



Minutes: Thursday, October 6, 2016, 7:00 a.m.

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

Sullivan called the meeting to order at 7:00 a.m.

Commissioners Present	Commissioners Absent	Also in Attendance
Brandy Sullivan, Vice Chair	Steve McGeehan	Bill Belknap, MURA Executive Director
Art Bettge	Steve Drown	Anne Peterson, MURA Clerk
Dave McGraw		
Ron Smith		
John Weber		

- 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 15, 2016

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

Bettge moved approval of the consent agenda, seconded by McGraw. Motion passed unanimously.

- 2. Public Comment for items not on agenda:** Three minute limit
No comments.

- 3. Announcements**
None.

- 4. 3rd and Jackson Owner Participation Agreement – Bill Belknap**

Larry Swanger is the current owner of the property located at the southwest corner of 3rd and Jackson Streets which was the prior location of Vern's Chevron service station. Mr. Swanger is planning to redevelop the site including the demolition of the existing structure, construction of a new diner restaurant and associated site and parking improvements. In discussions with Mr. Swanger, staff has expressed the desire to extend the street frontage improvements installed in front of the EMSI project along Mr. Swanger's frontage on Jackson and 3rd Street. The proposed improvements along Jackson Street would include the installation of curbing, new expanded sidewalks, tree wells, grates and new street trees and decorative light fixtures. The 3rd Street frontage improvements would include new curbing, sidewalks and driveway approach. The estimated cost of the frontage improvements is \$118,096. The City of Moscow would contribute \$28,000 to fund the public lighting improvements leaving \$90,096 in remaining project expenses. An agreement has been reached with Mr. Swanger that would include the Agency funding 50% of the frontage improvement expenses upon completion with the remainder of the cost to be paid by Mr. Swanger. The Agency would then reimburse Mr. Swanger for his contribution over time through an Owner Participation Agreement (OPA). At the Board's September 15 meeting, the Board agreed to participate in the public improvements and directed staff to prepare an Owner Participation Agreement for the Board's review and approval.

ACTION: Approve the proposed Resolution and Owner Participation Agreement with Larry Swanger; or take other action as deemed appropriate.

Belknap showed the proposed site plan and the continuation of sidewalk improvements from the EMSI property, including a very small portion not already completed in front of the Salvation Army building. Half of the expenses will be paid up front and the other half paid through the increment financing which is anticipated to take 8-9 years. Staff recommended approval of Resolution 2016-06 and the associated OPA. Agency members had no questions. Smith moved approval, seconded by Bettge, and the motion carried unanimously.

5. Dawson’s Corner Owner Participation Agreement – Bill Belknap

Darold Bingham is current redeveloping his property located at the northwest corner of 6th and Asbury Street (former Stax location) with a new three-story, mixed-use development including two ground floor commercial spaces and six apartment units. The developer is seeking assistance with the cost of removal and replacement of a portion of the adjacent sidewalks, curbing, ADA pedestrian drops, and the installation of tree wells and tree gates around the two existing trees on 6th street. The estimated cost of the proposed improvements is currently being developed and will be presented to the Board during the meeting. Under the proposed Owner Participation Agreement (OPA) the Agency would reimburse the owner for 50% of the certified costs upon completion and acceptance of the improvements and would reimburse the owner for the remaining 50% through the allocation of 50% of the future tax increment revenue to the repayment of the remaining half of the certified expenses through a limited recourse promissory note.

ACTION: *Approve the proposed Resolution and Owner Participation Agreement with Darold L. Bingham and Ann D. Bingham Living Trust; or take other action as deemed appropriate.*

Belknap said since this was presented at the last meeting the property owner has decided to proceed this fall with the sidewalk and entry improvements that won't be impacted by the City's work next summer. He showed a site plan illustrating the proposed improvement including sidewalk, driveway approach on Almon, and general ADA accessibility. Staff recommended approval of Resolution 2016-07 and the associated OPA. Bettge asked if any URA involvement was anticipated next summer. Belknap said no request has been made but it is on the Strategic Planning list to engage with the Public Works Department about potential Agency participation in future improvement projects. Bettge moved approval of the Resolution and OPA, seconded by Smith. There was no further discussion and the motion carried unanimously.

6. Request to Issue Letter of Support for the Idaho Department of Environmental Quality Brownfield Assessment Program for 316, 318 & 320 East Third Street – Bill Belknap

Johnathon and Deanne Billing own the property currently addressed as 316,318 & 320 East Third Street which is the current location of Archer Photography and Advanced Auto Glass. Many years ago the subject property was the location of a gas station and the Billings have recently listed the property for sale. The Billings desire to complete an environmental assessment to facilitate the future property sale and recently approached the City to seek assessment assistance through the EPA Brownfield Assessment Grant. The City has exhausted the EPA grant funding, however the Idaho Department of Environmental Quality (IDEQ) maintains a Brownfield Assessment Program where IDEQ contractors will perform environmental assessments and cleanup plans for eligible applicants. Generally, eligible applicants are local government, redevelopment agencies and similar public entities, however private property owners can be eligible where they are sponsored by an eligible public entity as evidenced by a letter of support of the application. The Agency will have no financial or administrative responsibilities beyond the letter of support. The subject property is located within the Legacy Crossing Urban Renewal District.

ACTION: *Approve the proposed letter of support for the Idaho Department of Environmental Quality Brownfield Assessment Program for 316, 318 & 320 East Third Street; or take other action as deemed appropriate.*

Bettge said it was a good idea that wouldn't take much effort on the Agency's part and he thought it would be good to know what's underground at that location. Bettge moved that the Agency provide a letter of support. Smith seconded the motion which passed unanimously without further discussion.

7. Downtown Restroom Request for Project Assistance – Bill Belknap

The City of Moscow has been working toward development of a downtown public restroom to support the variety of activities that occur in the area from parades to Farmers Market and other events. The bathroom is proposed to be located in the northeast corner of the South Jackson Street parking lot and would be wood frame construction with a weathered brick veneer. The City budgeted \$170,000 for the project based upon the architect's cost estimates. The City opened bids on the project on March 15th and the lowest bid received was \$191,600. At that time, the City Council chose to reject the bids and directed City Staff to make revisions to the project design intended to reduce the project cost and rebid the project in the fall. Shortly after the Council's action the Agency Board committed to support the project with a funding commitment of \$20,000 in support of the project design as developed by the steering committee. The project was rebid with a base project with several elements including the weathered brick finish (as compared to new brick), ceramic tile interior wall finish, skylights, and copper and cast iron plumbing as add alternates. Bids were opened on September 20th and the lowest bid received was \$198,500 for the base project with add alternate costs of \$15,000 for the weathered brick, \$5,000 for the ceramic tile, \$2,000 for the skylights and \$4,000 for the plumbing upgrades. The potential bid award or rejection will be considered by the City Council at their October 3rd meeting. Staff will provide a report on the project status and any additional consideration the Board may have regarding the project.

ACTION: Receive report and provide direction as deemed appropriate.

Belknap reported the low bid from Golis Construction was accepted by Council at their October 3 meeting and Mayor Lambert has since delivered a letter to MURA requesting additional assistance, beyond the \$20,000 already committed to the project, to add the skylights and ceramic tile that were not included in the base bid.

Weber said he would be inclined to support the request if the money was used for the copper and cast iron plumbing rather than ceramic tiles and skylights because he anticipates this restroom will suffer vandalism much like the East City Park restrooms. He considered the money better spent on underground infrastructure that can't be damaged and would not support additional expenditures on finishes. Bettge supported the request and said the ceramic tile would actually be more durable and the skylights would offset utility costs during daylight hours. McGraw agreed. Belknap clarified the plumbing enhancements would be inside the mechanical room rather than underground. McGraw thought the Agency's role was to decide on whether to contribute or not, and City Council should choose how the funds are used. Sullivan said the URA's initial contribution was contingent on the Design West plan because it supported the design guidelines URA desires for all district projects. She asked Lambert why the skylights and tiling were identified as specific add alternates. Lambert said the restroom project has been underway for many years with a great deal of input from citizens and commissions. He said no one likes the cost, but it needs to look right and these enhancements were considered important. He added it was critical to get a bathroom installed immediately for use during the growing number of downtown activities.

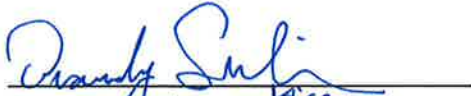
Bettge moved approval of contributing another \$7000 to add skylights and ceramic tile to the project. Smith seconded the motion which carried 4-1 (Weber).

8. General Agency Updates – Bill Belknap

- Legacy Crossing District
 - Detailed DEQ report and update from Sangria will be available at the next meeting.
- Alturas District
 - Belknap will attend the upcoming annual association meeting and report on the Agency's ongoing expenses for irrigation of the common areas.
- General Agency Business
 - Nothing additional.

g. Executive Session: Pursuant to Idaho Code § 67-2345(c)

At 7:44am Smith moved to adjourn to Executive Session pursuant to Idaho Code § 67-2345(c). Bettge seconded the motion which carried unanimously. The executive session started at 7:47 am with the following in attendance: Art Bettge, Dave McGraw, Brandy Sullivan, Ron Smith, John Weber, Bill Belknap and Anne Peterson. The Executive Session concluded at 8:19 a.m.



Steve McGeehan, Agency Chair
Brandy Sullivan

10-20-16
Date