



Meeting Agenda: Thursday, June 16, 2022, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3<sup>rd</sup> Street • Moscow, ID 83843  
(A) = Board Action Item

1. **Consent Agenda (A)** - 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 19, 2022  
**ACTION:** Approve the consent agenda or take such other action deemed appropriate.
2. **Public Comment**  
Members of the public may speak to the Board regarding matters NOT on the Agenda nor currently pending before the Moscow Urban Renewal Agency. Please state your name and resident city for the record and limit your remarks to three minutes.
3. **Alturas Lot Sale Request for Bids Update (A) – Cody Riddle**  
After the recent attempts to sell Lot 2, Block 2, in Alturas Technology Park were unsuccessful, Staff is recommending the Agency publish a new request for bids and lower the minimum price by ten percent, (from \$99,225 to \$89,302) to increase the likelihood of a sale.  
**ACTION:** Review the proposal and provide staff with direction as deemed appropriate.
4. **Update on the Agency’s Sixth and Jackson Property (A) – Cody Riddle**  
Staff will provide an update on the status of the Sixth and Jackson Project.  
**ACTION:** Receive report.
5. **General Agency Updates – Cody Riddle**
  - 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 TIDD 883-7019, as soon as possible so that arrangements may be made.



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Commissioners Present	Commissioners Absent	Staff in Attendance
Nancy Tribble, Secretary	Mark Beauchamp	Cody Riddle, Executive Director
Steve Drown	Sandra Kelly	Jennifer Fleischman, Clerk
Maureen Laflin	Steve McGeehan	Renee Tack, Treasurer
Dave McGraw		

Tribble called the meeting to order at 7:03 a.m.

**1. Consent Agenda (A)**

*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 April 21, 2022
- B. April 2022 Payables
- C. April 2022 Financials

Laflin moved for approval of the consent agenda as written, seconded by Drown. Motion carried unanimously.

**2. Public Comment**

*Members of the public may speak to the Board regarding matters NOT on the Agenda nor currently pending before the Moscow Urban Renewal Agency. Please state your name and resident city for the record and limit your remarks to three minutes.*

None.

**3. Update on Alturas Technology Park (A) – Cody Riddle**

*Staff will provide an update on the recent request for bids associated with Lot 2, Block 2 in Alturas Technology Report.*

Riddle reviewed the results from the latest Request for Bids, as described above, of which no bids were received. Staff will consult with various commercial real estate entities for a recommended next step and will report back to the Board before proceeding. The Board discussed briefly some of the reasons why this last parcel is more difficult to sell than the other ones.

**4. Update on the Agency's Sixth and Jackson Property (A) – Cody Riddle/Rusty Olps**

*Mr. Olps will provide a report on the status of the Sixth and Jackson Project.*

Riddle gave a brief introduction before having Olps talk about the project and encouraged the Board to consider an updated Executed Negotiation Agreement (ENA). Because the Board is not all present for this update, they decided to wait to make a formal action but would provide a recommendation to Staff.

Olps provided an overview of the progress of the Sixth and Jackson property development and the possibilities for moving forward with a timeframe. He stated that there are plenty of interested tenants but construction costs are high as well as a lack of available labor. The Board discussed the difference in cost of building new versus

buying properties that are already made. Olps provided handouts for a proposed Hello Walk route and talked about his plans for moving forward with that. Suggested that he could work with the City of Moscow to use their property to turn into a parking lot in exchange for putting Hello Walk on his University Pointe property. Olps requested that he be given time to wait for construction costs to lower while redesigning the Sixth and Jackson property again and building the Hello Walk.

The Board talked about setting a timeline or due date for a final committal by Olps to develop the Sixth and Jackson property. They asked that Olps suggest a firm date that would be feasible for him to work with, and recommended he look into different building materials to bring down the cost of development. The Board continued discussing other possible means of lowering the cost of construction. There are still interested commercial tenants, but the current cost per foot of construction is extremely high and would then increase the cost of leasing the spaces in the proposed building. Olps and the Board predicted that the cost of building materials will be going down in the next few months. If Olps acquired City land to put parking spaces on, it would effectively lower the overall building costs.

Olps would like to work with City of Moscow Staff and the University of Idaho to pursue the expansion of the Hello Walk. The Board proposed Olps take the next ninety (90) days to figure out a plan and report back with an update. There continued to be discussion about how the Hello Walk could be configured and the effect on the surrounding areas. Staff indicated that developing a parking structure is expensive and also counterintuitive to creating a vibrant downtown. Olps will check back in with the Board at the second meeting in June with a check-in on his progress.

**5. General Agency Updates – Cody Riddle**

- *General Agency Business*  
None.

Tribble declared the meeting adjourned at 7:49 a.m.

\_\_\_\_\_  
Steve McGeehan, Agency Chair

\_\_\_\_\_  
Date

**MOSCOW URBAN RENEWAL AGENCY  
REQUEST FOR BIDS:**

**DISPOSITION OF LOTS IN  
ALTURAS TECHNOLOGY PARK II, MOSCOW, ID**

The Moscow Urban Renewal Agency (MURA) is pleased to announce the availability of one (1) lot for sale in Moscow's Alturas Technology Park II. The Alturas Technology Park II is located adjacent to, and to the east of, Alturas Technology Park I, south of State Highway 8 and between Blaine Street and Mountain View Road, Moscow, Idaho.

MURA invites interested parties to submit a sealed bid for the lot. This competitive bidding process is intended to allow interested developers to respond to a development opportunity in Alturas Technology Park. MURA may sell the subject lot to the highest bidder who submits a bid at or above the established minimum bid price.

1. **Property Summary:** one (1) lot in Alturas Technology Park II, located near the intersection of State Highway 8 and Mountain View Road, Moscow, Idaho.

- Legal Description: Lot 2, Block 2, Alturas Business Park Phase II, Moscow, Idaho.
- Current Use: Undeveloped lot ready to build. Fully serviced with all utilities. Road and sidewalks installed.
- Current Zoning: Research, Technology and Office (RTO).
- Ownership: Moscow Urban Renewal Agency.
- Intended Use: Uses in conformance with RTO Zoning District and recorded conditions, covenants and restrictions.
- Price: Highest bid received, but no less than the minimum bid amount contained within this Request for Bids.

2. **Background:** In 1996, the Moscow Urban Renewal Agency adopted the City of Moscow's Idaho Research and Technology Park Urban Renewal/Competitively Disadvantaged Border Community Area Plan. The plan was designed to promote the location of clean, technology-based businesses in a quality subdivision with other similar businesses. This plan was approved and Alturas Technology Park I was developed. Alturas I had six (6) commercial lots and one (1) lot devoted to a public park. Building on the success of Alturas I, MURA proceeded with the development of Alturas Technology Park II. Alturas II has seven (7) lots in total; one (1) that has been sold and developed, five (5) that have been sold but are yet undeveloped, and one (1) remaining lot that is now available for purchase through this request for bids.

3. **Property Information:** The following information is attached to this Request for Bids.

- Bid Form
- Release Form
- Sample Purchase Agreement
- Alturas Business Park Phase II Subdivision Plat

- Gem Valley Appraisal Report, Alturas Technology Park, Phase II dated November 11, 2020
- Alturas Technology Park Declaration of Protective Covenants, Conditions and Restrictions dated December 23, 1996
- Alturas Technology Park, Phase II Declaration of Protective Covenants, Conditions and Restrictions dated January 25, 2007
- Amendment to Alturas Technology Park, Phase II Declaration of Protective Covenants, Conditions and Restrictions dated June 2, 2020

4. **Minimum Bid Amounts:** MURA hereby establishes the minimum bid amount as shown below. Any bids received which are less than the established minimum bid price shall be considered as non-responsive and shall not be considered by MURA.

Address	Legal Description	Lot Area SF	Minimum Bid Amount
1345 Alturas Drive	Block 2, Lot 2	34,561	\$89,302.00

5. **Submittal Requirements:** All bids shall be submitted within a sealed envelope labeled as “Alturas Lot Bid” and shall contain the following:

- Completed written bid form (contained herein) including bidder’s legal entity name, mailing address, and contact phone number and the bid amount in US currency; and
- Executed release documents (contained herein).

MURA reserves the right to reject any and all bids submitted, or to waive any minor formalities of this request if, in the judgment of MURA, the best interest of MURA would be served.

6. **Bid Submission and Opening:** Sealed bids will be received at the City Council Chambers of Moscow City Hall, 206 East Third Street Moscow, Idaho 83843 through 11:00 A.M. prevailing local time on July 26, 2022.

Bid proposals may be mailed prior to the opening to the Moscow Urban Renewal Agency, in care of Jennifer Fleischman, Clerk, PO Box 9203, 504 S. Washington Street, Moscow, Idaho, 83843. All mailed bid proposals must be received by the Moscow Urban Renewal Agency prior to the bid opening time listed above and must be marked as “Alturas Lot Bid” on the outside of the bid package. No facsimile or email delivery will be accepted.

Proposals will be opened and publicly read at City Hall at the above hour and date.

7. **Resolution of Tie Bids:** In the case that MURA receives equal responsive bids from two or more bidders, all bidders who submitted such bids shall be provided the opportunity to submit a new sealed bid for the same lot which shall be submitted and opened twenty-four (24) hours after the initial bid opening. The second opening shall be conducting in accordance with the same procedure as the first bid opening and all submittal and other requirements shall apply.

8. **Bidder Obligations:** The successful bidder(s) shall deliver the signed purchase agreement (sample agreement attached herein) along with a non-refundable deposit in the form of a

cashier's check in the amount of Five Thousand Dollars (\$5,000.00) to Latah County Title Company, located at 106 E. Second Street, Moscow, Idaho, no later than 4:00 PM on the day of the bid opening. The bidder shall be required to furnish the remaining funds and close upon the property purchase within sixty (60) days of the bid opening. Should the bidder fail to take the steps necessary to complete the property purchase within sixty (60) days of the bid opening, the deposit shall be surrendered to MURA and the purchase agreement shall be terminated, unless otherwise approved by MURA.

9. **MURA Discretion and Authority:** MURA may accept such bids as it deems to be in accordance with this Request for Bids and in the public interest. MURA will not pay costs incurred in responding to this Request for Bids.

DRAFT