



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

McCabe called the meeting to order at 7:02 a.m.

Attendance:

Commission Members	Staff Present	Others
John McCabe, Chair	Gary J. Riedner, Interim Exec. Director/City Supervisor	Victoria Seever
John Weber	Don Palmer, Finance Director	Tim Johnston
Dave McGraw	Stephanie Kalasz, City Clerk	
Brandy Sullivan		
Art Bettge		

Absent: Steve Drown, Steve McGeehan

**1. Welcome – John McCabe 7:02 a.m.**

**2. Motion to Reconvene in Executive Session per Idaho Code 67-2345**

It was moved by Bettge seconded by Weber to reconvene in Executive Session per Idaho Code 67-2345. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried. Visitors left the room.

At 7:03 a.m. the executive session started with all Board members and staff present. The executive session ended at 7:23 a.m. There was a vote unanimous in approval to close the executive session and reconvene the meeting.

**3. Reconvene to Open Session** The open session reconvened at 7:23 a.m.

**4. 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 November 12, 2014
- B. October Financials

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

Weber moved and Bettge seconded to approve the consent agenda. Motion carried unanimously.

**5. Public Comment for items *not on agenda*:** 3 minute limit No public comment was offered.

**6. Announcements – Gary J. Riedner**

Riedner provided an update on the search for an executive director.

## **7. Update on Public Improvements at 6th & Jackson Intersection – Gary J. Riedner**

Riedner discussed the improvements that have been made on Jackson Street and said the URA and EMSI were given an award from Inland NW Partners for the collaborative project. He said regarding the proposed improvements by Jimmy Johns, they have the services of a traffic engineer and their report indicates that the turn lane does not enhance safety. Once the report is in the final stages, Riedner will take it to Boise to have ITD reconsider allowing the improvements to be done as requested.

## **8. 6th and Jackson Property - Gary J. Riedner**

- o Revised Draft RFP for 6th & Jackson Property
- o Draft Release & Indemnity Agreement

Riedner displayed an aerial photo of the URA's 6<sup>th</sup> and Jackson Property and provided background information on improvements to 6<sup>th</sup> Street. He discussed the previous two designs proposed and explained the newest design suggestion for 6<sup>th</sup> Street improvements. There was some discussion about how the transaction would be handled regarding the City getting the right-of-way needed for the improvements. Riedner discussed some options which included either the City purchasing the property or the URA giving the City the property under the stipulation that certain improvements are made to the sidewalk.

There was some discussion about the URA's vision for the property. Riedner said the RFP has been redrafted but it seems to be in the final stage now. He said he is waiting to hear from the Agency's attorney regarding the legal description and easement and whether it should be included in the RFP in its current form. He discussed the required cleanup. He went through the changes that have been made to the document since it was last reviewed by the Board.

Bettge moved and Weber seconded approval of the RFP contingent on approval by the Agency's attorney. Motion carried unanimously.

Riedner said the Release Waiver and Indemnity Agreement will be required of anyone who wants to submit a proposal. He explained what is required of anyone submitting including design, business plan, financing information, etc.

## **6. General Agency Updates– Gary J. Riedner**

- o Standing Committee Appointments

Riedner said an email was sent regarding proposed appointments and terms. Weber moved to accept the proposed appointments and Bettge seconded the motion. There was some discussion. The motion carried unanimously to accept the appointments of: Jen Pfiffner, Shawn Wilson, Miranda Anderson to the Marketing Committee; and Paul Kimmell and Gina Tarusio to the Government Affairs Committee. Riedner discussed how these groups will proceed.

- o Redevelopment Association of Idaho

Riedner said the Redevelopment Association of Idaho is meeting tomorrow and gearing up for the legislative session. They are focusing on restrictions of URA constructing a public building.

## **7. Legacy Crossing Update – Gary J. Riedner**

- o Update on Absorption/Market Study
- o EPA Assessment/Cleanup Grant

Riedner said he expects to see a redraft of the absorption/market study coming soon. He said staff is waiting for information on the EPA Assessment and Cleanup Grant but things are looking good. Nothing will be done without the Board's approval. There was discussion about options available for moving the utilities underground at the 6<sup>th</sup> and Jackson Property.

**8. Alturas Update – Gary J. Riedner**

- o Marketing Campaign and Strategy Update

Riedner said staff is still looking at what will happen when Alturas closes with the property still owned by the URA.

McCabe thanked everyone for their work on the URA.

**9. Adjourn – The meeting concluded at 8:07 a.m.**