



**Meeting Minutes: Thursday, December 4, 2025, 7:30 a.m.**

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

Commissioners Present	Commissioners Absent	Staff in Attendance
Alison Tompkins, Vice Chair	Steve McGeehan	Cody Riddle, Executive Director
Mark Beauchamp		Renee Tack, Treasurer
Drew Davis		Catherine Adams
Sandra Kelly		
Tom Lamar		
Nancy Tribble		

**Tompkins called the meeting to order at 7:34 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 October 16, 2025
- B. October 2025 Payables
- C. October 2025 Financials

Lamar 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 offered.

**3. Preliminary Discussion – Request for Proposals for Sixth and Jackson Property (A) – Cody Riddle**

*Staff will lead a discussion regarding the preparation and timeline for issuing a Request for Proposals (RFP) for the Agency’s property at Sixth and Jackson Streets. A copy of the 2023 RFP is included in the packet for discussion purposes.*

Riddle provided a brief review of the previous Request for Proposals for the Sixth and Jackson Street property, as described above. The Board provided feedback for Staff to use while drafting a new RFP, including extending the submission deadline, requiring a statement outlining financial viability, and a supplying a detailed timeline for the proposed construction.

The members indicated they would like to see the RFP include more prominent information regarding the condition of the soil at the Sixth and Jackson Street property as well as the scoring criteria for proposals. There was more discussion about what should be included in the proposal submissions, such as examples of pertinent completed projects with references. The Board clarified that if the property was to be split between multiple proposals, a Disposition and Development Agreement (DDA) would be required for each parcel and party involved.

The Board also talked about changing the language in the RFP to evaluate proposals that might include a Hello Walk that spans the property or meanders through it. There was a conversation about continuing to monitor the test wells on the site and how that could be written in as a responsibility of the new owners and an agreement to continue monitoring be tied to the purchase of the property.

**4. General Agency Updates – Cody Riddle**

- *The next regular meeting of the Urban Renewal Agency is scheduled for December 18, 2025.*
- *Bill Belknap will serve as Executive Director on an interim basis.*
- *Update on off-site monitoring wells.*

Riddle informed the Board that off-site wells were installed in October by Alta. The initial tests showed no trace of ammonia nitrates. Another round of testing will occur in March 2026. If the data is still at acceptable levels, the on-site system should be able to be removed.

**The meeting adjourned at 8:20 a.m.**

  
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Steve McGeehan, Agency Chair

*2-5-26*  
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Date