



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

McCabe called the meeting to order at 7:06 a.m.

**Attendance:**

| Commission Members | Staff Present                    | Others Present                |
|--------------------|----------------------------------|-------------------------------|
| John McCabe, Chair | Jeff Jones, Executive Director   | Tim Brown, Councilmember      |
| Steve Drown        | Stephanie Kalasz, City Clerk     | Garrett Thompson              |
| Tom Lamar          | Gary J. Riedner, City Supervisor | Nick Nicholson, Presnell Gage |
| Brandy Sullivan    | Don Palmer, Finance Director     |                               |
| Sue Scott          | Sue Nelson, Finance              |                               |
| Dave McGraw        |                                  |                               |
| Steve McGeehan     |                                  |                               |

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 February 8, 2012 Meeting
  - B. January Financials

**ACTION:** Approve the consent agenda or take such action deemed appropriate.

Scott moved and McGeehan 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
  - o Idaho Economic Development Summit - Wednesday, February 29, 2012, 7:30 am – 4:30 pm (Boise)
    1. <http://www.idahoecomomicsummit.com/index.php>

Jones discussed the Idaho Economic Development Summit event.

4. Legislative Report – Jeff Jones

Jones went through URA legislation currently being considered and discussed the impacts. He referred to the AIC Bill Tracker website. Riedner discussed the history of the eminent domain bill. Jones continued to give updates on URA legislation and its impact if passed. He discussed a document that was put together by the Redevelopment Association of Idaho and said all members contributed to the document and they will share it with the legislators. Riedner said last year, support was received from other entities to oppose legislation that would be detrimental to the URA. Letters from the County Commissioners would be especially powerful.

McGraw said this legislation is not pointed toward Moscow but would have an effect. He said he will discuss this with the commissioners.

Jones said two of the businesses in the Alturas Technology Park sent letters last year and it made a difference. He said the Department of Commerce cannot lobby against legislation but information can be included on the state webpage that shows some of what the urban renewal agencies in Idaho have done. Scott asked if there are any items that Moscow would be immune to due to grandfathering in. Jones said there would not be much immunity. After further discussion, Lamar said it is frustrating how much time it takes to address these legislative issues.

Jones provided an overview of URA's that work, noting URA's are one of the only tools available in Idaho for economic development. It was also noted that the Governor has remained silent on the issue and it would be nice to have some executive leadership support.

5. Audit Report /Presentation – Don Palmer & Nick Nicholson Presnell Gage, PLLC

Nicholson and Palmer provided an overview of the Audit document noting it is a great document and had received an unqualified or "clean" opinion that no adjustments needed to be made and all accounting practices and actions are up to GASB standards. Highlights included that the land in Alturas is categorized as inventory as it is anticipated to be sold in the short term. Legacy Crossing land is categorized as capital as it is not for sale and will be held long-term. Terms new to the document this year were highlighted, including "committed" funds which are those that are most strictly obligated based upon an ordinance or the like; "restricted" funds were noted as funds required to pay things such as debt service notes and "unrestricted" funds include cash on hand and the like.

Scott moved to accept the audit report as presented and Drown seconded the motion. Motion carried unanimously.

6. URA Annual Report – Jeff Jones

Jones presented the draft annual report noting that a new requirement for this year set by last session's legislature is that the annual report be available for public comment prior to adoption by the Board. Highlights of the report include: an analysis of properties owned; projects of the year including brownfields; financial items; space to report public comment; and space to address public comment. Jones noted it would be preferable to include goals in next year's report to allow for measurement of success annually. Drown moved to accept the draft report and recommended opening the public comment period beginning today through March 16, 2012. Lamar seconded the motion. The motion passed unanimously.

7. Legacy Crossing Urban Renewal District Status – Jeff Jones

- o Asbestos Abatement, "Coffee House" building
- o Demolition of "Coffee House" building & adjacent concrete pad
  - 1. Contract addendum, Increase original contract by \$3,000.00

Jones presented a report on the demolition at the Legacy Crossing site asking the Board to ratify an amendment to the contract Jones noticed early in the month regarding additional work needed to remove a sub foundation found at the site. Scott moved to ratify the original contract by an increase of \$3,000 to the initial amount of \$8,000 for a new total of \$11,000. Lamar seconded the motion.

Motion passed unanimously. Jones said once the demolition project is complete students concepts on what an extension of Hello Walk will begin.

- 8. Alturas Technology Park Status – Jeff Jones
  - o Commission Tour

Jones asked the Board if there was interest in participating in a site tour of Alturas, currently the URA's best economic engine. The tours will be scheduled in lieu of a regular meeting.

It was noted that EMSI has been looking to expand, either in the district or elsewhere, however lack of available space is an issue.

Riedner provided an overview of the RTO zone and history for the area explaining that providing that space, regardless of good or bad economic times, would ensure that type of land would be available. In combination with the extremely favorable price for the lots, it would be staff's recommendation to maintain that zoning. Any changes in the zoning would also require the Planning and Zoning Commission and City Council approval, as well as approval from all existing tenants.

Adjournment – The meeting adjourned at 8:25 a.m.