

MINUTES
URBAN RENEWAL AGENCY
January 28, 2009

Commissioner McCabe called the Moscow Urban Renewal Agency meeting to order at 7:06 a.m. Wednesday, the 28th of January in the Moscow City Council Chambers.

Attendance:

<u>Commission Members</u>	<u>Staff Present</u>	<u>Others Present</u>
John McCabe, Chair	Pat Raffee, Interim Executive Director	Steven Hacker
Robin Woods	Gary J. Riedner, City Supervisor	
Brandy Sullivan	Don Palmer, Finance Director	
Steve Drown	Ramon Nunez, Finance Department	
Jack Nelson	Jen Pfiffner, Asst. to the City Supervisor	
	Travis Cary, Econ Dev Spec/URA Exec Director - starting 2/17	
	Stephanie Kalasz, City Clerk	

Absent: John Weber, Tom Lamar

1. Consent Agenda

- Minutes of January 14, 2009 meeting
- December Financial Reports

Woods moved and Nelson seconded approval of the consent agenda. Motion carried unanimously.

2. Public Comment for items *not on agenda*: 3 minute limit

No public comment was offered.

3. Announcements (including conflict of interest disclosures if any)

No announcements were made.

4. Unfinished Business:

- Alturas Restated Cash Flow Projections (Don Palmer)

Palmer discussed assumptions in the projection model. He explained that the current recession and economic downturn is considered in the 2009 budget. He went through considerations for the entire Agency's finances for the current year and future years which included that Legacy Crossing's assignment of costs should be marginal and held to a minimum to maintain a positive cash flow. He displayed tables with 2015 forecasts which he discussed in detail and noted that he had put all six remaining lots for sale to actually close in 2015. He explained how Legacy Crossing expenses were calculated. He said the increment needs to support any debt taken on by the Agency. There was discussion about Agency debt. He said the economy will change the assumptions. He summed up the report and discussed opportunities and obstacles in the future.

Nelson asked about having separate financials for the two districts. Palmer said he uses separate line items for the districts. Nelson asked if there was a commitment by the Board to closeout Alturas by 2012. McCabe said there had been discussion but no

decision made, and that may have to wait in order to proceed with Legacy Crossing. Riedner said the Board agreed to borrow money from Alturas to fund some Legacy Crossing expenses. Additionally, there has been some discussion about expanding Alturas. There was general discussion about increment and expenses for the districts. Raffee reminded the Board that earlier assumptions, impacting the FY 2009 budget, were made because EMSI was planning on buying two lots in Alturas but that fell through so adjustments have been made by Palmer to the forecasts going forward. There was discussion and emphasis by Palmer, Raffee and Riedner that the best option for the Agency's finances would be having owner participation agreements, where a developer funds the infrastructure improvements up front, and when and if the increment accrues to the Agency, the developer's investment is repaid rather than the URA taking on debt. Raffee said most likely developers from outside the region would need to be recruited to this area to be able to utilize this option.

Woods asked if there are any shovel ready projects that would be possible to have funded by the new presidential administration. Riedner said typically, the URA doesn't participate in that because they don't own any land in Legacy Crossing. Raffee said the zoning overlay will be beneficial and she explained the advantage.

- Alturas Progress Report Presentation (Pat Raffee)

Raffee gave a progress report on URA goals and what has been done toward meeting them. She said Alturas is very successful (200 great jobs and more to come, businesses helped by reduced land costs, infrastructure essentially complete), the Agency needs to continue recruiting more tech businesses and define the "end game." Virtually all of the customers to Alturas businesses are outside the region so there are new dollars coming in.

Sullivan asked what can be done to sell the lots and if more money should be spent to get the lots sold. Raffee gave some suggestions as to what might be helpful. Woods said several years ago, an open-house was held so people could see all of the businesses. Riedner said Cary can remind the community about Alturas when he starts work.

- Approve payment of \$79,534.59 on the Thompson Note (due by Feb. 1, 2009)

Woods moved and Nelson seconded approval of the payment of \$79,534.59 for the Thompson note. Motion carried unanimously.

5. New Business:

- New Executive Director Announcement (Gary Riedner)

Riedner introduced Travis Cary, the new Agency Executive Director and Economic Development Specialist who will start on February 17th. He discussed Cary's background and possible training for the future.

- Legacy Crossing Consultant Options (Pat Raffee)

Raffee distributed a handout with information on consultant options for Legacy

Crossing planning. She explained how the process has been handled by other agencies in Boise, Coeur d'Alene and Hayden. She said the public art element alone will add about four people to the consulting team. Woods asked about using the work that has already been done. Raffee said that will need to be considered in the scope of work. She went through the information on the handout.

6. Committee Reports:

- Finance Committee: None
- Marketing Committee: None
- Legislative & Government Relations Committee: None

7. Staff Reports:

- District Updates (Pat Raffee) - None
- General Agency, Audit and Website updates (Pat Raffee)

Palmer said the Audit is basically done. He said there is one issue outstanding that staff is waiting to hear about from the audit agency. He gave some history on the issue of whether the City and the URA are separate agencies. Riedner said if a group is a component unit of a local government then it is obligated to do what the government says but a URA is not set up that way. He explained how the state has set up handling a URA and why he does not believe the MURA is a component unit of the City. There was discussion about GFOA and regulations set for government agencies.

Raffee said the design for the website is coming along well. They are now discussing the technical details. She said pictures and bios will be needed from the Board to put on the site.

- Executive Director Transition Timetable (Gary Riedner)

Riedner explained how the transition would be handled and said that Cary will start on February 17th. He will be sharing an office with Alisa Stone. He said the Agency is being requested to cover half of the recruiting costs which will be brought forward at the next meeting.

Nelson asked if there is anything he should lobby for when he visits the legislature next week. McCabe said anything positive for the URA would be appreciated.

8. Adjournment

The meeting concluded at 8:30 a.m.