



McGeehan called the meeting to order at 7:01 a.m.

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

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 March 2, 2017

B. February 2017 Payables

C. February 2017 Financials

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

Bettge moved approval of the consent agenda, seconded by Smith. Motion passed unanimously. McGeehan announced the Executive Session agenda item was removed from the agenda.

2. Public Comment for items not on agenda

No comments.

3. Announcements

No announcements.

4. Agency FY2016 Audit Presentation – Gary Riedner

The draft 2016 MURA audit is attached and will be presented by MURA Acting Treasurer Gary Riedner and the auditors, Presnell Gage PLLC.

ACTION: Receive report and accept the 2016 MURA audit; or take such other action deemed appropriate.

Nick Nicholson said the FY16 audit was considered by Presnell Gage as “unmodified”, the highest rating level, and said their testing of procedures and internal processes indicated everything was working well. The biggest difference between this year’s report and last year’s is the Alturas close-out which created a net drop in assets. The Board formally accepted Nicholson’s audit report.

5. FY2018 MURA Budget Hearing Date Determination – Bill Belknap

In accordance with state law, the Agency must notify the County Clerk’s office of the date of the Agency’s public hearing on the Agency’s FY2018 budget by no later than April 30th. Staff is proposing that the Agency set the hearing date for Thursday, August 3rd, 2017, which will allow adequate time for the budget development and review process. Staff is seeking Board approval to set the hearing for 7:00AM on Thursday August 3, 2017.

ACTION: Set the FY2018 Budget hearing for August 3rd, 2017; or take such other action deemed appropriate. McGraw moved to set the budget hearing date of August 3, 2017, seconded by Weber and carried unanimously.

6. Sixth and Jackson Environmental Remediation Report – Bill Belknap

The Agency has been pursuing environmental remediation of the 6th and Jackson Property through the Idaho Department of Environmental Quality's (IDEQ) Voluntary Cleanup Program (VCP) over the last 18 months. Staff will provide an update on the remediation closeout process.

ACTION: Receive report and provide staff with direction as deemed appropriate.

Environmental Covenant has been recorded against the property and the required escrow account has been established. Official Certificate of Completion was received March 30th. Next step is negotiating the Covenant Not to Sue. Board was in full support of staff proceeding with negotiation. Belknap said staff will also be closing out the clean-up grant. Once these actions are complete MURA will have clear title to convey the property to Sangria Group.

7. State Highway 8 Pullman Road Sidewalk Participation Request – Bill Belknap

The Idaho Department of Transportation (ITD) is currently planning a large paving project that will be completed during the upcoming summer season which will include the grinding and repaving of all State Highway asphalt roadways within the City. ITD staff has made an inquiry regarding a possible partnership to replace curbing and sidewalk along the frontage of the current Quad Cities Nissan auto dealership located on Third Street/Pullman Highway. The subject property frontage contains several abandoned driveway approaches that have been paved in and currently are substandard and non-ADA compliant. ITD is proposing to fund new curbing installation if the City of Moscow and MURA would fund the sidewalk installation. The estimated cost of the sidewalk installation is \$12,000 which is being proposed to be split equally between the City and MURA. The proposed improvements are eligible activities and would improve the pedestrian facilities in the subject area.

ACTION: Approve the proposed project assistance in the amount not to exceed \$6,500 or take such other action deemed appropriate.

Belknap explained the project associated with the Agency's previous commitment of \$15,000 for sidewalk improvements and non-grant eligible lighting installation in this area has been postponed until 2020. The proposed sidewalk improvements in front of Quad Cities Nissan falls within the scope of Agency-eligible expenses. Smith moved authorization of up to \$6,500 in expenditure and was seconded by Drown. Motion carried unanimously.

8. Discussion Regarding Potential New South Moscow Urban Renewal District – Bill Belknap

During the recent strategic planning process, one action strategy that was identified by the City of Moscow was the potential creation of an urban renewal district in south Moscow to support new industrial and commercial development in Moscow. Staff desires to continue the discussion of potential new district with the Board to receive direction and guidance.

ACTION: Receive presentation and provide staff with direction.

Belknap outlined the typical steps toward creation of a new renewal district. The conceptual framework was developed and discussed with the Board previously. Next steps were to include meetings with affected property owners to understand their plans and desires pertaining to the proposed district. Staff wanted to explore the concept of creating a district that would extend outside the City limits through a Transfer of Powers Ordinance. Belknap thought this process might be better received by property owners but not requiring premature annexation of their property and could also move district creation along more quickly. Staff wanted to see if the Board was supportive of this approach. If so, staff would begin the conversation with the Latah County Board of Commissioners. Bettge liked that this process would facilitate creation of the district and properties outside the current city boundaries until development occurs and City services are needed. Belknap said it would also be a marketing tool for potential investors if the district was in place and Agency assistance could be provided for development. McGraw said this could be very helpful to PEP's efforts and he was very supportive of continuing the positive working relationship between the City and County. The Board expressed full support.

9. Alturas Technology Park Real Estate Professional Services Agreement Request for Qualifications – Bill Belknap

Palouse Commercial Real Estate was the successful proposer to an RFP issued by the MURA for Commercial Real Estate Services issued in 2013. Palouse Commercial Real Estate has been providing listing services for the MURA's lots in Alturas Technology Park since that time, pursuant to an Agreement for Commercial Real Estate Services. That Agreement has expired and staff is recommending that the MURA reissue the RFP to solicit proposal for commercial real estate services. Staff is also proposing to restructure the ultimate services agreement to provide for base services and marketing services what would be scoped and provided via a task order basis due to the unique situation of the Alturas lots and associate use restrictions as specified in the private covenants and restrictions. Staff will present the draft RFP for the Board's review and approval.

ACTION: Review and approve the draft Request for Proposals for Commercial Real Estate Services; or take other action as deemed appropriate.

Belknap outlined the proposed scope of services for a new RFP and said with Agency approval the RFP could be advertised within the next few weeks with a target completion and recommended selection by May 18th. Audience member Brenda vonWandruszka said she would like to see the zoning restrictions lifted so properties could sold to a broader market. Belknap added that the zoning code is being updated to remove some of the ambiguous language, but the CCSR's placed on the property by the Agency present the greatest challenge and those cannot be changed until 2019 without 100% of the Association's approval. Board was in agreement with the revised scope of services and directed staff to proceed with the RFP.

10. General Agency Updates – Bill Belknap

- Legacy Crossing District
 - Sangria is wrapping up construction plans and Planning & Zoning will discuss the design review next week. The terminus of Hello Walk has been integrated into the 6th & Jackson turn lane project which will go out to bid next week and will hopefully be complete by the end of June which should dovetail nicely with Sangria's timeline. Once the remediation is closed out there will be another appraisal for the smaller portion of the lot that Sangria has proposed purchasing and negotiations on the price of that portion will follow.
 - Belknap said the first permits for Identity on Main are expected to be pulled soon. Bettge asked about excavation of the former Sharpe Oil area and Belknap replied that contamination was mostly under parking area and commercial space which has a lower threshold for cleanup, which means lower overall remediation costs and lower MURA contribution. The turn-lane work will also be much less than originally estimated.
 - Gritman is partnering with WWAMI to occupy part of the third floor of the new Medical Office Building. Gritman is also making progress on the first phase of their Main Street improvements.
- Alturas District
 - No updates.
- General Agency Business
 - Nothing additional.

Meeting adjourned at 8:14 am.



Steve McGeehan, Agency Chair

4-20-17

Date