



Minutes: October 27, 2010, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3rd Street • Moscow, ID 83843

McCabe called the Moscow Urban Renewal Agency meeting to order at 7:08 a.m. Wednesday, the 27th of October, 2010 in the City of Moscow Council Chambers.

Attendance:

Commission Members	Staff Present	Others Present
John McCabe, Chair	Gary J. Riedner, Acting Executive Director	Jeffrey Jones
Brandy Sullivan (7:10)	Don Palmer, Finance Director	
Jack Nelson	Stephanie Kalasz, City Clerk	
Steve McGeehan		
Sue Scott		
Tom Lamar		
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.
 - Minutes from October 13, 2010 Meeting
 - September Financials
 - September Payables

Scott asked to remove the financials and approve the minutes. Lamar seconded the motion. Motion carried unanimously. Palmer explained that the revenue report includes the bond proceeds and that the Legacy Crossing property tax revenue exceeded expectations. He discussed expenses for the 6th and Jackson Street property and went through total expenses. He explained financial reporting requirements for the URA and discussed items to consider in the current and previous budget years. McCabe asked how much money would be available for 6th and Jackson Street property improvements. Palmer said about \$10,000 but some of that has been used. Scott moved and Lamar seconded to approve the September financials (no payables were presented). There was discussion about the utilities on the 6th and Jackson Street property. Palmer explained that a smaller meter could be installed. The motion carried unanimously.

2. Public Comment for items *not on agenda*: 3 minute limit – No public comment was offered.
3. Announcements (including conflict of interest disclosures if any) – No announcements were given.
4. Legacy Crossing

- UI/Railroad Property Exchange – Riedner discussed the exchange between the UI and the railroad company. He explained that the University is trying to sell the north campus center. He explained that other properties that are being considered as part of the exchange. He said the City will be purchasing right-of-way when the deal is completed.
- 6th and Jackson Property
 - Site Cleanup – Riedner said the site has been cleaned up and the City crew did a good job. He has not received the final billing. The Historic Preservation Commission toured the site and he is waiting for a letter from them.
 - Existing Structures – There are questions about how structurally sound the sack building is. The Board will be kept informed about the status of the issue. Lamar said student designs may include something with the building. He said Doug Wasankari indicated that there may be some potential for the building. There was discussion about the building.
 - Site Security – Riedner displayed an aerial photo of the property which depicted where there are curb cuts. Currently, cars are parking on the lot. He discussed liability problems with allowing parking on the site and said it would be best to block the entrances and staff is looking for authorization to do so. Drown moved to approve that action and Lamar seconded the motion. Riedner discussed the limitations on use of the property. Lamar asked if the bus stop will be replaced and Riedner said not at this time. The motion included up to \$1,000 to for site security measures. Motion carried unanimously. Lamar expressed concern about the location of the power poles and wires. Riedner discussed possible future improvements.
 - Signage – Riedner displayed some draft sign possibilities for the property. Scott said she does not want the sign to look agricultural. General consensus was the first sign but there was concern about the pastel colors not showing up enough. Drown will assist Pfiffner with adjusting the sign. There was discussion about having a place for people to give comments about their visions for the property (e.g. through the website, etc.) and a way for the URA Board to review those comments. Riedner suggested that something could be arranged for the Board to review comments after the last student presentation. There was discussion about what the point of the sign is. Riedner said the language could include “please visit.” Lamar said the sign is the door and more information can be placed on the website.
 - Legacy Crossing Overlay Zone Status – Riedner discussed projects going on in the Legacy Crossing area including the intermodal transit center. One of the sites being considered is adjacent to College Street. The preliminary cost is \$2.8 million and \$2.1 million is currently available for the project. The City has entered into a contract for the project and a technical advisory committee has been formed. He discussed how the project will move forward. Lamar discussed bridge options. Riedner discussed the proposed size of the intermodal transit center and the needs of the University of Idaho. Lamar said it will be important to have some covered bicycle parking. He said there also needs to be some place available to get something to eat. Riedner said it is intended to be a place to draw the community together.

5. EPA Brownfield Assessment Grant Status

- Kick-Off October 27, 2010 – Riedner gave an update on the project and explained City responsibilities for the EPA grant.
- EPA Brownfield Assessment Grant Memorandum of Understanding – Amended – Riedner explained that the Memorandum of Understanding (MOU) was approved by the URA on the 22nd of September. Since that time, Latah County requested some changes so staff is seeking approval of the amended MOU by the URA Board and the City Council will consider it on Monday. Lamar moved and Scott seconded approval of the amended MOU. Motion carried

unanimously. Riedner said the next step is to negotiate a contract with the University of Idaho to do the public outreach portion of the project. He said there are also some procurement issues. The Department of Environmental Quality maintains a list of approved contractors. If a business can be selected off of that list, things should go faster.

➤ Riedner gave an update on Alturas and the business currently interested in lots and the idea of a building to house several businesses. They met with the Clearwater Economic Development Association and CEDA currently has lot of money in another project but they are willing to consider participation.

6. URA Executive Director – Riedner said a press release has been distributed regarding the new URA Executive Director, Jeffrey Jones. He introduced Jones and asked him to speak. Jones said he is happy to be in Moscow and he gave some information about himself. He said he looks forward to building on the successes that are already here. He will be here on December 1st but if anyone has questions, they can feel free to call. Riedner said Jones was the unanimous selection of the interview committee.

Lamar said the Paradise Creek restoration should be completed this week and it is anticipated that the project will be open soon. He said he has heard a rumor that the Corps of Engineers will be in town on Nov. 12th for a kick-off.

McCabe thanked Jones for coming to the meeting.

7. Adjournment – The meeting adjourned at 8:22 a.m.