



Moscow City Council

Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

**Monday
March 19, 2018**

7:00 PM

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

The meeting was called to order at 7:00 PM

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

STAFF: Gary J. Riedner, Mia Vowels, Trevor Memmott, Les MacDonald, Bill Belknap, Sarah Banks, Laurie M. Hopkins

Pledge of Allegiance

Scout Troop 326 led the Pledge of Allegiance.

1. Consent Agenda

A. Approval of Moscow City Council March 5, 2018 Minutes – Laurie M. Hopkins

B. Disbursement Report for February 2018 – Sarah Banks

Staff will present the Accounts Payable Report for the month ending February 2018. This was reviewed, signed and recommended for approval by the Public Works/Finance Committee on March 12, 2018.

ACTION: Approve the Disbursements Report for the month of February 2018.

C. Fourth Quarter Financial Report July 1, 2017 to September 30, 2017 for FY2017 – Sarah Banks

Staff will present the financial report for the fourth quarter of fiscal year 2017 (July 1, 2017 to September 30, 2017). This was reviewed and recommended for approval by the Public Works/Finance Committee on March 12, 2018.

ACTION: Approve the FY2017 Fourth Quarter report.

D. FTA Master Agreement and FY2018 Certifications and Assurances – Alisa Anderson

In order to receive grant funding from the Federal Transit Administration (FTA) as a direct recipient or a sub-recipient through the Idaho Transportation Department (ITD), the City must review, acknowledge, and approve the FTA Master Agreement and the affirm and execute the FY2018 Certifications and Assurances on an annual basis. This was reviewed and recommended for approval by the Public Works/Finance Committee on March 12, 2018.

ACTION: Approve the FTA Master Agreement and affirm and execute the FY2018 Certifications and Assurances.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Art Bettge, Councilmember
SECONDER:	Jim Boland, Councilmember
AYES:	Bonzo, Taruscio, Bettge, Boland, Sullivan, Zabala

2. Staff Recognition Report - Gary J. Riedner

None offered.

3. Mayors Appointments

None offered.

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

None offered.

5. Oath of Office for Mia Vowels as City Attorney - Gary J. Riedner / Laurie M. Hopkins

Vowels received the oath of office and said a few words about this transition to the City Attorney position.

6. Partnership for Economic Prosperity Report - Dan Ewart

Ewart said PEP wants to be the economic development organization for Latah County. The office was relocated to campus in the Intermodal Transit Center. They have signed up their second commercial partner First Step Internet, the first being Avista. A quarterly report is sent to all partners (see attached October to December 2017 report) and includes metrics of meetings. PEP's goal is to be the organization approached for economic development in the county providing local, state wide and federal information. Ewart explained there is constant communication with the partners and other economic development organizations to promote current projects in the area. Due to non-disclosure, specific examples of new or expanding businesses cannot be named. The three year commitment of funding from partners is about one and half years in. EMSI has been a huge partner with PEP. The PEP website gives the small cities a large advantage as they don't have a web presence or promotion. Boland heard of a community solar program and suggested PEP explore the possibility for the county. Taruscio, Executive Director of PEP, added that a lot of the requests she has received have been questions and advice on website, accounting, expansion and hiring of employees.

7. Comprehensive Annual Financial Report Presentation - Sarah Banks

Presnell Gage Accountants, the City's auditors, will be presenting the City's FY2017 Comprehensive Annual Financial Report (CAFR) and reporting significant changes to City Council regarding the annual audit and outlining comparative changes compared to the FY2016 CAFR. The City has received the Certificate of Achievement for Excellence in Financial Reporting for the CAFR for 14 consecutive years. After approval, staff will submit the FY2017 CAFR for consideration for the award. The accompanying final draft of the FY2017 CAFR is submitted for City Council's review.

PROPOSED ACTIONS: Accept the City of Moscow audited Comprehensive Annual Financial Report for FY2017 as presented; or take other such action as deemed appropriate.

Banks introduced Nick Nicholson from Presnell Gage. The audited financial statements report allows the City to get a better rate when going out for bonds. Nicholson explained financial responsibilities between the City and the auditor, and provided financial highlights of funds. After review, nothing rose to the level that anything was lacking, the City is in compliance and appropriately expending which results in an unmodified opinion from the auditor. The City of Moscow audited Comprehensive Annual Financial Report for FY2017 was accepted by roll call vote.

8. 2017 Commission Survey Report - Jen Pfiffner

Riedner explained a city survey has been done every two years since 2002. Commissions were allowed to put two questions in each survey. At 8-10 pages, citizens are less likely to fill it out. By creating a separate survey in the off years, it allows the commissions to ask three questions without making the survey overbearing on citizens. Riedner introduced Trevor Memmott, Administration Department MPA intern. Memmott went through the results of the survey (see attached presentation) and explained highlights of results. He also explained how the survey was put together, statistics and validity.

9. Moscow Urban Renewal Agency 2017 Annual Report - Bill Belknap

In compliance with Idaho Code, all urban renewal agencies are required to file an annual report describing the activities of the agency for the preceding year with the local governing body by March 31st of each year. Agencies are required to hold a public meeting to report the findings of the annual report and to take comments from the public prior to filing the report with the governing body. The Moscow Urban Renewal Agency held their public meeting to accept and approve the annual report on March 1, 2018 and it is now being presented to the City Council.

PROPOSED ACTIONS: Accept the MURA 2017 Annual Report; or take such other action deemed appropriate.

Belknap gave a brief history of the Moscow Urban Renewal Agency, the responsibilities, and listed the commissioners. The report included significant achievements for the year, specifics on each district and financials (see attached presentation). The Moscow Urban Renewal Agency 2017 Annual Report was accepted by roll call vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathryn Bonzo, Council President
SECONDER:	Anne Zabala, Councilmember
AYES:	Bonzo, Taruscio, Bettge, Boland, Sullivan, Zabala

10. FY18 Local Strategic Initiatives Program - Grant Award - LHTAC/Local Agreement - Les MacDonald

The funding for a state grant opportunity called Local Strategic Initiative (LSI) was established in 2017 as part of the Idaho State Surplus Eliminator Program. The program is designed to fund “shovel ready” maintenance projects that address safety and mobility and can be ready for bid within 90 days of the grant award acceptance. City staff submitted a grant request for the LSI program in December 2017 requesting \$477,450 to fund the 2018 Pavement Preservation Project. The proposed project included the application of approximately 269,200 square yards of slurry seal on city streets at various locations throughout Moscow. On February 21, 2018, the City received a letter of award detailing project implementation instructions and a Local Agreement with the Local Highway Technical Assistance Council (LHTAC), Program Administrator. The award is for the full amount requested of \$477,450 with no match requirements. This was reviewed and recommended for approval by the Public Works/Finance Committee on March 12, 2018.

PROPOSED ACTIONS: Accept the Local Strategic Initiatives grant award and execute the LHTAC/Local Agreement for \$477,450 for the 2018 Pavement Preservation Program or take other action deemed appropriate.

MacDonald introduced the item as written above, showed a map of where previous slurry seals have been applied and also a map of the proposed areas. The Local Strategic Initiatives grant award and execution of the LHTAC/Local Agreement for \$477,450 for the 2018 Pavement Preservation Program was approved by roll call vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathryn Bonzo, Council President
AYES:	Bonzo, Taruscio, Bettge, Boland, Sullivan, Zabala

11. 2018 City Limits Ordinance Correction – Gary J. Riedner

Idaho State Code requires that all cities within the State of Idaho designate their legal corporate limits each year. In order to accomplish this, a new legal description of the corporate limits is developed at the beginning of the year that incorporates any and all changes to the City boundary that have occurred during the last calendar year. In order to maintain compliance with the law, the attached ordinance is presented to adopt the official legal description for the City of Moscow corporate limits.

There was one annexation in 2017, known as the Montgomery Annexation, located at the end of Warbonnet Drive north of West A Street. The City Council adopted Ordinance 2017-15 establishing and declaring corporate limits of the City of Moscow, Latah County, Idaho on December 4, 2017. Ordinance 2017-15 contained an error in the legal description. The proposed ordinance corrects that error.

PROPOSED ACTIONS: Approve the attached ordinance amending Ordinance 2017-15 to correct an error in the legal description and establishing the new legal description for the City of Moscow corporate limits under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary; or consider the ordinance on first reading and that it be read by title; or reject the ordinance; or take such other action deemed appropriate.

Riedner explained the annexation from last year which was included in the city limit ordinance approved in December 2017. There was an error in the legal description thus requires an ordinance correcting the error. The city limit ordinance amending Ordinance 2017-15 to correct an error in the legal description and establishing the new legal description for the City of Moscow corporate limits was adopted under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary.

RESULT:	ADOPTED ON FIRST READING W/SUS [UNANIMOUS]
MOVER:	Art Bettge, Councilmember
SECONDER:	Gina Taruscio, Council Vice President
AYES:	Bonzo, Taruscio, Bettge, Boland, Sullivan, Zabala

Reports

City Council

Moscow Arts Commission - Bonzo said the Commission discussed the Artwalk poster that was chosen; the poet laureate will be announced at Artwalk,

Fair and Affordable Housing Commission - Zabala reported there was a presentation by sixth grade class at Palouse Prairie regarding Syringa; community members attended and talked about tenant rights and what renters are facing in the community; planning a housing fair with date to be determined.

Planning & Zoning Commission - Zabala said there was a presentation on tiny houses regarding zoning and cost; discussion continued on density; following the revisions on cottage housing in Spokane and what kind of effects it will have if passed.

Moscow Tree Commission - Taruscio said the Commission discussed the street tree planting guide; tree classes through P&R; arbor day celebration; participating in P&R master plan.

Transportation Commission - Taruscio said the Commission discussed parking district revisions at the University of Idaho; discussion of Almon Street one-way configuration going back to a two-way street

Palouse Basin Aquifer Committee - Boland said they had a presentation from John Busch regarding

underlining geology and water flow; initiated testing of water in the north fork.

Reports were also given on events attended.

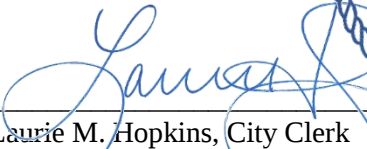
Mayor

Mayor said he attended the NLC meetings with highlights about infrastructure throughout the conference. He and Gary met with the Department of Transportation and discussed the future of the Tiger Grant and information a new grant. They also met with Risch, Simpson and Labrador, and Crapo's representative.

Adjourn

The meeting was closed at 9:29 PM

ATTEST:



Laurie M. Hopkins, City Clerk





Bill Lambert, Mayor