



Meeting Minutes: March 2, 2023, 7:30 a.m.

City of Moscow Council Chambers • 206 E 3rd Street • Moscow, ID 83843

Commissioners Present	Commissioners Absent	Staff in Attendance
Steve McGeehan, Chair	Mark Beauchamp	Cody Riddle, Executive Director
Sandra Kelly		Jennifer Fleischman, Clerk
Maureen Laflin		Renee Tack, Treasurer
Tom Lamar		
Alison Tompkins		
Nancy Tribble		

McGeehan called the meeting to order at 7:33 a.m.

1. Consent Agenda (A)

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 2, 2023

B. January 2023 Payables

C. January 2023 Financials

Laflin moved for approval of the consent agenda as presented, seconded by Kelly. Roll Call Vote; Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

2. Public Comment

Members of the public may speak to the Board regarding matters NOT on the Agenda nor currently pending before the Moscow Urban Renewal Agency. Please state your name and resident city for the record and limit your remarks to three minutes.

None.

3. Sixth and Jackson Request for Proposals Timing (A) – Cody Riddle

Staff has received a number of inquiries regarding the RFP for developing the Agency's property at Sixth and Jackson. Interested parties have indicated the current deadline of March 24, 2023 presents a challenge in generating complete submittals. To accommodate as many proposals as possible, staff is recommending the deadline be extended to May 5, 2023.

Riddle reviewed some of the feedback provided by interested consultants and developers about extending the timeline for the proposal due date. The Board agreed that it would be in the best interest for everyone to allow more time for design development and extend the due date by approximately six (6) weeks.

Most of the developers indicated that a month extension would be sufficient time. Staff does not think that extending the due date would generate new interest, but would supply more time for those who have already inquired about the project. The amended due date will be re-advertised in the Daily News, but not the Spokane or Boise papers, and will be updated on the URA website and emailed directly to those who have made contact.

Kelly moved to extend the deadline for proposals to May 5, 2023, seconded by Laflin. Roll Call Vote; Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

4. Sixth and Jackson Proposal Review Process (A) – Cody Riddle

Staff will present a recommended review process and evaluation criteria for use by the subcommittee in evaluating proposals for development of the Agency's property at Sixth and Jackson.

Riddle provided a brief review of the criteria that the Board would use to evaluate the proposals submitted for the Sixth and Jackson Street project, and the process that Staff recommends using. The Board can request modifications to, and more information for, each proposal if desired, as well as request a presentation from any candidates. Scoring would be implemented at the Board level, while the Subcommittee would be just making a pros and cons recommendation list.

The Board talked about the importance of having a Subcommittee review the proposals before the Board's consideration. There was a discussion about the overall expectations of Legacy Crossing and the Hello Walk plans. The role of the Subcommittee was clarified even further. Staff will provide an updated calendar of the review timeline for the Board's deliberation.

5. General Agency Updates – Cody Riddle

- Riddle gave a quick summary of history of the monitoring wells on the Sixth and Jackson property. Staff will bring the latest results from the monitoring reports to the meeting in April.
- Updated meeting time of 7:30 AM has worked well for the Board members.
- The March 16, 2023 meeting is for the Annual Report Public Hearing.
- Several potential upcoming agenda items for April were proposed.

McGeehan declared the meeting adjourned at 8:15 a.m.



Steve McGeehan, Agency Chair

3-22-23

Date