

Moscow City Council



Regular Meeting ~Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, July 20, 2020

7:00 PM

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

The Moscow Mayor, City Council and Staff welcome you to tonight's meeting. This meeting is open to the public, but is subject to social distancing protocols as recommended in Governor Little's Stay Healthy Guidelines, so the number of attendees at any one time may be limited, and masks will be required of attendees. If you do not have a mask, a disposable mask will be provided. 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. Pursuant to the Governor's Proclamation relating to the conduct of public meetings during the COVID-19 crisis, the meeting will be broadcast. Citizens wishing to comment on business on the agenda are encouraged to communicate with the Mayor and City Council by phone or email (council@ci.moscow.id.us) in order to respect social distancing protocol. 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 July 6, 2020 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes as presented.

B. Disbursement Report June 2020 - Sarah Banks

Accounts Payable Report for the month ending June 2020.

ACTION: Approve the Disbursements Report for the month of June 2020.

C. Lot Line Adjustment - 2218 and 2306 Third Street - Aimee Hennrich

The applicant, Rafik Itani, is requesting a lot line adjustment between two properties located at 2218 and 2306 Third Street. The proposed lot line adjustment would reduce the lot addressed as 2306 Third Street from 8,015 sf to 7,328 sf and expand the lot addressed 2218 Third Street from 7328 sf to 8015 sf. The applicant is requesting the lot line adjustment in order to fulfill a purchase and sale agreement which requires lot 5 to have a width of 70ft. The subject properties are located within the Moderate Density, Single-Family Residential Zoning District (R-2). Within the R-2 Zoning District, lots with single-family dwellings require a minimum area of 7,000 sf and a minimum lot width of 60 feet. The proposed lot line adjustment meets both of these standards.

ACTION: Approve the lot line adjustment with no conditions.

D. Lot Line Adjustment - 2355 E Sixth Street and 509 Nadi Court - Aimee Hennrich

The applicant, Robert Stephens, is requesting a lot line adjustment between two lots addressed as 2355 Sixth Street and 509 Nadi Court. The applicant is proposing to expand the existing lot addressed as 509 Nadi Court by 250 square feet, resulting in a total lot size of 13,405 square feet. 2355 E Sixth Street would be reduced by 250 square feet, resulting in a total lot size of 19,446 square feet. The purpose of the proposed lot line adjustment is to accommodate existing developed landscaping. There is currently one accessory structure on 509 Nadi Court and a single-family home on 2355 Sixth Street. The subject properties are located within the Moderate Density Zoning District (R-2), which requires a minimum lot size of 7,000 square feet and lot width of 60 feet. As a result of the lot line adjustment, both lots would meet the minimum lot size and width requirements of the R-2 Zone and the existing structure will meet all setback requirements.

ACTION: Approve the lot line adjustment request with no conditions.

E. EDA Funding Request - Sixth Street Bridge Replacement Project - Alisa Anderson / Bill Belknap

During the Paradise Creek Flood event in April of 2019, the Sixth Street culvert structure near Mountain View Road sustained significant erosion damage that undermined the roadway shoulders reducing the roadway width and significantly damaging the guardrail system. After the flood damage, City Streets staff performed temporary repairs to the roadway surface and placed concrete barriers to compensate for the damaged guardrail system while the City assessed the best options to address the roadway and culvert deficiencies. The width of the culvert crossing is inadequate to accommodate pedestrian sidewalks or bicycle facilities, and the culvert structure includes a collection of three separate culverts of varying size. These culverts do not have adequate conveyance ability to prevent flood waters from over topping the roadway, and they also collect significant debris during flooding events which complicates flood response actions and increases roadway and property damage risk in the surrounding area.

Staff is currently seeking approval to prepare and submit a FY2019 Economic Development Administration (EDA) Disaster Supplemental grant application under the Economic Adjustment Assistance Program. Subject to the availability of funds, this investment assistance helps communities devise and implement long-term economic recovery strategies through construction projects such as this bridge replacement project. The program is designed to

address economic challenges in areas where a Presidential declaration of a major disaster was issued as a result of natural disasters, such as flooding which occurred in the calendar year of 2019.

The estimated total project cost is \$1,200,000 including \$151,000 for design and \$1,049,000 for construction. Additional costs may include an environmental assessment to meet EDA requirements. This grant opportunity is revolving and open as long as funds are available. The match requirement for this project is 20%. The next review of grant applications is September 1, 2020, and we have been advised by the Idaho EDA Representative to have a request submitted in Grants.gov no later than July 20, 2020, in order to be included in the next review cycle.

ACTION: Approve submission of a Disaster Supplement grant application to the Economic Development Administration for the Sixth Street Bridge replacement not to exceed \$1,300,000 with a required match of 20% or \$260,000.

REGULAR AGENDA

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

3. Third Quarter Financial Report April 1, 2020 to June 30, 2020 for FY2020 (ACTION ITEM) - Sarah Banks

Staff will present the financial report for the third quarter of Fiscal Year 2020 (April 1, 2020 to June 30, 2020).

PROPOSED ACTIONS: Approve the FY2020 Third Quarter Report, or provide staff further direction.

4. Updated Options/Recommendations for Remaining 2020 Pool Season (ACTION ITEM) - Dwight Curtis

It continues to be the Parks and Recreation Director's recommendation not to open the Hamilton-Lowe Aquatics Center (HLAC) for the 2020 season due to the high risks associated with COVID-19. The close-quartered nature of the facility makes social/physical distancing and masking problematic at best for a general opening. Should the City Council still desire to see some version of a pool season, staff recommends a limited opening of the HLAC specifically for fitness (or lap) swimming. By using the deep pool exclusively for fitness swimming, we can better monitor the number of patrons at any given time, along with appropriate distancing and masking. With the current spike in COVID-19 cases, this still represents some risk, but less so. This item was reviewed by the Public Works-Finance Committee on July 13, 2020 and recommended for further discussion by the full City Council.

PROPOSED ACTIONS: Accept staff's recommendation to close the Hamilton-Lowe Aquatics Center for the 2020 season; or in the alternative, recommend accepting staff's recommendation to open the deep pool for fitness (lap) swimming, using the general guidelines addressed in the memo from the Parks and Recreation Director; provide staff further direction, or take such other action deemed appropriate.

REPORTS

City Council

Mayor

Staff

ADJOURN

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~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, July 6, 2020

7:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 7:00 p.m. Council and staff

PRESENT: Mayor Bill Lambert, Sandra Kelly, Maureen Laflin, Brandy Sullivan, Gina Taruscio, Anne Zabala

ABSENT: Art Bettge

STAFF: Gary J. Riedner, Mia Bautista, Bill Belknap, Nathan Suhr, Alisa Anderson, Ty Thompson, Tyler Palmer, Jen Pfiffner, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council Member Gina Taruscio led the Pledge of Allegiance.

REGULAR AGENDA

1. Approval of Moscow City Council June 15, 2020 Minutes (ACTION ITEM) - Laurie M. Hopkins

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes, amend minutes, or take other such action deemed appropriate.

Taruscio moved and Kelly seconded to approve the minutes as presented. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

2. Staff Recognition Report - Gary J. Riedner

None offered.

3. Mayors Appointments (ACTION ITEM)

Mayor Lambert proposed the following appointments: Jo Ellen Force to Fair & Affordable Housing Commission; Steve Taylor and Laurabeth Landis to Historic Preservation Commission; Bekah MillerMacPhee and David Pittsley to Human Rights Commission; Sonja Foard to Moscow Arts Commission; Erin Bacon and Randy Baukol to Transportation Commission; and Jeanne Leffingwell to Tree Commission. Sullivan moved and Taruscio seconded to approve the appointments. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

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

Victoria Seever (Moscow), was impressed and happy when a sign goes up and says thank you and you know what it is about. Some people still work and risk their lives. She thanked Mayor Lambert and Council for the mask order.

Gabriel Rench (Moscow), thanked the Mayor and Council for their elected service and for debating the issue. He spoke on COVID-19 data and how he feels Council is ignoring the modeling. When the Mayor and Council issued the resolution to shut down businesses, they still received a pay check.

Zack Bishop (Moscow), works at a local restaurant and it is opening back up. With the students returning, safety of the community is at risk.

Toni Salarno (Moscow) doesn't agree with mask wearing. Would like to see the community promote health through supplements and such. Overprotection may hinder immune systems. Being exposed to germs will strengthen us. She listed risks of wearing masks.

Jenifer Wisniewski (Moscow) does not support mask wearing.

Zack Baird (Moscow) feels Main Street has had enough negative economic impact; community has banded together even with the lower percentage of income; today's business climate includes bullying by council members; he supports protecting Moscow citizens but bringing in a poster that says "a city that masks together, stays together is not professional."

Mayor Lambert responded by saying everyone needs to work together.

5. Resolution to Extend Amended Public Health Emergency Order 20-03 (ACTION ITEM) - Gary J. Riedner

Pursuant to Moscow City Code Title 1, Chapter 11, Section 5(B), Mayor Lambert issued Amended Public Health Emergency Order 20-03, requiring face coverings (masks) when in a public setting and the 6-foot physical distancing cannot be maintained and maintain a 6-foot social/physical distancing from non-household members when in public settings, within the City of Moscow.

Pursuant to Idaho Code section 46-1011, and MCC 1-11-5(B), the Public Health Emergency Order is effective for seven (7) days, unless extended by resolution of the City Council. The attached Draft Resolution extends Emergency Order 20-03 until August 4, 2020.

PROPOSED ACTIONS: Adopt the Resolution extending Amended Public Health Emergency Order 20-03 until August 4, 2020, or take such other action deemed appropriate.

Riedner introduced the item as written above. The recommendations came from North Idaho Public Health and CDC. The definition of face mask has not been discussed and staff has draft language that can be added if the Council so wishes to add it to the resolution. The Mayor invited public comment.

Gabriel Rench (Moscow), Idaho statutes defines quarantine and isolation, we have isolated everyone and quarantined no one which is backwards to the definition. He doesn't feel the City is dealing with the problem.

Dr. Abigail Smith (Moscow), says the unknown enemy of COVID-19 has affected every aspect of our lives. She spoke on the Just War Theory, discrimination and proportionality. She feels forcing the wearing of masks is fundamentally unjust; desired end needs to be proportionate to the means used; wearing masks prevents seeing ones expressions; masks rob you of fundamental humanity; makes people afraid.

John Wisniewski (Moscow) read a poem against wearing masks.

Jennifer Wisniewski (Moscow) quoted Journals of the American Medical Association (JAMA) which states when masks should be worn.

Barb (Moscow), selling out rights of the people and discriminating.

Amy Paul (Moscow), thankful for conversations over the last few months; has been proud of Moscow but now sad and disappointed in the state of the city; finger pointing and shaming and is a poor example of reaching out to businesses; seeing rising cases but no hospitalization; would like to see City post the research used in making decisions; in favor of businesses running their day to day operations without fear and anxiety if an employee tests positive; virus is not going away so need to work with it and not around it.

Katarina Matay (Moscow), flabbergasted at the order and disagree with having to wear masks. She read an article from USA Today regarding Mayor in from Eager, Arizona, who errors on the side of freedom.

Heidi Schibe (Moscow) feels the mandatory mask order defaces citizens and causes fear.

Taruscio and Kelly both support the mandate. Laflin pointed out top experts are suggest wearing masks; there is a risk to the Moscow community; need to follow the science; is in favor of the resolution. Zabala doesn't want to live in fear but with the uptick in cases, this is the right thing to do; appreciates everyone making sacrifices. Sullivan spoke on the data and science. Mayor Lambert said COVID won't last forever but we need to work together.

Kelly moved to adopt the Resolution extending Amended Public Health Emergency Order 20-03 until August 4, 2020. Taruscio seconded. Sullivan said the virus is new and information is coming out constantly. Council will continue to review and can discuss at any time. Taruscio believes this is the best decision for the community. Laflin said it broke her heart to see businesses closed. Masks build confidence that the businesses will be safe. Sullivan has heard many businesses say they appreciate the order. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

6. State/Local Agreement - Project Development - Public Ave. Corridor Safety Improvements (ACTION ITEM) - Alisa Anderson

City staff requested funding for the Public Avenue Corridor Safety Improvements project under Local Highway Safety Improvement Program (LHSIP) in January, 2019 and received notification of award in April, 2019. The project which qualified for funding is located on Public Avenue and will be designed to address the high rate of injury crashes and a fatality in this corridor. The 1,100-foot long project corridor on Public Avenue is located in northeastern Moscow between Polk Street and Lincoln Street. To address the corridor crashes a concrete splitter island will be installed at the intersection of Polk Avenue and Public Avenue and the road section will be upgraded to include full 12-foot vehicle lanes and 5-foot bicycle lanes. The project will also include the installation of approximately 2,200 linear feet of curb, gutter, and 5-foot sidewalk. The improvements will widen the roadway and eliminate roadside ditches creating a more navigable corridor for both vehicles and

pedestrians. The Idaho Transportation Department (ITD) has requested the City execute a State/Local Agreement to complete the project development phase prior to construction.

PROPOSED ACTIONS: Approve the State/Local Agreement and the corresponding Resolution for Project Development for the Public Avenue Corridor Safety Improvements Project No. A022 (402), or take other such other action deemed appropriate.

Anderson introduced the grant information. Suhr provided the concerns regarding this area and the solutions presented for the grant application. Taruscio moved to approve the State/Local Agreement and the corresponding Resolution for Project Development for the Public Avenue Corridor Safety Improvements Project No. A022 (402). Kelly seconded.

7. 2020 Water and Sewer Rate Study Recommendations (ACTION ITEM) - Tyler Palmer

In May of 2019, the City of Moscow contracted with FCS Group to assist in a Water and Sewer Utility Rate Study. Rate studies are conducted periodically to assure that the costs of services are in alignment with the revenue to the utilities, and that said costs are allocated in as equitable a manner as possible among the users of the system. The most recent rate study was completed, and adopted by City council, in 2013. Utilities are not paid with taxes, but with rate-based fees. Idaho Code requires that those rates are equivalent to the value of services provided, which include day-to-day operations, system maintenance and repair, and capital improvement costs. Rate studies serve several important purposes, and revisiting rates every 5-7 years assures that rates are fair and equitable. With this rate study, Staff is proposing a restructuring of the commercial sewer rates. This restructuring will simplify the categories down to three commercial rate groupings: Low, Medium, and High. This shift will better align costs with contribution to the system, as it will allow for a shift to a rate more weighted to consumption. FCS Group will present the final report for this study which includes the revenue requirements to fund the reinvestment of the ongoing utilities and infrastructure capital plans. The report identifies the rates for each of the classifications of water and sewer that are affected by the cost of service and their individual rates over the time frame. The structure of this study has been presented to a Citizen Rate Committee (CRC). After analyzing the data, the CRC recommended adoption of the proposed structure. In addition, an online open house has been available on the City's website (<https://www.ci.moscow.id.us/845/2020-Utility-Rate-Study-Online-Open-Hous>) , and advertised to the public in the local newspaper, and on social media.

PROPOSED ACTIONS: Adopt the 2020 Water and Sewer Utility Rate Study recommendations, and direct staff to implement the recommendations in conjunction with the FY2021 budget, or take such other action deemed appropriate.

Palmer gave a background on the water system, schedule of the committee meetings and public input period, and introduced Sergey Tarasov with FCS who provided a presentation detailing the current rates, proposed rates, and impacts (see attached presentations). Riedner spoke on the budgetary impact.

Sullivan moved to adopt the 2020 Water and Sewer Utility Rate Study recommendations, and direct staff to implement the recommendations in conjunction with the FY2021 budget. Zabala seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

8. Corona Virus Recovery Fund Public Safety Payroll Reimbursement / Property Tax Relief (ACTION ITEM) - Gary J. Riedner

On June 11, 2020, Governor Brad Little announced that the Coronavirus Financial Advisory Committee (CFAC) had approved \$200 million in federal Coronavirus Aid, Relief and Economic Security Act (CARES Act) funds to support public safety and pass property tax reductions to taxpayers. The program seeks to reimburse local government for the pay and benefits paid to public health and public safety employees from March 1, 2020 through December 30, 2020. The exact amount of reimbursement is determined by the amount reimbursable expenses are claimed, up to an allocation determined both by population and the number of applicants for the \$200 million fund. This fund is in addition to the original CARES Act allocation to the City of Moscow in the amount of \$887,100 for reimbursement of expenses incurred in responding to the COVID-19 pandemic.

In order to access the City's allocation of the \$200 million, the City would provide an amount of property tax relief to taxpayers equal to the amount reimbursed under the program. The City must issue a "letter of intent" to the state by July 17 in order to be eligible for the program. The "letter of intent" will also indicate the amount of public health and/or public safety pay and benefits for which reimbursement will be sought.

Unfortunately, in spite of repeated attempts, staff has been unable to obtain written specifics of the program at this time, including what potential impacts might result in future budget years. Staff has been advised that information will be issued during the week of July 6, which will contain specifics of the program. Staff has been advised that the "letter of intent" is non-binding, and does not obligate the City to take advantage of the program, or to commit to any property tax relief. Staff is requesting authorization for the Mayor to issue the non-binding "letter of intent" in order for the State to calculate the amount of allocation available to the City. Such allocation amount is expected to be issued by the State on July 24. Staff will seek further direction from City Council regarding whether to proceed further with the program and whether to seek reimbursement.

PROPOSED ACTIONS: Authorize the Mayor to issue the non-binding "letter of intent" on or before July 17, 2020, and to seek further direction from City Council prior to further commitment to participate in the program, or take such further action deemed appropriate.

Riedner introduced the item as written above. Staff has asked for answers as the drop-dead date is when the L-2 tax form is due to the County but no one seems to know answers. Tomorrow staff will have a zoom conference with AIC to discuss options, such as moving the letter of intent due date. The County prosecutor has looked at this and tying relief to tax relief is not allowed by the treasury. The County is requesting a letter of guidance from the governor's office. Taruscio moved and Laflin seconded to authorize the Mayor to issue the non-binding "letter of intent" on or before July 17, 2020, and to seek further direction from City Council prior to further commitment to participate in the program. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

9. City of Moscow Benefits Proposal for Plan Year August 1, 2020 through July 31, 2021 (ACTION ITEM) - Gary J. Riedner

The process for reviewing, adjusting, and developing the City's Employee Benefits Program begins in the early spring. The plan year for the City's Benefits Program is August 1 through July 31. The annual renewal process requires a considerable amount of work to evaluate renewal options, including historical use of benefits properly, an increase in rates dictated by providers, and

adjustments to benefits to meet employees' needs while continuing to be fiscally responsible. The City partners with The Murray Group, which manages and negotiates the City benefits contracts annually. For the next plan year, August 1, 2020, through July 31, 2021, an initial increase of 13.42% for medical coverage was anticipated. The Murray Group worked with Regence, the City's current medical provider to determine what plan adjustments should be considered to help reduce that significant increase in cost while providing attractive benefits for employees and their dependents. The result of those negotiations decreased the quote increase from 13.42% to 5.01%, which also included some plan changes, as described in the accompanying materials. The total cost increase is a total of \$157,114, including the 5.01% increase to medical and vision benefits at \$92,114 and an increase for the proposed HRA program at \$65,000. Compared to the initial increase quoted of 13.42% (\$242,453), the program's suggested adjustments result in a cost savings of \$85,339.

PROPOSED ACTIONS: Approve adjustment to benefits and related costs associated with those changes to the City of Moscow's Employee Benefit Program, or take other such action deemed appropriate.

Riedner introduced the item as written above. Staff worked with Murray Group to create a Health Reimbursement Account (HRA) to help employees cover the out of pocket maximum. Also proposed is the City self-insuring for the amount over the employee out of pocket amount, which provides another savings for the City.

Sullivan moved and Kelly seconded to approve adjustment to benefits and related costs associated with those changes to the City of Moscow's Employee Benefit Program. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

No reports were offered.

ADJOURN TO EXECUTIVE SESSION PER IDAHO CODE 74-206 (1)(C) AND (F) - THE MEETING WILL NOT RECONVENE.

Taruscio moved and Kelly seconded to adjourn to executive session at 9:37 p.m.

**CITY OF MOSCOW
MINUTES OF CITY COUNCIL EXECUTIVE SESSION
July 6, 2020**

Present: Mayor Lambert, Sandra Kelly, Maureen Laflin, Brandy Sullivan, Anne Zabala

Also Present: Gary J. Riedner, City Supervisor; Mia Bautista, City Attorney, Bill Belknap

The executive session was called to order at 9:37 p.m.

Item discussed pursuant to I.C. 74-206(1) (C) and (F)

The executive session was adjourned at 10:03 p.m.

DRAFT

CITY COUNCIL STAFF REPORT

DATE: Monday, July 20, 2020



RESPONSIBLE STAFF

REVIEWED BY

Sarah Banks, Finance Director

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Disbursement Report June 2020 - Sarah Banks

DESCRIPTION

Accounts Payable Report for the month ending June 30, 2020. A summary of the major expenditures has been approximated by category and represents 96% of the total expenditure of \$2,148,058.27.

Payroll	\$1,131,582.00
Professional Services	\$16,843.00
Sanitation	\$282,541.00
Capital Outlay	\$140,515.00
Capital Outlay - Improvements	\$280,269.00
Capital Outlay - Vehicles	\$31,186.00
Supplies	\$69,878.00
Utilities	\$65,070.00
Contractual Payments	\$32,246.00
ACH Wells Fargo	\$19,562.00
Total	\$2,069,692.00

STAFF RECOMMENDATION

Approve the Disbursements Report for the month of June 2020.

PROPOSED ACTIONS

ACTION: Approve the Disbursements Report for the month of June 2020.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Disbursement Report June 2020
2. Revenue Report June 2020

3. Cash & Investments June 2020

DISBURSEMENTS REPORT FOR JUNE 2020											
DATE	FUND NAME	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	VOID CHECKS	PAYROLL	PAYROLL	GRAND TOTALS
		6/4/2020	6/11/2020	6/17/2020	6/18/2020	6/25/2020	6/8/2020	6/25/2020	6/5/2020	6/19/2020	
		00001.06.2020	00003.06.2020	00006.06.2020	00005.06.2020	00007.06.2020	6/23/2020 7/26/2020 00004.06.2020 00008.06.2020 00010.06.2020	6/26/2020 00001.06.2020 00002.06.2020	00100.06.2020	00200.06.2020	
		94922-94994	94995-95000 95002-95052	95053	95054-95137	95138-95176	June CC ACHs	94922	21238-21246	21247-21256	
Fund #											0.00
101	ACH for Wells Fargo to be Imported										
105	GENERAL	25,678.21	8,882.86		4,146.90	10,652.63	5,405.03		336,070.04	341,249.45	732,085.12
120	STREETS	21,172.88	464.38		7,497.27	242.98	528.41		25,994.54	29,545.16	85,445.62
121	RECREATION AND CULTURE	12,417.78	19,565.05		10,839.57	9,904.45	4,184.59	(2,035.00)	59,580.46	69,251.64	183,708.54
123	MSD COMM. PLAY FIELDS	89.04			229.30		40.94		891.35	3,017.55	4,268.18
128	1912 CENTER		7,916.67		13.98						7,930.65
220	TRANSIT CENTER	24.23	5.79		121.29						151.31
230	WATER	23,022.06	21,460.32		3,350.69	16,741.78	964.45	(2,457.02)	46,473.73	44,624.67	154,180.68
240	SEWER	29,912.65	17,593.41		24,564.14	7,314.46	896.39		49,050.36	50,534.03	179,865.44
290	SANITATION	90,312.28			175,219.65	5.61	94.79		5,490.20	5,586.36	276,708.89
295	FLEET	16,763.29	2,499.35		46,680.16	252.10	674.67		11,800.13	12,035.08	90,704.78
320	INFORMATION SYSTEMS		3,738.00		587.86	1,035.65	5,602.91		20,220.63	20,166.25	51,351.30
330	WATER CAPITAL PROJECTS	198,550.00			3,185.80	41,433.75					243,169.55
340	SEWER CAPITAL PROJECTS	29,824.81	3,444.25		7,233.90	133.75					40,636.71
350	SANITATION CAPITAL PROJ										0.00
355	CAPITAL PROJECTS	9,156.80	36,539.48	5,000.00	66,567.46		1,170.00				118,433.74
380	LID CONSTRUCTION										0.00
590	HAMILTON - PARKS & REC										0.00
	BONDS & INTEREST										0.00
	TOTAL	456,924.03	122,109.56	5,000.00	350,237.97	87,717.16	19,562.18	(4,492.02)	555,571.44	576,010.19	2,168,640.51

WIRE Transfers:

Brandy Sullivan

Gina Taruscio

Sandra Kelly

Sarah L. Banks, Finance Director

RECEIPTS REPORT FOR June 2020

	FUND NAME	Taxes	Franchise Fees	Licenses & Permits	Intergovernmental	Charges for Services	Fines & Penalties	Investment Income	Refunds & Reimbursements	Contributions & Donations	Other	Grand Total
Fund #												
101	GENERAL	224,119.78	88,487.25	60,422.39	113,047.00	132,996.00	7,045.93	48,334.73	184,746.22	0.00	4,521.58	863,720.88
105	STREETS	29,080.55	0.00	0.00	0.00	24,234.42	0.00	0.00	0.00	0.00	0.00	53,314.97
120	RECREATION AND CULTURE	0.00	0.00	0.00	0.00	27,453.75	0.00	0.00	0.00	0.00	0.00	27,453.75
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	5,405.12	0.00	0.00	0.00	0.00	0.00	0.00	5,405.12
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	1,438.71	0.00	0.00	0.00	0.00	0.00	1,438.71
220	WATER	0.00	0.00	0.00	0.00	484,346.16	0.00	7,394.84	50.00	0.00	0.00	491,791.00
230	SEWER	0.00	0.00	0.00	0.00	606,983.60	0.00	2,572.18	210.60	0.00	0.00	609,766.38
240	SANITATION	0.00	0.00	0.00	0.00	459,169.74	0.00	0.00	2,000.00	0.00	0.00	461,169.74
290	FLEET	0.00	0.00	0.00	0.00	101,918.21	0.00	0.00	0.00	0.00	0.00	101,918.21
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	117,298.00	0.00	0.00	0.00	0.00	0.00	117,298.00
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	46,635.69	0.00	0.00	10,164.74	0.00	0.00	944.10	57,744.53
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	2,499.84	0.00	0.00	0.00	2,499.84
590	BOND & INTEREST	36,114.70	0.00	0.00	0.00	0.00	0.00	479.26	0.00	0.00	0.00	36,593.96
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	289,315.03	88,487.25	60,422.39	165,087.81	1,955,838.59	7,045.93	71,445.59	187,006.82	0.00	5,465.68	2,830,115.09

City of Moscow
Cash and Investments
Balances as of 6/30/2020

Fund		Year to Date Balance
General Fund	\$	5,670,091.66
Street Fund	\$	1,721,962.31
Culture & Recreation	\$	1,337,879.81
MSDCPF	\$	172,835.29
1912 Fund	\$	48,866.17
Transit Center	\$	83,753.99
Water Fund	\$	2,872,755.86
Sewer / WRRF	\$	4,616,228.41
Sanitation Fund	\$	2,848,992.14
Fleet Fund	\$	3,307,812.25
Information Systems	\$	2,282,123.56
Water Capital	\$	7,961,541.27
Sewer Capital	\$	12,073,077.39
Capital Projects	\$	12,710,350.71
Sanitation Capital	\$	6,126,806.31
LID construction	\$	57,528.21
Hamilton	\$	2,318,173.21
Bond & Interest	\$	515,238.83
LID Funds	\$	25,124.55
Payroll Service	\$	1,093,339.24
Total Cash & Investments	\$	67,844,481.17

CITY COUNCIL STAFF REPORT

DATE: Monday, July 20, 2020



RESPONSIBLE STAFF

Aimee Hennrich

REVIEWED BY

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Lot Line Adjustment - 2218 and 2306 Third Street - Aimee Hennrich

DESCRIPTION

The applicant, Rafik Itani, is requesting a lot line adjustment between two properties located at 2218 and 2306 Third Street. The proposed lot line adjustment would reduce the lot addressed as 2306 Third Street from 8,015 sf to 7,328 sf and expand the lot addressed 2218 Third Street from 7328 sf to 8015 sf. The applicant is requesting the lot line adjustment in order to fulfill a purchase and sale agreement which requires lot 5 to have a width of 70 ft. The subject properties are located within the Moderate Density, Single-Family Residential Zoning District (R-2). Within the R-2 Zoning District, lots with single-family dwellings require a minimum area of 7,000 sf and a minimum lot width of 60 feet. The proposed lot line adjustment meets both of these standards.

This was reviewed by the Public Works/Finance Committee on 7/13/2020 and recommended for approval.

STAFF RECOMMENDATION

Approve lot line adjustment located at 2218 Third Street and 2306 East Third Street with no conditions.

PROPOSED ACTIONS

ACTION: Approve the lot line adjustment with no conditions.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Exhibit
2. Application



To: The Mayor and Council of the City of Moscow

From: Rafik Itani, President of Itani Development IV, Inc.

Re: Petition to adjust the boundary line between Lot 4 Block 2 and Lot 5 Block 2 of Rolling Hills Subdivision #8

Date: June 18, 2020

Dear Mayor and City Council Members:

We are submitting this petition for the purpose of adjusting the location of the property line between Lot 4 Block 2 and Lot 5 Block 2 of Rolling Hills Subdivision #8.

For the current condition, Lot 4 has a 70' frontage on Third Street while that of Lot 5 is 64'. The area of Lot 4 is 8015 sq. ft. and that of Lot 5 is 7,325 sq. ft. We propose to move the entire lot line between the two lots 6 feet to the east which will adjust the frontage along Third Street of Lot 4 to 64' and increase the frontage of Lot 5 to 70'. The resulting areas of Lot 4 and Lot 5 are 7,328 sq. ft. and 8,015 sq. ft., respectively. This boundary line adjustment is required to fulfill a purchase and sale agreement which requires Lot 5 to have a width of 70ft.

Both of these lots are conforming to the City standard before and after the proposed boundary line adjustment.

Thank you and we look forward to your decision about this request.

CITY COUNCIL STAFF REPORT

DATE: Monday, July 20, 2020



RESPONSIBLE STAFF

Aimee Hennrich

REVIEWED BY

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Lot Line Adjustment - 2355 E Sixth Street and 509 Nadi Court - Aimee Hennrich

DESCRIPTION

The applicant, Robert Stephens, is requesting a lot line adjustment between two lots addressed as 2355 Sixth Street and 509 Nadi Court. The applicant is proposing to expand the existing lot addressed as 509 Nadi Court by 250 square feet, resulting in a total lot size of 13,405 square feet. 2355 E Sixth Street would be reduced by 250 square feet, resulting in a total lot size of 19,446 square feet. The purpose of the proposed lot line adjustment is to accommodate existing developed landscaping. There is currently one accessory structure on 509 Nadi Court and a single-family home on 2355 Sixth Street. The subject properties are located within the Moderate Density Zoning District (R-2), which requires a minimum lot size of 7,000 square feet and lot width of 60 feet. As a result of the lot line adjustment, both lots would meet the minimum lot size and width requirements of the R-2 Zone and the existing structure will meet all setback requirements.

This was reviewed by the Public Works/Finance Committee on 7/13/2020 and recommended for approval.

STAFF RECOMMENDATION

Approve the proposed LLA with no conditions.

PROPOSED ACTIONS

ACTION: Approve the lot line adjustment request with no conditions.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Application

COMMENCING at the southerly corner of Lot 4, Block 2; thence along the southeasterly line of said Lot 4, N 39°07'23" E, 19.90 feet to the POINT OF BEGINNING;

Thence continuing along said line, N 39°07'23" E, 5.00 feet;

Thence leaving said line, N 46°37'13" W, 50.00 feet;

described as follows:

A parcel of land located in Lot 4, Block 2 of Rolling Hills 7th Addition to the City of Moscow, Section 9, Township 39 North, Range 5 West of the Boise Meridian, Latah County, Idaho,

2 LOT 4 Less:

ROLLING HILLS ADDITION #5 BLK 1 LOT 13; ROLLING HILLS ADDITION #7 SW 25' OF BLK

New Legal Description:

2 LOT 4

ROLLING HILLS ADDITION #5 BLK 1 LOT 13; ROLLING HILLS ADDITION #7 SW 25' OF BLK

Current Legal Description:

Parcel Number: RPM0897001013AA

2355 E Sixth Street, Moscow (currently 19,696 sqft)

My lot is as follows:

neighbor.

It is my intent to create a boundary line adjustment to remove approximately 250 sqft from my lot, and add it to my neighbor's lot. A quitclaim deed has been recorded from myself to my

Re: Request for lot line adjustment

Attn: City Council and Mayor Bill Lambert

City of Moscow
Community Development & Engineering
Paul Mann Building
221 East Second Street
Moscow, ID 83843

July 1, 2020

Robert Stephens
2355 E Sixth Street
Moscow, ID 83843

1008-0016-0016
LUP 2020-0016
px 7/2/20

Thence S 39°07'23" W, 5.00 feet;
Thence S 46°37'13" E, 50.00 feet to the POINT OF BEGINNING.

Containing 250 square feet, more or less.

The lot which I am giving the 250 square feet to is owned by Angela Carpenter, and is under contract to sell to Michael and Becky Highfill on July 31, 2020. Regardless of who owns the neighboring property, it is my intent to complete this lot line adjustment between the two lots.

Neighboring lot:

509 Nadi Court, Moscow (currently 13,155 sqft)

Parcel Number: RPM0899002004AA

Current Legal Description:

ROLLING HILLS 7TH ADD BLK 2 LOT 4 LESS SW 25' OF LOT 4 9 39 5

New Legal Description:

ROLLING HILLS 7TH ADD BLK 2 LOT 4 LESS SW 25' OF LOT 4 9 39 5 AND:

A parcel of land located in Lot 4, Block 2 of Rolling Hills 7th Addition to the City of Moscow, Section 9, Township 39 North, Range 5 West of the Boise Meridian, Latah County, Idaho,

described as follows:

COMMENCING at the southerly corner of Lot 4, Block 2; thence along the southeasterly line of said Lot 4, N 39°07'23" E, 19.90 feet to the POINT OF BEGINNING;

Thence continuing along said line, N 39°07'23" E, 5.00 feet;

Thence leaving said line, N 46°37'13" W, 50.00 feet;

Thence S 39°07'23" W, 5.00 feet;

Thence S 46°37'13" E, 50.00 feet to the POINT OF BEGINNING.

Containing 250 square feet, more or less.

Robert Stephens



Angela Carpenter
ANGELA CARPENTER

208-669-1626

angela.c@moscow.idaho.gov

Rim Rock Consulting, Inc.



PROFESSIONAL LAND SURVEYORS
GIS & MAPPING SERVICES

JOHN L. DUNN, PLS / ID, WA / CFEDS
DUANE E. PRIEST, PLS / ID
MICHAEL E. DAHLIN, PLS / ID, WA

PROPERTY DESCRIPTION FOR ANGELA CARPENTER BLA PARCEL 1

A parcel of land located in Lot 4, Block 2 of Rolling Hills 7th Addition to the City of Moscow, Section 9, Township 39 North, Range 5 West of the Boise Meridian, Latah County, Idaho, described as follows:

COMMENCING at the southerly corner of Lot 4, Block 2; thence along the southeasterly line of said Lot 4, N 39°07'23" E, 19.90 feet to the POINT OF BEGINNING;
Thence continuing along said line, N 39°07'23" E, 5.00 feet;
Thence leaving said line, N 46°37'13" W, 50.00 feet;
Thence S 39°07'23" W, 5.00 feet;
Thence S 46°37'13" E, 50.00 feet to the POINT OF BEGINNING.

Containing 250 square feet, more or less.

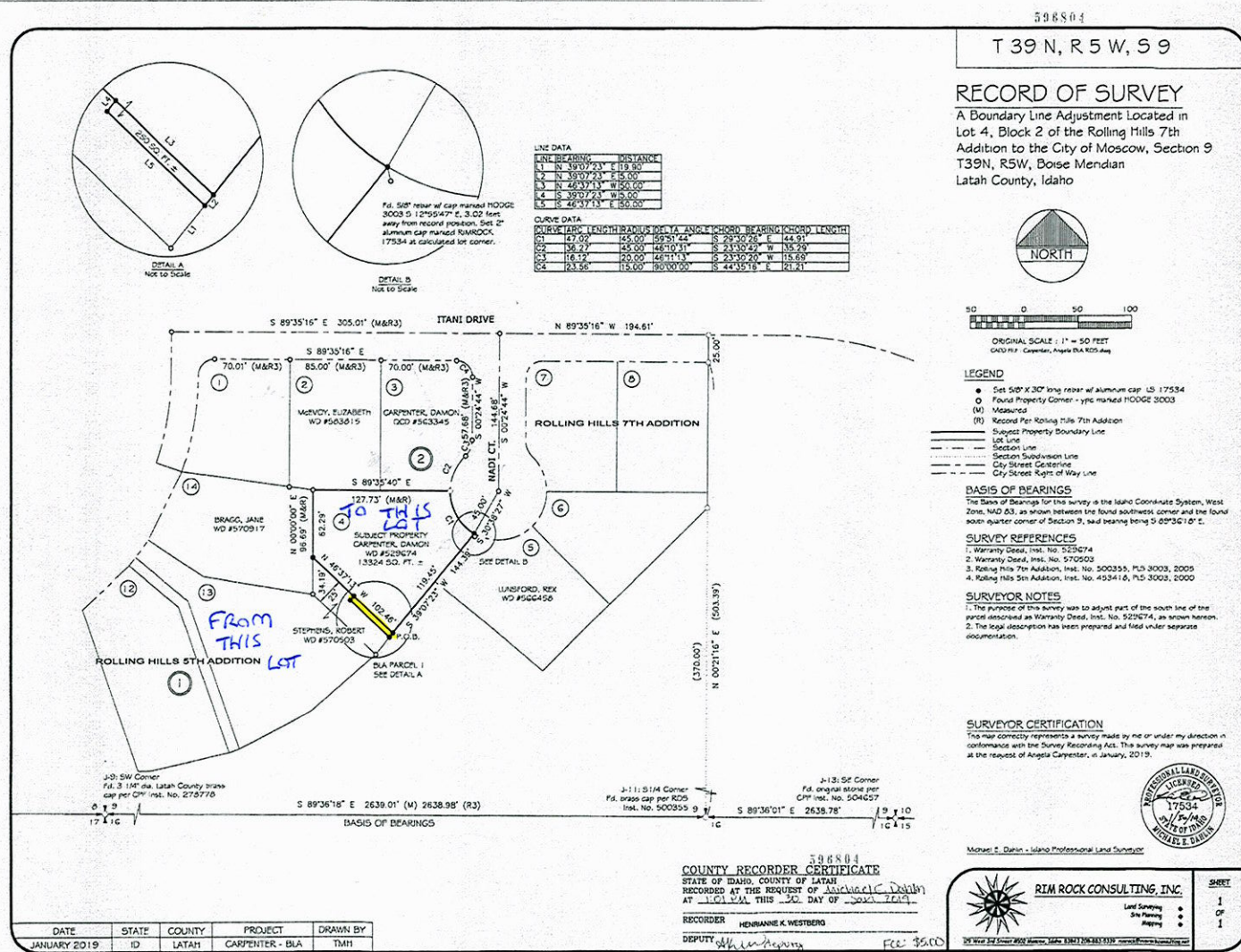
This description was prepared by Michael E. Dahlin on January 25, 2019.



129 West 3rd Street, #102 • Moscow, ID 83843
(208) 883-5339 phone • (208) 883-4309 fax
rimrock@mrimrockconsulting.net



LOT LINE ADJUSTMENT REQUEST



Received 7/2/20

ITANI DR

ITANI DR

SIXTH ST

NADICT

APPROVED: 10-27-2017 Ruz

2381

2403

2409

504

2509

2373

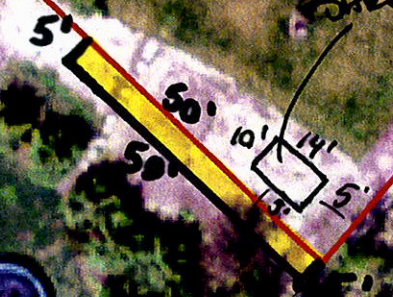
509

506

512

5' x 50' = 250'

NEW
SHED



LUP2020-0016

COMMITTEE STAFF REPORT

DATE: Monday, July 20, 2020



RESPONSIBLE STAFF

Bill Belknap, Deputy City Supervisor, Community Planning and Design, Alisa Anderson, Grants Manager

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

EDA Funding Request - Sixth Street Bridge Replacement Project - Alisa Anderson / Bill Belknap

DESCRIPTION

During the Paradise Creek Flood event in April of 2019, the Sixth Street culvert structure near Mountain View Road sustained significant erosion damage that undermined the roadway shoulders reducing the roadway width and significantly damaging the guardrail system. After the flood damage, City Streets staff performed temporary repairs to the roadway surface and placed concrete barriers to compensate for the damaged guardrail system while the City assessed the best options to address the roadway and culvert deficiencies. The width of the culvert crossing is inadequate to accommodate pedestrian sidewalks or bicycle facilities, and the culvert structure includes a collection of three separate culverts of varying size. These culverts do not have adequate conveyance ability to prevent flood waters from overtopping the roadway, and they also collect significant debris during flooding events which complicates flood response actions and increases roadway and property damage risk in the surrounding area.

Staff is currently seeking approval to prepare and submit a FY2019 Economic Development Administration (EDA) Disaster Supplemental grant application under the Economic Adjustment Assistance Program. Subject to the availability of funds, this investment assistance helps communities devise and implement long-term economic recovery strategies through construction projects such as this bridge replacement project. The program is designed to address economic challenges in areas where a Presidential declaration of a major disaster was issued as a result of natural disasters, such as flooding which occurred in the calendar year of 2019. This grant opportunity is revolving and open as long as funds are available. The match requirement for this program is 20%. The EDA grant program announcement is attached to this report.

The estimated total project cost is \$1,200,000 including \$151,000 for design and \$1,049,000 for construction. The design of the bridge replacement is currently in process through a professional services agreement with JUB Engineering. Additional costs may include an environmental assessment to meet EDA requirements. The City has received approval from FEMA for disaster relief reimbursement for flood response, cleanup and restoration activities associated with the event in the amount of approximately \$80,000 that can be allocated to the project match. Within the FY2020 budget, \$100,000 was reallocated from the LID construction fund to this project in anticipation of funding opportunities. Staff has confirmed that there is adequate funding with the FEMA reimbursement, LID transfer, and Streets Capital Projects funds to meet the match requirements for this funding request.

The next review of grant applications is September 1, 2020, and we have been advised by the Idaho EDA Representative to have a request submitted in Grants.gov no later than July 20, 2020, in order to be included in the next review cycle.

This was reviewed by the Public Works/Finance Committee on 7/13/2020 and recommended for approval.

STAFF RECOMMENDATION

Approve submission of a Disaster Supplement grant application to the Economic Development Administration for the Sixth Street Bridge replacement not to exceed \$1,300,000 with a required match of 20% or \$260,000.

PROPOSED ACTIONS

ACTION: Approve submission of a Disaster Supplement grant application to the Economic Development Administration for the Sixth Street Bridge replacement not to exceed \$1,300,000 with a required match of 20% or \$260,000.

FISCAL IMPACT

Matching funds requirement is a minimum of 20% of total project costs estimated not to exceed \$260,000.

PERSONNEL IMPACT

Community Planning and Design to include Engineering and Grants staff.

ATTACHMENTS

1. 6th St Bridge Pictures
2. FY2019 EDA Disaster Supplement Funding Notice













EDA-2019-DISASTER
FY 2019 EDA Disaster Supplemental
Department of Commerce
Economic Development Administration

GENERAL INFORMATION

Document Type: Grants Notice

Funding Opportunity Number: EDA-2019-DISASTER

Funding Opportunity Title: FY 2019 EDA Disaster Supplemental

Opportunity Category: Discretionary

Opportunity Category Explanation:

Funding Instrument Type: Cooperative Agreement
Grant

Category of Funding Activity: Other (see text field entitled "Explanation of Other Category of Funding Activity" for clarification)
Opportunity Zone Benefits

Category Explanation: EDA announces general policies and application procedures for the Disaster Supplemental Notice of Funding Opportunity (NOFO). Subject to the availability of funds, this investment assistance will help communities and regions devise and implement long-term economic recovery strategies through a variety of non-construction and construction projects, as appropriate, to address economic challenges in areas where a Presidential declaration of a major disaster was issued under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. § 5121 et seq.) (Stafford Act) as a result of Hurricanes Florence, Michael, and Lane, Typhoons Yutu and Mangkhut, and of wildfires, volcanic eruptions, earthquakes and other natural disasters occurring in calendar year 2018, and tornadoes and floods occurring in calendar year 2019.... Please read the FY 18 Disaster Supplemental Notice of Funding Opportunity (NOFO) carefully for all of EDA's eligibility and program requirements under this announcement.

Expected Number of Awards:

CFDA Number(s): 11.307 -- Economic Adjustment Assistance

Cost Sharing or Matching Requirement: Yes

Version: Synopsis 3

Posted Date: Aug 13, 2019

Last Updated Date: Jun 18, 2020

Original Closing Date for Applications: Applications are accepted on a continuing basis and processed as received.

Current Closing Date for Applications: Applications are accepted on a continuing basis and processed as received.

Archive Date:

Estimated Total Program Funding:

Award Ceiling: \$587,000,000

Award Floor: \$0

ELIGIBILITY

Eligible Applicants:

State governments
City or township governments
Public and State controlled institutions of higher education
Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
Others (see text field entitled "Additional Information on Eligibility" for clarification)
Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
Special district governments
Native American tribal governments (Federally recognized)
County governments
Private institutions of higher education

Additional Information on Eligibility: Pursuant to the Public Works and Economic Development Act of 1965 (PWEDA), an eligible applicant for and eligible recipient of EDA investment assistance under this announcement include a(n): (1) District Organization; (2) Indian Tribe or a consortium of Indian Tribes; (3) State, city or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; (4) institution of higher education or a consortium of institutions of higher education; or (5) public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State. See section 3 of PWEDA (42 U.S.C. § 3122) and 13 C.F.R. § 300.3. EDA is not authorized to provide grants to individuals or to for-profit entities seeking to start or expand a private business. Such requests may be referred to State or local agencies, or to non profit economic development organizations.

ADDITIONAL INFORMATION

Agency Name: Economic Development Administration

Description:

EDA announces general policies and application procedures for the Disaster Supplemental NOFO. Subject to the availability of funds, this investment assistance will help communities and regions devise and implement long-term economic recovery strategies through a variety of non-construction and construction projects, as appropriate, to address economic challenges in areas where a Presidential declaration of a major disaster was issued under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. § 5121 et seq.) (Stafford Act) "as a result of Hurricanes Florence, Michael, and Lane, Typhoons Yutu and Mangkhut, and of wildfires, volcanic eruptions, earthquakes and other natural disasters occurring in calendar year 2018, and tornadoes and floods occurring in calendar year 2019...". To be competitive, applications must clearly incorporate principles for enhancing the resilience (as defined under Section A.4, below) of the relevant community/region or demonstrate the integration of resilience principles into the investment project itself. Resilience is an essential component of any strategy for mitigating the potential for future disaster-related losses and adverse economic impacts for communities. Therefore, inclusion of resilience principles in the project is a necessary step to improve the capacity of the region to recover more quickly from future disaster events. Applicants must include a narrative attachment as a part of their application materials, describing in detail the nexus between their proposed project scope of work and disaster recovery and resilience efforts. The strength of the nexus to the disaster is drawn from the consequences of the relevant disaster(s) and the intended project outcomes that fulfill the community's specific post-disaster needs.

Link to Additional Information: www.eda.gov

Grantor Contact Information: If you have difficulty accessing the full announcement electronically, please contact:

www.eda.gov/contact

www.eda.gov/contact



COMMITTEE STAFF REPORT

DATE: Monday, July 20, 2020



RESPONSIBLE STAFF

Sarah Banks, Finance Director

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Third Quarter Financial Report April 1, 2020 to June 30, 2020 for FY2020 (ACTION ITEM) - Sarah Banks

DESCRIPTION

Staff will present the financial report for the third quarter of Fiscal Year 2020 (April 1, 2020 to June 30, 2020).

STAFF RECOMMENDATION

Approve the FY2020 Third Quarter Report.

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve the FY2020 Third Quarter Report, or provide staff further direction.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. 3rd Qtr FY2020 Financials

City of Moscow
QUARTERLY FINANCIAL REPORT
Budget For Fiscal Year Ending September 30, 2020
SUMMARY FINANCIAL REPORT BY FUND - BUDGET AND ACTUAL

				Percent of Year 75%	
				Budget to Actual To Date	
	Fund	Original Budget	Final Budget	June-20 YTD	
101	General Fund Revenues	16,851,897	16,851,897	11,047,517	65.56%
	Salaries & Benefits	9,369,885	9,369,885	6,438,701	68.72%
	Operations	4,268,629	4,268,629	2,526,629	59.19%
	Capital Outlay	6,000	6,000	5,455	90.92%
	Transfers	3,207,383	3,207,383	2,525,474	78.74%
	Total General Fund Expenditures	16,851,897	16,851,897	11,496,259	68.22%
105	Street Department Revenues	3,332,714	3,332,714	1,925,202	57.77%
	Salaries & Benefits	951,091	951,091	542,935	57.09%
	Operations	1,302,878	1,302,878	651,972	50.04%
	Capital Outlay	0	0	0	#DIV/0!
	Transfers	1,078,745	1,078,745	816,155	75.66%
	Total Street Fund Expenditures	3,332,714	3,332,714	2,011,062	60.34%
120	Recreation & Culture Revenues	3,397,237	3,397,237	1,925,268	56.67%
	Salaries & Benefits	2,036,417	2,036,417	1,107,363	54.38%
	Operations	1,308,820	1,308,820	629,596	48.10%
	Capital Outlay	40,000	40,000	28,000	70.00%
	Debt Service	0	0	0	#DIV/0!
	Transfers	12,000	12,000	12,000	100.00%
	Total Parks & Rec Expenditures	3,397,237	3,397,237	1,776,959	52.31%
121	MSD Community Playfields Revenues	148,734	148,734	96,870	65.13%
	Salaries & Benefits	66,922	66,922	29,338	43.84%
	Operations	77,801	77,801	21,508	27.64%
	Transfers	4,011	4,011	4,011	100.00%
	Total MSD Community Playfields	148,734	148,734	54,857	36.88%
123	1912 Center Revenues	110,100	110,100	82,575	75.00%
	Operations	106,100	106,100	73,596	69.36%
	Capital Outlay	4,000	4,000	0	0.00%
	Total 1912 Center Expenditures	110,100	110,100	73,596	66.84%
128	Transit Center Revenues	36,508	36,508	32,183	88.15%
	Operations	36,508	36,508	15,138	41.46%
	Total Transit Center Fund	36,508	36,508	15,138	41.46%
220	Water Fund Revenues	6,770,380	6,770,380	4,091,802	60.44%
	Salaries & Benefits	1,417,290	1,417,290	986,876	69.63%
	Operations	2,306,065	2,306,065	891,487	38.66%
	Capital Outlay	210,000	210,000	21,121	10.06%
	Transfers	2,837,025	2,837,025	2,166,774	76.37%
	Total Water Fund Expenditures	6,770,380	6,770,380	4,066,258	60.06%
230	Sewer Fund Revenues	9,699,474	9,699,474	6,384,895	65.83%
	Salaries & Benefits	1,380,365	1,380,365	917,250	66.45%
	Operations	2,273,028	2,273,028	1,073,099	47.21%
	Capital Outlay	230,000	230,000	97,191	42.26%
	Debt Service	1,106,582	1,106,582	1,031,012	93.17%
	Transfers	4,709,499	4,709,499	3,609,105	76.63%
	Total Sewer Fund Expenditures	9,699,474	9,699,474	6,727,657	69.36%

240	Sanitation Fund Revenues	6,205,773	6,205,773	4,463,292	71.92%
	Salaries & Benefits	138,823	138,823	105,403	75.93%
	Operations	4,430,970	4,430,970	2,864,887	64.66%
	Capital Outlay	0	0	0	#DIV/0!
	Transfers	1,635,980	1,635,980	1,191,044	72.80%
	Total Sanitation Fund	6,205,773	6,205,773	4,161,334	67.06%
290	Fleet Management Revenues	3,562,993	3,562,993	1,676,824	47.06%
	Salaries & Benefits	329,978	329,978	230,638	69.89%
	Operations	2,729,715	2,729,715	282,781	10.36%
	Capital Outlay	469,800	469,800	556,869	118.53%
	Debt Service	8,500	8,500	7,404	87.11%
	Transfers	25,000	25,000	25,000	100.00%
	Total Fleet Management Expenditures	3,562,993	3,562,993	1,102,692	30.95%
295	Information Systems	1,746,953	1,746,953	1,341,306	76.78%
	Salaries & Benefits	546,549	546,549	358,707	65.63%
	Operations	960,904	960,904	541,502	56.35%
	Capital Outlay	235,500	235,500	0	0.00%
	Transfers	4,000	4,000	4,000	100.00%
	Total Information Systems Expenditures	1,746,953	1,746,953	904,209	51.76%
Revenue for Miscellaneous Funds					
320	Water Construction Fund	7,293,632	7,293,632	646,391	8.86%
330	Sewer Construction Fund	10,018,376	10,018,376	2,298,483	22.94%
340	Sanitation Construcion Fund	5,935,060	5,935,060	474,520	8.00%
350	Capital Projects Fund	15,292,981	15,292,981	11,043,134	72.21%
355	LID Construction Fund	166,748	166,748	1,115	0.67%
380	Hamilton P & R	93,903	93,903	27,515	29.30%
590	Bond & Interest Debt Service Fund	10,752,964	10,752,964	628,685	5.85%
595	LID Bonded Debt Service Fund	30,618	30,618	1,431	4.67%
	Total Miscellaneous Fund Revenue	49,584,282	49,584,282	15,121,274	30.50%
Expenses for Miscellaneous Funds					
320	Water Construction Fund	7,293,632	7,293,632	414,011	5.68%
330	Sewer Construction Fund	10,018,376	10,018,376	112,384	1.12%
340	Sanitation Construcion Fund	5,935,060	5,935,060	0	0.00%
350	Capital Projects Fund	15,292,981	15,292,981	1,464,826	9.58%
355	LID Construction Fund	166,748	166,748	93,752	56.22%
380	Hamilton P & R	93,903	93,903	84,405	89.89%
590	Bond & Interest Debt Service Fund	10,752,964	10,752,964	8,911,954	82.88%
595	LID Bonded Debt Service Fund	30,618	30,618	0	0.00%
	Total Miscellaneous Fund Expenses	49,584,282	49,584,282	11,081,332	22.35%
Total City Revenue (1)					
		101,447,045	101,447,045	48,189,008	47.50%
Total City Expenses					
		101,447,045	101,447,045	43,471,353	42.85%

Note: Citizens are invited to inspect the detailed supporting records of the above financial statements.

(1) Revenues do not include beginning fund balance as a resource available in this report

COMMITTEE STAFF REPORT

DATE: Monday, July 20, 2020



RESPONSIBLE STAFF

Dwight Curtis, Parks & Recreation Director

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Updated Options/Recommendations for Remaining 2020 Pool Season (ACTION ITEM) - Dwight Curtis

DESCRIPTION

It continues to be the Parks and Recreation Director's recommendation not to open the Hamilton-Lowe Aquatics Center (HLAC) for the 2020 season due to the high risks associated with COVID-19. The close-quartered nature of the facility makes social/physical distancing and masking problematic at best for a general opening. At a minimum, the activities pool and slides have a considerably elevated risk than the lap pool and should not be opened. Also, this last delay in opening the pool has staff leaving for other summer job opportunities and Parks and Recreation staff does not believe we will have the minimum staffing required to safely operate the fully opened facility.

Should the City Council still desire to see some version of a pool season, I recommend a limited opening of the HLAC specifically for fitness (or lap) swimming. By using the deep pool exclusively for fitness swimming, we can better monitor the number of patrons at any given time, along with appropriate distancing and masking. With the current spike in COVID-19 cases, this still represents some risk, but less so.

Public fitness (lap) swimming

- Seven days per week until Friday September 4th.
- 11:00 a.m. – 1:00 p.m.
- 3:30 – 7:30 p.m.
- 6 Lanes
- 3 swimmers staggered allowed per lane (18 swimmers max)
- 1-hour blocks of time
- \$3.00 drop-in fee
- Start: Monday July 13th

Staffing requirements

- 2 lifeguards
- 2 ticket booth – cleaning/sanitizing team members
- 1 Manager

Misc.

- Opening the pool specifically for fitness swimming will exclude those that simply go there for the joy playing in the activity pool and slides.
- The UI pool is going to remain open through the summer, but we would still see some swim

team rentals in the early mornings

- The activity pool and slides would be closed and drained for the season.
- Can increase/decrease hours of public fitness swim times by popular demand
- No concessions
- Locker rooms closed, but the 2 family restrooms open
- Triathlon would still safely be able to swim since they stagger swimmers
- Howling at the Hamilton would be canceled

This item was reviewed by the Public Works-Finance Committee on July 13, 2020 and recommended for further discussion by the full City Council.

STAFF RECOMMENDATION

PROPOSED ACTIONS: Accept of staff's recommendation that the Hamilton-Lowe Aquatics Center remain closed for the 2020 season. In the event that the City Council desires to open the Hamilton-Lowe Aquatics Center, then accept staff's recommendation of opening only the deep pool for fitness (lap) swimming, using the general guidelines addressed in the memo from the Parks and Recreation Director.

PROPOSED ACTIONS

PROPOSED ACTIONS: Accept staff's recommendation to close the Hamilton-Lowe Aquatics Center for the 2020 season; or in the alternative, recommend accepting staff's recommendation to open the deep pool for fitness (lap) swimming, using the general guidelines addressed in the memo from the Parks and Recreation Director; or provide staff further direction

FISCAL IMPACT

Based on a July 22 - September 4, season (including a couple days to shut down facility) 47 days

- * 2 lifeguards
- * 2 Ticket booth/cleaning
- * 1 Manager

Approximately **\$21,000** in seasonal salaries for this period of time

PERSONNEL IMPACT

ATTACHMENTS

1. Updated Options-Recommendations for Remaining 2020 Pool Season



City of Moscow Parks and Recreation

Memo

To: Gary Riedner, City Supervisor

C: Jen Pfiffner, Deputy City Supervisor

From: Dwight Curtis, Parks and Recreation Director

Date: July 8, 2020

Re: Updated Options/Recommendations for Remaining Pool Season

It continues to be my recommendation not to open the Hamilton-Lowe Aquatics Center (HLAC) for the 2020 season due to the high risks associated with COVID-19. The close-quartered nature of the facility makes distancing and masking problematic at best for a general opening. At a minimum, the activities pool and slides have a considerably more elevated risk than the lap pool and should not be opened. Also, this last delay in opening the pool has staff leaving for other summer job opportunities and I do not believe we will have the minimum staffing required to safely operate the fully opened facility.

Should the City Council still desire to see some version of a pool season, I recommend a limited opening of the HLAC specifically for fitness (or lap) swimming. By using exclusively, the deep pool for fitness swimming, we can better-control the number of patrons at any given time, along with distancing and masking. With the current spike in COVID-19 cases, this is still risky, but less so.

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Staffing requirements

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Misc.

- Opening the pool specifically for fitness swimming will exclude those that simply go there for the joy playing in the activity pool and slides.
- It is my understanding that the UI pool is going to remain open through the summer, but we would still see some swim team rentals in the early mornings
- The activity pool and slides would be closed and drained for the season.
- Can increase/decrease hours of public fitness swim times by popular demand
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