



McGeehan called the meeting to order at 7:02 a.m.

Commissioners Present	Commissioners Absent	Also in Attendance
Steve McGeehan, Chair	Dave McGraw	Bill Belknap, MURA Executive Director
Art Bettge		Anne Peterson, MURA Clerk
Steve Drown		
Ron Smith		
Brandy Sullivan		
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 May 4, 2017
- B. April 2017 Payables
- C. April 2017 Financials

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

Smith moved approval of the consent agenda, seconded by Bettge. Motion carried.

**2. Public Comment for items not on agenda**

Victoria Seever, 121 N Lilly, Moscow, thanked the Agency for its involvement with the Downtown Bathroom project and stated how pleased she is with community collaboration resulting in such a nice product.

**3. Announcements**

No announcements.

**4. Sixth and Jackson Turn Lane Improvement Project Report – Bill Belknap**

*At the board’s meeting on December 15, 2016, the Board approved the dedication of public right of way and a Memorandum of Understanding (MOU) related to the Sixth and Jackson turn lane improvement project. The project was advertised for bid with bid opening on May 2nd of this year. A single bid was received from M.L. Albright and Sons that exceeded the project estimated cost by approximately \$60,000. The City has decided to reject the bid received from M.L. Albright and rebid the project at a later date. Staff will provide an update on the process and potential considerations as it relates to the development of the 6th and Jackson property.*

**ACTION:** Receive report and provide staff with direction as deemed appropriate.

The rebid is set to close on June 6<sup>th</sup> with hopeful City Council approval on June 19<sup>th</sup> and construction to occur July through August. The rebid excludes tree installation and a portion of concrete walk closest to the building, but includes boring for underground utilities rather than the Agency having to secure a separate contractor for that work. Belknap discussed with the Sangria Group and their contractor the possible scenario of having to delay the turn-lane project until next spring and they were confident it wouldn’t affect their construction schedule. Weber

expressed great frustration about contractors essentially holding the City hostage on projects with their exorbitant bids. Staff will keep the Agency updated.

#### **5. Discussion Regarding Proposed New South District and Legacy Crossing District Amendment – Bill Belknap**

*The Board has recently discussed the proposals to establish a new South Moscow District to support commercial and industrial development along with the potential amendment of the Legacy Crossing District to include the adjacent portions of Main Street. Both of these projects were identified in the Agency's Strategic Plan as adopted in February of this year. Staff will provide an update on status as well as an overview of the process and anticipated next steps.*

**ACTION:** Receive report and provide staff with direction as deemed appropriate.

Belknap reviewed the two statutory limitations including that no more than 10% of the total assessed valuation can be within URA Districts, and expansion of existing districts are limited to a one-time expansion of no more than 10% of the area of the district. Legacy Crossing is currently about 4.7% of the total assessed valuation of the City. In order to stay well below those limits, Belknap suggested removing areas north of Palouse River Drive from the proposed South District, and the St. John Hardware segment from an expanded Legacy Crossing. Early estimates indicate that would result in approximately 7.2% of total assessed valuation. The process for creating or amending a district includes study of the area(s) to determine eligibility, acceptance of eligibility by City, development of a Plan, notice to affected taxing districts, review by Planning & Zoning for conformity with the Comprehensive Plan, public hearing, and approval by City Council. County Commissioners have expressed support for the Transfer of Powers Ordinance that would allow properties to be counted within the South District without needing to be annexed into the City immediately. Belknap recommended scheduling a joint meeting with City Council this summer to discuss further. Some reports and analyses will need to be conducted by outside consultants and the City has budgeted funding to support those expenses. Forming the District prior to end of 2017 would provide earlier increment payments and help fund District projects. McGeehan asked about funding sources for any projects within an expanded Main Street District. Belknap said it's not currently built into the Agency's five-year capital plan but in the short term could assist the City with grant applications and district marketing. The current Legacy District termination date is 2032 and the expansion would expire at the same time.

#### **6. Agency Website Update Project Report – Bill Belknap**

*Staff has been working with the selected website consultant to complete the website update work. Substantial progress has been made and Staff will share the current draft website for the Board's review, comment, and direction.*

**ACTION:** Receive report and provide staff with direction as deemed appropriate.

Agency members were pleased with the website design and commented on the ease of navigation. Feedback included the addition of: street designations to the District outline shapes to better illustrate where the District falls within the City; links for special presentations such as the New Markets discussion or the Sangria plan, etc.; a timeline or calendar feature, and "newsreel" column. Need to build an image library with pictures that include more people to show the human aspect and before-and-after photos to show project development. Site should be live by the end of May.

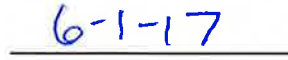
#### **7. General Agency Updates – Bill Belknap**

- Legacy Crossing District
  - Sangria will provide a project update on June 1.
  - A development group will be here looking at the Legacy area later this month.
  - The Identity on Main project is underway. The remediation and intersection improvements both appear to be lower than expected which will make the Agency's OPA obligations less.
  - Gritman is wrapping up their construction project and costs will be finalized soon to establish the final amounts obligated under that OPA.

- Covenant Not to Sue on 6<sup>th</sup> & Jackson has been recorded and the clean-up grant is being closed out.
- Alturas District
  - Real estate RFP closes this Friday. Responses will be presented for review at the next meeting.
- General Agency Business
  - Budget restructuring is underway to provide better line-item visibility. Draft will be available for review soon.

The meeting adjourned at 8:05 a.m.

  
\_\_\_\_\_  
Steve McGeehan, Agency Chair  
Brandy Sullivan,  
Vice Chair

  
\_\_\_\_\_  
Date