the EcoAnalyst lot but since they haven't started building, it should not be a problem.

Riedner said the irrigation system at Alturas I which was reported on last time is a more immediate issue. The irrigation system is broken in several places. Installation of fiber last year made the problem worse. The estimate is \$18,000 to rebuild the sprinkler system. He said he is trying to contact the property owners to see if they have funds to participate in the rebuild. Although this was not budgeted, the Agency has sufficient funding for the sanitary sewer and irrigation system.

Nelson asked who the streets belong to and was told that it is the City but the City does not maintain irrigation systems. Nelson asked who would fix the sprinkler system once the urban renewal areas is done and was told that it would be the property owners. Riedner said the property owners argue that the system was never properly installed. Nelson said he thinks the property owners should pay for the repair.

The meeting concluded at 8:21 a.m.