



Agenda: Thursday, November 3, 2016, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3<sup>rd</sup> 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 October 20, 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. **Sixth and Jackson Environmental Remediation Report – Bill Belknap**

The Agency has been pursuing environmental remediation of the 6th and Jackson Property through the Idaho Department of Environmental Quality's (IDEQ) Voluntary Cleanup Program (VCP) over the last 18 month. The active remediation effort is completed and staff and IDEQ are working on the VCP closeout process. Staff will provide a report on the closeout process and schedule.

**ACTION:** Receive report and provide staff with further direction.

5. **FY2016 Preliminary Financial Year End Report – Bill Belknap**

6. **General Agency Updates – Bill Belknap**

- Legacy Crossing District
- Alturas District
- General Agency Business

**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.



Sullivan called the meeting to order at 7:05 a.m.

Commissioners Present	Commissioners Absent	Also in Attendance
Brandy Sullivan	Steve McGeehan	Bill Belknap, MURA Executive Director
Art Bettge	Ron Smith	Anne Peterson, MURA Clerk
Steve Drown		
Dave McGraw		
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 October 6, 2016*
  - B. *September 2016 Payables*
  - C. *September 2016 Financials*

**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. **Potential Infrastructure Improvement Projects for 2017 – Bill Belknap**  
*The City of Moscow was recently notified by the State of Idaho that additional one-time funding is currently available for transportation and pedestrian safety improvement projects. The City is considering applying for three different projects that are located with the Legacy Crossing District. The identified projects include corridor lighting enhancements on Sixth Street between Jackson and Deakin Street, corridor lighting enhancements on Third Street between Jackson and Lievallen Street, and the turn lane improvement at the Sixth and Jackson Street intersection adjacent to the Agency’s 6th and Jackson property. The project cost estimates are currently under development, but the identified projects may require a local match of up to 7.34 percent of the total project costs. The City has contacted the Agency to discuss potential partnership on the project design development as well as potential contributions to project local match needs.*  
**ACTION:** *Receive report and provide staff with further direction.*

Belknap gave an overview of the one-time only grant opportunity noting that grant proposals are due November 4<sup>th</sup> and projects must be ready for construction in 2017. Anything not selected for the one-time funding will be rolled into the 2019 allocation cycle. He described the three projects within Legacy Crossing and said the turn lane project on Sixth Street will encompass the already-planned utility undergrounding and correct the problem of utilities

servicing the University Pointe building currently crossing the Agency's property. Belknap said \$500,000 was already budgeted for Legacy Crossing improvements in the FY2017 budget based on anticipated costs of \$350,000 for the 6<sup>th</sup> & Jackson improvements and utility undergrounding, and \$150,000 for other district projects. He recommended the Agency contribute 25% of required match on the lighting projects for a total of \$99,000 in new obligations. Current OPA obligations total \$91,083 so these proposed additional obligations would leave \$309,917 in FY2017 funding. Belknap pointed out if the 6<sup>th</sup> & Jackson turn lane project is funded it will save the Agency \$75,000 on the frontage costs. He also added that there are large sections of Third Street sidewalks that are in very poor condition, so discussion is underway with ITD about coordinating efforts to upgrade sidewalks and clean up abandoned driveway approaches at the same time the lighting project construction is underway. Victoria Seever (audience member) commented that the slope of the abandoned driveway approaches makes it very difficult for pedestrians with mobility issues, especially during the winter. Bettge asked if adjacent business owners are responsible for maintaining sidewalks as in the residential zones. Belknap said generally yes, but probably not in the case of non-compliant driveways that ITD has paved over. McGraw thought these projects fit within the scope of the Agency's mission and he was supportive. Sullivan asked about the Polk Street project and Belknap said that wasn't being addressed here because it's outside the district. He also clarified that the \$1.5 million in grant request is from \$2.5 million available statewide. Bettge moved to receive the report and approve Staff's proposed 25% match participation in any of the projects that might be funded. McGraw seconded the motion and it carried unanimously with no further discussion.

#### 5. Strategic Planning Project Report – Bill Belknap

*Staff will provide a report on the status of the Strategic Plan project.*

**ACTION:** Receive report and provide staff with further direction.

Belknap reported on the work completed during the past six months: draft outline and graphic design template have been determined; base district mapping prepared; partner agencies identified and planning documents reviewed; compilation of district projects identified by partner agencies; agency/partner agency strategic plan questionnaire development, deployment and analysis, and a joint meeting held the Agency Board and City Council. Next steps include: draft Agency and District goals, objectives and strategies; conduct partner agency interviews to confirm priority needs and projects; and formulate the capital improvement plan. Belknap said an early rough draft is anticipated for Board discussion prior to Thanksgiving.

#### 6. General Agency Updates – Bill Belknap

- Legacy Crossing District
  - Dawson's Corner is well underway. McGraw asked about the fire hydrant just outside the main door and Belknap said the Water Department is working on upgrading and moving it. Third & Jackson frontage improvements have changed just slightly to provide standard-width lanes which resulted in the removal of an existing tree that ended up on the curb line. All removed trees will be replaced.
  - Still waiting on comprehensive report for 6<sup>th</sup> & Jackson remediation.
- Alturas District
  - Attended the annual Association meeting last week. Reviewed water use history and made adjustments to the irrigation system. Ongoing costs are anticipated to be about \$600 per year.
- General Agency Business
  - Belknap reported the website design and development is proceeding.

Sullivan declared the meeting adjourned at 7:48 am.

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Steve McGeehan, Agency Chair

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Date