



Agenda: November 13, 2013, 7:00 a.m.

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

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

Attendance:

Commission Members
John McCabe, Chair
Dave McGraw
Tom Lamar
Brandy Sullivan (7:10)
Sue Scott
Steve McGeehan
Steve Drown

Staff Present
Jeff Jones, Executive Director
Gary Riedner, City Supervisor
Stephanie Kalasz, City Clerk

Others Present
Patrick Vaughan, County Assessor

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 October 23, 2013
 - B. October 2013 Payables

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

Scott moved and McGraw 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 Idaho Chapter Urban Land Institute (ULI), Real Estate Outlook, Wednesday, November 20, 8:00 a.m. - 10:30 a.m., Coeur d'Alene Resort
 - o Palouse Knowledge Corridor (PKC) "Be the Entrepreneur," Saturday - Tuesday, June, 21-24, 2014 (Save the Date)

Jones went through the announcements and said additionally, the Inland NW Partners meeting will take place on November 21st.

4. General Agency Update – Jeff Jones
 - o Brokerage Services RFP (Update)

Jones explained that the RFP for brokerage services closed yesterday and only one proposal was received but it was missing one item. Staff will consult with the attorney to see if the proposal can be accepted or if it needs to be re-advertised.

5. Legacy Crossing Update – Jeff Jones
 - o EPA Assessment /Cleanup Grant Work Plan – 6th and Jackson
 - ✓ Project Sampling
 - ✓ Analysis of Brownfield Cleanup Alternatives (ABCA)

Jones gave an update on the cleanup and discussed what will be done next.

- 409 S. Jackson Street, 409 s. Jackson Street, LLC (Wintz and Company)
 - ✓ Project Update
 - Sidewalk and Streetscape Improvements
 - Owner Participation Agreement (OPA) (Project Status)

Jones discussed the meeting staff had with the Idaho Transportation Department regarding the proposed changes to the sidewalk and streetscape improvement plan. He said ITD would like break-away poles and the trees moved back. The engineer is in the process of adjusting the drawings to reflect the changes and it will be resubmitted to ITD. He discussed how the project will proceed from there. There was discussion about when the Board could tour the building.

6. Alturas Update – Jeff Jones

- Zoning and CC&Rs
 - ✓ Review by Agency Attorney
 - ✓ Survey of Property Owners

Jones distributed a handout [included in the minutes] regarding the steps it would take to amend the Covenants, Conditions and Restrictions (CC&Rs) in the park. He went through the information. He explained that if the Zoning Ordinance is amended then the Urban Renewal Plan does not need to be amended. He indicated that three-quarters of the owners in Phase I of the park would need to be in favor of the change. In Phase II, 100% of the owners (which are only the URA and Robin Woods) would need to agree to dissolve the existing CC&Rs. The final action would require that $\frac{3}{4}$ of the Phase I property owners vote and agree to take in the Phase II property owners. The Phase I bond holders would also need to approve the change. He said after the zoning is changed and the CC&Rs are modified that it would be necessary to have the lots reappraised. Riedner said the fair value appraisal took into consideration the restrictions on the property so the price of the lots will go up if those restrictions are lifted. He explained how URA projects are typically handled. The subdivision was developed for a specific purpose and public dollars were used to install infrastructure and it is not likely that would be done for a general business. Those factors need to be considered in changing the CC&Rs. Lamar said he would like to maintain the intent and purpose but he wants to make it easier for people to develop. He does not want it to be motor business or general business. Scott said this subject was brought up during campaigning. She wants to know if it can be done. There was discussion about how Legacy Crossing is different from Alturas and about accessory uses in Alturas buildings. Jones said even if the CC&Rs are not changed, the Agency should assist the group in setting up the non-profit entity that is supposed to be in place.

Jones said he plans on answering Mr. Pring's letter that was forwarded to the Board yesterday and he will explain what is being done. There was some discussion. Jones said a survey would be prepared and mailed to the landowners in Alturas to get an idea of what would and would not be acceptable after he has had the opportunity to speak with Robin Woods (the other owner besides the URA in Phase II).

7. **7:40 a.m.**

Motion to adjourn to Executive Session per Idaho Code 67-2345(1)(f). The meeting will not reconvene.

Scott moved to adjourn to executive session per Idaho Code 67-2345(1)(f) and the meeting will not reconvene. Motion carried unanimously. The regular meeting concluded at 7:42 a.m.

The executive session opened at 7:43. In attendance were Sue Scott, Steve Drown, John McCabe, Tom Lamar, Brandy Sullivan, Gary Riedner, Jeff Jones, Matthew Parks (Attorney) via telephone, and Stephanie Kalasz. Dave McGraw excused himself from the meeting to avoid a possible conflict of interest.

There was a discussion with the attorney pursuant to Idaho Code 67-2345(1)(f).

It was moved seconded and mutually agreed upon to close the session at 7:58 a.m.