



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

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

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.

2. **Public Comment for items *not on agenda*:** Three minute limit

3. **Announcements**

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.

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.

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.

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.

8. General Agency Updates – Bill Belknap

- Legacy Crossing District
- Alturas District
- General Agency Business

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

NOTICE: Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.