

# Moscow City Council



## Regular Meeting ~Minutes~

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Laurie M. Hopkins  
City Clerk

208.883.7015

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**Monday, April 1, 2019**

**7:00 PM**

**Council Chambers  
206 E. Third St.**

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**The meeting was called to order at 7:00 p.m.**

PRESENT: Mayor Bill Lambert, Art Bettge, Jim Boland, Kathryn Bonzo, Brandy Sullivan, Gina Taruscio, Anne Zabala

STAFF: Jen Pfiffner, Gary J. Riedner, Mia Vowels, Bill Belknap, Kyle Snyder, Kyle Steele, Mathew Meacham, David Schott, Kelli Cooper, Caylee Birge

### **PLEDGE OF ALLEGIANCE**

Council Member Bettge led the Pledge of Allegiance.

### **PROCLAMATION - FAIR HOUSING**

Mayor Lambert presented the Fair Housing Proclamation. Randy Baukol was presented with the proclamation.

### **PRESENTATION TO STEVE BONNAR**

Randy Baukol, chair of the Fair and Affordable Housing Commission presented the Sojourners Alliance award to Steve Bonnar. The Mayor recognized Steve's efforts.

### **CONSENT AGENDA**

#### **1. All Consent Items (ACTION ITEM)**

##### **A. Approval of Moscow City Council March 4, 2019 Minutes - Laurie M. Hopkins**

Minutes presented for approval.

**ACTION:** Approve minutes as presented.

##### **B. Approval of Moscow City Council March 18, 2019 Minutes - Laurie M. Hopkins**

Minutes presented for approval.

**ACTION:** Approve minutes as presented.

##### **C. Environmental Stewardship Award - Kelli Cooper**

The Environmental Stewardship Award is designed to recognize and reward local businesses who have taken steps to reduce their environmental impacts. It is an extension of existing City of Moscow programs such as the Fats, Oils, and Grease reduction program, and Water Conservation program as well as several City of Moscow ordinances regarding environmental

regulations. At the same time, the program is meant to encourage and support future actions by providing information on additional steps that can be taken and the resources to help businesses make those changes. The packet includes the award logo, a support letter from the Sustainable Environment Commission (SEC), and the application for eligibility. In addition, this award program was unanimously supported by the SEC. This was reviewed by the Public Works/Finance Committee on March 25, 2019 and recommended for approval.

**ACTION:** Approve the Environmental Stewardship Award program.

**D. Clarification of the FY2018 CAFR - Gary J. Riedner / Sarah Banks**

Upon finalizing the Comprehensive Annual Financial Report (CAFR) pursuant to the City Council's approval of the document at the March 18 Council meeting, a scrivener's error was identified. On page 42 of the CAFR document the Statement of Net Position, specifically the column outlining the Component Unit for the Moscow Urban Renewal Agency (URA), adjustments have been made to reflect the correction of that error. This correction does not affect any of the City's information, financials or the like, as it is simply a representation of the URA's financial standing at the time of the report. This was reviewed by Public Works/Finance Committee and Administrative Committee on March 25 and recommended for approval.

**ACTION:** Approve the correction to the Comprehensive Annual Financial Report (CAFR) as noted.

**E. Self-Funded Employee Health Insurance Proposal - Gary J. Riedner**

On May 21, 2018, City Council unanimously directed staff to proceed with the development of a self-funded city employee health insurance proposal for City Council consideration. Staff has worked with long-time benefits consultant The Murray Group (formerly Helbling Benefits) as directed by Council to develop a self-funded health insurance proposal to be submitted to the State of Idaho Department of Insurance (DOI) for consideration. Information was gathered for that application as well as the required Actuarial Study that was completed by Milliman Consulting. That study confirmed that the City's experience lends favorably to self-funding. On January 2, 2019, City Council approved the implementation of a self-funded employee health benefits program and application to the Idaho Department of Insurance, creation of a City of Moscow Employees Benefits Trust, appointment of Trustees, and authorization to enter into appropriate agreements to implement the program. The proposed implementation date was April 1, 2019. Staff is proposing delaying the implementation of the program until FY2020, in accordance with the attached memo from the City Supervisor. This was reviewed by Public Works/Finance Committee and Administrative Committee on March 25, 2019 and recommended for approval.

**PROPOSED ACTIONS:** Approve delaying the implementation of the Self-Funded Employee Health Benefits Program until FY2020 in accordance with the attached memo from the City Supervisor.

**F. Water Filter Plant Public Art Project Commission Agreement - Nichole Baker**

The City of Moscow Public Works Department and Arts Department have selected mural artist Camille Cote to create a mural installation on the Water Filter Plant building located at the highly-visible and busy intersection of Jackson and A Street. The painted mural will depict our aquifer system, based on the

image of the Generalized Geologic Cross Section through Pullman and Moscow. The intent of this Project is to educate citizens of the City's water resource. The attached agreement with Ms. Cotes is in the amount of \$6,000 and the project was anticipated in the FY2019 Water Department budget, line item 220-220-70-670-30. This was reviewed by the Public Works/Finance Committee on March 25, 2019 and recommended for approval.

**ACTION:** Approve the agreement.

Bettge moved to approve the consent agenda, Zabala seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

## **REGULAR AGENDA**

### **2. Staff Recognition Report - Gary J. Riedner**

Gary J. Riedner recognized Joe Knickerbocker's career and retirement.

### **3. Mayors Appointments (ACTION ITEM)**

Mayor Lambert proposed the appointment of Kerry Morsek to the Farmers Market Commission.

Bettge moved and Taruscio seconded to approve the appointment. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

### **4. Public Comment and Mayor's Response Period (limit 15 minutes)**

Kim O'Neill, 2100 Lexington Ave Moscow, with Moscow Career and Technical Education Coalition spoke. This is a new group of parents and professionals that want to assess the need to expanded agriculture sciences and technical classes in the Moscow School District. The first step is to assess the public interest and support during a public meeting that will held April 10, 2019 at 6:00 p.m. at the Best Western Plus University Inn. The second step will be to survey students to see if there is interest. The surveys will be provided by Professional Services from U of I. Funding will depend on the phase. Professors at the University of Idaho will teach during the first few years, followed by funding from the Idaho State Department of Education.

### **5. Citizen Commission Report - Fair and Affordable Housing Commission - Bill Belknap / Randy Baukol**

Bill Belknap introduced Randy Baukol. Baukol presented the membership, duties and activities participated over the past year. Upcoming activities will include creating a retractable banner for use at events, reviewing the Analysis of Impediments, and research and preparing for the HUD Assessment of Fair Housing process.

### **6. Request for Funding from Moscow Affordable Housing Trust (ACTION ITEM) - Gary J. Riedner**

Moscow Affordable Housing Trust (MAHT) is currently developing an affordable housing project consisting of a 3-unit townhouse located at 334, 336 and 338 Southview Avenue. MAHT purchased the property in fall, 2018 and is currently in the process of constructing improvements with a loan obtained through Idaho Housing Finance Authority. Because of the fact that the purchase of the land has depleted MAHT's working capital, Nils Peterson, Executive Director of the Moscow Affordable Housing Trust, is requesting financial assistance from the City of Moscow to participate in the cost of the property in the amount of \$15,000. This was reviewed by the Public

Works/Finance Committee on March 11, 2019 and recommended for approval.

**PROPOSED ACTIONS:** Recommend approval of MAHT request for \$15,000 for assistance in the cost of property for affordable housing project and authorize expenditure of funds from Legislative Non-Prioritized Projects; reject request, or take such other action deemed appropriate.

Riedner introduced the Nils Peterson, Executive Director of the Moscow Affordable Housing Trust (MAHT). Peterson stating that low income households cannot purchase housing in the Moscow market. There are several different ways to subsidize home purchases for long term affordability. Subsidy retained will be held from the federal government in the ground for perpetuity in a land trust. The buyer will get their own mortgage and Idaho Housing and Finance Association (IHFA) will provide up to \$40,000 to the Land Trust to fill the buyer gap. The next sale price will be calculated from the previous sale price, the value of the subsidies will not translate to the next sale. Sources of capital will include buyer sweat-equity through Self-Help Ownership program (SHOP). Grounded Solutions of Land Trust, a national organization, have provided a model lease agreement in which Idaho will adopt and use. There will be a ground lease of 99 years in place so the homeowner cannot be forced out. The home buyer will pay taxes and insurance on the home and any improvements. MAHT will have income stream from the rental agreement.

Bonzo moved to approve the MAHT request for \$15,000 for assistance in the cost of property for affordable housing project and authorize expenditure of funds from Legislative Non-Prioritized Projects. Zabala seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

#### **7. Downtown Survey Report (ACTION ITEM) – Jen Pfiffner / Kyle Snyder**

During the Zoning Code update that was approved by the City Council on May 21, 2018, questions were raised by the Council regarding the allowance of Educational Institutions (colleges and universities) within the Central Business Zoning District (CBZD). The City Council approved the Zoning Code amendment at the time, but requested that the Administrative Committee of the City Council continue the discussion regarding the allowance of educational uses within the CBZD. On August 20, 2018, City Council provided direction to staff to develop a survey for the community and property owners and businesses operating within the CBZD. A survey instrument was then prepared which contained questions designed to gauge the perceptions of the community and property owners and businesses operating within the CBZD in regards to a) current public/private universities and colleges in the CBZD and b) additional or expanded public/private universities and colleges in the CBZD. The survey instrument was approved by City Council. The survey was then sent out in the fall of 2018 to CBZD property and business owners as well as a random sample of the community. Staff has compiled the responses into a summary document for the Council's review and consideration. The survey was reviewed by Administrative Committee and Public Works/Finance Committee on March 25, 2019 and recommended to proceed to City Council.

**ACTION:** Receive report and provide staff with further direction.

Pfiffner introduced the item. Snyder presented the results of the survey. There was a 24% response rate from 1,476 surveys that were sent out to property owners and business owners in the Central Business Zoning District (CBD). The survey had three questions and a statement section. The Council agreed the results of the survey were clear with a 2:1 response rate in objection to private colleges and universities in the CBD.

Bonzo moved to send the survey results to the Planning and Zoning Commission to disallow private colleges and universities in the CBD. Sullivan seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

#### **8. Moscow Urban Renewal Agency Annual Report - Bill Belknap**

Belknap gave a report on finances, accomplishments for the past year and entities that partnered on projects, and on the agency's capital improvement plan. Upcoming projects include participation in the Almon Street reconstruction, Hello Walk on Sixth and Jackson, and contribution to the public art installation in the Legacy Crossing District.

#### **9. A Street, Stage 2 Project Construction Schedule Revision (ACTION ITEM) - Gary J. Riedner**

Plans and Specifications for the long planned federal aid project to reconstruct the segment of A Street from Peterson to Cherry Street were submitted to the Local Highway Technical Assistance Council (LHTAC) in November of 2018. The project was expected to be advertised for construction by January or February in order that construction could commence by mid-May of 2019. However, due to several factors beyond control of City Staff, the bid advertisement has now been delayed well beyond the optimum time to obtain the most favorable prices. The delay will also make it difficult to meet the intended construction window of May through October. At this point it has been determined the best way forward is to advertise the project for construction in FY2020. Staff has discussed this option with LHTAC officials, who have no objections to the change, pending receipt of a letter from Mayor Lambert documenting the request. In order to prevent further delay staff sought both Public Works/Finance and Administrative Committee approval for the Mayor to provide the attached letter to LHTAC. Staff seeks ratification of that action from City Council.

**PROPOSED ACTIONS:** Approve moving the bid advertisement for A Street, Stage 2 construction from FY2019 to FY2020, including ratification of Committee direction for Mayor Lambert to transmit the attached letter to LHTAC, or take such other action deemed appropriate.

Riedner introduced the item as written and distributed a memo from Les MacDonald regarding Mountain View Road and A Street Funding Package from January 27, 2016 to the Council. The memo gives the history of the underfunded project and approval from Council to transfer funding from the Mountain View Road project to the A Street project so it could proceed in 2019. Local Highway Technical Assistance Council (LHTAC) was scheduled to bid Spring 2019, however got a late start. With the late bid and short construction season, it would add expenditures and increase the overall project cost. The State of Idaho will now bid late fall or early winter for a better bid climate with a construction start date in early February 2020.

Boland moved to approve moving the bid advertisement for A Street, Stage 2 construction from FY2019 to FY2020 including ratification of committee direction for Mayor Lambert to transmit attached letter to LTAC. Taruscio seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

#### **10. Set FY2020 Budget Hearing Date for August 5, 2019 (ACTION ITEM) - Gary J. Riedner**

Per Idaho Code 63-802(A) the City is required to notify Latah County of the public hearing date for the City's annual budget no later than April 30th each year. Staff is requesting that the Council officially set the date so the Notification of Budget Hearing form can be completed and returned to the Latah County Auditor's Office by April 30th.

**PROPOSED ACTIONS:** Set August 5, 2019 as the public hearing date for the City of Moscow FY2020 budget, or take such other action deemed appropriate.

Riedner introduced item as written as written above.

Having no questions, Sullivan moved and Bettge seconded to set the hearing date for August 5th 2019 for the fiscal year 2020 budget. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

## REPORTS

### City Council

*Smart Transit* – Boland reported the commission passed the federal audit. There were a few engine replacements on buses. We have a new app for transit for easier travel.

*Urban Renewal Agency* – Bettge said there was an audit report on the association of finance.

*Human Rights Committee* – Zabala the committee is hosting a food drive and arts fair.

*Planning and Zoning Committee* – Sullivan said proposed changes to manufacture home parks were reviewed. There was presentation from Michele Ray on subdivision density review.

*Sustainable Environment Commission* – Bonzo said there was a presentation at the 1912 about smart meters. Paul Kimmel will present at the next meeting.

Council Members reported on other meetings and events.

### Mayor

The Mayor reported on the AIC legislative board meeting. At the Rotary luncheon meeting they discussed the state of city and the police bond. There will be an Airport board meeting, the runway is set to be done on October 9th. Gary Riedner and Mayor Lambert were at legal women voters. He also reported on upcoming events.

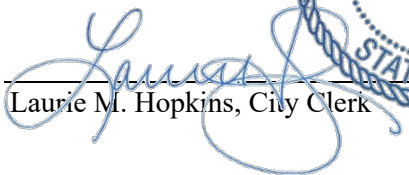
### Staff

Riedner reported that our second fire engine arrived April 1st.

## ADJOURN

The meeting adjourned at 9:15 p.m.

ATTEST:

  
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Laurie M. Hopkins, City Clerk



  
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Bill Lambert, Mayor