



Moscow City Council Regular Meeting

Laurie M. Hopkins

~Agenda~

City Clerk

www.ci.moscow.id.us

208.883.7015

Monday

7:00 PM

Council Chambers

October 15, 2018

206 E. Third St.

The Moscow Mayor, City Council and Staff welcome you to tonight's meeting. We appreciate and encourage public participation. For regular agenda items, an opportunity for public comment is sometimes provided after the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so during the public comment item on the agenda. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Moscow City Council meetings are televised, videotaped and/or recorded. Thank you for your interest in City government.

Pledge Of Allegiance

1. Consent Agenda (ACTION ITEM)

A. Approval Of Moscow City Council October 1, 2018 Minutes – Laurie M. Hopkins

Documents:

[COUNCIL MINUTES OF OCT 1, 2018.PDF](#)

B. Disbursement Report For September 2018 - Sarah Banks

Presentation of the Accounts Payable Report for the month ending September 30, 2018. This was reviewed, signed and recommended for approval by the Public Works/Finance Committee on October 8, 2018.

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

Documents:

[DISBURSEMENT REPORT FOR SEPT 2018.PDF](#)

C. Proposed Lot Division At 209 Rodeo Drive - Leah Carlson

Cody Merrill is requesting a lot division to divide an existing 4.69 acre parcel into two parcels of approximately 2.11 acres and 2.58 acres in size. The lot division is intended to accommodate a Self-Storage Facility which was approved for a Conditional Use Permit by the Board of Adjustment on August

29th, 2018. The subject property is within the Motor Business (MB) Zoning District which has no minimum lot width or size requirements, therefore all proposed lots meet current requirements. Property owners within 600 feet of the property have been notified of the proposed division and the site was posted seven (7) days prior to the public meeting date. This was reviewed and recommended for approval by the Public Works/Finance Committee on October 8, 2018.

ACTION: Approve the lot division request with no conditions.

Documents:

[LOT DIVISION AT 209 RODEO DR.PDF](#)

2. Staff Recognition Report - Gary J. Riedner

3. Government Finance Officers Association (GFOA) Award Presentation (ACTION ITEM) - Gary J. Riedner

The City submitted the FY2017 Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association (GFOA) for consideration for the Certificate of Achievement for Excellence in Financial Reporting Award. The GFOA reviewed the FY2017 CAFR and determined that it met the rigorous standards for the award and subsequently issued its certificate. This is the 15th consecutive year the City has received the GFOA Award for Excellence in Financial Reporting.

ACTION: Acknowledge the Excellence in Financial Reporting Award from the Government Finance Officers Association for the City's FY2017 Comprehensive Annual Financial Report.

Documents:

[GFOA AWARD FOR FY2017.PDF](#)

4. Mayors Appointments (ACTION ITEM)

5. Public Comment And Mayor's Response Period (Limit 15 Minutes)

Reports

City Council
Mayor
Staff

Adjourn to Executive Session per Idaho Code 74-206 (1)(B), (1)(C) and (1)(F) - The meeting will not reconvene.

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.



Moscow City Council

Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
October 1, 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, Bill Belknap, Leah Carlson, Dwight Curtis, David Schott, Brian Nickerson, Laurie M. Hopkins

Pledge of Allegiance

Council President Bonzo led the Pledge of Allegiance.

Fire Prevention Week Proclamation

Mayor Lambert read the proclamation and presented it to Chief Brian Nickerson. Nickerson said school tours are going on this week and thanked the Mayor and Council.

1. Consent Agenda (ACTION ITEM)

A. Approval of Moscow City Council September 17, 2018 Minutes – Laurie M. Hopkins

B. 2019 Idaho's Child Passenger Safety Grant - Alisa Anderson

The Moscow Police Department has participated in a Child Passenger Safety program since 2003 by applying for funding to purchase safety seats for children and participating in Child Passenger Safety Technician Instruction classes. The FFY2019 funding requested will be directed through the Idaho Transportation Department, Office of Highway safety. The request is for \$5,550 for child safety seats and materials and \$10,275 for training and recertification of child safety seat technicians, events, and educational materials. The Moscow Police Department will contribute \$1,200 of in-kind staff time and supplies for training during the award period for a total program cost of \$15,825. This was reviewed and recommended for approval by the Administrative Committee on September 24, 2018.

ACTION: Approve the proposed funding request to accept an anticipated award of \$14,625 from the Idaho Transportation Department, Office of Highway Safety, and the corresponding Certifications and Assurances.

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

2. Staff Recognition Report - Gary J. Riedner

None offered.

Minutes Acceptance: Minutes of Oct 1, 2018 7:00 PM (Consent Agenda (ACTION ITEM))

3. Mayors Appointments(ACTION ITEM)

Mayor Lambert proposed the following appointments: Carly Lilly and Russ Moore to the Sustainable Environment Commission; and Tim Thomson to the Board of Adjustment. The appointments were approved by roll call vote.

Tim Thompson provided some of his background and has returned to Moscow. He looks forward to serving. Russ Moore said he also returned to the Palouse and is honored to be appointed and ready to contribute.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gina Taruscio, Council Vice President
SECONDER:	Brandy Sullivan, Councilmember
AYES:	Bonzo, Taruscio, Bettge, Boland, Sullivan, Zabala

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

Margaret Dibble, Moscow Pathways Commission, spoke on Margaret Littlejohn and a fund created through the Latah Trail Foundation. Blackbird Station now has a concrete base and benches. Dibble gifted a check in the amount of \$2,000 to put towards the future water fountain in Margaret Littlejohn's name.

JD Gilke, 400 N Adams St Moscow, handed out a map of C Street between Jefferson and Adams and said the street needs resurfacing. He also suggested resurfacing for First Street between Jefferson and Adams. Other issues are the lack of fence on the east side of the Lena Whitmore playground and an abandoned motorhome (manufactured home) south of town that needs to be removed. He also suggests recruiting businesses to fill the empty spaces in town

Lambert said the City will resume street once the weather gets better and asphalt companies start back up. Riedner gave a brief explanation of the Local Improvement District process and referred him to the Engineering Department. The fence at Lena is under the purview of the Moscow School District and Riedner would contact the City Code Enforcement to discuss the motorhome.

David Pierce, 716 E F St Moscow, as of today, Kathleen Burns has retired. He listed off various events and programs she has done to make Moscow a better place. Her enthusiasm is passionate. She has worked very hard to make Moscow a better place for all the arts, and the Farmers Market best in the state of Idaho.

5. Citizen Commission Report - Parks and Recreation Commission - Dwight Curtis / Robby Cooper

Curtis introduced Robby Cooper, Chair of the Parks and Recreation Commission. Cooper listed the Commission members and presented the current projects that included reviewing parkland dedication for an edible forest park, installation of the iSwing at East City Park, and grand openings at Morgan's Orchard and Indian Hills parks. Upcoming projects are the implementation of the 2019 P&R Master Plan update, planning for an edible forest park, reducing pesticide in city parks, and more grand openings.

6. Public Hearing: Amended and Restated Legacy Crossing Urban Renewal District Redevelopment Plan Consideration - Bill Belknap

Within the City's adopted 2015 Strategic Plan the Council has identified the deteriorating public infrastructure within the Downtown as a Major Challenge Area. During following joint meetings between City Council and the Urban Renewal Agency Board, the expansion of the Legacy Crossing District Boundary to include Main Street was identified as a priority. Amending the boundary would allow the Agency to partner with the City in future downtown streetscape and public infrastructure

improvements. On April 2, 2018 at which time the Council directed the Agency to prepare a plan amendment for the Council's consideration. The Agency has completed that work and is now presenting the Amended and Restated Legacy Crossing Urban Renewal District Redevelopment Plan for the Council's consideration. The public hearing upon the proposed plan amendment has been noticed for October 1, 2018. This was reviewed by the Public Works Finance Committee on September 24, 2018.

PROPOSED ACTIONS: Conduct the public hearing and upon consideration of testimony presented, approve the Ordinance 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.

Belknap gave a background of the proposed expansion including the steps leading up to the scheduled public hearing. The plan document outlines the purpose, goals and objectives of the project; documents compliance; identifies intended activities, improvements, and agency participation; and establishes financial feasibility. Belknap presented a map of the area for annexation into the Legacy Crossing Urban Renewal District. An infrastructure needs assessment was completed in 2007 and reviewed in 2008 by Public Works and other staff. Belknap went through some of the identified projects such as pavement repair, curbs, gutters, sidewalks, water main replacement and storm drainage improvements. The current levy rates would not vary and over \$12 million in tax increment is projected. The MURA board approved the transmittal to the City Council. P&Z reviewed the proposal and found it in conformance.

Bonzo confirmed the boundary and asked how the areas will come together. Belknap said the overall goal is to improve infrastructure on Main Street similar to other areas using the same treatments for a more uniformed theme with downtown elements.

Mayor Lambert opened the public hearing at 7:54 p.m.

Victoria Seever, 121 N Lilly St Moscow, has attended MURA meetings for the last four years has seen this proposal in detail and it is fully supported. The MURA is a model of what is achievable. She feels it is a no-brainer to expand the district in order to collaborate with the City on Main Street upgrades. Together the City and MURA can leverage resources and community identity. Seever feels the extension of a consistent design element will link U of I and Gritman as well.

Mayor Lambert closed the public hearing at 7:56 p.m.

Sullivan feels the area should have been included from the start. Bettge echoed Seever's sentiments and feels it makes sense.

The ordinance was approved by roll call vote under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary.

Mayor Lambert read Ordinance 2018-13:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MOSCOW, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, APPROVING THE AMENDED AND RESTATED LEGACY CROSSING URBAN RENEWAL DISTRICT PLAN, WHICH INCLUDES REVENUE ALLOCATION FINANCING PROVISIONS; PROVIDING FOR A ONE-TIME EXPANSION OF THE EXISTING PROJECT AND REVENUE ALLOCATION AREA OF LESS THAN TEN PERCENT (10%) OF THE EXISTING PROJECT AND REVENUE ALLOCATION AREA AS AUTHORIZED UNDER IDAHO CODE SECTION 50-2033; AUTHORIZING THE CITY CLERK TO TRANSMIT A

COPY OF THIS ORDINANCE AND OTHER REQUIRED INFORMATION TO COUNTY AND STATE OFFICIALS; APPROVING THE PUBLICATION OF A SUMMARY OF THE ORDINANCE WITH THE FULL TEXT AVAILABLE AT CITY HALL; PROVIDING FOR A WAIVER OF THE READING RULES; PROVIDING THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT IMMEDIATELY UPON ITS PASSAGE, APPROVAL, AND PUBLICATION WITH AN EFFECTIVE RETROACTIVE DATE OF JANUARY 1, 2018; AND PROVIDING THAT THE PROVISIONS OF THIS ORDINANCE BE DEEMED SEVERABLE.

RESULT:	ADOPTED ON FIRST READING UNDER SUSPENSION OF THE RULES [UNANIMOUS]
MOVER:	Gina Taruscio, Council Vice President
SECONDER:	Jim Boland, Councilmember
AYES:	Bonzo, Taruscio, Bettge, Boland, Sullivan, Zabala

7. Proposed Lot Division at 401 E. Veatch Street (ACTION ITEM) - Leah Carlson

Brent Loney is requesting a lot division for a 20,985 square foot parcel of land located at 401 E. Veatch Street in the City of Moscow. The owner proposes to establish four parcels of approximately 4,082 sf, 4,985 sf, 6,684 sf, and 5,235 sf from the original parcel. There is no minimum or maximum lot size in the Motor Business (MB) Zoning District, therefore all proposed lots meet lot size requirements. There is one existing structure in the northwest corner of the existing subject property. Property owners within 600 feet of the property have been notified of the proposed division and the site was posted seven (7) days prior to the public meeting date. This was reviewed and recommended for approval by the Public Works/Finance Committee on September 24, 2018.

PROPOSED ACTIONS: Approve the lot division request with no conditions; approve the lot division request with conditions; deny the lot division request; or take other such action deemed appropriate.

Carlson introduced the item as written above and showed an additional drawing of the proposed parking within the site plan. Staff received a follow up email from Grzebielski who expressed concern about traffic flow through the alley to the Troy Highway and parking in the area. As the majority of Parcel C abuts the alley, it needs to be a flag lot to meet the 20-foot public street right-of-way requirement. Approval of the lot division with no conditions was approved by roll call vote.

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

8. HRC Request for Statement in Support of Idaho Proposition 2 (ACTION ITEM) - Gary J. Riedner

The City of Moscow Human Rights Commission (HRC) has requested that Mayor Lambert and the Moscow City Council issue a statement supporting Idaho Proposition 2, Medicaid Expansion Initiative. Proposition 2 will be on the ballot in November 2018. In July of 2018, legislation known as the "Public Integrity in Elections Act" took affect that prohibits public entities from using public funds, resources or property to advocate for or against a candidate or a ballot measure. As such, it is recommended that the Mayor and Moscow City Council do not provide a statement for this measure. The legislation does not preclude public officials or employees from exercising their first amendment right to voice their personal opinion in regards to ballot measures, provided no City funds, property or resources are used for expenditures supporting the public official or employee in the development or dissemination of their personal opinion.

PROPOSED ACTIONS: Receive request and take no action as a governmental entity, or take other such action deemed appropriate.

Riedner explained the Human Rights Commission (HRC) requested a letter in support of Proposition 2. After review of the Idaho Code by the City Attorney, her opinion is the Code prevents a public entity from supporting a bond measure with expending public funds. Officials would be excluded from this law as long as it was done personally. For instance, if the City pursues a bond next spring, the City can educate but not advocate. Because of this, the advice of the City Attorney and Administration is that the City Council does not adopt a resolution in support of Proposition 2. Each member may send a letter in support outside the City resources. The City Attorney also feels the City Code empowers the HRC, as part of their charge in taking positions, advocating for equal rights, and keeping with their mission. Because of this, it would be acceptable for the Commission to send a letter. In order to keep Council separate from the Commissions, it is not suggested a council member sign the HRC letter.

It is also the opinion of staff that a council member may use their title in their support or opposition. Taruscio, opportunity as citizens, can you use title. If council members were to take out an advertisement, Staff would appreciate adding a disclaimer such as “no public funds were expended in taking out this ad” or something like it. Boland felt the Commission letter would not any less weight than the Council. As individuals, each councilor has their first amendment right to support by sending a letter. Riedner added a council member may add to their letter that you support the position of the HRC.

Reports

City Council

Planning & Zoning Commission - Zabala said the Commission has scheduled their Comprehensive Plan open house for October 24; also discussed the subdivision code.

Human Rights Commission - Boland said the Commission discussed Proposition 2.

Palouse Basin Aquifer Committee - Boland said the committee discussed the water summit taking place on September 18 at Schweitzer.

Moscow Pathways Commission - Sullivan said the Commission held their bike tour and attendees were excited about the underpass path and Blackbird Station.

Historic Preservation Commission - Sullivan said the Commission held their Orchid Awards.

Sustainable Environment Commission - Sullivan reported Kelli Cooper gave report on a document on how to reduce waste and will go out with the educational materials. A U of I student as attended and said she is applying for a mini-grant to establish a parcel on U of I property for a pesticide free test plot.

Council Members also reported on other events and meetings.

Mayor

Mayor Lambert thanked Bonzo for filling in at the Orchid Awards. The Mayor’s Youth Advisory Committee held its first meeting on September 24. There were 11 young men and 5 young women at the meeting (4 from Logos and 7 from Moscow High). The next meeting will take place next Monday to assign leadership roles. The youth will learn about civics and parliamentary procedure. An airport board meeting took place today. The Quarterly Regional breakfast meeting is Wednesday at Banyons. October 1 began the Mayor’s walking challenge in Idaho. Mayor Lambert accepted a challenge from the Mayor

of Pocatello regarding the Idaho State University/University of Idaho football game. The Mayor from the losing team must wear the other university tie at their next council meeting.

Staff

Riedner said he returned from the International City Manager Association conference and has some new ideas for staff.

Adjourn

The meeting was adjourned at 8:23 PM.

Bill Lambert, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

Minutes Acceptance: Minutes of Oct 1, 2018 7:00 PM (Consent Agenda (ACTION ITEM))

MOSCOW CITY COUNCIL AGENDA**Meeting Date:** 10/15/2018**Title:** Disbursement Report for September 2018**Responsible Staff:** Sarah Banks

Information

DESCRIPTION: Presentation of the Accounts Payable Report for the month ending September 30, 2018. A summary of the major expenditures has been approximated by category and represents 95% of the total expenditure of \$2,299,357.20. This was reviewed, signed and recommended for approval by the Public Works/Finance Committee on October 8, 2018.

Payroll	\$1,022,757.00
Professional Services	91,576.00
Sanitation	296,879.00
Contractual Payments	27,698.00
Supplies	68,528.00
Utilities	108,312.00
Capital Outlay	219,796.00
Capital Outlay- Vehicles	92,733.00
Capital Outlay-Improvements	205,573.00
Wells Fargo ACH	44,350.00
Total	\$2,178,202.00

STAFF RECOMMENDATION: Approve report.

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

Necessary Resources/Impacts

\$2,299,357.20

Attachments

Disbursements Report for Sept 2018

Cash & Investments Balances Sept 2018

Revenue Report Sept 2018

DISBURSEMENTS REPORT FOR SEPTEMBER 2018

DATE	FUND NAME	ACCOUNTS PAYABLE							GRAND TOTALS
		ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACH	VOID CHECKS	PAYROLL	PAYROLL	
BATCH #		9/7/2018	9/13/2018	9/21/2018	9/14/2018	9/7/2018 9/19/2018 00002.09.2018	9/14/2018	9/28/2018	
CHECK #'s		00001.09.2018	00030.09.2018	00004.09.2018	00005.09.2018	00001.09.2018	00100.09.2018	00200.09.2018	
Fund #		88692-88767	88768-88841	88842-88959	Sept's CC ACHS		20786-20795	20796-20806	
	ACH for Wells Fargo to be Imported 10/1/18				27,222.09				27,222.09
101	GENERAL	33,518.14	14,294.82	72,586.72	5,817.36		300,224.26	311,264.49	737,705.79
105	STREETS	5,989.27	1,037.00	41,128.30	112.06		22,850.37	23,607.98	94,724.98
120	RECREATION AND CULTURE	5,735.48	9,003.87	33,575.79	5,180.08	(350.00)	57,494.80	55,822.76	166,462.78
121	MSD COMM. PLAY FIELDS	271.90	96.39	2,500.00			1,561.60	1,615.22	6,045.11
123	1912 CENTER		7,916.67						7,916.67
128	TRANSIT CENTER	151.54	1,902.39	901.70					2,955.63
220	WATER	51,774.81	16,367.89	69,086.24	2,277.35	(87.50)	44,312.85	45,332.61	229,064.25
230	SEWER	7,364.77	19,373.85	50,811.89	1,582.79	(87.50)	46,639.52	46,442.88	172,128.20
240	SANITATION	101,254.06	180,887.47	12,153.00			3,757.26	3,843.54	301,895.33
290	FLEET	12,502.59	2,428.69	98,845.08	1,378.37		12,019.24	12,230.17	139,404.14
295	INFORMATION SYSTEMS		20,633.69	3,434.05	671.05		16,906.96	16,830.02	58,475.77
320	WATER CAPITAL PROJECTS	29,471.66	3,705.00	10,631.94					43,808.60
330	SEWER CAPITAL PROJECTS		7,005.00	1,653.86					8,658.86
340	SANITATION CAPITAL PROJ								0.00
350	CAPITAL PROJECTS	80,522.82	138,169.67	84,088.24	108.27				302,889.00
355	LID CONSTRUCTION								0.00
380	HAMILTON - PARKS & REC								0.00
590	BONDS & INTEREST								0.00
	TOTAL	328,557.04	422,822.40	481,396.81	44,349.42	(525.00)	505,766.86	516,989.67	2,299,357.20

WIRE Transfers:

Kathryn Bonzo, Chair

Brandy Sullivan

Jim Boland

Sarah L. Banks, Finance Director

Attachment: Disbursements Report for Sept 2018 (1819 : Disbursement Report for September 2018)

City of Moscow Cash and Investments Balances as of 09/30/2018		
Fund	Year to Date Balance	
General Fund	\$	5,655,635.29
Street Fund	\$	1,452,823.14
Culture & Recreation	\$	1,322,434.55
MSDCPF	\$	139,048.68
1912 Fund	\$	73,337.70
Art Fund	\$	-
Transit Center	\$	49,361.86
Water Fund	\$	3,077,982.70
Sewer/WWTP	\$	4,471,561.52
Sanitation Fund	\$	2,330,764.31
Fleet Fund	\$	2,418,311.65
Information Systems	\$	1,885,607.55
Water Capital	\$	6,231,924.73
Sewer Capital	\$	7,612,250.82
Capital Projects	\$	4,471,098.27
Sanitation Capital	\$	4,873,383.68
LID construction	\$	180,612.68
Hamilton	\$	2,576,636.31
Bond & Interest	\$	11,993.86
LID Funds	\$	24,058.09
Payroll Service	\$	540,760.12
Total Cash & Investments	\$	49,399,587.51

RECEIPTS REPORT FOR AUGUST 2018

Fund #	FUND NAME	Taxes	Franchise Fees	Licenses & Permits	Intergovernmental	Charges for Services	Fines & Penalties	Investment Income	Refunds & Reimbursements	Contributions & Donations	Other	Grand Total
101	GENERAL	16,488.21	92,186.09	105,186.84	9,604.54	126,958.97	15,773.46	36,119.46	2,192.74	0.00	4,236.27	408,746.58
105	STREETS	2,535.28	0.00	0.00	0.00	25,081.20	0.00	0.00	248.00	0.00	0.00	27,864.48
120	RECREATION AND CULTURE	0.00	0.00	0.00	435.00	22,888.29	0.00	0.00	3,142.36	19,070.00	0.00	45,535.65
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	6,631.55	0.00	0.00	0.00	0.00	0.00	0.00	6,631.55
123	1912 CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	TRANSIT CENTER	0.00	0.00	0.00	0.00	1,379.54	0.00	0.00	0.00	0.00	0.00	1,379.54
220	WATER	0.00	0.00	0.00	0.00	709,217.59	0.00	48,914.73	0.00	0.00	0.00	758,132.32
230	SEWER	0.00	0.00	0.00	0.00	995,398.20	0.00	0.00	1,119.68	0.00	0.00	996,517.88
240	SANITATION	0.00	0.00	0.00	0.00	391,549.60	0.00	0.00	2,000.00	0.00	0.00	393,549.60
290	FLEET	0.00	0.00	0.00	0.00	76,034.67	0.00	0.00	498.40	0.00	0.00	76,533.07
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	97,568.34	0.00	0.00	3.66	0.00	0.00	97,572.00
320	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330	SEWER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
340	SANITATION CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350	CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80.00	0.00	0.00	80.00
355	LID CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
380	HAMILTON P&R	0.00	0.00	0.00	0.00	0.00	0.00	4,667.10	0.00	0.00	0.00	4,667.10
590	BOND & INTEREST	524.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	524.77
595	LID FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL	19,548.26	92,186.09	105,186.84	16,671.09	2,446,076.40	15,773.46	89,701.29	9,284.84	19,070.00	4,236.27	2,817,734.54

Attachment: Revenue Report Sept 2018 (1819 : Disbursement Report for September 2018)

MOSCOW CITY COUNCIL AGENDA**Meeting Date:** 10/15/2018**Title:** Proposed Lot Division at 209 Rodeo Drive**Responsible Staff:** Leah Carlson

Information

DESCRIPTION: Cody Merrill is requesting a lot division to divide an existing 4.69 acre parcel into two parcels of approximately 2.11 acres and 2.58 acres in size. The lot division is intended to accommodate a Self-Storage Facility which was approved for a Conditional Use Permit by the Board of Adjustment on August 29th, 2018. The subject property is within the Motor Business (MB) Zoning District which has no minimum lot width or size requirements, therefore all proposed lots meet current requirements. Property owners within 600 feet of the property have been notified of the proposed division and the site was posted seven (7) days prior to the public meeting date. This was reviewed and recommended for approval by the Public Works/Finance Committee on October 8, 2018.

STAFF RECOMMENDATION: Approve the lot division request with no conditions.

ACTION: Approve the lot division request with no conditions.

Necessary Resources/Impacts

N/A

Attachments

209 Rodeo Drive LD Site Plan
Parcel A - Legal Description
Parent Parcel - Legal Description
Remainder Parcel - Legal Description
Lot Division Application letter

9-19-2018

Legal Description by Hodge & Associates For Cody Merrell – Parcel A

A legal description for a parcel of land located in the NW1/4 of the NW1/4 of Section 8, T39N, R5W, B.M., being a portion of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow, Latah County, Idaho and being more particularly described as follows:

Commencing at the northwest corner of Lot 2, Block 1 of Park View Estates Addition to the City of Moscow, also being the southwest corner of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow and the southwest corner of Correction Deed, Instrument #562596, thence along the west line of said Lot 1 and the east right-of-way of U.S. Highway 95, N0°41'52"E, 125.00 feet to the northwest corner of said Correction Deed, thence leaving said west line and said east right-of-way, S89°09'14"E, 302.26 feet, along the north line of said Correction Deed, to the **Point of Beginning**:

Thence leaving said north line, N0°50'46"E, 430.13 feet to the north line of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow and the south right-of-way of Rodeo Drive;

Thence along said north line and said south right-of-way the following two courses:

Thence 138.62 feet, along a curve to the left, said curve having a Delta = 5°01'06",

Radius = 1582.70 feet, Chord = 138.58 feet and a Chord Bearing = N87°04'54"E;

Thence 71.99 feet, along a curve to the right, said curve having a Delta = 2°43'36",

Radius = 1512.70 feet, Chord = 71.98 feet and a Chord Bearing = N85°56'09"E to

the northeast corner of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow;

Thence, leaving said north line and said south right-of-way, S0°50'46"W, 445.39 feet, along the east line of said Lot 1, to the northeast corner of Correction Deed, Instrument #562596;

Thence N89°09'14"W, 210.00 feet, to the **Point of Beginning**.

Parcel contains 2.11 acres, more or less.

Together With: an easement for storm water purposes, located in the NW1/4 of the NW1/4 of Section 8, T39N, R5W, B.M., in a portion of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow, Latah County, Idaho, being a 10 foot wide strip of land lying northerly and parallel with the following described line:

Commencing at the northwest corner of Lot 2, Block 1 of Park View Estates Addition to the City of Moscow, also being the southwest corner of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow and the southwest corner of Correction Deed, Instrument #562596, thence along the west line of said Lot 1 and the east right-of-way of U.S. Highway 95, N0°41'52"E, 125.00 feet to the northwest corner of said Correction Deed and the **Beginning of this Easement**.

Thence leaving said west line and said east right-of-way, S89°09'14"E, 302.26 feet, along the north line of said Correction Deed, to the **End of this Easement**.

Attachment: Parcel A - Legal Description (1813 : Proposed Lot Division at 209 Rodeo Drive)

9-19-2018

Legal Description by Hodge & Associates
For Cody Merrell – Original Parcel

A legal description for a parcel of land located in the NW1/4 of the NW1/4 of Section 8, T39N, R5W, B.M., being a portion of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow, Latah County, Idaho and being more particularly described as follows:

Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition.

Excepting Therefrom: Correction Deed, Instrument #562596.

Also Excepting Therefrom: Warranty Deed, Instrument #567152.

Parcel contains 4.69 acres, more or less.

Subject to: Access and Sewer Easement, Instrument #567153,
Utility Easement per Instrument #567153 and
Storm Sewer Easement, Instrument #567154.

Attachment: Parent Parcel - Legal Description (1813 : Proposed Lot Division at 209 Rodeo Drive)

9-19-2018

Legal Description by Hodge & Associates For Cody Merrell – Remainder

A legal description for a parcel of land located in the NW1/4 of the NW1/4 of Section 8, T39N, R5W, B.M., being a portion of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow, Latah County, Idaho and being more particularly described as follows:

Commencing at the northwest corner of Lot 2, Block 1 of Park View Estates Addition to the City of Moscow, also being the southwest corner of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow and the southwest corner of Correction Deed, Instrument #562596, thence along the west line of said Lot 1 and the east right-of-way of U.S. Highway 95, N0°41'52"E, 125.00 feet to the northwest corner of said Correction Deed and the **Point of Beginning**:

Thence continuing along said west line and said east right-of-way, N0°41'52"E, 310.88 feet to the southwest corner of Warranty Deed, Instrument #567152;

Thence leaving said west line and said east right-of-way, S89°18'08"E, 150.00 feet to the southeast corner of said Warranty Deed;

Thence N0°41'52"E, 118.98 feet to the northeast corner of said Warranty Deed, on the north line of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition and the south right-of-way of Rodeo Drive;

Thence along said north line and said south right-of-way the following two courses:

Thence S88°54'39"E, 111.99 feet;

Thence 41.39 feet along a curve to the left, said curve having a Delta = 1°29'54", Radius = 1582.70 feet, Chord = 41.39 feet and a Chord Bearing = S89°39'36"E;

Thence leaving said north line and said south right-of-way, S0°50'46"W, 430.13 feet to the north line of Correction Deed, Instrument #562596;

Thence N89°09'14"W, 302.26 feet, to the **Point of Beginning**.

Parcel contains 2.58 acres, more or less.

Subject to: an easement for storm water purposes, located in the NW1/4 of the NW1/4 of Section 8, T39N, R5W, B.M., in a portion of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow, Latah County, Idaho, being a 10 foot wide strip of land lying northerly and parallel with the following described line:

Commencing at the northwest corner of Lot 2, Block 1 of Park View Estates Addition to the City of Moscow, also being the southwest corner of Lot 1 of The Re-plat of Lot 1, Block 1 of Park View Estates Addition to the City of Moscow and the southwest corner of Correction Deed, Instrument #562596, thence along the west line of said Lot 1 and the east right-of-way of U.S. Highway 95, N0°41'52"E, 125.00 feet to the northwest corner of said Correction Deed and the **Beginning of this Easement**.

Thence leaving said west line and said east right-of-way, S89°09'14"E, 302.26 feet, along the north line of said Correction Deed, to the **End of this Easement**.

Also Subject to: Access and Sewer Easement, Instrument #567153,
Utility Easement per Instrument #567153 and
Storm Sewer Easement, Instrument #567154.



PALOUSE COMMERCIAL REAL ESTATE

(208) 882-3800
213 S. Main Street, Moscow, ID 83843
102 W Main Street Suite #9, Pullman, WA 99163
www.palousecommercial.com

August 30, 2018

Mayor Bill Lambert
Moscow City Council
C/O Ryan Cash
CITY OF MOSCOW
Community Development Department
221 East 2nd St
MOSCOW, ID 83843

Dear Mayor and Council Members:

I am hereby requesting a lot division, on behalf of G&G Development, LLC the owner of the land as shown on the attached plat. The City of Moscow Board of Adjustments approved a CUP at the hearing on August 29, 2018 for a storage facility proposed to be constructed on the land to be divided from of approximately 210 x 430. The legal description of the parcel requested to be divided from mother parcel is also attached.

Respectfully submitted,



Shelley L. Bennett
Owner/Broker

Attachment: Lot Division Application letter (1813 : Proposed Lot Division at 209 Rodeo Drive)

MOSCOW CITY COUNCIL AGENDA**Meeting Date:** 10/15/2018**Title:** Government Finance Officers Association (GFOA) Award Presentation (ACTION)**Responsible Staff:** Gary J. Riedner

Information

DESCRIPTION: The City submitted the FY2017 Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association (GFOA) for consideration for the Certificate of Achievement for Excellence in Financial Reporting Award. The GFOA reviewed the FY2017 CAFR and determined that it met the rigorous standards for the award and subsequently issued its certificate. This is the 15th consecutive year the City has received the GFOA Award for Excellence in Financial Reporting.

STAFF RECOMMENDATION: Acknowledge the award.

ACTION: Acknowledge the Excellence in Financial Reporting Award from the Government Finance Officers Association for the City's FY2017 Comprehensive Annual Financial Report.

Necessary Resources/Impacts

<Type your fiscal/personnel/miscellaneous impacts here or N/A>

Attachments

GFOA CAFR award



Government Finance Officers Association
 203 North LaSalle Street, Suite 2700
 Chicago, Illinois 60601-1210
 312.977.9700 fax: 312.977.4806

September 14, 2018

The Honorable Bill Lambert
 Mayor
 City of Moscow
 PO Box 9203
 Moscow, ID 83843-1703

Dear Mayor Lambert:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended 2017 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine
 Director, Technical Services Center

RECEIVED
 City of Moscow

SEP 21 2018

Administration
 Department



Government Finance Officers Association
 203 North LaSalle Street, Suite 2700
 Chicago, Illinois 60601-1210
 312.977.9700 fax: 312.977.4806

September 14, 2018

Sarah L. Banks
 Assistant Finance Director
 City of Moscow
 206 East Third Street
 Moscow, ID 83843

Dear Ms. Banks:

We are pleased to notify you that your 2017 fiscal year end comprehensive annual financial report (CAFR) qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment. Congratulations for having satisfied the high standards of the program. We hope that your example will encourage others in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

A "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements are enclosed. We want to strongly encourage the recommended improvements be made in the next report, and that the report be submitted to the program within six months of your next fiscal year end. Certificate of Achievement Program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. The written responses should provide details about how each item is addressed within this report. These responses will be provided to those Special Review Committee members participating in the review. If a comment is unclear or there appears to be a discrepancy, please contact the Technical Services Center at (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

When a Certificate of Achievement for Excellence in Financial Reporting is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. An AFRA is enclosed for the preparer as designated on the application.

Continuing participants will find a brass medallion enclosed with these results. First-time recipients will receive a plaque in about 10 weeks. We hope that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed.

Attachment: GFOA CAFR award (1823 : Government Finance Officers Association (GFOA) Award Presentation (ACTION))

A current holder of a Certificate of Achievement may include a reproduction of the Certificate in its immediately subsequent CAFR. A camera-ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year.

A Certificate of Achievement Program application is posted on GFOA's website. This application must be completed and accompany your next submission. See sections III and IV of the application for instructions. **The entity's GFOA membership number appears on the attached comments and must be listed on the application.** Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,



Michele Mark Levine
Director, Technical Services Center



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Moscow
Idaho**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2017

Christopher P. Morill

Executive Director/CEO



**The Government Finance Officers Association
of the United States and Canada**

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Finance Department
City of Moscow, Idaho



The award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the individual(s) designated as instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Christopher P. Morill

Date September 14, 2018