



Minutes: March 12, 2014, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3<sup>rd</sup> Street • Moscow, ID 83843

McCabe called the meeting to order at 7:04 a.m.

**Attendance:**

Commission Members  
John McCabe, Chair  
John Weber  
Art Bettge  
Steve Drown  
Brandy Sullivan  
Steve McGeehan  
Dave McGraw

Staff Present  
Jeff Jones, Executive Director  
Don Palmer, Treasurer  
Jen Piffner, Asst. to the City Supervisor

Others Present  
Walter Steed, Moscow City Council  
Pat Vaughn, County Assessor  
Nick Nickelsen, Presnell Gage, PLLC

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 February 10, 2014
  - B. February 2014 Payables
  - Sullivan moved to accept the consent agenda, Drown seconded. Motion carried unanimously.
2. Public Comment for items *not on agenda*: 3 minute limit
  - Walter Steed, 202 Samaritan Lane, Moscow, ID 83843, Steed reported that he had contacted Clayton Anderson regarding a request to re-glaze the windows and repaint the silos to dress up the site. Anderson seemed amenable; no work has started as yet on that project.
3. Announcements
  - Palouse Knowledge Corridor (PKC) "Be the Entrepreneur," Saturday - Tuesday, June, 21-24, 2014
  - MURA Annual Report (Final Adoption) - March 26, 2014, 7:00 a.m.
  - Amanda Argona, Moscow Farmers Market to present marketumbrella SEED data to MURA Board of Commissioners – March 26, 2014, 7:00 a.m.
4. General Agency Updates
  - Election of Officers – John McCabe
    - Officers are elected at the first meeting after the city appoints representatives. Slate of nominees included McCabe as Chair, McGeehan as Vice-Chair, Sullivan as Secretary. Weber moved to elect the slate of nominees as presented, Bettge seconded the motion. Motion carried unanimously. McGeehan and the board thanked McCabe for his service as Chair.
  - Standing Committees – John McCabe

- Finance Committee - community members are still needed. Sullivan noted Ron Smith from the University of Idaho may be a good fit. She'll approach him.
  - Marketing Committee - Additional members for that committee included Sean Wilson, Latah Realty was suggested as a potential member, McGraw will follow up with Wilson and formally invite him to join. Holly Chetwood, Palouse Commercial was also suggested. Jones will look into a potential conflict of interest that Chetwood may have considering an RFP for commercial real estate service may be an issue. A representative from the Anderson Group was also discussed as a potential member
  - Legislative Committee - This committee will be comprised of McGraw, Weber, and Bettge. Still in need of two community members to serve on this committee. By the next meeting the board will bring suggestions forward.
  - Potential Legislation
    - HB 573, would limit URA's participation in building a public library or city hall facility. The bill did move forward through the House and is presently in the Senate.
    - Potential impact HB 604, Personal Property Tax bill proposing to raise the personal property tax exemption to \$250,000. Bill was unclear on backfill propositions for those funds and was pulled. Unsure if that bill will be brought back this session.
5. MURA Draft Audit Presentation – Jeff Jones/Don Palmer/Nick Nicholson, CPA, Presnell Gage PLLC
- Palmer introduced the auditors and noted the audit being presented today is part of the CAFR. Highlights include the tax commission error and the brownfields work on the 6th and Jackson site. Nicholson presented the audit noting what is presented is not new information, but is based on the same reports the board has seen over the course of the year.
  - The audit resulted in a clean opinion of the financials. No material weaknesses were discovered.
  - Presentation attached to these minutes.
  - Weber moved to accept the draft audit presentation and report, McGraw seconded the motion. Motion carried unanimously.
  - Jones thanks both City staff, specifically Joelle Dinubilo and Presnell Gage for their service.
6. MURA Draft Annual Report (Public Comment Period)
- Jones presented the draft annual report; one change was noted to Sullivan's name to the list of commissioners on page 5.
  - Draft report is attached to these minutes.
  - Weber moved to accept draft report and open public comment period. McGeehan seconded the motion. Motion carried unanimously.
7. Legacy Crossing Update – Jeff Jones
- EPA Assessment /Cleanup Grant Work Plan – 6<sup>th</sup> and Jackson
    - ✓ Project Update
      - Quarterly Reports
      - Analysis of Brownfield Cleanup Alternatives (ABCA)
        - A. Open Comment Period
      - Draft Public Involvement Plan
      - RFP Environmental Consulting /Contracting Firm
    - Jones gave an overview of EPA, Brownsfield progress on VCP requirements.
    - Market Absorption Study /Strategy
      - ✓ Project Update
        - Sidewalk and Streetscape Improvements
        - Owner Participation Agreement

- Wintz out of EMSI street project, URA has approached City about participating. No answer from City to date.
  - Silos project is struggling, shared YouTube video highlighting a silos project in California, featuring the Globe Mills development. Jones has requested to meet with the developer in Sacramento. Weber moved to approve up to \$1000 for travel for URA executive director to visit with the Globe Mills developer in Sacramento, California, McGeehan seconded the motion. Motion carried unanimously
8. Alturas Update – Jeff Jones
- Have contracted with Palouse Commercial for brokerage services, will expect monthly sellers reports in the future.
9. Adjourn at 8:32 a.m.