



Meeting Minutes: January 18, 2024, 7:30 a.m.

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

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

Tribble called the meeting to order at 7:36 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 December 21, 2023
- B. December 2023 Payables
- C. December 2023 Financials

Lamar moved for approval of the consent agenda as written, seconded by Kelly. Vote by Acclamation: Ayes: Unanimous (4). 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. Introduction and Welcome of the New Board Member

Drew Davis was appointed to serve for a two-year term on the Urban Renewal Agency Board, as a City Council Representative, on December 18, 2023. His term will expire on December 31, 2025.

Tabled until the next meeting.

4. Election of Officers for 2024 (A) – Cody Riddle

Per the Agency’s bylaws, annual elections for Board Officers are to be held at the first meeting in January. The Agency will need to appoint officers for the positions of Chair, Vice Chair, and Secretary.

Riddle shared that both Beauchamp and McGeehan are willing to serve for another year, if the Board was amenable. Tribble also mentioned that she is happy to continue serving as Secretary.

Lamar moved to elect Steve McGeehan as Chair, Mark Beauchamp as Vice Chair, and Nancy Tribble as Secretary for 2024. Seconded by Kelly. Vote by Acclamation: Ayes: Unanimous (4). Nays: None. Abstentions: None. Motion carried.

5. Professional Services Agreement with Presnell Gage for Audit Services (A) – Cody Riddle

The Agency has utilized the services of Presnell Gage for the annual audit for a number of years. The cost of this service is budgeted annually, but at \$5,950, now exceeds the amount staff can authorize without board approval.

Staff is seeking board approval to execute a professional services agreement for completion of the annual audit.

Riddle informed the Board that the cost for auditing service from Presnell Gage has now exceeded the dollar amount the Executive Director has authority to sign for, and that it would be good to get a formal agreement on record. On a side note, the Agency requested a legislative update and review of urban renewal agency laws and history from Elam-Burke, which Staff will look into scheduling.

Tompkins moved to approve the Professional Services Agreement for the 2023 Audit with Presnell Gage, seconded by Lamar. Vote by Acclamation: Ayes: Unanimous (4). Nays: None. Abstentions: None. Motion carried.

6. Update on the Design of the Sixth and Jackson Street Property (A) – Cody Riddle

On September 14, 2023 the Agency entered into an Exclusive Negotiation Agreement (ENA) with Moscow Hotel, LLC, represented by Carly Lilly and George Skandalos for development of the property located on the southwest corner of Sixth and Jackson Streets. The development team will provide an update on the planning and design efforts that have occurred since execution of the agreement.

Riddle introduced Carly Lilly, one of the developers for the above-mentioned project, and gave the Board a quick reminder of what was discussed at the previous meeting regarding deadlines that have been missed. Lilly talked about struggles regarding the soil composition on the property and how that impacted their plans. The developers are now looking at possibly lowering the building to only 2 or 3 floors instead of 4 or 5.

There was continued discussion regarding the composition of soil on the property. During the remediation of the soil several years ago there was soil added, however not structural quality, but the majority of the problems are occurring outside of that footprint. The firm the developers are working with has known about the problems on a surface level. Lilly requested the Board consider pursuing more remediation to make the soil site more suitable for development, or reimagine the vision for Hello Walk and expectations of the project.

The Board discussed some ideas regarding the use of the property and how it could be buildable with the current soil. Helical piers, or other expanded foundation systems will be necessary for a taller building, but it is not financially feasible based on the developer's current design. The Board provided a few suggestions for modifications to the design. Parking and the Hello Walk are both site constraints, as well as the utility easement on the west side. There continued to be a discussion regarding the difficulties of the property and some possible ways to work around them.

Staff pointed out that if significant changes are made to the scope of the project, the Board would need to consider reissuing a Request for Proposals (RFP) to offer an equitable chance for others to apply. Lilly reiterated that a solution to reduce the site work cost for the developers would be to have the Board apply for more soil remediation grant funds. There was continued conversation about the soil and ways to work with the developers, including ideas for lowering costs. Staff reminded the Board that the constraints and challenges to developing the site are not new, including the utility easement and Hello Walk alignment. These have been in place for many years, and were clearly communicated in the RFP process. Staff also reminded the Board that they could not fund construction of private development. Rather, their assistance was limited to public infrastructure, most of which has already been completed.

It was requested that the developers bring back a preliminary pro forma to build a 3-story mixed-use building on the site. The developers will present a 3-story assessment from their architects and the construction company pro forma at the next meeting.

7. General Agency Updates – Cody Riddle

- Staff directed a conversation regarding providing virtual attendance options at future meetings.
- New legislation proposed around improvement districts that could replace urban renewal districts.

The meeting adjourned at 8:48 a.m.


Nancy Tribble, Agency Secretary


Date