Moscow City Council

Regular Meeting
~Amended Agenda~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, March 16, 2020 **7:00 PM** **Council Chambers**
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. For regular agenda items the public will usually have the opportunity for comment on that agenda item after the staff presentation. These agenda items do not include the consent agenda and reports. Please limit any remarks to three (3) minutes or less. 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

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council March 2, 2020 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes as presented.

B. Disbursement Report February 2020 - Sarah Banks

Accounts Payable Report for the month ending February 2020. This was reviewed and signed by the Public Works/Finance Committee on March 9, 2020 and recommended for approval.

ACTION: Confirm approval of the Disbursements Report for the month of February 2020.

C. Fourth Quarter Financial Report July 1, 2019 to September 30, 2019 for FY2019 - Sarah Banks

Financial report for the fourth quarter of Fiscal Year 2019 (July 1, 2019 to September 30, 2019).

ACTION: Approve the FY2019 Fourth Quarter Report.

D. Request Authorization for Beer Garden for Renaissance Fair 2020 - Dwight Curtis

In accordance with Moscow City Code 5-13-4(B), Renaissance Fair 2020 is requesting that the City Council approve a Resolution allowing them to have a beer garden catered by a licensed vendor in East City Park for Renaissance Fair on May 2, 2020 between 11:00 a.m. and 7:30 p.m., and May 3, 2020, from 11:00 a.m. and 5:30 p.m. The event is open to the public and there have been no issues related to this request since the first beer garden request was approved in 2016. This was reviewed by the Administrative Committee on March 9, 2020 and recommended for approval.

ACTION: Approve the resolution authorizing the beer garden request for 2020 Moscow Renaissance Fair.

E. Request Authorization for Beer Garden for Rendezvous in the Park 2020 - Dwight Curtis

In accordance with Moscow City Code 5-13-4(B), Rendezvous in Moscow, Inc. is requesting that the City Council approve a Resolution allowing them to have a beer garden catered by a licensed vendor in East City Park for Rendezvous in the Park 2020 on July 16th, 17th and 18th, 2020, between 4:00 p.m. and 10:00 p.m. The event is open to the public and there have been no issues related to this request since the first beer garden request was approved. This was reviewed by the Administrative Committee on March 9, 2020 and recommended for approval.

ACTION: Approve the resolution authorizing the beer garden request for Rendezvous in the Park 2020.

F. Law Enforcement Mutual Assistance Agreements with Multiple Agencies - James Fry

The City of Moscow benefits from having mutual aid agreements with surrounding law enforcement agencies. These agreements provide that when assistance is needed for a mutual aid partner to meet the need of an emergency, another partner may render that assistance. The Moscow Police Department would like to enter into mutual aid agreements with the Clarkston, Washington Police Department, the Whitman County, Washington Sheriff's Office, and the Asotin County, Washington Sheriff's Office. Each agency has determined that cooperative provision of law enforcement assistance across jurisdictional lines will enhance the ability of the agency to preserve the safety and welfare of the entire geographic area. This was reviewed by the Administrative Committee on March 9, 2020 and recommended for approval.

ACTION: Approve the three individual Mutual Assistance Compact Agreements between the City of Moscow, Whitman County, Washington Sheriff's Office, Asotin County, Washington Sheriff's Office, and the City of Clarkston, Washington.

G. 2020 Moscow Farmers Market Handbook - Amanda Argona

In 2018, the Moscow Farmers Market implemented the first iteration of the Moscow Farmers Market Vendor Handbook. The Handbook is an expanded policy document meant to provide increased clarity and serve as a resource for current and future Market Vendors. At the end of each season, the policies that make up the Handbook are considered in depth by staff and the Farmers Market Commission. The Commission reviewed the updated document on February

4, 2020, and moved unanimously to forward the Handbook on to the Council with a recommendation for approval and adoption for the 2020 Market Season. This was reviewed by the Public Works/Finance Committee on March 9, 2020 and recommended for approval.

ACTION: Approve the 2020 Moscow Farmers Market Handbook.

REGULAR AGENDA

2. **Staff Recognition Report - Gary J. Riedner (Removed)**

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

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

5. **Heart of the Arts Annual Report on the 1912 Center - Dwight Curtis / Jenny Kostroff (Removed)**

6. **Comprehensive Annual Financial Report Presentation (ACTION ITEM) - Sarah Banks / Mitch Marx**

   Presnell Gage PLLC, the City's auditors, will be presenting the City's FY2019 Comprehensive Annual Financial Report (CAFR) and reporting significant changes to City Council regarding the annual audit and outlining comparative changes compared to the FY2018 CAFR. The City has received the Certificate of Achievement for Excellence in Financial Reporting for the CAFR for 16 consecutive years. After approval, staff will submit the FY2019 CAFR for consideration for the award. The accompanying final draft of the FY2019 CAFR is submitted for City Council review.

   PROPOSED ACTIONS: Accept the City of Moscow audited Comprehensive Annual Financial Report for FY2019 as presented; or take such other action deemed appropriate.

7. **Jim Lyle Rotary Park Playground Equipment Selection (ACTION ITEM) - David Schott**

   The Parks and Recreation Department is requesting authorization to purchase playground equipment and rubber tile safety surfacing at the cost of $58,000 from Allplay Systems for Jim Lyle Rotary Park. In addition, the Parks and Recreation Department is requesting an additional $3,000 for materials and supplies for parks staff to install the playground equipment and rubber tile safety surfacing. The playground equipment is intended for 5 to 12-year-old children and will replace the existing wooden structure at Jim Lyle Rotary Park. This project was approved in the FY2020 budget with the use of Hamilton Funds as required by Resolution 2017-07. Attendant pathways are already installed and in good working order at the Park. If approved, the tile and equipment will be installed by the City of Moscow certified installers and Parks Crews, a process that typically saves approximately $15,000 per installation. The Public Works / Finance Committee reviewed and recommended approval at their March 9, 2020 meeting.

   PROPOSED ACTIONS: Recommend approval of the purchase of playground equipment and rubber tile safety surfacing at the cost of $58,000 from Allplay Systems for Jim Lyle Rotary Park and an additional $3,000 for materials and supplies for parks staff to install the playground equipment and rubber tile safety surfacing with funding from the Hamilton Fund or take such other action deemed appropriate.

8. **Preparedness Planning Report - Jen Pfiffner/Gary J. Riedner**

9. **Resolution for Continuation of Mayoral Local Emergency Proclamation - Gary J. Riedner**

On March 13, 2020, Mayor Bill Lambert issued a Local Emergency Proclamation in response to the pandemic threat identified by the World Health Organization (WHO) as COVID-19, commonly known as the coronavirus. The Mayor's proclamation followed an emergency declaration issued by the President of the United States and a state of emergency declared by Idaho Governor Brad Little for the state of Idaho. Idaho code section 46-1011 provides legal authority for the mayor of a political subdivision to declare a disaster emergency. The term of the proclamation is for a period of 7 days, after which it may be continued by, or with the consent of the City Council. Attached is a Resolution continuing the Local Emergency Proclamation to be in effect until May 5, 2020.

Proposed Actions: Review and approve the Resolution continuing the Local Emergency Proclamation issued by Mayor Lambert until May 5, 2020, or take such other action deemed appropriate.

REPORTS

City Council

Mayor

Staff

ADJOURN

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