



Minutes: October 13, 2010, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3<sup>rd</sup> Street • Moscow, ID 83843

Lamar called the Moscow Urban Renewal Agency meeting to order at 7:07 a.m. Wednesday, the 13<sup>th</sup> of October, 2010 in the City of Moscow Council Chambers.

**Attendance:**

Commission Members	Staff Present	Others Present
Tom Lamar, Vice Chair	Gary J. Riedner, Acting Executive Director	
Brandy Sullivan	Sue Nelson, Accounting Manager	
Jack Nelson	Stephanie Kalasz, City Clerk	
Steve McGeehan		
Sue Scott		

Absent: John McCabe, Steve Drown

Nelson moved and Scott seconded to go into executive session and reconvene afterwards. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Executive Session – Pursuant to Idaho Code 67-2345(1)(a) – The executive session had all present as mentioned above and opened at 7:08 a.m. The executive session concluded at 7:31 a.m.

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.
  - Minutes from September 22, 2010 Meeting
  - September Financials
  - September Payables

Sullivan moved and Scott 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 offered.

4. Distribution of FY2011 URA Budget  
Riedner distributed the FY2011 URA Budget.

## 5. Make a Difference Day

Riedner discussed the University of Idaho Make a Difference Day and said there was discussion about whether clean-up of the URA property would be an appropriate project for this event. He said looked at the property and for safety reasons, it is not an appropriate project for students. It is currently a dangerous situation. The clean-up should be done by professionals. Lamar confirmed the event date. Scott asked about putting orange fencing around the site. After further discussion, the Board decided that this project would not be appropriate for the event.

## 6. Web Hosting Payment Schedule

Riedner discussed the information in the packet regarding web hosting payment options. Scott moved and Sullivan seconded to pay an annual amount of \$300 rather than \$30 per month. Motion carried unanimously.

## 7. Legacy Crossing

- Status of Overlay Zone Proposal
- UI/Railroad Property Exchange
- 6<sup>th</sup> and Jackson Property Purchase
  - Removal of Otto's Produce Building
  - Site Cleanup
  - Existing Structures
  - Utility Hook-ups

Riedner gave an update on the status of the overlay zone proposal. Scott asked if the companies with a pre-existing use would be grandfathered in and was told yes. There was discussion about the Crites property use. The Board agreed that it is desirable to keep Crites in Latah County.

Riedner said the City is currently working with the University of Idaho on the railroad exchange. He discussed property issues that the University is handling. The City is purchasing an easement between 6<sup>th</sup> and College for an underground utility and access. Access in this area is needed by Crites so the City has been working with them.

The property purchase at 6<sup>th</sup> and Jackson has gone through and Steve Otto has removed most of his property. He has received an estimate from the City Street and Parks and Recreation Department to clean-up the site which is around \$2,000. There was discussion about putting up a sign regarding the purpose of the property. Lamar asked about getting the property cleaned up for homecoming. Riedner said if the Board wants to authorize staff to proceed, an attempt could be made to get the property cleaned up by then. Nelson moved and Sullivan seconded to authorize staff to begin clean-up. Scott asked for the area under the trees to be addressed as well. Motion carried unanimously.

Riedner discussed the old cinder block warehouse and the memo from Carol Alexander regarding safety of the building. No opinion has yet been given by the Historical Preservation Commission. Something needs to be done for support on the east side of the building. There is some old restaurant furniture still on the property that now belongs to the URA and can be set for surplus and sold if desired. Lamar said he would like the Historic Preservation Commission to look at everything prior to making any decisions. Scott suggested that photos can be taken but she is not interested in saving the building. Lamar said there is a possibility of just certain parts being saved. Riedner said the building is still connected to utilities and he discussed which utilities are on the property. He said the choice is to continue as it is or to have the meter removed. There is a

reconnect fee if the meter must be installed again. There was general consensus of the Board to leave the utilities hooked up at this time.

#### 8. EPA Brownfield Assessment Grant Status

Riedner said the agreement between coalition partners for the EPA Brownfield Assessment Grant is being changed slightly at the request of the County. He said representatives from the EPA will attend the kick-off for this project.

#### 9. Overview of URA Executive Directors Statewide Meeting in Boise

Riedner said he attended a meeting of the executive directors of URAs around the state where they discussed possible legislation and involvement in the Association of Idaho Cities (AIC). Riedner explained where lobbying has come from in the past and indicated that other entities will be more involved this year to give examples of what URAs in other areas are doing in their communities. There is discussion about putting a drafting committee together to assist. It will be nice to have a partnership where AIC is a collaborative partner in addition to the Idaho Association of Counties.

#### 10. Student Presentations

- November 17
- December 8

Riedner said there are two dates for student presentations and said it means a lot for the URA Board to be there so he encouraged attendance on November 17 and December 8. The students are putting a lot of effort forward.

#### 11. URA Executive Director Search/Interim Executive Director

Riedner explained the status of the URA Executive Director position and the direction of the URA Chair. McGeehan said he agrees with the proposed interim solution. Nelson said he questions the separation of URA and the City but there really is no other interim option. Scott said hiring someone else would not work due to the training involved. Sullivan said the time being supplied for URA work is likely less than what they would get with a person hired for the position so salary could possibly be adjusted but she does agree that it is the best solution for the interim. Riedner said we don't want to lose ground on current URA projects. Scott said there may be fewer hours but it makes sense to pay more for someone who has the experience and knows what is going on with the URA's projects. She said she could see more of a problem with shorting work being done for the City while doing work for the URA. He discussed the time involved with URA projects. There was discussion about the work involved for both the City and the URA. There was general consensus to approve the interim plan for the Executive Director.

#### 12. Adjournment

It was moved and seconded to conclude the meeting. Motion carried unanimously. The meeting concluded at 8:13 p.m.