



Minutes: October 9, 2013, 7:00 a.m.

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

McCabe called the meeting to order at 7:05 a.m.

Attendance:

Commission Members	Staff Present	Others Present
John McCabe, Chair	Jeff Jones, Executive Director	Patrick Vaughan, County Assessor
Dave McGraw	Gary Riedner, City Supervisor	
Tom Lamar	Stephanie Kalasz, City Clerk	
Brandy Sullivan		
Sue Scott		
Steve McGeehan		

Absent: 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.
 - A. Minutes from September 11, 2013 Meeting
 - B. August Financials
 - C. September Payables

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

Scott moved and Lamar seconded approval of the consent agenda. Motion carried unanimously.

2. Public Comment for items *not on agenda*: 3 minute limit – No public comment was offered.
3. Announcements
 - o Moscow Farmers Market, Saturday, October 12, 2013, 8:00 a.m. - 1:00 p.m.
 - o Palouse Knowledge Corridor (PKC) – Business Showcase, Thursday, October 17, 2013, 2:00 p.m. – 5:00 p.m., 125 SE Spring Street, Pullman, WA

Jones went through the announcements listed above. He said there are a number of candidate forums scheduled with the candidates for University of Idaho President.

4. General Agency Update – Jeff Jones
 - o Redevelopment Association of Idaho
 - ✓ Board Participation
 - ✓ Annual Membership Dues and Legislative Contribution

Jones discussed the Redevelopment Association of Idaho and explained that he serves on the Board. He said dues for Moscow's Agency are estimated at \$750 with an additional \$250 to address legislative issues with the total being \$1,000. It has been budgeted. He explained the need for addressing legislation. The Board acknowledged support of the Redevelopment Association of Idaho.

- 5. Legacy Crossing Update – Jeff Jones
 - EPA Cleanup Grant Work Plan – 6th and Jackson
 - ✓ EPA Shutdown

Jones explained that the EPA shutdown has resulted in postponement of meetings. There will likely be a backlog when the government opens back up.

- 409 S. Jackson Street, 409 s. Jackson Street, LLC (Wintz and Company)
 - ✓ Owner Participation Agreement (OPA)
 - Project Synopsis
 - Owner Participation Agreement Presentation
 - ✓ City of Moscow GEM Grant Application

ACTION: Direct Staff and the Agency's Attorney to prepare the required adoption resolution, owner participation agreement and limited promissory note and place these items on the October 23, regular agenda for formal adoption.

Jones discussed the owner participation agreement and displayed photos of the project area. He displayed a map to show where the fiber would be located. The project will help to upgrade the existing infrastructure in the area. ITD is reviewing the proposal for the sidewalk and staff should hear back from them soon. He explained that the Economic Modeling Specialists International (EMSI) is moving from Alturas to the old Daily News Building. He said the average salary at EMSI is \$47,800 and they expect to go from 53 full time employees in 2011 to 100 by December of this year. The total estimate for the project (Fiber Optic Cable and Sidewalk and Streetscape Improvements) is \$125,000. It is anticipated that an Idaho GEM Grant will provide \$50,000 and it requires a 20% match. He said some of that will come as an in-kind contribution from the City of Moscow for administrative services and the balance from Wintz and Company. \$75,000 of the total project cost is to be reimbursed by the MURA through an owner participation agreement. He discussed the terms of the agreement. He displayed a chart to show base and assessed value and anticipated increment and tax. He said the estimated time to reimburse the \$75,000 is seven to nine years. He explained the projected economic impact.

Scott asked what would happen if the City does not get the GEM Grant. Jones said staff will still proceed with the owner participation agreement and that the owner could request an increase to the original Agency participation request. The Agency is not in a position to front any money on the project. Lamar said it is a good that taxes are being used toward the project. There was some discussion. Lamar moved to direct staff and the Agency's Attorney to prepare the required adoption resolution, owner participation agreement and limited promissory note and place these items on the October 23, regular agenda for formal adoption.

McGeehan seconded the motion.

Sullivan asked if the City should participate in the improvements. Jones said the Urban Renewal Plan sets what projects are eligible to be completed within the district. He explained the problems with the sidewalk in that area and said one of the goals of the Agency is to assist the City with this type of improvement. If the City had funding budgeted for this then participation would be likely but in this case, it is the responsibility of

the developer. The value of the building and business will be worth the expense. There was some discussion and Riedner explained City requirements and the purpose of the Agency. The City does have some participation because it is applying for the grant and will provide administrative services. Lamar left the meeting at 7:39 a.m.

McCabe asked about the payment schedule to the LLC. Jones explained the timing of the payments and when increment is received by the Agency. Motion carried unanimously.

6. Alturas Update – Jeff Jones
 - ADA Compliant Pedestrian Drops
 - Public Sewer Easement
 - Brokerage Services RFP

Jones said the pedestrian drops have been completed at Alturas. He said per the agreement for the public sewer easement the land has been seeded and staff is waiting for an inspection of the sewer then the paperwork can be completed.

Jones indicated that the Brokerage Services RFP will be noticed on October 19 and November 2nd with proposals due by November 12th.

The meeting concluded at 7:46 a.m.