



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

McGeehan called the meeting to order at 7:00 a.m.

Commissioners Present	Commissioners Absent	Also in Attendance
Steve McGeehan, Chair	Ron Smith	Bill Belknap, MURA Executive Director
Art Bettge	John Weber	Gary Riedner, Interim Treasurer
Steve Drown		Anne Peterson, MURA Clerk
Dave McGraw		
Brandy Sullivan		

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 April 21, 2016*
  - B. *April 2016 Payables*
  - C. *April 2016 Financials*

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

Bettge moved approval, seconded by McGraw. Motion passed unanimously.

2. **Public Comment for items *not on agenda*:** Three minute limit  
No comments.

**3. Announcements**

Riedner announced presentations have been made to all partners in Partnership in Economic Prosperity. Search for Executive Director will begin shortly, with a hire anticipated by the end of July. Riedner will make a more thorough presentation at the next meeting.

**4. Palouse Commercial Alturas Marketing Report – Justin Rasmussen**

*Justin Rasmussen of Palouse Commercial will provide a report on their current marketing program and efforts pertaining to the Agency’s Alturas Technology Park lots.*

**ACTION:** *Accept report and provide direction as deemed appropriate.*

Rasmussen reviewed traditional marketing assets including the commercial MLS, targeted email, LoopNet, development of property-specific marketing materials, custom signage on the property, and he has taken Alturas information to quarterly realtor meetings in Spokane. His assessment is there is low demand for this niche product. He believes the Alturas “tech park” concept has seen its day; throughout the country tech companies are leaving tech parks to be closer to community centers. The lower price point for Alturas lots has not been enticing enough. Rasmussen suggested changing the product type by adjusting the CCSRs might help, citing sustained interest from direct medical care and professional office

uses which are currently prohibited. Bettge suggested marketing to university researchers because he suspected many weren't even aware of the tech park. Rasmussen already fosters those relationships, and thought most of those ventures need a start-up location before realizing the necessary capital for an Alturas investment. *Moscow Works* is filling that type of start-up need downtown. Sullivan asked if a private developer could create an incubator space in Alturas. Rasmussen and Belknap both explained that to cover development costs the rents would be higher than most start-ups could afford. Robin Woods, owner of Alturas Analytics and Anatech Labs, thought CCSR's were only part of the problem. She agreed there's typically a lag between start-up and being able to afford space in the park, but said Pullman's doing something right because their tech park is full. Given that the Alturas land is paid for and generates tax revenue, she didn't see an urgency in selling the remaining parcels. Belknap said it's unusual for an Agency to continue to hold property following the closure of a district, although the Agency has five years of financial reserves cover anticipated maintenance and marketing needs. He said the bigger concern was that nothing sold in eight years and developers view the current CCSR's as jeopardizing resale value. He said the covenants in Phase II prohibit general office use even though the underlying zoning code allows it, but without unanimous agreement of the Phase II owners those CCSR's will be in effect until 2019. Bettge said the total stagnation at Alturas despite the recovering economy shows there's something wrong with the model and suggested looking into Pullman's CCSR's. Rasmussen replied their state and city goals are different and the relationship between the Port and WSU is very direct. Riedner said the state of Washington funds many economic development incentives that the state of Idaho does not without formation of a URA. Rasmussen concluded by reiterating his professional opinion that marketing the property would be more successful with an expanded market.

#### **5. Report on 6<sup>th</sup> and Jackson Property – Bill Belknap**

*Staff will provide an update on the status of the 6<sup>th</sup> and Jackson property remediation and redevelopment process.*

**ACTION:** *Accept report and provide direction as deemed appropriate.*

Belknap reported on the capture modeling for groundwater remediation. The data presented to DEQ show contaminants are being captured within the property boundaries, but DEQ has requested a pump test to validate the modeling results. TerraGraphics has stated a cost of \$6,768.11 to conduct the pump test which would leave \$48,128.87 in the clean-up grant. Bettge asked about ongoing expense of the extraction wells and Belknap said they will run quarterly until compliance has been met, at a cost of around \$5,000 per year. Bettge moved approval of the additional testing, seconded by Sullivan. McGraw expressed his frustration that this entire process is taking so long, adding that a private developer would be bankrupt by now. Motion passed.

Sangria Downtown LLC has received two bids with contractor selection anticipated by early June, followed by financing review by the lender which will take approximately six weeks. Gem Valley Appraisal has evaluated the project and is awaiting the decision about the potential additional floor prior to presentation of a final fair use appraisal amount.

#### **6. Request for Financial Assistance for Styner/White Avenue State Highway 8 Underpass Project – Bill Belknap**

*The City of Moscow has been exploring the construction of a pedestrian/bicycle underpass under Highway 8 at the Styner/White/Highway intersection. Consideration of this project began in 2011 with a preliminary study completed by a University of Idaho Engineering class which was followed by a*

*feasibility assessment, preliminary concept design and cost estimate, and wetland delineation performed by TerraGraphics Environmental Engineers. The project proposes to use the existing Paradise Creek bridge structure to construct a bicycle and pedestrian path connecting the Paradise Path on the south side of State Highway 8 to the Latah County Fairgrounds to enhance access and improve safety to surrounding paths in the area. The City is pursuing grant funding for the project from the Transportation Alternatives Program (TAP) which is designed to provide funding for a variety of alternative transportation projects and to advance the Idaho Transportation Department's (ITD) strategic goals of mobility, safety and economic opportunity. Funding of up to \$500,000 is available for infrastructure projects. The project is estimated at \$539,000. The grant-required cash match is 7.34% which would be \$39,590. It is anticipated that project design would occur in 2017 with construction to be completed in 2018 with match obligations occurring in FY2018. The underpass is located within the Legacy Crossing District boundary, and the City has requested the Agency's assistance in the project match in the amount of \$10,000. The Legacy Crossing Urban Renewal Plan includes several references to anticipated pedestrian pathway construction and improvements and increased pedestrian connectivity within the District and to areas outside the District, therefore the Agency's participation would appear to be appropriate and supported by the Plan.*

**ACTION:** *Consider the request for project financial assistance and provide direction as deemed appropriate.*

McGeehan asked about the pathway from the bridge to the Fairgrounds. Belknap clarified the path would be outside the District but is included in the overall cost of the project. The Agency's contribution would be specifically to the underpass. Bettge said it was a natural link between two portions of the transportation plan and would provide good separation between vehicles and non-motorized transportation. McGraw moved approval of the \$10,000 project contribution, seconded by Drown. Belknap clarified this would come from the FY18 budget. Motion passed.

#### **7. Downtown Restroom Project Update Report – Bill Belknap**

*The City of Moscow has been working toward development of a downtown public restroom to support the variety of activities that occur in the area from parades to Farmers Market and other events. The bathroom is proposed to be located in the northeast corner of the South Jackson Street parking lot and would be wood frame construction with a weathered brick veneer. The City budgeted \$170,000 for the project based upon the architect's cost estimates. The City opened bids on the project on March 15<sup>th</sup> and the lowest bid received was \$191,600. The City Council rejected the bids due to the high bid amounts. Staff will provide an update on the status of the project for the Board's consideration.*

**ACTION:** *Receive report and provide direction as deemed appropriate.*

Belknap asked if the Agency had a continuing interest in supporting the project financially. McGeehan's opinion was a downtown restroom was critical and desired to see the project through. He asked about the initial estimate and Belknap said Design West provided it last year but labor shortages this year, and possibly the timing of the bid opening, affected the actual bids. Riedner said it remains a Council priority because it would affect economic development by supporting the Farmer's Market and other events that bring people to Moscow. Cost-saving ideas include possible design/finish modifications or a concrete precast structure. Bettge said long-term maintenance and durability were critical considerations, as well as the historic preservation concerns of it fitting into our historic downtown. Sullivan favored participating in the project but expressed concern about offering more now than before, since the goal was to reduce the overall cost. Drown thought the URA should be as generous as possible to show the

importance and strength the Agency has in economic development, and he thought the Agency should endorse the efforts made by the Historic Preservation Commission and others to provide an aesthetically and historically appropriate design by attaching the financial participation to the design as proposed, rather than a prefab building. McGeehan agreed. Bettge said endorsement of the project would send a strong message to the City Council, and he moved authorization to offer \$20,000 with the stipulation that the structure be built to the initial specifications. The offer will be made via letter from McGeehan to the City Council. Drown seconded the motion which carried unanimously.

**8. Review of Draft Agency Website Update Request for Qualifications – Bill Belknap**

*As discussed at the Agency’s February 18<sup>th</sup> meeting, Staff has prepared a draft Request for Qualifications (RFQ) for the redesign of the Agency’s website. Staff is seeking Board approval to distribute the RFQ to begin the selection process.*

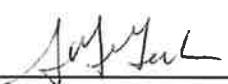
**ACTION:** *Approve the Website Development Services RFQ; or provide direction as deemed appropriate.*

Bettge moved approval for staff to move forward with an RFQ. Sullivan seconded the motion which passed unanimously.

**9. General Agency Updates – Bill Belknap**

- Legacy Crossing District
  - Stubbs Seed Warehouse project is on hold for another month or so. Letter of Intent has been signed with a tenant. Highway frontage lane addition may happen as early as 2018.
  - Former Domino’s site project is moving forward on land use entitlement process with a hearing before Planning & Zoning on June 22, and the developer has decided to enter the VCP program with DEQ for ground remediation.
  - Dumas site is being actively marketed.
- Alturas District
  - Staff is working with a potential wheat researcher for an 8,000 sf office building and 2,500sf research greenhouse. Belknap will be introducing the company to the Alturas owners next week. He requested Board approval for a short-term lease with the company for a half-acre test plot to do field operations for this season. Bettge thought it was an imaginative method of generating interest in Alturas. The Board agreed.
- Strategic Plan
  - Partner agency questionnaire is ready to test-run prior to full distribution.

McGeehan declared the meeting adjourned at 8:40am.



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Steve McGeehan, Agency Chair

6-16-16

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Date