

Moscow City Council



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

**Monday
March 1, 2021**

7:00 PM

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

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

PRESENT: Mayor Bill Lambert, Art Bettge, Sandra Kelly, Maureen Laflin, Brandy Sullivan, Gina Taruscio, Anne Zabala (Virtual)

STAFF: Mia Bautista (Virtual), Bill Belknap, Mike Ray, Amanda Argona, Laurie M. Hopkins (Virtual)

PLEDGE OF ALLEGIANCE

Council Vice President Kelly led the Pledge of Allegiance.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council February 15, 2021 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes.

B. Police - Annual Small Grant Requests - Alisa Anderson / James Fry / Eric Warner

The City of Moscow Police Department (MPD) applies for several small grants on an annual basis which assist the department with the purchase of equipment to include bullet proof vests, child passenger safety seats, and to host various traffic enforcement mobilizations and other prevention and safety activities. The grants awarded to MPD provide funding and resources to protect our youngest citizens, operational and personal safety equipment, and program support to implement and host multiple safety program. These resources assist MPD in their mission of community-oriented policing to improve the quality of life for Moscow residents through community partnerships and problem-solving approaches while also making sure the officers are outfitted and equipped with everything they need to safely do their jobs. Grant funding programs include the Bulletproof Vest Partnership, Traffic Enforcement Emphasis, Child Passenger Safety Seats, Partnership for Success Law Enforcement Drug and Alcohol Patrol and Education, and Shop with a Cop. This was reviewed by the Public Works/Finance Committee on February 22, 2021 and recommended for approval.

ACTION: Approval and/or ratification of the funding requests and awards for small grants applied for by the Moscow Police Department not to exceed a combined total of \$50,000 the FY2021 fiscal year.

C. Police - Selective Traffic Enforcement Program (STEP) Grant Request - Alisa Anderson / James Fry / Eric Warner

The Moscow Police Department (MPD) has identified a funding opportunity to apply for a grant which is a nationwide program called Selective Traffic Enforcement Program (STEP). The Idaho Transportation Department (ITD), Office of Highway Safety (OHS) is sponsoring this program to address specific behaviors related to traffic safety priority areas and safety deficiencies within local law enforcement jurisdictions. The STEP is focused on combatting traffic crashes resulting in fatal and serious injuries. Using problem identification, the agencies focus on traffic safety issues within

their jurisdiction. The Idaho STEP is a yearlong grant and awards are granted annually. STEP grants reimburse law enforcement departments for time dedicated to traffic enforcement. Police Officer(s) that participate in the STEP grant and must track all performance to include problem identification, a project plan including objectives, performance measures and targets, and budget expenses. The MPD is requesting to apply for the program maximum of 2,080 regular time traffic officer enforcement hours plus 200 hours of overtime with the allowable benefit percentages. The estimated amount of reimbursement is anticipated not to exceed \$100,900.00 for the upcoming program period beginning October 1, 2021 through September 30, 2022 which matches the City's FY2022 budget cycle. This was reviewed by the Public Works/Finance Committee on February 22, 2021 and recommended for approval.

ACTION: Ratify approval for the Moscow Police Department to apply for the STEP grant in an amount not to exceed \$100,900 for the FY2022 budget period.

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

REGULAR AGENDA

2. Staff Recognition Report - Gary J. Riedner

None offered.

3. Mayors Appointments (ACTION ITEM)

Mayor Lambert proposed the appointment of Jonathan Rau to the Farmers Market Commission. Bettge moved and Laflin seconded to approve the appointment. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

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

Kenton Bird (Moscow) said he is attending the meeting tonight with his reporting class students, learning about local government. Each student will be writing a news story based on the agenda items and actions the Council takes.

5. Citizen Commission Report - Planning and Zoning Commission - Mike Ray / Robb Parish

Ray introduced Robb Parish, P&Z chair. Parish recognized Mike Ray, Wendy McClure the past chair, and the City for allowing meetings to be conducted virtually as well as in person. Parish listed the commission members and the projects worked on this past year including the subdivision code, small cell regulations and possibility to allow lighting for public art. Sign code amendments have also been discussed recently and will be forwarded to Council in the near future.

6. Latah County/MAMBA Proposal for Mountain Bike Path Development in Virgil Phillips Farm Park (ACTION ITEM) - Dwight Curtis

Latah County Parks and Recreation and the Moscow Area Mountain Bike Association (MAMBA) are requesting approval to construct a mountain bike pathway through a section of Phillips Farm Park (please see attached map of path location). This project would be at no cost to the City. The new path will provide an easily accessible, non-motorized, multiuse trail suitable for beginner mountain bikers to gain skill and confidence riding while learning about trail etiquette and responsible trail use, among other valuable benefits. The proposal was reviewed by the Parks and Recreation Commission at their January 28, 2021 Commission meeting and recommended City Council approval of the MAMBA/County proposal. Parks and Recreation staff have also reviewed the proposal and recommend City Council approval. This was reviewed by the Administrative Committee on February 8, 2021 and recommended for approval.

PROPOSED ACTIONS: Approve Latah County to construct a mountain bike path as per their submitted plan, in Virgil Phillips Farm Park, or take such other action deemed appropriate.

Curtis introduced the item as written above and presented an aerial of Phillips Farm and the layout of the proposed bike pathway.

Diana Armstrong (Moscow) fully supports the proposal. She expressed her concern regarding motorized vehicles in the park and the importance of signage to be sure there is no question as to what type of bikes are allowed. John Wenz, president of MAMBA, replied there will be signage regarding motorized bikes and etiquette.

The proposed bike trails are not on the walking trails. Maintenance will include cutting back the grass next to the trail with a trail steward program. If for some reason MAMBA was not able to continue, Latah County would continue the trails.

Taruscio moved to approve Latah County to construct a mountain bike path as per their submitted plan, in Virgil Phillips Farm Park. Kelly seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

7. 2021 Moscow Farmers Market Handbook (ACTION ITEM) - 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 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 January 5, 2021, and moved unanimously to forward the Handbook on to the Council with a recommendation for approval and adoption for the 2021 Market Season. This was reviewed by the Public Works/Finance Committee on February 22, 2021, and recommended for approval.

PROPOSED ACTIONS: Approve the resolution adopting the Moscow Farmers Market 2021 Handbook, or take such other action deemed appropriate.

Argona introduced the item and described the market operating policies and the vendor operating policies. Moving the speaker space was not discussed during the review.

Bettge moved and Laflin seconded to approve the resolution adopting the Moscow Farmers Market 2021 Handbook. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

8. Haddock Building Remodel Project Bid Award (ACTION ITEM) - Bill Belknap

The City recently purchased the Haddock Building, located at 504 S. Washington Street, to address the overcrowding currently present in the Mann Building. Prior to the purchase of the Mann Building the City had intended to remodel the existing Police Station for that purpose but it was determined that acquisition and remodel of the Haddock Building would be a more cost-effective option. The project is an interior remodel which includes the demolition and reconfiguration of interior walls, construction of a new permits service counter, new floor coverings, new LED lighting and ceiling system, demolition and reconstruction of a non-compliant interior staircase, replacement of an outdated electrical panel and other electrical system reconfiguration, and interior painting. The project was advertised for bid on January 2 and 16 with a bid opening on February 11. Three bids were received. K&G Construction from Lewiston, Idaho was the lowest bidder with a base bid of \$311,000 and bid Alternate #1 (replacement of the non-compliant interior staircase) of \$48,000 for a total bid amount of \$359,000. After further review, Staff is not recommending acceptance of Alternate #1 and instead will work with the contractor to explore a more cost effective handrail alteration to the existing staircase. In addition to the interior remodel, the building also needs a new roof as well as the replacement of the HVAC units which are over 30 years old and reaching their end of life. The City has received bids for the roof replacement at \$29,192 and the HVAC unit replacement at \$21,875. With the addition of those additional items, the total construction cost is \$362,067. The City programed \$475,700 for the project

within the City's Capital Improvement Plan and the City's FY2021 Capital Projects budget. This was reviewed by the Public Works/Finance Committee on February 22, 2021 and recommended for approval.

PROPOSED ACTIONS: Accept the low bid from K&G Construction, Inc., award the contract for the bid amount of \$311,000, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount; or take such other action deemed appropriate.

Belknap introduced the item as written above and added the roof and HVAC unit would take place later this summer as weather improves. It is anticipated that the handrail alteration will be part of the 10% contingency.

Kenton Bird (Moscow) asked how many city employees are envisioned to be in the Haddock building and is there additional capacity for other employees. He also asked what the plans were for the current police station and Paul Mann Building.

Belknap replied the plan is to have 21 employees moving to the Haddock Building and the Information Systems (IS) staff to the Paul Mann Building. There will be minor alternations to the Paul Mann Building due to cracking in the walls, stabilization work and design for roof repair. An appraisal is underway for the police department building to determine real market value to assist the City Council in how to move forward. The remodel will begin in March and has a 90-day construction timeframe.

Bettge moved to accept the low bid from K&G Construction, Inc., award the contract for the bid amount of \$311,000, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount. Taruscio seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Farmers Market Commission – Bettge reported the Commission discussed the air miles required for vendor participation.

Moscow Volunteer Fire Department – Bettge said the Department discussed the annual fundraising and the potential need of another station and/or training area.

Moscow Urban Renewal Agency - Bettge said the Agency moved forward with finalizing the 6th and Jackson Street mixed use development.

Clearwater Economic Development Association - Kelly reported the Association is looking for a new executive direction as Christine is retiring.

Moscow Pathways Commission – Kelly said the Commission discussed naming opportunities and protocols for areas on the pathway.

1912 Center Development – Kelly said they are discussing the naming of a couple rooms.

Palouse Basin Aquatic Center – Taruscio said the group is working on the alternative project; outreach; benefits of an intern; modeling flows and a budget plan.

Historic Preservation Commission – Zabala said the Commission discussed how the Orchid awards will take place this year and interpretative signs in front of the library and Friendship Square.

Planning & Zoning Commission – Laflin said their items were covered on other reports.

Moscow Arts Commission – Sullivan said the Commission discussed vinyl wrap selections and subcommittees are working on Artwalk and other programs.

Parks & Recreation Commission – Sullivan reported the Commission voted on selection to replace the main play structure at the HLAC; change in location for the pickleball courts; discussed the upcoming pool season and harvest park plantings.

Mayor

Mayor Lambert said he attended the Airport Board meeting and there are two flights a day and hoping to add a third flight in May; the terminal funding is at approximately 75%. He attends an AIC legislative briefing every Friday where this last Friday discussed 36 different bills, including bills regarding taxes, broadband and public art.

Staff

Belknap reminded everyone about the monthly City/County/School District/University of Idaho meeting at 7:00 a.m. Wednesday by Zoom.

ADJOURN

It was moved, seconded and mutually agreed upon to adjourn at 8:17

Bill Lambert, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

CITY COUNCIL STAFF REPORT

DATE: Monday, March 15, 2021



AGENDA ITEM TITLE

Disbursement Report February 2021 - Sarah Banks

RESPONSIBLE STAFF

Sarah Banks, Finance Director

REVIEWED BY

Public Works / Finance Committee

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

DESCRIPTION

Accounts Payable Report for the month ending February 28, 2021. A summary of the major expenditures has been approximated by category and represents 98% of the total expenditure of \$3,145,719.49.

Payroll	\$1,088,423.00
Professional Services	\$245,475.00
Sanitation	\$297,929.00
Capital Outlay	\$60,566.00
Capital Outlay-Buildings	\$529,076.00
Capital Outlay - Improvements	\$254,016.00
Supplies	\$41,684.00
Utilities	\$76,611.00
Contractual Payments	\$478,919.00
ACH Wells Fargo	\$22,387.00
Total	\$3,095,086.00

STAFF RECOMMENDATION

Receive the Disbursements Report for the month of February 2021.

PROPOSED ACTIONS

ACTION: Receive the Disbursements Report for the month of February 2021.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Disbursement Report February 2021
2. Revenue Report February 2021
3. Cash & Investments FEB 2021

DISBURSEMENTS REPORT FOR FEBRUARY 2021										
DATE	FUND NAME	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	VOID CHECKS	PAYROLL	PAYROLL	GRAND TOTALS
		2/4/2021	2/11/2021	2/16/2021	2/25/2021	2/16/2021		2/12/2021	2/26/2021	
		00001.02.2021	00002.02.2021	00003.02.2021	AP 2.25.2021	3/1/2021 00004.02.2021 AP 3.01.2021		00100.02.2021	00200.02.2021	
CHECK #'s		97176-97245	97246-97315	97316-97335	97336-97406	February's CC ACH's		21398-21408	21409 21415-21423	
Fund #										
101	ACH for Wells Fargo to be Imported									
105	GENERAL	96,487.34	19,944.88	93,362.49	165,673.47	8,996.78		318,632.70	338,865.82	1,041,963.48
120	STREETS	8,704.94	21,954.89	29,041.38	8,202.33	724.11		25,509.73	31,578.26	125,715.64
121	RECREATION AND CULTURE	12,832.92	16,605.50	26,012.13	632.90	2,895.88		49,864.21	47,839.63	156,683.17
123	MSD COMM. PLAY FIELDS	187.37	388.01	1,213.00		317.00		2,090.20	2,148.45	6,344.03
128	1912 CENTER			7,916.67						7,916.67
220	TRANSIT CENTER	466.20	1,238.75			29.85				1,734.80
230	WATER	41,360.58	42,056.07	20,551.30	3,043.04	2,339.79		47,028.74	50,559.96	206,939.48
240	SEWER	55,218.23	63,361.37	16,007.73	7,294.37	2,160.27		48,579.34	49,873.18	242,494.49
290	SANITATION	36,590.50	290,015.03	753.00		519.98		5,516.95	5,615.05	339,010.51
295	FLEET	3,765.35	9,434.28	4,183.00	8,760.88	1,419.45		11,861.63	11,991.60	51,416.19
320	INFORMATION SYSTEMS	21,554.60		26,491.71	26,531.06	2,983.96		20,385.61	20,481.51	118,428.45
330	WATER CAPITAL PROJECTS	246,505.67			31,738.98					278,244.65
340	SEWER CAPITAL PROJECTS	515,656.41			956.52					516,612.93
350	SANITATION CAPITAL PROJ									0.00
355	CAPITAL PROJECTS		29,234.12		22,980.88					52,215.00
380	LID CONSTRUCTION									
590	HAMILTON - PARKS & REC									
	BONDS & INTEREST									
	TOTAL	1,039,330.11	494,232.90	225,532.41	275,814.43	22,387.07	0.00	529,469.11	558,953.46	3,145,719.49

WIRE Transfers:

Maureen Laffin

Anne Zabala

Art Bettge

Sarah L. Banks, Finance Director

RECEIPTS REPORT FOR FEBRUARY 2021

	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	78,517.19	107,727.57	30,929.15	717,021.69	138,175.96	15,414.03	27,617.63	34,379.75	0.00	4,397.25	1,154,180.22
105	STREETS	13,383.91	0.00	0.00	0.00	24,549.51	0.00	0.00	0.00	0.00	0.00	37,933.42
120	RECREATION AND CULTURE	0.00	0.00	75.00	0.00	5,590.08	0.00	0.00	0.00	5.00	0.00	5,670.08
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	5,340.71	0.00	0.00	0.00	0.00	0.00	0.00	5,340.71
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	1,474.30	0.00	0.00	0.00	0.00	0.00	1,474.30
220	WATER	0.00	0.00	0.00	0.00	474,065.26	0.00	1,718.78	70.00	0.00	0.00	475,854.04
230	SEWER	0.00	0.00	0.00	0.00	588,050.52	0.00	587.94	753.88	0.00	0.00	589,392.34
240	SANITATION	0.00	0.00	0.00	0.00	383,313.89	0.00	0.00	0.00	0.00	0.00	383,313.89
290	FLEET	0.00	0.00	0.00	0.00	76,825.91	0.00	0.00	0.00	0.00	0.00	76,825.91
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	111,976.00	0.00	0.00	23.80	0.00	0.00	111,999.80
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	4,181.27	0.00	0.00	4,181.27
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	2,335.06	0.00	0.00	266.04	2,601.10
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	563.18	0.00	0.00	0.00	563.18
590	BOND & INTEREST	12,895.59	0.00	0.00	0.00	0.00	0.00	23.02	0.00	0.00	0.00	12,918.61
595	LID FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	166.89	166.89
	TOTAL	104,796.69	107,727.57	31,004.15	722,362.40	1,804,021.43	15,414.03	32,845.61	39,408.70	5.00	4,830.18	2,862,415.76

City of Moscow
Cash and Investments
Balances as of 2/28/2021

Fund		Year to Date Balance
General Fund	\$	8,496,580.58
Street Fund	\$	1,773,906.93
Culture & Recreation	\$	1,160,597.26
MSDCPF	\$	177,109.06
1912 Fund	\$	56,596.69
Transit Center	\$	100,637.56
Water Fund	\$	2,635,180.10
Sewer / WRRF	\$	4,131,415.36
Sanitation Fund	\$	2,884,674.96
Fleet Fund	\$	4,718,584.46
Information Systems	\$	2,684,243.96
Water Capital	\$	7,081,860.86
Sewer Capital	\$	14,084,076.80
Capital Projects	\$	9,900,085.19
Sanitation Capital	\$	6,510,123.41
LID construction	\$	26,503.80
Hamilton	\$	2,110,752.41
Bond & Interest	\$	674,418.18
LID Funds	\$	35,772.39
Payroll Service	\$	997,131.13
Total Cash & Investments	\$	70,240,251.09

CITY COUNCIL STAFF REPORT

DATE: Monday, March 15, 2021



AGENDA ITEM TITLE

Fourth Quarter Financial Report July 1, 2020 to September 30, 2020 for FY2020 - Sarah Banks

RESPONSIBLE STAFF

Sarah Banks, Finance Director

REVIEWED BY

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

DESCRIPTION

The financial report for the fourth quarter of Fiscal Year 2020 (July 1, 2020 to September 30, 2020) was presented to the Public Works / Finance Committee on March 8, 2021 and recommended for approval.

STAFF RECOMMENDATION

Approve the FY2020 Fourth Quarter Report.

PROPOSED ACTIONS

ACTION: Approve the FY2020 Fourth Quarter Report.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. 4th Quarter Financials FY20 - Council

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

Fund	Original Budget	Final Budget	September-20 YTD	Percent of Year 100% Budget to Actual To Date
General Fund Revenues	16,851,897	17,114,397	16,767,086	97.97%
Salaries & Benefits	9,369,885	9,369,885	8,873,915	94.71%
Operations	4,268,629	4,531,129	3,388,457	74.78%
Capital Outlay	6,000	6,000	5,456	90.93%
Transfers	3,207,383	3,207,383	4,453,247	138.84%
Total General Fund Expenditures	16,851,897	17,114,397	16,721,075	97.70%
Street Department Revenues	3,332,714	3,359,714	3,161,034	94.09%
Salaries & Benefits	951,091	951,091	738,010	77.60%
Operations	1,302,878	1,329,878	940,416	70.71%
Capital Outlay	0	0	0	0.00%
Transfers	1,078,745	1,078,745	1,704,288	157.99%
Total Street Fund Expenditures	3,332,714	3,359,714	3,382,714	100.68%
Recreation & Culture Revenues	3,397,237	3,397,237	2,608,921	76.80%
Salaries & Benefits	2,036,417	2,036,417	1,548,820	76.06%
Operations	1,308,820	1,308,820	927,405	70.86%
Capital Outlay	40,000	40,000	0	0.00%
Debt Service	0	0	0	0.00%
Transfers	12,000	12,000	413,767	3448.06%
Total Parks & Rec Expenditures	3,397,237	3,397,237	2,889,992	85.07%
MSD Community Playfields Revenues	148,734	148,734	130,515	87.75%
Salaries & Benefits	66,922	66,922	49,129	73.41%
Operations	77,801	77,801	46,090	59.24%
Transfers	4,011	4,011	4,011	100.00%
Total MSD Community Playfields	148,734	148,734	99,230	66.72%
1912 Center Revenues	110,100	110,100	110,500	100.36%
Operations	106,100	106,100	98,274	92.62%
Capital Outlay	4,000	4,000	0	0.00%
Total 1912 Center Expenditures	110,100	110,100	98,274	89.26%
Transit Center Revenues	36,508	36,508	37,284	102.13%
Operations	36,508	36,508	24,121	66.07%
Total Transit Center Fund	36,508	36,508	24,121	66.07%
Water Fund Revenues	6,770,380	6,770,380	7,987,577	117.98%
Salaries & Benefits	1,417,290	1,417,290	1,313,968	92.71%
Operations	2,306,065	2,306,065	1,384,287	60.03%
Capital Outlay	210,000	210,000	27,757	13.22%
Debt Service	0	0	275,160	0.00%
Transfers	2,837,025	2,837,025	3,687,025	129.96%
Total Water Fund Expenditures	6,770,380	6,770,380	6,688,197	98.79%
Sewer Fund Revenues	9,699,474	9,699,474	9,257,692	95.45%
Salaries & Benefits	1,380,365	1,380,365	1,252,670	90.75%
Operations	2,273,028	2,273,028	1,783,055	78.44%
Capital Outlay	230,000	230,000	97,191	42.26%
Debt Service	1,106,582	1,106,582	1,092,760	98.75%

Transfers	4,709,499	4,709,499	5,009,499	106.37%
Total Sewer Fund Expenditures	9,699,474	9,699,474	9,235,175	95.21%
Sanitation Fund Revenues	6,205,773	6,205,773	6,334,641	102.08%
Salaries & Benefits	138,823	138,823	142,834	102.89%
Operations	4,430,970	4,430,970	4,422,562	99.81%
Capital Outlay	0	0	0	0.00%
Transfers	1,635,980	1,635,980	1,588,052	97.07%
Total Sanitation Fund	6,205,773	6,205,773	6,153,448	99.16%
Fleet Management Revenues	3,562,993	3,935,445	2,644,841	67.21%
Salaries & Benefits	329,978	329,978	312,884	94.82%
Operations	2,729,715	2,729,715	391,883	14.36%
Capital Outlay	469,800	842,252	683,436	81.14%
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	3,935,445	1,420,607	36.10%
Information Systems	1,746,953	2,007,208	2,137,900	106.51%
Salaries & Benefits	546,549	546,549	508,442	93.03%
Operations	960,904	1,221,159	783,354	64.15%
Capital Outlay	235,500	235,500	93,126	39.54%
Transfers	4,000	4,000	4,000	100.00%
Total Information Systems Expenditures	1,746,953	2,007,208	1,388,922	69.20%
Revenue for Miscellaneous Funds				
Water Construction Fund	7,293,632	7,293,632	2,081,848	28.54%
Sewer Construction Fund	10,018,376	10,018,376	3,471,739	34.65%
Sanitation Construcion Fund	5,935,060	5,935,060	683,591	11.52%
Capital Projects Fund	15,292,981	16,571,981	11,943,978	72.07%
LID Construction Fund	166,748	166,748	1,274	0.76%
Hamilton P & R	93,903	93,903	33,588	35.77%
Bond & Interest Debt Service Fund	10,752,964	10,752,964	48,704	0.45%
LID Bonded Debt Service Fund	30,618	30,618	5,742	18.75%
Total Miscellaneous Fund Revenue	49,584,282	50,863,282	18,270,464	35.92%
Expenses for Miscellaneous Funds				
Water Construction Fund	7,293,632	7,293,632	1,636,586	22.44%
Sewer Construction Fund	10,018,376	10,018,376	409,025	4.08%
Sanitation Construcion Fund	5,935,060	5,935,060	0	0.00%
Capital Projects Fund	15,292,981	16,571,981	5,071,321	30.60%
LID Construction Fund	166,748	166,748	125,000	74.96%
Hamilton P & R	93,903	93,903	92,403	98.40%
Bond & Interest Debt Service Fund	10,752,964	10,752,964	9,475,914	88.12%
LID Bonded Debt Service Fund	30,618	30,618	0	0.00%
Total Miscellaneous Fund Expenses	49,584,282	50,863,282	16,810,249	33.05%
Total City Revenue (1)	101,447,045	103,648,252	69,448,455	67.00%
Total City Expenses	101,447,045	103,648,252	64,912,003	62.63%

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, March 15, 2021



RESPONSIBLE STAFF

Jen Pfiffner, Assistant City Supervisor

ADDITIONAL PRESENTER(S)

Jenny Kostroff Executive Director Heart of the Arts, Inc.

OTHER RESOURCES

AGENDA ITEM TITLE

1912 Center Auditorium & Staircase Naming Request - Jen Pfiffner / Jenny Kostroff

DESCRIPTION

Heart of the Arts, Inc. (HAI) is proposing naming the newly remodeled 1912 Center auditorium, "Lecompte Auditorium" honoring Janet Lecompte who donated the initial funds to purchase and begin restoration of the 1912 Center (please see attached proposal). HAI is also proposing naming the newly remodeled 1912 west staircase, "Mark Ford Anderson Staircase" honoring Mark Ford Anderson whose family made significant financial contribution to the renovation of the staircase to the second and third floors of the 1912 Center (please see attached proposal).

These proposals were reviewed by the Parks and Recreation Commission at the February 25, 2021 meeting and recommended for City Council approval. Staff's review found no issues requiring denial of the naming proposals. This was reviewed by the Administrative Committee on March 8, 2021 and recommended for approval.

STAFF RECOMMENDATION

Approve proposed names for newly remodeled 1912 Center auditorium, "Lecompte Auditorium" and west staircase, "Mark Ford Anderson Staircase."

PROPOSED ACTIONS

ACTION: Approve proposed names for newly remodeled 1912 Center auditorium, "Lecompte Auditorium" and west staircase, "Mark Ford Anderson Staircase."

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Lecompte Naming Proposal Final 2-11-21
2. 1912 Staircase Naming Proposal for Mark Ford Anderson 2-8-21

Proposal

To: The Parks and Recreation Commission
1912 Center Development Committee
Moscow City Council

From: Jenny Kostroff, Executive Director of Heart of the Arts, Inc.

Date: February 11, 2021

Re: Naming the 1912 Center's Second Floor Auditorium

This submission is to permanently name the small auditorium, the center room on the north side of the building's the second floor, in honor of Janet Lecompte, the donor of the initial funds to purchase and begin the restoration of the 1912 Center. Janet Lecompte was integral in saving this historic building for the greater Moscow community and with out her financial help, this project might not have happened. Nothing has been named in her honor in the building to date and Heart of the Arts, Inc. wishes to publically acknowledge her important gift to our community. Janet's love of chamber music makes the small auditorium the perfect location for a namesake within the building.

Naming Specifics:

Location: The small auditorium is the center room on the north side of the second floor of the 1912 Center. (Please see the attached floor plan of the Second Floor to clearly identify the location of the space considered in this proposal.)

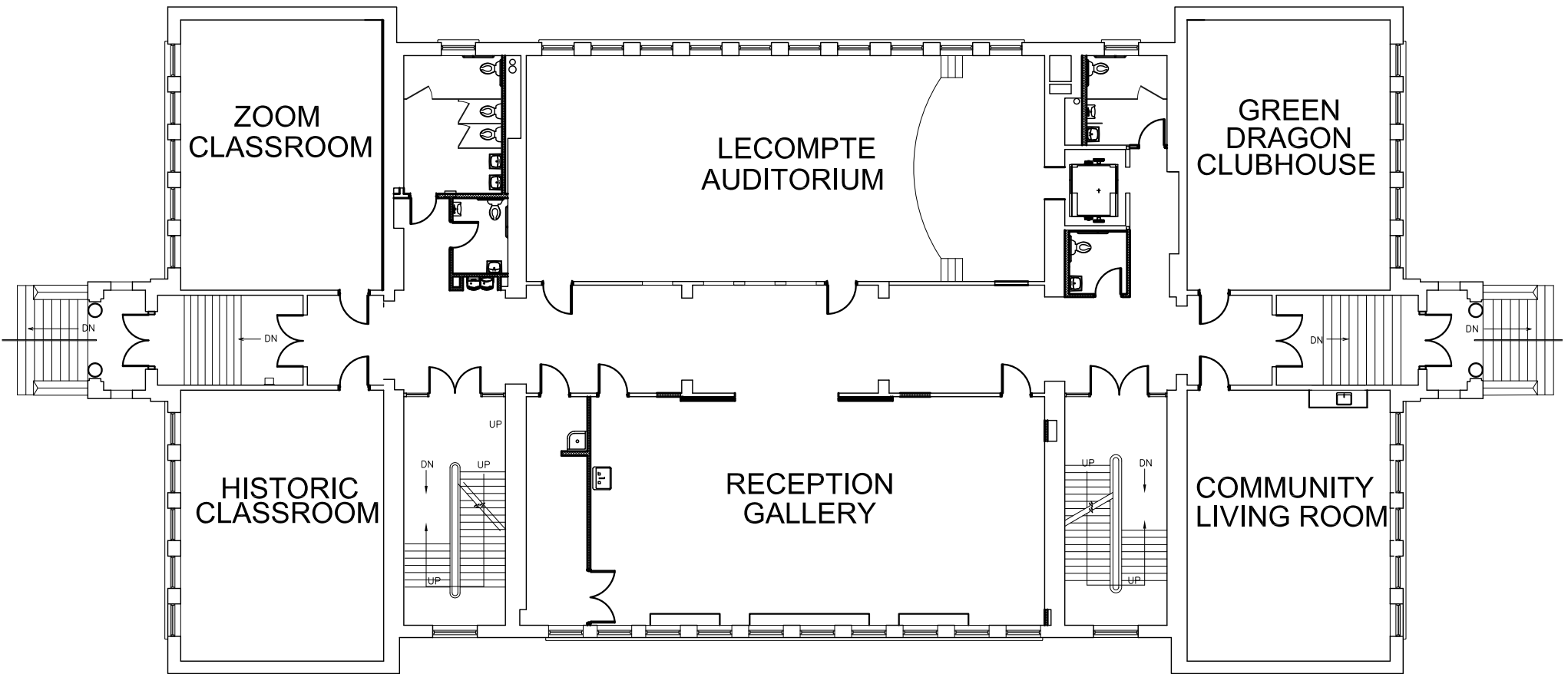
Name: "Lecompte Auditorium" will be the official name for the room for written and verbal reference.

Approval: Janet Lecompte died on February 28, 2010, however Janet approved the use of her name to encourage others to give to the 1912 Center project on December 31, 2000 in a memo of her own writing. A copy of a typed authorization from Janet herself is attached along with a memo from Janet to note the correct spelling of her last name with the smaller c in Lecompte.

Contribution: Janet Lecompte paid for the initial review of the old high school building to determine the soundness of the structure. She donated the money for the City to purchase the building and then retained a project manager to oversee fundraising for the project. She then contributed \$2 million to the initial renovation of the 1912 Center. This donation was able to pay the majority of the cost of the first phase of renovation which developed the Great Room, kitchen, and Plaza for the community, added and elevator and new plumbing and mechanical, paved the east parking lot and seismic retrofitted the whole building. The \$2 million denotes a significant gift to the project and without Janet's dedication to this project we would not have the 1912 Center that we enjoy today.

Signage: Upon approval, the name will be added to the room using the building signage standard. The name will then be added to floor plans and maps of the facility and will be featured on the calendar for the room schedule. A photo of Janet and a plaque that used to be displayed in the east entryway will be moved to the auditorium.

Dedication: A more formal celebration of the second floor project will be held the evening of the first Plaza Concert of the season on Monday, June 28th, 2021. This dedication will be open to the whole community to attend and will follow the ribbon cutting on the Anderson Staircase.



SECOND FLOOR

NOT TO SCALE



© COPYRIGHT DESIGN WEST ARCHITECTS P.A.
DESIGN CONCEPTS AND DRAWINGS NOT TO BE REUSED
WITHOUT WRITTEN PERMISSION OF ARCHITECT

Janet Lecompte
1606 Pine Cone Road
Moscow ID 83843
(208)882-1129

Duane Letourneau
479 Ridge Road
Moscow ID 83843

5 October 2000

Dear Duane:

Thank you so much for the inscription on the marble plaque in the hall of the 1912 building. It gave me the rare pleasure of spending a few hours in the Latah County Historical Society yesterday, researching J.H. Rich. I began with the cemetery records, but did not run across him there, although his obituary says he was buried in the Moscow cemetery.

Then I found a reference to John H. Rich in a newspaper transcription that my notes don't identify adequately. If you want to do more with the life and death of Professor Rich, I'll get the proper reference to the source. [He died of influenza, a national epidemic that was said to have taken more American lives than World War I]. You can read all about this popular Superintendent of Moscow schools and his death in the article from The Idaho Post, Moscow, Feb. 6, 1920, enclosed.

I tried to pin down his in-laws, the prominent Asbury family of Moscow, but after the death of John Rich, his wife, Nelle V. Asbury, appears no more in the Moscow sources I used. She was listed in the 1910 census as living in Nez Perce county, "division\Culd." whatever that means.

I suppose this is all we need to identify the mysterious J.H. Rich. I'm enclosing a list of newspaper articles in the Daily Star-Mirror of Moscow from 1911-1913 that describe the plans, construction and dedication ceremonies of the new high school, which was known as the Whitworth building. The newspaper is in the UI library, probably buried deep the archives unless it's been microfilmed. Some newspaper reporter or student might like to write a column about this, if there is enough interest to warrant the story of the construction of the building.

So, there was a J.H. Rich and he was quite a guy--I thought that he must have been beloved to have a marble slab in his memory! Thanks for your help.

Dec. 21, 2000, Thursday.

Call from Tom Hudson, who will be out of the 1912 building picture by March. In the meantime he has good news--three big entities are interested in funding the finishing of the 1912 building as far as use--all the tenants would be able to move in, although the building would not be "finished."

The Science people are the most enthusiastic and should be counted on for fund-raising, as should other groups occupying the building. The "finishing" phase could go on as the building itself is being used.

Gary Riedner has opposed the phase plan of finishing and has made life hard for Tom for a year and a half. Now he seems to approve of the phase, but Tom does not want to work with him.

I told him that I would allow him to make known that I was the original benefactor of the building if there is any use that can be made of this disclosure, although I think that I am not well known in the town, and also not willing to put my nose to the grindstone, for I have too much history to write at this time.

Janet Lecompte's extraordinarily generous gift made it possible for the City of Moscow to purchase this building, the former Moscow High School, from the Moscow School District in 1997 and complete the first phase of renovations.

While she spent most of her adult life and raised her family in Colorado Springs, Janet moved to Moscow in 1988 and developed many close friendships and became a major patron of area cultural and environmental organizations. Janet was a published historian of the American West who believed passionately in the preservation of local history and the nurturing of local culture. When this building—used for many years by the Moscow School District for administrative offices and storage--was proposed for demolition, Janet stepped forward to make sure that it be restored for the benefit of the community she loved. Named for the year it was built, the 1912 Center now serves as Moscow's community center, managed by the non-profit Heart of the Arts Inc.

Proposal

To: The Parks and Recreation Commission
1912 Center Development Committee
Moscow City Council

From: Jenny Kostroff, Executive Director of Heart of the Arts, Inc.

Date: February 11, 2021

Re: Naming of the 1912 Center's West Staircase for Mark Ford Anderson

This submission is to permanently name the staircase in west wing of the 1912 Center in honor of Mark Ford Anderson. Mark passed away in December of 2019 and his family was looking for a permanent way to honor him in Moscow. Mark was an artist who worked with many media as well as a musician who loved listening to and playing music. His wife, Nancy Bell came to Heart of the Arts, Inc. with this proposal and Richard and Joyce Anderson, his parents, have made a significant financial contribution to the renovation of the staircase to the second and third floors of the 1912 Center.

Naming Specifics:

Location: This staircase is located in the west hallway of the main floor of the 1912 Center across from the entry to the Arts Workshop. This staircase includes 22 steps to the second floor from the main floor and 28 steps from the second floor to the third floor for a total of 50 steps.

Name: "Mark Ford Anderson Staircase" will be the formal name for the western set of stairs in the building with the name being shortened to the "Anderson Staircase" for informal, verbal references. (By comparison the eastern staircase will be called the "Community Staircase" as sponsorships for the steps have been made by many different members of our community.)

Approval: Mark Ford Anderson is deceased, but his wife Nancy Bell as well as his parents Richard and Joyce Anderson approve the use of his name for this staircase. A copy of a signed letter of approval is attached.

Contribution: Richard Anderson donated \$25,000 to Heart of the Arts, Inc. to be used for the renovation of the western staircase. It has been determined based on the cost of the renovation project that a donation of \$500 per step denotes a significant gift worthy of naming. The Anderson family has donated the cost to renovate all 50 steps in the western staircase in full.

Signage: Upon approval, a plaque will be added to the first floor hallway at the bottom of the stairs using the building signage standard stating "Mark Ford Anderson, 1963-2019 Artist and explorer, he made us laugh and think and wonder." The name will be added to floor plans and maps of the facility. The family has also donated an 11" x 12" painting made by Mark titled 93-16 that becomes permanent property of the 1912 Center and will be displayed along with the plaque and a 5" x 7" photo of Mark.

Dedication: The staircase will be dedicated at a ceremony during intermission of the first Plaza Concert of the 2021 season when we formally invite the community to do a walk through of the newly opened second floor.

August 26, 2020

Heart of the Arts, Inc.
PO Box 8851
Moscow, ID 83843

Dear Heart of the Arts, Inc. & The City of Moscow,

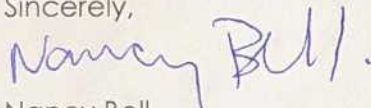
This letter serves to approve the use of Mark Ford Anderson's name on the western staircase at the 1912 Center. The formal name for the staircase should be "The Anderson Staircase." This name should be featured on all signage and on any ground plans or maps of the facility.

The plaque should read as follows:

Mark Ford Anderson
1963 -2019
Artist and explorer
He made us laugh, think and wonder.

In addition the 11" x 12" painting made by Mark titled "93-16" has been donated to Heart of the Arts, Inc. to be featured along side his photo and naming plaque at the base of the staircase. This is a permanent gift and becomes a part of the building in perpetuity.

Sincerely,

A handwritten signature in blue ink that reads "Nancy Bell". The signature is written in a cursive, flowing style.

Nancy Bell
Mark Ford Anderson's Wife

CITY COUNCIL STAFF REPORT

DATE: Monday, March 15, 2021



AGENDA ITEM TITLE

Indian Hills Water Line Improvements Bid Results and Contract Award - Scott Bontrager

RESPONSIBLE STAFF

Scott Bontrager, Assistant City Engineer

REVIEWED BY

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

DESCRIPTION

The Indian Hills Water Line Improvements project includes the replacement and upsizing of an existing 6-inch water line with a new 8-inch water line extending south from the Indian Hills Drive and Northwood Drive intersection south and east along Indian Hills Drive to the intersection with Atsirk Street. The replacement will also continue north on Atsirk Street and extend from the Nyarol Street and Pine Cone Road intersection north approximately 300-feet. New water laterals will be installed to service new fire hydrants and the existing water meters servicing the residential properties. Additionally, a new water line will be installed from Indian Hills Drive down to the future booster station on the north side of Southview Avenue and The Grove Apartments. The City published an advertisement for bids on February 6, 2021 and the Engineer's estimate for construction was \$998,403.

Bids were opened on Tuesday, March 2, 2021. Two responsive bids and one late bid were received, with bids ranging from \$899,560 to \$1,298,500.00. Of those, the lowest responsive bid was submitted by Germer Construction with a bid of \$899,560. A complete Bid Tabulation is attached. This was reviewed by the Public Works/Finance Committee on March 8, 2021 and recommended for approval.

STAFF RECOMMENDATION

Accept the low bid from Germer Construction, award the contract for the bid amount of \$899,560.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

PROPOSED ACTIONS

ACTION: Accept the low bid from Germer Construction, award the contract for the bid amount of \$899,560.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

FISCAL IMPACT

Funding for the project will be expended from Water Capital Projects line item 320-220-770-73 Improvements - Water Lines. Expenditure of \$899,560.00 plus an additional 10% allocated for possible change orders to fund contract with Germer Construction for the construction of project.

PERSONNEL IMPACT

City staff will administer the construction contract and inspection.

ATTACHMENTS

1. Indian Hills Water Line - JUB Bid Evaluation
2. Construction Agreement

March 4, 2021

Scott Bontrager, P.E.
Community Planning & Design Engineering Division
221 E. Second Street
Moscow, Idaho 83843

RE: Indian Hills Water Line Improvements Bid Evaluation

Dear Mr. Bontrager,

This letter is a follow-up to the bid opening for the Indian Hills Water Line Improvements Project at 2:00 p.m. on March 2, 2021. J-U-B Engineers, Inc. (J-U-B) reviewed the bids that were supplied from the following contractors:

- Germer Construction, Inc. (Germer)
- M.L. Albright & Sons, Inc. (Albright)
- Stewart Contracting, Inc. (Stewart)

We focused our review on the base bid cost and the contents of the bid packets to ensure that the required information was present. The required information was outlined in the Bid Submission form, which was provided in the contract documents. Refer to **Table 1** for a summary of our evaluation.

Table 1 - Bid Review Evaluation

Item #	Evaluation Criteria	Germer Construction, Inc.	M.L. Albrights & Sons, Inc.	Stewart Contracting, Inc.
		P.O. Box 10003 Moscow, ID 83843	P.O. Box 603 Lewiston, ID 83501	P.O. Box 1275 Pinehurst, ID 83850
1	Bid received on-time and in a properly sealed envelope?	Yes	Yes	No
2	Addenda properly acknowledged?	Yes	Yes	Yes
3	Bid schedule completed in general conformance with the Instructions to Bidders?	Yes	Yes	Yes

Item #	Evaluation Criteria	Germer Construction, Inc.	M.L. Albrights & Sons, Inc.	Stewart Contracting, Inc.
4	Bid security signed & included?	Yes	Yes	Yes
5	Idaho Contractor's license number included, if required?	Yes, PWC-C-11359-AAA-1-2-3	Yes, PWC-C-12040-U-1-2-3	Yes, 025627-U-1
6	Bid signed?	Yes	Yes	Yes
7	Naming of Subcontractors Form completed, if applicable (Plumbing, electrical, HVAC)?	Yes	Yes	Yes
8	Non-Collusion Affidavit included?	Yes	Yes	Yes
9	Anti-Discrimination Affidavit	Yes	Yes	Yes
	Total Base Bid Amount	\$899,560.00	\$1,041,633.50	\$1,298,500.00

Bid Discrepancies

- Germer did not state on page 6 of 7 in the ISPWC 00410 Bid Form if Germer Construction, Inc. is a General Business, Professional, Service, or Limited Liability corporation.
- The Stewart bid did not arrive on time and is therefore considered late.

Since this is an I.C. 67-2805 "Category A" Bid, the Bidder's qualifications were not evaluated. Award should be made to the lowest bidder who is in compliance with the administrative requirements of the bidding process, and who holds the requisite license. The bidders' licenses were researched and all three have active licenses that are appropriate for the bid amounts.

You should work with legal counsel to review the Bids, conduct any further review that is warranted, consider irregularities we discovered and others that may be present based on your review, waive any informalities, and make a final recommendation to your City Council. Based on this evaluation, it is our opinion that Germer Construction, Inc. is the lowest responsive bidder, and we recommend that they be considered for award of the contract. If you would like to discuss our evaluation and recommendation, please do not hesitate to contact me at 208-746-9010.

Sincerely,



Adam Rushold, Project Engineer
J-U-B ENGINEERS, Inc.

Attachments:
Bid Tab Summary (PDF)

Indian Hills Water Line Improvements
Bids Opened 03/2/2021

Received Past Deadline
Considered Informal Bid

				Engineers Estimate		Bid From: Germer Construction		Bid From: M.L. Albright & Sons		Bid From: Stewart Contracting, Inc.	
Item No.	Item Description	Qty.	Unit	Unit Price	Amount	Price	Total	Price	Total	Price	Total
1	Removal of Miscellaneous Landscaping	77	SY	\$3.00	\$231.00	\$8.00	\$616.00	\$20.00	\$1,540.00	\$50.00	\$3,850.00
2	Removal of Miscellaneous Pasture	448	SY	\$2.00	\$896.00	\$11.00	\$4,928.00	\$5.00	\$2,240.00	\$10.00	\$4,480.00
3	Removal of Additional Asphalt Surface	127	SY	\$16.00	\$2,032.00	\$3.50	\$444.50	\$15.00	\$1,905.00	\$10.00	\$1,270.00
4	Removal of Asphalt Surface	3063	LF	\$16.00	\$49,008.00	\$3.00	\$9,189.00	\$17.00	\$52,071.00	\$10.00	\$30,630.00
5	Removal of Concrete Sidewalk/Curb	675	LF	\$15.00	\$10,125.00	\$18.50	\$12,487.50	\$4.50	\$3,037.50	\$20.00	\$13,500.00
6	Exploratory Excavation	150	HR	\$445.00	\$66,750.00	\$185.00	\$27,750.00	\$350.00	\$52,500.00	\$150.00	\$22,500.00
7	Trench Backfill - Class C (12" PVC Water Lne)	448	LF	\$15.00	\$6,720.00	\$3.00	\$1,344.00	\$11.00	\$4,928.00	\$80.00	\$35,840.00
8	Trench Backfill - Class D (8" PVC Water Lne)	3032	LF	\$29.00	\$87,928.00	\$13.50	\$40,932.00	\$19.00	\$57,608.00	\$80.00	\$242,560.00
9	Trench Backfill - Class D (6" PVC Water Lne)	80	LF	\$32.00	\$2,560.00	\$13.50	\$1,080.00	\$26.00	\$2,080.00	\$100.00	\$8,000.00
10	Miscellaneous Surface Repair (Landscaping)	77	SY	\$6.00	\$462.00	\$45.45	\$3,499.65	\$30.00	\$2,310.00	\$100.00	\$7,700.00
11	Miscellaneous Surface Repair (Pasture)	448	SY	\$2.00	\$896.00	\$10.00	\$4,480.00	\$15.00	\$6,720.00	\$20.00	\$8,960.00
12	Concrete Sidewalk/Curb Repair	675	LF	\$126.00	\$85,050.00	\$104.00	\$70,200.00	\$54.00	\$36,450.00	\$60.00	\$40,500.00
13	Asphalt Surface Repair	3063	LF	\$16.00	\$49,008.00	\$42.00	\$128,646.00	\$43.00	\$131,709.00	\$50.00	\$153,150.00
14	Additional Asphalt Surface Repair	127	SY	\$16.00	\$2,032.00	\$52.50	\$6,667.50	\$48.00	\$6,096.00	\$50.00	\$6,350.00
15	8" DR18 C900 PVC Water Line	3032	LF	\$39.00	\$118,248.00	\$82.00	\$248,624.00	\$67.00	\$203,144.00	\$30.00	\$90,960.00
16	12" DR18 C900 PVC Water Line	425	LF	\$151.00	\$64,175.00	\$92.00	\$39,100.00	\$105.00	\$44,625.00	\$50.00	\$21,250.00
17	8" Gate Valve	32	EA	\$1,251.00	\$40,032.00	\$1,250.00	\$40,000.00	\$2,100.00	\$67,200.00	\$3,000.00	\$96,000.00
18	6" Isolation Gate Valve	5	EA	\$822.00	\$4,110.00	\$950.00	\$4,750.00	\$1,450.00	\$7,250.00	\$3,000.00	\$15,000.00
19	New Hydrant, Assembly, and Installation	10	EA	\$9,796.00	\$97,960.00	\$5,216.00	\$52,160.00	\$7,100.00	\$71,000.00	\$9,000.00	\$90,000.00
20	Existing Hydrant Removal	8	EA	\$1,335.00	\$10,680.00	\$450.00	\$3,600.00	\$1,500.00	\$12,000.00	\$1,000.00	\$8,000.00
21	Water Service Assembly and Connection	42	EA	\$4,137.00	\$173,754.00	\$2,810.00	\$118,020.00	\$2,560.00	\$107,520.00	\$4,000.00	\$168,000.00
22	6" DR18 C900 PVC Gravity Sewer Line	80	LF	\$34.00	\$2,720.00	\$125.00	\$10,000.00	\$145.00	\$11,600.00	\$100.00	\$8,000.00
23	Construction Sediment Control	1	LS	\$1,112.00	\$1,112.00	\$4,800.00	\$4,800.00	\$12,000.00	\$12,000.00	\$5,000.00	\$5,000.00
24	Construction Traffic Control	1	LS	\$11,118.00	\$11,118.00	\$19,600.00	\$19,600.00	\$40,000.00	\$40,000.00	\$10,000.00	\$10,000.00
25	Mobilization	1	LS	\$87,426.00	\$87,426.00	\$32,416.85	\$32,416.85	\$93,000.00	\$93,000.00	\$180,000.00	\$180,000.00
26	Reference and Reset Monuments	10	EA	\$1,168.00	\$11,680.00	\$862.50	\$8,625.00	\$550.00	\$5,500.00	\$2,000.00	\$20,000.00
27	Driveway Approach - Type I	70	SY	\$167.00	\$11,690.00	\$80.00	\$5,600.00	\$80.00	\$5,600.00	\$100.00	\$7,000.00
				TOTAL	\$998,403.00	TOTAL	\$899,560.00	TOTAL	\$1,041,633.50	TOTAL	\$1,298,500.00

**CONSTRUCTION AGREEMENT
FOR INDIAN HILLS WATER LINE IMPROVEMENTS
BETWEEN CITY OF MOSCOW, IDAHO
AND GERMER CONSTRUCTION, INC.**

THIS CONSTRUCTION AGREEMENT FOR INDIAN HILLS WATER LINE IMPROVEMENTS BETWEEN CITY OF MOSCOW, IDAHO AND GERMER CONSTRUCTION, INC. (hereinafter "Agreement"), dated this _____ day of _____, 2021, by and between the City of Moscow, Idaho, a municipal corporation of the State of Idaho, 206 East Third Street, Moscow, Idaho, 83843 (hereinafter "CITY"), and Germer Construction, Inc. P.O. Box 10003, Moscow, Idaho, 83843 (hereinafter "CONTRACTOR");

WITNESSETH:

WHEREAS, pursuant to the invitation of CITY, extended through a "Solicitation for Bids", CONTRACTOR submitted a Bid Proposal containing an offer invited by said solicitation; and

WHEREAS, CITY has determined that said offer was the lowest responsive Bid Proposal; and

WHEREAS, CITY has accepted CONTRACTOR's Bid Proposal;

NOW THEREFORE, the Parties to this Agreement, in consideration of the mutual covenants and stipulations set out, agree as follows:

**ARTICLE 1.
CONTRACT DOCUMENTS**

The Contract Documents which comprise the entire Agreement between CITY and CONTRACTOR concerning the work to be performed, are this Agreement, pages one (1) through six (6), and the following:

1. Advertisement for Bids;
2. Project Specifications titled: Indian Hills Water Line Improvements
City of Moscow Project No. 114-019
3. Bid/Proposal of CONTRACTOR, dated March 2, 2021, attached to this Agreement;
4. The Engineering Plans;
5. Performance and Payment Bonds, and Insurance Certificates, physically attached to this Agreement;
6. Addenda issued prior to the opening of bids, to be physically attached to this Agreement;
7. Change Orders which may be delivered or issued after the effective date of this Agreement.

There are no Contract Documents other than those listed in Article 1. This Agreement may only be amended by change order as provided in the Project Specifications.

ARTICLE 2. WORK

CONTRACTOR shall complete the entire Work as specified, indicated, and required under the Contract Documents contained herein under Article 1., for CITY project (hereinafter "Project") titled:

"Indian Hills Water Line Improvements"

ARTICLE 3. CONTRACT TIME/SUBSTANTIAL COMPLETION

The work to be performed pursuant to this Agreement shall be substantially completed within fifty-five (55) calendar days of the Notice to Proceed, unless adjustment of the Agreement time is made in accordance with the provisions of the Contract Documents.

CONTRACTOR and CITY recognize that time is of the essence and that CITY will suffer financial loss if the Project is not completed within the time specified above, unless approved extensions thereof are permitted in accordance with Article 12 of the General Conditions. The Parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by CITY if the Project is not completed on time. Accordingly, instead of requiring any such proof, CITY and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty), CONTRACTOR shall pay CITY One Half of One Percent (0.5%) of the Contract Sum for each day that expires after the time specified above for Substantial Completion until the Project is substantially complete. After Substantial Completion, if CONTRACTOR shall neglect, refuse, or fail to complete the remaining Project within the Time of Completion or by any proper extension thereof granted by CITY, CONTRACTOR shall pay CITY One Half of One Percent (0.5%) of the Contract Sum for each day that expires after the time specified above for completion, until the Project is completed and ready for final payment.

ARTICLE 4. CONTRACT SUM

CITY shall pay CONTRACTOR for completion of the Project in accordance with the Contract Documents in current funds in the amount of Eight Hundred Ninety-Nine Thousand Five Hundred Sixty 00/100 Dollars (\$899,560.00), as submitted by CONTRACTOR. In no event shall Contract amount exceed CONTRACTOR's bid amount of Eight Hundred Ninety-Nine Thousand Five Hundred Sixty 00/100 Dollars (\$899,560.00) unless otherwise authorized by CITY in writing. Any work additional to the current Agreement shall be compensated in accordance with pricing terms specified in the Bid Proposal, and shall be agreed to by the Parties in writing. Said Contract Sum shall be paid in accordance with the Contract Documents.

ARTICLE 5. INDEPENDENT CONTRACTOR

The Parties warrant by their signature that no employer-employee relationship is established between CONTRACTOR and CITY by the terms of this Agreement. It is understood by the Parties

hereto that CONTRACTOR is an independent contractor and, as such, neither CONTRACTOR nor CONTRACTOR's employees, agents, representatives or Subcontractors, if any, are employees of CITY for purposes of tax, retirement system, or social security (FICA) withholding.

ARTICLE 6. SCOPE OF SERVICES

CONTRACTOR shall perform all Work required by the Contract Documents. All Work shall be completed in accordance with the specifications and plans established for this Project.

ARTICLE 7. HOLD HARMLESS/INDEMNIFICATION

In addition to other rights granted CITY by the Contract Documents, CONTRACTOR agrees to indemnify, defend, and hold harmless CITY, its officers, agents, employees, and engineers, from and against any and all losses, lawsuits, actions, claims, judgements for damages, or any injuries or damages received or sustained by any person, persons, or property and losses, and expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from, or in connection with the acts and/or any performances, activities, errors or omissions by CONTRACTOR, CONTRACTOR's servants, agents, officers, employees, representatives, guests, business invitees or its Subcontractors; or on account of or in consequence of any neglect in safeguarding the Project; or through use of unacceptable materials in constructing the Project; or because of any claims or amounts recovered from any infringements of patent, trademark or copyright; or from any claims or amounts arising out of or recovered under the Workmen's Compensation Act or any other law, ordinance, order, or decree.

ARTICLE 8. CONFLICT OF INTEREST

CONTRACTOR covenants that it presently has no interest and will not acquire any interest, direct or indirect, in the Project which would conflict in any manner or degree with the performance of CONTRACTOR's services hereunder. CONTRACTOR further covenants that, in performing this Agreement, CONTRACTOR will employ no person who has any such interest. Should any conflict of interest arise during the performance of this Agreement, CONTRACTOR shall immediately disclose such conflict to the Engineer and CITY.

ARTICLE 9. ENTIRE AGREEMENT, MODIFICATION AND ASSIGNABILITY

This Agreement and the exhibits hereto contain the entire Agreement between the Parties, and no statements, promises, or inducements made by either Party, or agents of either Party are valid or binding unless contained herein. This Agreement may not be enlarged, modified or altered except upon written agreement signed by the Parties hereto. CONTRACTOR may not subcontract or assign its rights (including the right to compensation) or duties arising hereunder, other than as provided within the Contract Documents, without the prior written consent and express authorization of CITY.

ARTICLE 10.
LICENSES AND ADHERENCE TO LAW REQUIRED

CONTRACTOR represents that it possesses the skill and experience necessary and all licenses required to perform the Work under this Agreement. CONTRACTOR further agrees to comply with all applicable Federal, State and Local Statutes and Regulations in the performance of the Work hereunder, and are hereby made a part of this Agreement and shall be adhered to at all times. Violation of any of these statutes or regulations by CONTRACTOR shall be deemed material and shall subject CONTRACTOR to termination of this Agreement for cause. No pleas of misunderstanding or ignorance on the part of CONTRACTOR will in any way serve to modify the provisions of this requirement. CONTRACTOR and its surety shall indemnify, defend and hold harmless CITY and its employees, agents, engineers and representatives, against any claim or liability arising from or based on the violation of any such laws, codes, ordinances, or regulations, whether by CONTRACTOR, CONTRACTOR's employees, or its Subcontractors.

ARTICLE 11.
EMPLOYMENT DISCRIMINATION

It is illegal under the U.S. Federal law to discriminate against an employee, either intentionally or through disparate impact, on account of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. CONTRACTOR shall not discriminate against any employee or applicant for employment. CONTRACTOR's action under this Section shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and other applicants for employment, notices setting forth the provisions of this non-discrimination Section.

ARTICLE 12.
LEGAL FEES

In the event either Party incurs legal expenses to enforce the terms and conditions of this Agreement, the prevailing Party is entitled to recover attorney's fees and other costs and expenses, whether the same are incurred with or without a lawsuit.

ARTICLE 13.
JURISDICTION, VENUE AND NONWAIVER

It is agreed that this Agreement shall be construed under and governed by the laws of the State of Idaho. In the event of litigation concerning it, it is agreed that proper venue shall be the District Court of the Second Judicial District of the State of Idaho, in and for the County of Latah. Failure of CITY to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

**ARTICLE 14.
SPECIAL WARRANTY**

CONTRACTOR warrants that nothing of monetary value has been given, promised, or implied as remuneration or inducement to enter into the Agreement. CONTRACTOR declares that no improper personal, political or social activities have been used or attempted in an effort to influence the outcome of the competition, discussion, or negotiation leading to the award of this Agreement. Any such activity by CONTRACTOR shall make this Agreement null and void. CONTRACTOR further warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good workmanlike manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.

**ARTICLE 15.
COMMUNICATIONS**

Such communications as are required by this Agreement shall be satisfied by mailing or by personal delivery to the Parties at the following addresses:

Contractor:

Germer Construction, Inc.
PO Box 10003
Moscow, ID 83843

City:

City Engineer
City of Moscow
206 East Third Street
P O Box 9203
Moscow, Idaho 83843

**ARTICLE 16.
NON-APPROPRIATIONS**

This Agreement is contingent upon CITY receiving the necessary funding to cover the obligations of CITY. In the event that such funding is not received or appropriated, then, and in that event, CITY's obligations under this Agreement shall cease and each Party shall be released from further performance under this Agreement without any liability to the other Party, and CONTRACTOR shall be entitled to receive just and equitable compensation for any Work satisfactorily completed hereunder.

**ARTICLE 17.
APPROVAL REQUIRED AND SEVERABILITY**

This Agreement shall not become effective or binding until approved by the CITY. If any part of this Agreement is held unenforceable, the remaining portions of the Agreement will, nevertheless, remain in full force and effect.

**ARTICLE 18.
EXECUTION**

IN WITNESS WHEREOF, said CONTRACTOR and CITY have caused this Agreement to be executed on the day and year first above written.

CONTRACTOR

Germer Construction, Inc.

CITY

City of Moscow, Idaho

By: _____

Bill Lambert, Mayor

ATTEST:

By: _____

Laurie M. Hopkins, City Clerk

Approved As To Form:

Mia Bautista, City Attorney

ACKNOWLEDGMENT

STATE OF _____)
) ss:
County of _____)

On this ____ day of _____, 2021, before me, the undersigned, a Notary in and for said State, personally appeared _____ and _____ known to me to be the person(s) whose name(s) is/are subscribed to the foregoing Agreement and acknowledged to me that he/she/they executed the same in his/her/their capacity as _____ for Germer Construction, Inc.

(seal)

Notary Public residing at: _____
My commission expires: _____

CITY COUNCIL STAFF REPORT

DATE: Monday, March 15, 2021



AGENDA ITEM TITLE

Comprehensive Annual Financial Report Presentation (ACTION ITEM) - Renee Tack / Mitch Marx

RESPONSIBLE STAFF

Renee Tack, Assistant Finance Director

REVIEWED BY

ADDITIONAL PRESENTER(S)

Mitch Marx

OTHER RESOURCES

DESCRIPTION

STAFF RECOMMENDATION

Recommend Council review and approval of the FY2020 Comprehensive Annual Financial Report as presented.

PROPOSED ACTIONS

PROPOSED ACTIONS: Accept the City of Moscow audited Comprehensive Annual Financial Report for FY2020 as presented; or take such other action deemed appropriate.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. FY2020 FINAL DRAFT CAFR

City of Moscow

Comprehensive Annual Financial Report

Fiscal Year Ended September 30, 2020



Bill Lambert
Mayor

Gary J. Riedner
City Supervisor



Jim Boland
Council President

Brandy Sullivan
Council Vice President

Art Bettge
Council Member

Kathryn Bonzo
Council Member

Gina Taruscio
Council Member

Anne Zabala
Council Member

Comprehensive Annual Financial Report



CITY OF MOSCOW, IDAHO

FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2020

Prepared
by the
Finance Department

Sarah L. Banks
Finance Director



INTRODUCTORY SECTION

CITY OF MOSCOW, IDAHO

Comprehensive Annual Financial Report For the Fiscal Year Ended September 30, 2020

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Heart of the Arts



Bill Lambert
Mayor

Brandy Sullivan
Council President

Art Bettge
Council Vice-President

Sandra Kelly
Council Member

Maureen Laffin
Council Member

Gina Taruscio
Council Member

Anne Zabala
Council Member



Gary J. Riedner
City Supervisor



City of Moscow, City Hall
c/o Gary J. Riedner, City Supervisor
206 East 3rd Street
P.O. Box 9203
Moscow ID 83843
Phone (208) 883-7000
Fax (208) 883-7018

Website: www.ci.moscow.id.us
Hearing Impaired (208) 883-7019



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March 1, 2021

Honorable Mayor, City Council Members, and Citizens of the City of Moscow:

We are pleased to submit to you the audited Comprehensive Annual Financial Reports (CAFR) for the City of Moscow, Idaho (hereinafter "City") for the fiscal year October 1, 2019 through September 30, 2020.

Idaho state law requires that all general-purpose local governments publish, within six months of the close of each fiscal year, a complete set of financial statements presented in conformity with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB), and an audit report in accordance with auditing standards generally accepted in the United States of America by Certified Public Accountants. Pursuant to that requirement, we hereby issue the audited annual financial statements of the City for the fiscal year ended September 30, 2020.

The Finance Department of the City has prepared this report to present the financial position of the City as of September 30, 2020. We believe the information, as presented, is accurate in all material aspects; that it is presented in a manner designed to set forth fairly the financial position and results of operations of the City as measured and reported by the financial activity of its various funds; and that all disclosures necessary to enable the reader to gain an adequate understanding of the City's financial affairs have been included. Responsibility of both the accuracy of the data, and the completeness and fairness of the presentation and disclosures rests with City management.

Moscow's Mission Statement:

The City of Moscow delivers quality municipal services while ensuring responsible use of resources. We anticipate and meet the needs of our diverse population in order to build public trust and enhance a sense of community.

CAFR Presentation:

The CAFR was prepared by the City's Finance Department in accordance with GAAP and GASB. It is intended to provide sufficient information to permit the assessment of stewardship and accountability, to demonstrate legal compliance, and to facilitate management control. City management is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse and to ensure adequate accounting data is compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States of America. In addition, the City maintains extensive budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual appropriated budget adopted by the City Council. Activities of all funds are included in the annual adopted budget.

Presnell Gage, PLLC, Accounting and Consulting, Certified Public Accountants, have issued an opinion that the City's financial statements were presented fairly in all material respects for the year ended September 30, 2020. The Independent Auditor's report is located at the front of the financial section of this report.



The Letter of Transmittal is designed to complement the Management's Discussion and Analysis (MD&A) and should be read in conjunction with the MD&A. The City's MD&A can be found in the financial section along with the independent auditor's opinion, basic financial statements (including entity-wide fund financial statements), notes to the basic financial statements, required supplementary information and supplemental information, combining and individual statements and schedules for the City's funds.

City of Moscow Profile:

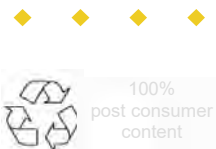
Moscow, Idaho, is located among the rolling Palouse hills of Latah County in northern Idaho and the western City limits border the State of Washington. The City encompasses a land area of approximately 6.92 square miles. Moscow is the county seat and largest city in Latah County and with a population of 25,766 (2018 U.S. Census Bureau) and is the 13th largest city in Idaho. Latah County's population is 40,134 (2018 U.S. Census Bureau) and comprises the majority of the eastern portion of the Palouse region, which is world-renowned for its agriculture and fertile soil. Latah County is the only county in the United States that was established by an act of Congress. Originally part of Nez Perce County, Latah County was created in 1888 and named for Latah Creek, which is located in its northwest corner.

The City of Moscow is home to the University of Idaho, the state's land grant institution and primary research university. Eight miles (13 km) west is Pullman, Washington, home of Washington State University, also a land-grant institution. The close proximity of these two universities creates an environment that is a wonderful combination of small town comfort and safety, together with the cultural, recreational, and educational opportunities of a larger city.

The City of Moscow was incorporated on July 12, 1887. The City operates under a Mayor/Council form of government consisting of an elected mayor and six council members. The mayor and six council members are elected on an at-large, non-partisan basis, and the council serves staggered 4-year terms, with one-half of the council positions elected every two years. The City is considered to be a "full service" city and provides the following services authorized by charter and by Title 50 of the *Idaho Code*: general government, public safety, culture and recreation, transportation, water, sewer, and sanitation.

Moscow's City Council is required to adopt a final budget no later than the close of the current fiscal year. The City's fiscal year starts on October 1 and ends on September 30. The annual budget serves as the foundation for the City's management and financial planning and controls and is prepared by the Administration and Finance Departments. Department managers are responsible for their department's budgetary controls. The budget is adopted at the fund level by the City Council following a public hearing, and meets the state's legal requirement for a balanced budget of revenues and expenditures. The same public budget process is necessary on any occasion when budget amendments are necessary to accept unanticipated revenues and expenditures.

Moscow, Idaho, is settled into the Palouse, a rich landscape long-inhabited by the Nimiipuu (Nez Perce) people indigenous to the region. While incorporated in 1887, the City's modern history is rooted in agriculture; the region has been the pea and lentil capital of the world.





The presence of farming in the community goes far beyond commerce; however, as grain silos and other architectural features announce agricultural endeavor as part of the community's aesthetic identity. The City is home to the University of Idaho (UI), a land grant institution established in 1889. School spirit infuses the atmosphere of the City with the balance of gravitas and celebration that characterizes educational experience. Moscow's culture is woven together with the work of passionate citizens and creative institutions dedicated to the arts in all their forms. The City of Moscow stands out amongst Idaho cities in many ways, and its tradition of Arts and Culture programming contributes greatly to that unique identity.

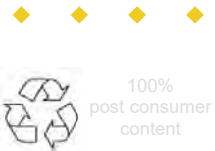
The fiscal year 2020 COVID-19 pandemic has impacted many of the cultural offerings from a financial, economic, and social viewpoint.

Listed below are City-sponsored cultural offerings:

- Moscow Farmers Market (MFM) is held every Saturday from May through October. Established in 1977, the MFM is the longest-running market in the state of Idaho and provides farmers, artisans, and customers the opportunity to connect with one another in Moscow's downtown core;
- Third Street Gallery located in Moscow City Hall brings art installations into the heart of the public process;
- Artwalk is an annual event featuring 75 host locations and over 100 artists;
- Entertainment in the Park presents weekly performances for children and families during the month of June;
- Palouse Plein Air is an annual painting event that brings artists together in celebration of the picturesque Palouse;
- Moscow Poet Laureate increases awareness of the role that poetry and literature play in the community;
- Public Art in Moscow thrives in an annually-refreshed temporary collection, a portable collection, and features works in the permanent collection made possible by the City's 2004 adoption of a 1 percent for the arts ordinance.

The City of Moscow is proud to partner with the following cultural institutions and events:

- The University of Idaho's Prichard Art Gallery, Lionel Hampton Jazz Festival, and Festival Dance;
- The University of Idaho's College of Art and Architecture & College of Letters, Arts, and Social Sciences;
- Moscow Renaissance Fair;
- Rendezvous in the Park;
- The Kenworthy Performing Arts Center;
- The 1912 Center, a property owned by the City and run by the non-profit organization Heart of the Arts, Inc.





The City has a highly skilled and educated work force supporting many thriving businesses, as well as the University of Idaho and nearby Washington State University.

The University of Idaho is a nationally recognized research institution committed to undergraduate and graduate research education, with extension services responsive to Idaho and to the region's business and community needs. Many students take advantage of an emphasis on undergraduate research opportunities in computer science, transportation innovation, environmental science, evolutionary biology, and biomedical research. The University of Idaho enrolls 10,791 students. As Idaho's land grant research university, the University of Idaho offers students a complete living and learning experience. The residential campus in Moscow matches architectural beauty with a small and friendly academic community. Outdoor recreational activities complement the many cultural amenities.

The University of Idaho ranked in the top 30 in the nation as a "great university to hit the books and backcountry" by Outside magazine. Living and learning in Moscow will put you just minutes from opportunities for skiing, snowboarding, whitewater rafting, biking, climbing, camping and more.

Local Economic Outlook:

Moscow's major employers are heavily represented in the sectors of education, health care, retail, and government. These four sectors represent 65 percent of Moscow's economy.

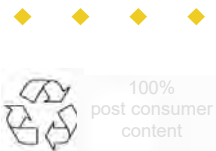
The Latah County unemployment rate (not seasonally adjusted) for the month ending in September 2020 was 5.2 percent compared with 2.1 percent in September 2019. The September 2020 unemployment rate (not seasonally adjusted) of 5.2 percent was below a state unemployment rate of 5.6 percent and a national unemployment rate of 7.9 percent. The elevated unemployment rates are likely related to the COVID-19 pandemic and associated economic disruption and recession that has resulted.

Latah County saw employment expansion in the following sectors from 2018 – 2019:

- Accommodation and Food Service (2.3 percent)
- Information (28.6 percent)
- Construction (4.6 percent)
- Health Care and Social Services (9.5 percent)
- Real Estate and Leasing (1.3 percent)

Latah County saw employment contraction in the following sectors:

- Arts, Entertainment and Recreation (-3.4 percent)
- Educational Services (-2.0 percent)
- Other Services (-4.7 percent)
- Professional and Technical Services (-0.6 percent)
- Wholesale Trade (-11.0 percent)
- Finance and Insurance (-5.5 percent)





- Manufacturing (-1.9 percent)
- Retail Trade (-1.4 percent)

Real Estate:

- The average home sale price in the City of Moscow increased 12.2 percent from \$279,866 in 2019 to \$314,027 in 2020, after a 15.5 percent increase the prior year.
- The average home sale price in Latah County increased 4.3 percent from \$274,068 in 2019 to \$286,040 in 2020 after a 24.6 percent increase the prior year.

Tourism:

- In the 2020 calendar year, Latah County transient occupancy tax decreased by 36 percent over the prior period in 2019 due to reduced travel and tourism as a result of the COVID-19 pandemic.

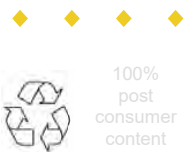
Building Permits:

- Total permitted construction value in the City of Moscow increased significantly from \$21.9 million in 2019 to \$37.7 million in 2020, well above the 10-year average of \$25.6 million.

At the beginning of fiscal year 2020, the national, state, and local economies continued to feel the impact of the COVID-19 pandemic. While state and local revenues have remained relatively stable, many businesses in Moscow have experienced reduced sales and revenues during the pandemic. To assist local tax payers, the City participated in Governor Little's Public Safety Grant Initiative, passing on over \$1.6 million in property tax relief to City residents and property owners. The City has also ceased utility shut-offs during the pandemic and provided expanded outdoor dining and designated pickup spaces for local restaurants.

Moscow continues its economic development efforts. The Moscow Urban Renewal Agency (MURA) manages one active urban renewal district called the Legacy Crossing District, which covers approximately 169 acres and includes former railroad right-of-way and industrial areas, comprising the majority of the blighted and underutilized properties located between Moscow's historic downtown and the University of Idaho. The primary objective in creating this District was to eliminate conditions impeding the City's economic growth in the area. The MURA's focus is to spur more rapid land use transition of properties from former agricultural and/or industrial uses to new uses and economic vibrancy adding to the quality of civic life and improving the public safety of citizens and visitors.

The Legacy Crossing District will have long-term positive impacts on the community. The re-urbanization of inner-city districts, particularly those with land uses transitioning from industrial uses to mixed-uses, requires an extended planning horizon.





Redevelopment activities continue within the District and on the MURA-owned property located at the southwest corner of the intersection of Sixth and Jackson Streets, including the completion of environmental remediation activities and the planning for redevelopment of the site.

The City is a leader in a consortium, which maintains 15.4 miles of dark fiber optic cable capacity to governmental, educational, and hospital facilities in the City. Other members of the consortium are the Idaho Transportation Department, Moscow School District #281, and Gritman Medical Center.

The Intermodal Transit Center (ITC) is home to public transit provider Sustainable Moscow Area Regional Transportation (SMART), which provides services to area residents and the University of Idaho. The fixed-route public transportation service in Moscow continues to see increased ridership. The ITC houses administrative and passenger service areas, exterior covered passenger boarding areas, bicycle parking facilities, and transit vehicle parking and serves as a link between transportation service providers to facilitate the seamless integration of transportation options for the Palouse region. Public transportation services are provided by not only SMART, but also Northwest Trailways (providing inter-city passenger service) and the University of Idaho's Vandal Access Service. Another public transit opportunity is the City of Moscow inter-city van pool program.

Tourism is Idaho's third-largest industry statewide. The City provides and hosts many cultural opportunities along with other art attractions. The arts, entertainment, and recreation sector includes a wide range of establishments that operate facilities or provide services to meet varied cultural, entertainment, and recreational interests of the local and surrounding population.

Long-Term Financial Planning for the City:

The City's future capital improvement projects include:

- Replacement of the Sixth Street bridge near Mountain View Road;
- Widening of Mountain View Road to include bicycle lanes, curbs, gutters, and sidewalks between Joseph Street and Sixth Street;
- Reconstruction of the Sixth Street and Mountain View intersection;
- Pedestrian system improvements in the Sixth Street corridor between Asbury and Jefferson Street;
- Pedestrian and lighting systems improvements in the Third Street corridor between Jackson Street and the alley west of Asbury Street;
- Installation of amenities in the downtown core of the City, including bicycle racks, street trees, vintage lighting, and other features consistent with the Historic and Central Business district themes;
- Continued upgrades to deficient sidewalks and the installation of missing sidewalks throughout the City;
- Water Reclamation and Reuse Facility (WRRF), Phase V improvements to meet the National Pollutant Discharge Elimination System (NPDES) permit issued by the United States Environmental Protection Agency (EPA);
- Various sewer main replacements and rehabilitations;
- Various water main replacements and rehabilitations;
- Renovations of two water booster stations utilized to provide consistent water pressure to all sectors of the City;



- Replacement of the Indian Hills Drive Water Main;
- South Lift Station Force Main Replacement.

The City has completed several comprehensive plans, including water, sewer, intermodal transportation, parks, and facilities. These plans define the operational and capital needs for those service sectors. The City completed the comprehensive City facilities plan in 2015. The final facilities plan identifies building and space requirements to meet the City's needs into the future. These planning documents provided the information necessary to develop the City of Moscow's Strategic Plan as well as the City's Capital Improvement Plan (CIP) are excellent resources for reviewing progress made on the major challenge areas adopted by the Moscow City Council in that plan. In turn, Administration and Finance are then able to continue development of an inclusive and comprehensive long-range financial plan to assist policy makers in developing strategies to meet the City's operational and capital needs.

The City has fund balances assigned for long-term capital needs of \$11.1 million for general government purposes and \$26.9 million restricted for water, sewer, and sanitation, which will assist in the long-term capital improvement projects list.

Financial Policies:

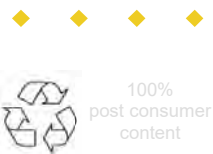
On September 7, 2011, the City Council adopted Resolution No. 2011-11. This Resolution established financial policies for the City, which address general finance, revenue, operating expenditure, capital expenditure, and debt and fund balance working capital. The City implements all GASB pronouncements in order to remain in compliance with the accounting standards for governments. This year, the City's financial statements reflect all changes to meet the guidelines of the GASB 68 pronouncement.

GFOA Award for Excellence in Financial Reporting:

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its comprehensive annual financial report for the fiscal year ending September 30, 2019. This was the seventeenth consecutive year that the City has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy GAAP, GASB, and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only and, therefore, must be applied for each subsequent year. Staff represents that the City's current Comprehensive Annual Financial Report continues to meet the Certificate of Achievement Program's requirements, and the CAFR ending September 30, 2020, will be submitted to the GFOA for consideration.

Audited Statements Introduction:

Presnell Gage, PLLC, Accounting and Consulting, a firm of Certified Public Accountants, has audited the City's financial statements. The goal of the annual independent audit is to provide reasonable assurance that the financial statements of the City are free of material misstatement.





The independent audit involves the examination, on a test basis, of evidence supporting the amounts and disclosures in the financial statements. The independent audit also involves the assessment of the accounting principles used and the significant estimates made by management, and the evaluation of the presentation of the overall financial statements. The independent auditor, based upon the audit, concluded there was a reasonable basis for rendering an unmodified opinion that the City's financial statements for the fiscal year ended September 30, 2020, are fairly presented in conformity with GAAP and GASB. The independent auditor's report is presented as the first component of the financial section of this report.

The independent audit of the City's financial statements requires the independent auditor to report not only on the fair presentation of the financial statements, but also with special emphasis on the audited government's internal controls and compliance with legal requirements. Because the cost of control should not exceed the benefits to be derived, the objective is to provide reasonable, rather than absolute assurance, that the financial statements are free of any material misstatements.

Acknowledgements:

The preparation of this report would not have been possible without the professional, efficient, and dedicated services of the City's Audit Committee and the entire staff of the Finance and Administration Departments. Appreciation is also extended to all members of the other City departments who assisted and contributed to the preparation of this report. Our thanks are also extended to the Mayor and the City Council for their support in maintaining the highest standards of professionalism in the management of the City's finances.

Respectfully submitted,



Gary J. Riedner
City Supervisor



Sarah L. Banks
Finance Director



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

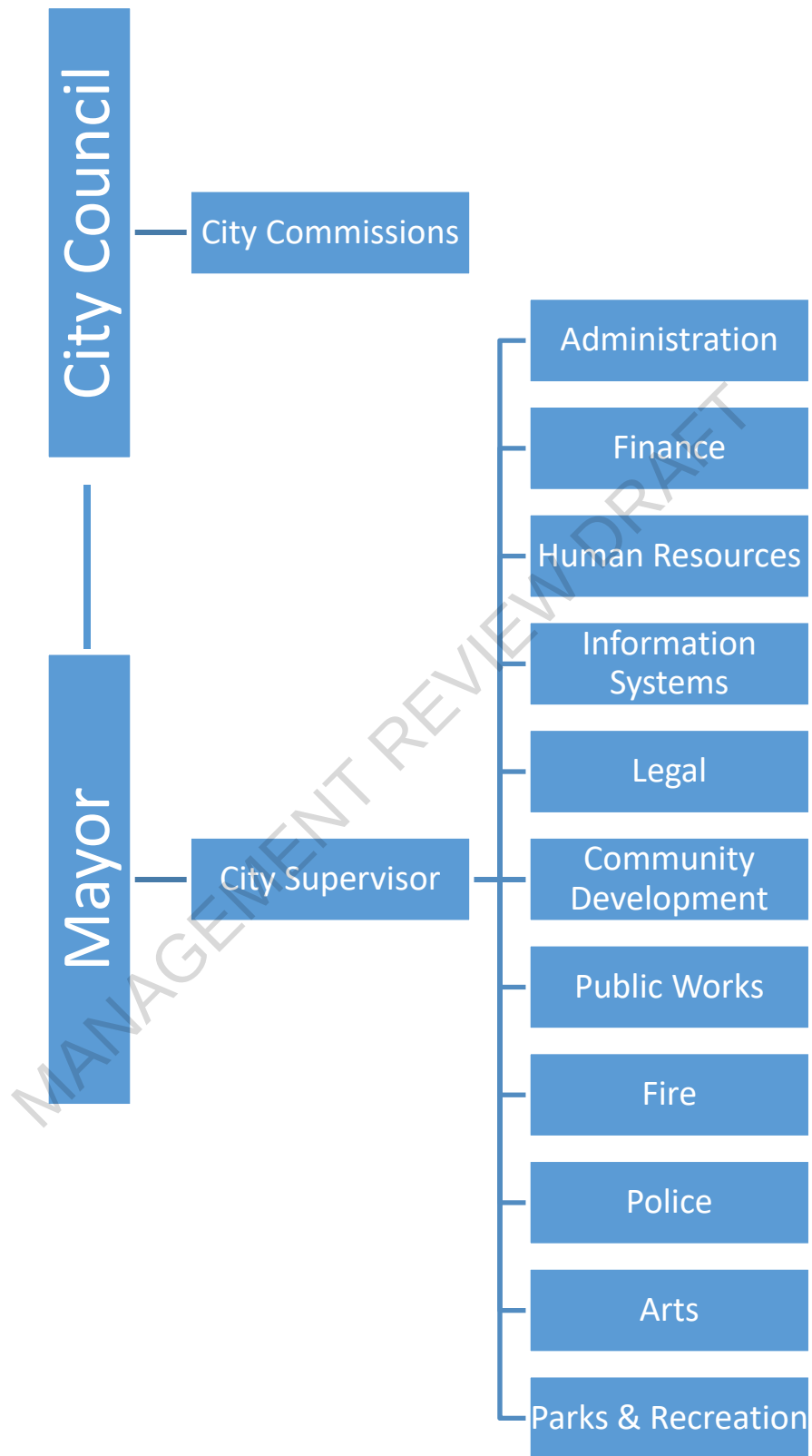
**City of Moscow
Idaho**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

September 30, 2019

Christopher P. Morill

Executive Director/CEO



Public Officials

For information on how to vote in Moscow, please visit IdahoVotes.gov or the Latah County website (www.latah.id.us). You may also call the Latah County Courthouse at (208) 883-2249 or the City Clerk's office at (208) 883-7015.

Elected Officials at 09/30/2020

Official	Name	Term End
Mayor	Bill Lambert	12/31/2021
Council Member	Art Bettge	12/31/2021
Council Member	Sandra Kelly	12/31/2023
Council Member	Maureen Laflin	12/31/2023
Council Member	Brandy Sullivan	12/31/2021
Council Member	Gina Taruscio	12/31/2021
Council Member	Anne Zabala	12/31/2023

Elected Officials at 01/04/2021

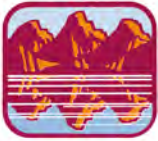
Official	Name	Term End
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Council Member	Maureen Laflin	12/31/2023
Council Member	Brandy Sullivan	12/31/2021
Council Member	Gina Taruscio	12/31/2021
Council Member	Anne Zabala	12/31/2023

Appointed Officials at 09/30/2020

Official	Name
City Supervisor	Gary J. Riedner
City Attorney	Mia Bautista
City Clerk	Laurie M. Hopkins
Deputy City Supervisor Community Planning and Design	Bill Belknap
Deputy City Supervisor Culture, Recreation and Employee Services	Jen Pfiffner
Deputy City Supervisor Public Works and Services	Tyler Palmer
Finance Director	Sarah L. Banks
Fire Chief	Brian Nickerson
Human Resources Director (Acting)	Jen Pfiffner
Information Services Director	Jesse Flowers
Parks and Recreation Director	Dwight Curtis
Police Chief	James Fry



FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

Members of the City Council
City of Moscow, Idaho
Moscow, Idaho

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Moscow, Idaho, as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Moscow, Idaho, as of September 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis (MD&A) and other required supplementary information on pages 21 through 41 and 81 through 86, respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Moscow's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, and statistical section, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements, the capital projects major fund, the schedule of expenditures of federal awards, and the budgetary comparison schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements, the capital projects major fund, the schedule of expenditures of federal awards, and the budgetary comparison schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated March 1, 2021, on our consideration of the City of Moscow, Idaho's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

March 1, 2021

MANAGEMENT REVIEW DRAFT

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

The discussion and analysis of the financial performance of the City of Moscow (hereinafter the "City") presents the highlights of financial activities and provides an overview of those activities for the fiscal year ended September 30, 2020 (FY2020), and is intended to:

- Assist the reader in focusing on significant financial issues;
- Provide an overview of the City's financial activity;
- Identify changes in the City's financial position (its ability to address challenges in subsequent years); identify any material deviations from the financial plan and the adopted budget; and
- Identify individual fund issues or concerns. Since the Management's Discussion and Analysis (MD&A) is designed to focus on the report year's activities, resulting changes, and currently known facts, please read it in conjunction with the Transmittal Letter found in the introductory section (page 6) and the City's financial statements beginning on page 43.

Report Layout: The City's Comprehensive Annual Financial Report (CAFR) consists of four sections: (1) the introduction section; (2) financial section; (3) statistical section; and (4) the compliance reporting section. Taken together, they provide an overview of the City. The components of the report include the following:

Management's Discussion and Analysis: This section of the report (continued within the financial section) provides financial highlights, overview, and economic factors affecting the City. It is intended to serve as an introduction to the City's basic financial statements.

Basic Financial Statements: The City's basic financial statements comprise three components: (1) government-wide financial statements; (2) fund financial statements; and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Financial Highlights

- The City's general fund (the City's primary operating fund), on a current financial resource basis, reported a fund balance increase for FY2020 of \$229,347 (4.1%) as a result of the following: the committed fund balance, which includes drug enforcement of \$83,999 and an increase in working capital of \$22,675 (.5%) to \$4,235,649. Assigned fund balance includes an increase in employee compensated absences of \$147,399 (29.5%) to \$646,313 and general governmental health programs increased by \$16,950 (47%) to \$53,000.
- Working capital is the funding necessary to meet the cash flow needs of any particular fund. In compliance with the City's adopted financial policies, working capital is reported on the balance sheet for governmental funds. The general fund working capital increased in FY2020 by \$22,675 (.5%) to \$4,235,649. The street fund working capital for FY2020 decreased by \$93,998 (-11.3%) to \$739,181. The recreation and culture fund working capital for FY2020 decreased by \$120,661 (-14.2%) to \$728,648. These decreases are directly related to initiatives taken by the City regarding COVID – 19 and its negative impacts, fiscally and socially.
- The City of Moscow has an investment policy that manages and directs the Finance Director and provides a guide to invest available funds. In FY2020, the City updated its Investment Policy, which can be found in Resolution #2020-02. In short, the investment policy prioritizes the investment into safety, liquidity, and yield. The City invests in U.S. Agencies containing adequate guarantees. Bond values can change inversely to interest rate changes during the time that the City holds the bond. When bonds mature, they are valued at 100% of the bond price (par).

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

In FY2019, the City reviewed its investment strategies and engaged an Investment Advisory Committee consisting of financial professionals associated with the University of Idaho and Lewis-Clark State College to formulate a sustainable investment strategy focused on minimizing risks and maximizing returns on these public dollars. This strategy was implemented in FY2020, which included entering into an asset management agreement with Moreton Asset Management, LLC.

- Governmental activities revenue decreased \$233,931 (-2.8%) to \$8,144,906 in FY2020. This is due mostly to a decrease in operating grants and contributions. In FY2020, the City complied with the single audit reporting requirements and federal funding received totaled \$978,163.
- Business-type activities (enterprise funds) revenue decreased in FY2020 by \$142,306 (-.7%) to \$21,340,394 due mainly to a reduction in capital grants and contributions. FY 2020 included a 3.5% water rate adjustment, a 4.0% sewer rate adjustment, and no change to the sanitation rate. These adjustments were made in conformance with the recommendations of rate studies adopted by the City Council. Water connection fees are comprised of meter charges and general facility charges.
- The City continued work on multiple water system improvements throughout the City, focusing on two major water system projects. These projects consist of the construction of a new municipal water well (Well #10) with associated water main improvements for a cost of approximately \$4.5 million, and the replacement of six water booster stations and associated water main improvements for a cost of approximately \$4.4 million. The Well #10 project is intended to provide additional water supply production capacity and redundancy for the City's largest current production well (Well #9). The Booster Station's project will address fire-flow deficiencies in boosted zones located at the higher elevations of the City. To finance the projects, the City is combining a loan obtained from the Idaho State Revolving Loan Fund for water system improvements (administered by the Idaho Department of Environmental Quality (IDEQ)) with City of Moscow Water Capital Program funding. Phase II of the Well #10 project is well under way and anticipated to be complete by the end of 2021, and the construction of the first phase of the Booster Station's project (the first three stations) is complete. The design of the second phase of the Booster Station's project is complete and construction is anticipated to begin this summer.
- In FY2020, the City received \$978,163 in federal grant funding reimbursements, which contributed to various City projects. The federal funding assisted several departments including Police, Public Works, Capital Projects, and Arts with the following projects and programs:
 - The Idaho Transportation Department (ITD) awarded a Surface Transportation Program (STP) Urban grant to the City to transform a portion of Mountain View Road from Sixth Street to Joseph Street. The scope of work is to develop a "complete street" design that will enable access for all users to include pedestrians, bicyclists, and motorists of all ages and abilities to safely travel this corridor. The project includes a roundabout at the intersection of Mountain View Road and Sixth Street to improve traffic flow and reduce the severity of potential crashes. Consultant engineering service expenses provided in FY2020 included final design, right-of-way acquirement, and property acquisition (\$25,312). This \$3.8 million-dollar project was funded through a combination of the Federal Aid Highway grant funding and local matching funds.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

During this fiscal period, ITD continued to participate with the City in the continuation of Stage 2 to rebuild "A" Street between Peterson Drive and Home Street. Project activities included complete reconstruction of the roadway, retaining walls, sidewalks, and replacement of underground utilities. It also included the reconstruction of Line Street from "A" Street to the Pullman Highway and Circle Drive between "A" Street and "C" Street. Line Street was updated to have a free right turn onto "A" Street, and Circle Drive at "A" Street was converted into a cul-de-sac, allowing "A" Street to become a through street without stop control. The City received federal aid reimbursement expenses for construction costs in this fiscal period (\$840,374).

- The Local Highway Safety Improvement Project (LHSIP) grant managed by the Local Highway Technical Assistance Council (LHTAC) on behalf of ITD awarded to the City for safety improvements. The Sixth Street safety improvements include the installation of ADA compliant curb extensions from Jefferson Street to Almon Street to reduce the pedestrian crossing length and improve pedestrian visibility. The project will also include the improvement of pedestrian ramps and crosswalks on Sixth Street at intersections to eliminate gaps in the ADA compliant corridor that connects the University of Idaho to the downtown central business district. The Third Street/SH 8 Corridor safety project from State Highway 8 to Lieuallen Street includes demolition and removal of deteriorated and non-ADA compliant infrastructure comprised of concrete sidewalks, outdated curb ramps, and unused vehicle access approaches. The project will install new sidewalk, curb, gutter, pedestrian ramps, crosswalks, and LED luminaires to improve night-time safety. Project expenses during FY2020 included consultant design and right-of-way expenses to prepare for construction (\$82,004).
- The Moscow Police Department (MPD) has participated in the Traffic Enforcement Mobilizations through federal funding awarded to ITD's Office of Highway Safety (OHS) for many years. The goal of the program is to eliminate death and serious injuries resulting from motor vehicle crashes, and implement programs designed to address driver behavior. The purpose of the program is to provide funding at the state and community level for highway safety problems that address Idaho's own unique circumstances and specific highway safety needs. This mobilization program establishes project requirements and a funding process to support the enforcement efforts by the Idaho Law enforcement agencies to reduce deaths, serious injuries, and economic loss as part of the Strategic Highway Safety Plan (SHSP). The program funds overtime enforcement hours and/or traffic enforcement equipment for hours worked during Idaho's Traffic Enforcement Mobilizations. For many years, the MPD has participated in various mobilizations offered through the OHS program. Mobilization activities in FY2020 included reimbursement for overtime hours during enforcement mobilizations (\$13,063).
- The MPD has participated in the Child Passenger Safety program since 2003, which is also funded by the ITD through OHS. The MPD applies for funding on an annual basis to purchase safety seats to distribute Idaho families and to participate in Child Passenger Safety Technician Instruction classes. Since 2011 the MPD has been a lead agency, which receives funding for purchasing child safety seats, training technicians, and managing the distribution of the seats. During the FY2020 grant period, technicians checked hundreds of car seats and also distributed grant-funded safety seats to area families (\$4,983).

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

- The Bureau of Justice Assistance (BJA) provides funding opportunities for state and local law enforcement departments under the Bulletproof Vest Partnership (BVP) where individual jurisdictions receive funding for reimbursement of body armor purchases. The BVP Reauthorization Act of 2015 includes a provision, which states the BJA may fund BVP recipients that provide armor vests to law enforcement officers that are uniquely fitted for each individual. The MPD has participated in this program for several years and has received reimbursement for one to three vests per year (\$3,952).
- The Idaho Commission on the Arts (ICA) receives an annual appropriation from the National Endowment of the Arts to support public programs in the arts and sub awards funds to non-profit and municipal organizations throughout Idaho. The purpose of the program is to expand arts engagement and increase arts participation. The program supports creative, cultural, professional, and economic development of communities through public programming of the arts. The Moscow Arts Department received funding from ICA to assist with public art programs (\$5,402).
- The Department of Health and Human Services funds the Idaho Office of Drug Policy through the Partnership for Success Law Enforcement Grant Funding program. The MPD receives funding to participate in this grant aimed to prevent underage drinking, marijuana use, and methamphetamine use in Moscow. The funding is used to conduct compliance checks, interdiction activities, party patrols, shoulder tap operations, and provide presentations on topics related to the targeted prevention focuses. MPD began participation in the program in July of 2019 and received a second round of funding in FY2020 for reimbursement of police officer enforcement and patrol operations per the award parameters (\$2,143).
- A Presidential Disaster Declaration was issued for March 6-28, 2017, providing FEMA Public Assistance funding for flood damages for nine northern Idaho counties to include Latah County. Through a process of due diligence, City staff was able to document activities related to the flooding along the Mountain View corridor. The funds received in FY2020 included reimbursement from the Idaho Office of Emergency Management (IOEM) for the 15%-25% State Disaster fund cost share match of the total documented disaster related expenses (\$930).
- Idaho State House Bill 312 remained effective in FY2020. This legislation implemented an increase in state fuel taxes with the intent that the additional funding would be used exclusively for maintenance of bridges and roads and replacement projects at both the state and local levels. The City of Moscow received \$285,699 of HB312 funds in FY2020.

CITY OF MOSCOW, IDAHO

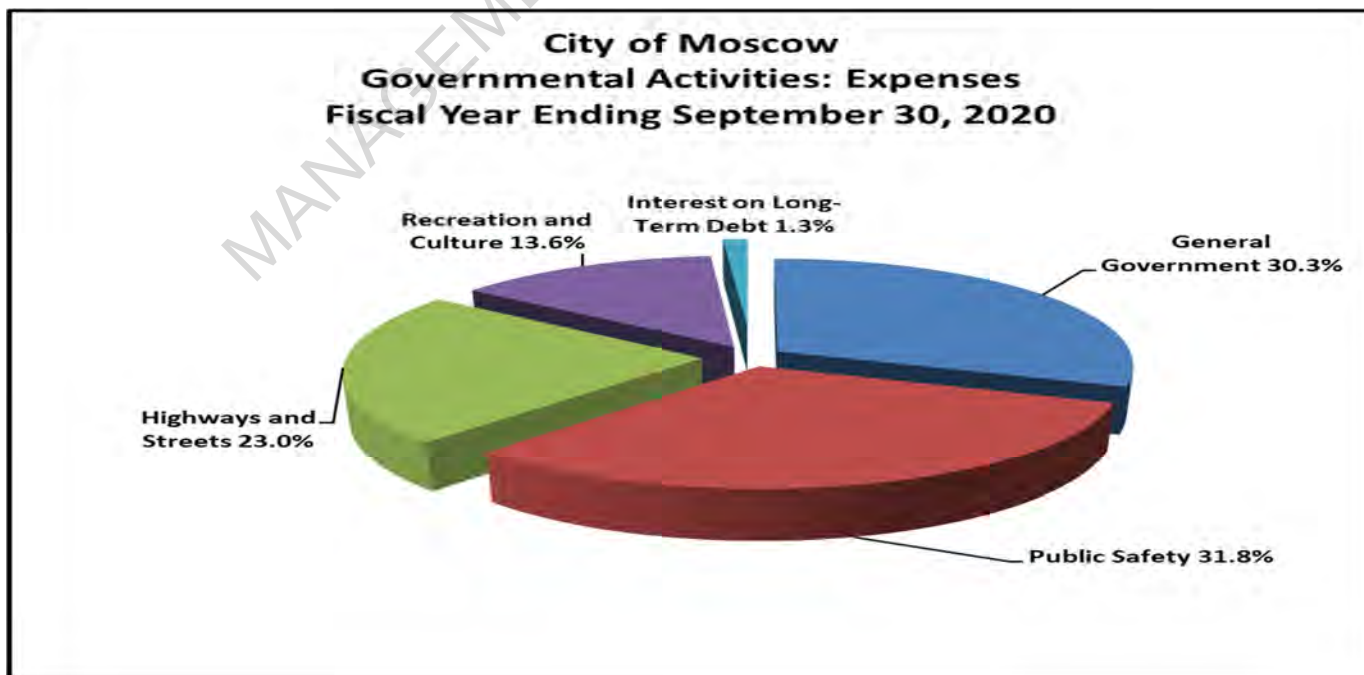
MANAGEMENT'S DISCUSSION AND ANALYSIS

General fund revenues, comprised primarily of property taxes, charges for services, franchise fees, and state shared revenue and were used to support the following major activities:

Public Safety
General Government

Highways and Streets
Culture and Recreation

Interest on Long-term Debt



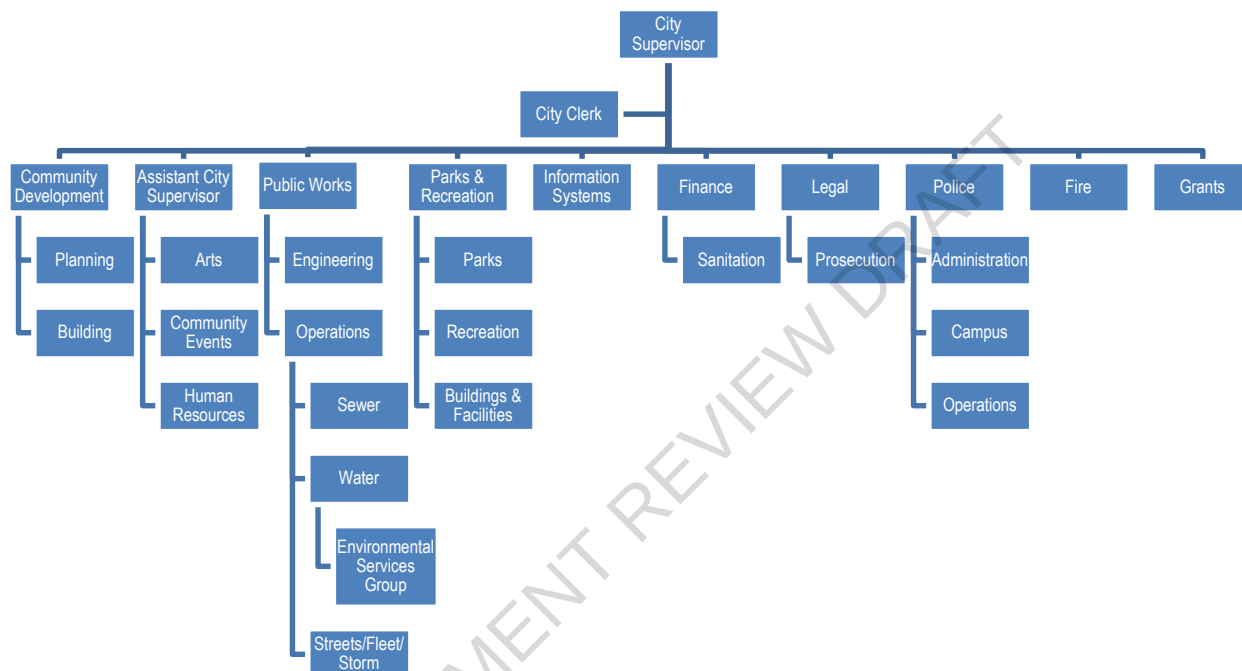
CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

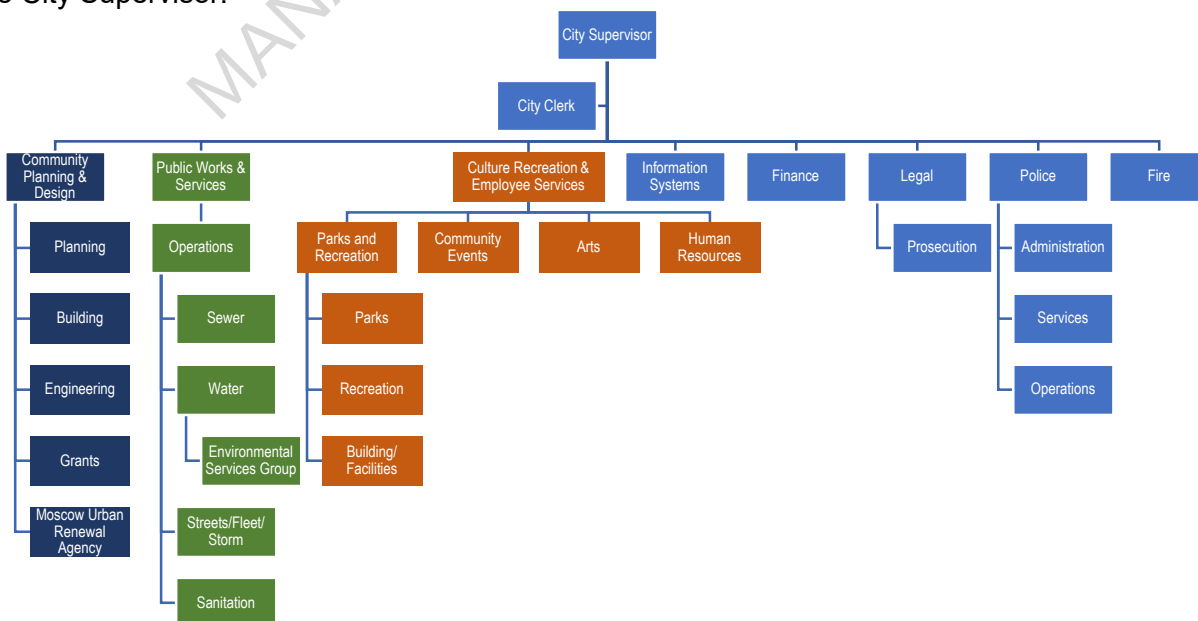
Major Initiatives

Fiscal Year 2020 Highlights:

October of 2020, the City of Moscow implemented a significant overhaul of the management structure. The adjustments considered and proposed had been vetted over the previous 18 months to provide a more streamlined structure throughout the organization. The former organization's structure was as noted in the chart below:



The revised structure provides for three Deputy City Supervisors who oversee the management of relevant groups, according to like functions and budget type. The new structure also allows for redundant positions to be eliminated through attrition and significantly reduced the one-to-one management load for the City Supervisor.



CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

There have never been higher expectations for public programs and services. Demand for services has grown, but so has public scrutiny, competition for limited resources, the complexity of regulations, and security and safety concerns. Along with these, frustrations with public services have also seemed to increase, a driving force behind the City's deep commitment to financial accountability, exceptional quality, consistent performance, and meaningful contribution to the entire Moscow community. Strategic planning is becoming a hallmark of how the City of Moscow manages these expectations in a transparent and fiscally sound manner.

The City's strategic plan, initially developed in 2015, has provided the foundation for overcoming many significant issues and major challenge areas facing the organization and, in turn, the community of Moscow. The Strategic Plan is based on data-driven research quantifying substantial issues facing the organization and/or community. Above all, strategic plans look over the horizon to determine those impending forces that must be addressed or planned for so they do not pose severe threats to the City's integrity, health, or quality of life. 'Major Challenge Areas' are the most significant problems and/or issues the community faces and must address. Some challenges are internal – detailing issues that will affect the effectiveness, efficiency, productivity, or service quality. Others are external – impacting desired community outcomes that represent the quality of life and long-term community prosperity.

Once identified and listed comprehensively, these issues are then vetted and prioritized by the City Council to determine Major Challenge Areas, also known as MCAs. This prioritization process is undertaken every few years to provide an opportunity for new Council members to weigh in, identify new issues, prioritize them appropriately, and ensure agreement on the prioritization of focus for resources and staff time.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

In January of 2020, staff provided an update to the Strategic Plan noting the many successes realized since 2015 and outlined two new issues for Council's consideration in the prioritization process. Several minor changes were made in the adoption of Major Challenge Areas in 2020, with MCAs prioritized as follows:

Description	Priority
Deteriorating, Substandard Building in Vulnerable, Unsafe Location	1
Inadequate Radio Infrastructure	1
NPDES Wastewater Violations	1
Aging Storm Drain System	1
Deteriorating Pavement Conditions	1
Insufficient Revenues Jeopardize Service Levels	2
Insufficient Capacity to Maintain Service Demands	2
Deteriorating Wastewater Collection System	2
Lack of Backup Power for Drinking Water Wells	2
Declining City Water Supply	2
Climate Change Science Highlights Need for Significant Action	2
Service Growth Demands are Outpacing Resources	3
Inadequate Annual Facility Inspections and Commercial Pre-Plans	3
Inadequate Residential and Training at Facilities Station 2	3
Aging Downtown Infrastructure in the Center of Community Social and Cultural Activity	3
Lack of Affordable Housing Creates Economic Disadvantages	3

Great success has been realized since 2015. A significant number of “low hanging fruit” items have been addressed, as well as items that benefited significantly from the more focused approach. Issues that have been addressed and are either considered complete or processes have been operationalized include:

- Advisory and Operational Expectations are Unclear and Lack Boundaries
- Aging/Deteriorating Emergency Fire Apparatus/Vehicle Fleet
- Antiquated and Poorly Structured Zoning Code
- Arts and Event Staffing
- Declining Service Coverage
- Deteriorating Manhole System
- Deteriorating, Substandard Building in Vulnerable, Unsafe Location
- Growing Difficulty of Staying Current with Evolving Security Challenges
- High Cost of Aging Equipment
- Inadequate and Unsecured Parking
- Inadequate Bicycle/Pedestrian/Transit Facilities
- Inadequate Codes/Ordinances to Support City Development
- Inadequate Policies and Master Plan to Guide Technology Services
- Inadequate Property and Evidence Management System
- Inadequate, Dated Water Meter System
- Ineffective, Inefficient Engineering Facilities
- Insufficient Expansion Capacity at Moscow Recycling Center

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

- Insufficient Location of Records/File Storage
- Insufficient Number of Productive Community Partnerships
- Insufficient Public Information and Community Engagement
- Insufficient Staffing to Meet Community Demand
- Insufficient Training and Professional Development
- Insufficient Use of Strategic Planning to Inform Management and Budgeting
- Investigations
- Lack of Legal Review among Departments
- Lack of Mobility Plan, Protocols, and Management
- Limited On-Line Presence
- Low Community Awareness and Satisfaction with Planning and Zoning Services
- Farmers Market
- Negative Development Community Perception of Difficult and Costly Development Process
- Non-Compliance with the *Americans with Disabilities Act (ADA)*
- Park System Lacks Cohesive Landscape Planning and Execution
- Recreational Program Assessment Tool
- Shortage of Recreation Facilities
- Public Art
- Theft of Service
- Workload/Resource Disparity

Moving forward, Strategic Planning has grown to include regular reporting mechanisms and metrics to illustrate better the progress made or needs identified. Additionally, as new challenges come to light, a process for researching and developing issues and relevant objectives, actions, and strategies is being developed. The City's commitment to moving forward strategically, intentionally, and mindfully is steadfast and is proving to be a hallmark for the City's success.

The Strategic Plan has also paved the way for a comprehensive Capital Improvement Plan. The Capital Improvement Program (CIP) is a statement of the City of Moscow's plan to address long-term capital asset maintenance and development necessary to support the continued and expanded delivery of public services to the community. The CIP incorporates planned capital investments in the City's water and wastewater utilities, transportation systems, parks and recreations facilities, and general government facilities. The continuous maintenance, repair, and reinvestment in these critical systems is essential to ensure that the City has the supporting infrastructure necessary to serve our current and future residents, businesses, and institutions.

This program strategically focuses on projects for a five-year period and is reviewed and updated annually. To be included in the CIP, a project should generally require a total expenditure of at least \$25,000, have a functional life of over five years and/or extend the functional life or capacity of an existing capital asset. By providing a planned schedule, cost estimates, and location of public sector improvements, the CIP provides elected officials and the community with valuable information concerning proposed public facilities and their associated costs.

Beginning in February of 2020, all attention turned towards COVID-19 and managing the pandemic. New information arrived daily, adjustments to payroll processes, employee leave, and City facilities' closures all while continuing to provide services was the primary focus of all City efforts through the end of the year.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Staff adapted tremendously well, processes and policies were updated and documented with care regardless of the tremendous pressure to do things differently than we ever expected. Services have continued without interruption, employees have been cared for, citizens were engaged and worked with throughout. The pandemic and how to work with the pandemic were the focus through the end of the fiscal year. Despite the time and effort required, additional accomplishments included groundbreaking for the new Police Facility, completion of the 'A' Street Project, Stormwater Utility Development (delayed due to COVID) and more.

- The City of Moscow promotes and implements sustainable practices across all departments. The City's interoffice recycling program has been revamped to streamline recycling practices across all City facilities. Other standardized practices include sustainable purchasing, reuse, and waste reduction strategies. With the combined success of the EcoDriver and fleet replacement programs, emissions and fuel consumption continue to decline. The City has set goals for Green House Gas emission reductions with biennial inventory updates. A number of budgeted projects have reduced carbon emissions, made City operations more efficient, while saving the City money in power costs.
- The Finance Department earned the prestigious Government Finance Officers Association (GFOA) Award for the City's Comprehensive Annual Financial Report for the seventeenth consecutive year.
- The Moscow Volunteer Fire Department and Ambulance Company (MVFD) has been serving the Moscow community for more than 128 years. This organization operates with mostly volunteers who number approximately 115 firefighters and emergency medical personnel and 7 career staff. During FY2020, the volunteers of the MVFD responded to approximately 2,285 calls, averaging approximately 190 calls for service each month. The volunteers logged more than 9,000 hours of training to prepare themselves to serve and maintain the level of professionalism the citizens of Moscow have come to expect. In addition to the excellent emergency medical response provided by the volunteers, the MVFD has maintained a Class 3 ISO rating (2013 Insurance Services Office audit). This rating results in significant fire insurance savings to both residential and commercial property owners within Moscow, and is similar to the ISO ratings of much larger fire departments/communities such as the City of Boise and the City of Coeur d'Alene.
- The City continues to be an effective regional partner in the areas of water research and conservation, actively supporting the work of the Palouse Basin Aquifer Committee (PBAC), and promoting customer conservation efforts and exploring alternative water resources, including surface water detention and expansion of treated effluent reuse infrastructure. Annually, approximately 100 million gallons of treated wastewater effluent from the City of Moscow Water Reclamation and Reuse Facility is land-applied for irrigation on the University of Idaho campus. The City supported PBAC's research and operations in the amount of \$45,000 in FY2020.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

- Sanitation collection rates were not increased for FY2020. Sanitation tipping (weight) related fees at the Solid Waste Processing Facility were contractually obligated to be adjusted annually, based on fluctuation to the *Consumer Price Index*. Solid Waste Disposal Contracts between the City of Moscow and Latah County, the cities of Bovill, Deary, Genesee, Juliaetta, Kendrick, Potlatch, and Troy were renegotiated and amended to reflect the findings of the FY2016 Rate Study update requiring tipping fee increases at the Solid Waste Processing Facility of 4.4% each year from FY2017 through FY2020 and 2% each year beginning in FY2021 through FY2023.
- City Ordinance No. 2004-30 states that it is the policy of the City to support public art through the dedication of 1% of the total cost of public capital improvement projects to facilitate the installation of art in public places in order to beautify public areas, enhance the quality of life for Moscow citizens, attract tourism, and provide incentives to businesses to locate within the City. The ending balance at the close of FY2020 was \$56,327.
- Interpretive signs were developed and placed in Mountain View Park, Lillian Woodworth Otness Park, and Almon Asbury Lieuallen Park. Two of the interpretive signs were historical in nature while the third, designed by Palouse Prairie Charter School students, focused on the physics of play.
- Property was secured adding 1.22 acres to Heron's Hideout Park.
- Reducing the need for plastic bottles, the City installed drinking fountains with bottle fillers in Berman Creekside Park and the first floor of City Hall.
- Parks staff replaced the larger playground structure in Rotary Park along with surface safety tiles.
- The sidewalk through Kiwanis Park was replaced to be accessibility compliant.
- Itani Park saw the last section of accessible pathway completed, connecting Itani Drive to Crestview Drive.
- A number of park benches were installed through various parks.
- Most recreation programs continued with modifications based on COVID-19 restriction mandates.

1. Government-Wide Financial Statements:

The government-wide financial statements focus on an entity-wide presentation using the accrual basis of accounting and are designed to provide readers with a broad overview of the City's finances in a manner similar to a private-sector business.

The statement of net position presents information on all of the City's assets and liabilities, with the difference between the two reported as net position. The difference is further separated into amounts restricted for specific purposes and unrestricted amounts. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. The statement of net position focuses on resources available for future operations. In simple terms, this statement presents a snapshot view of the assets the City owns, the liabilities it owes and the net difference. The focus of the statement of net position (the "unrestricted net position") is designed to be similar to a bottom line or "net worth" for the City and its governmental and business-type activities. The statement of activities presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement of net position for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave). This statement of net position summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues. The statement of activities focuses on both the gross and net cost of various activities, which are provided by the government's property tax and other revenues. This is intended to summarize and simplify the user's analysis of the cost of various governmental services and/or subsidy to various business-type activities and/or component units.

The governmental activities reflect the City's basic services, including general government, public safety, transportation, culture and recreation, and interest on long-term debt. A further explanation of these categories will assist the reader's understanding of the statements. General government consists of the following departments: legislative, executive, administration, finance, legal, human resources, general buildings and grounds, community development, non-departmental expenses, fleet, and information systems. Public Safety consists of the following departments: police, emergency communication, parking enforcement services, code enforcement, fire, public health, and engineering services. Transportation consists of the following services: street repair and maintenance, street sweeping, streetlights, Intermodal Transit Center management, and coordination of resources with state and county highway projects. Culture and Recreation consists of the following departments: parks administration, maintenance and operation of City parks, recreation programs, Hamilton-Lowe Aquatics Center, Hamilton Indoor Recreation Center (HIRC), Eggan Youth Center, Moscow School District Community Playfield fund (MSDCP), 1912 Center, Art fund, and Community Events fund. Finally, the interest on long-term debt consists of the 2020 general obligation bond interest payments for the construction of a new police facility. Property and roadway taxes, State revenue sharing, franchise fees, and user fees finance the majority of these aforementioned services.

The business-type activities reflect the following private sector type operations of water, sewer, and solid waste management utility services (which the financial statements list as "sanitation"), where the fee for service typically covers all costs associated with the operation, including depreciation and net investment in capital assets. These services are classified as Enterprise Funds.

The statements present an aggregate view of the City's finances. Government-wide statements contain useful long-term information as well as information for the just completed fiscal year. To assess the overall financial condition of the City, additional non-financial factors, such as changes in the condition of the City buildings, facilities, and equipment should also be considered.

2. Fund Financial Statements:

A fund is a fiscal and accounting entity that is used to provide control over resources that have been segregated for specific activities or objectives. Funds allow the City to track sources of funding and spending for specific programs and to demonstrate compliance with various regulatory requirements.

The City of Moscow maintains eighteen individual funds in six separate categories. The categories and their funds include:

- **The General Fund** is the City's chief operating fund, and accounts for all financial resources except those required to be accounted for in another fund.
- **Special Revenue** funds include the Street fund, Recreation and Culture Fund, Moscow School District Community Playfield fund (MSDCP), 1912 Center fund, and Transit Center fund. Special revenue funds are used to account for the proceeds of specific revenue sources that are assigned for specific purposes.
- **Enterprise** funds include the water, sewer, and sanitation funds. Enterprise funds account for activity for which a fee is charged to external users for goods and/or services.
- **Debt service** funds include the bond and interest, local improvement district, and guaranty funds. Debt service funds are used to set aside resources to meet current and future debt service requirements on general long-term debt.
- **Capital projects** funds include capital projects, LID Construction, and Hamilton funds. Capital projects funds are used to account for major capital acquisitions and construction separately from ongoing operating activities.
- **Internal service** funds include the information systems and fleet management funds. Internal service funds are used to account for centralized services and then allocate the cost of those services within the government.

Fund financial statements generally report operations in more detail than the government-wide statements. These statements focus on its most significant or "major" funds and not on the City as a whole. Governmental fund statements follow the more traditional presentation of financial statements. The City's major governmental funds are each presented in their own column. Budgetary comparison statements are presented for the funds. Traditional users of governmental financial statements will find the fund financial statements presentation more familiar. The focus is now on major funds, rather than fund types. Major funds are defined in the following manner:

- The City's main operating fund, the general fund, is always considered a major fund; and
- Each of the City's enterprise funds; and
- Any fund whose assets, liabilities, revenues or expenses are at least:
 - A. 10% of the total for all governmental OR enterprise funds; AND
 - B. 5% of the total for all governmental AND enterprise funds COMBINED.
- City management may designate any fund as a major fund believed to be important to the users of the City's financial statements.

2. Fund Financial Statements (Continued):

- City management has determined the following funds are major funds:
 - A. The governmental funds: included are the general fund, street fund, recreation and culture fund, capital projects fund, and the Hamilton fund.
 - B. The enterprise funds: included are the water fund, sewer fund, and sanitation fund.

Governmental Funds. Unlike the government-wide financial statements, governmental fund financial statements focus on near-term outflows of available resources, as well as balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's current financing requirements. In particular, unrestricted fund balance may serve as a useful measure of a government's net resources available to be spent at the end of the fiscal year. These funds are reported on the "modified accrual" basis of accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides.

Proprietary Funds. The City maintains two different types of proprietary funds: enterprise funds and internal service funds. Enterprise funds, (as previously noted) are used to report the functions presented as business-type activities in the government-wide financial statements. The City's enterprise funds are the water, sewer, and sanitation funds. Internal service funds keep, accumulate, and allocate costs integrally among the City's various functions. Internal service funds include the fleet management fund, which accounts for fleet activities, and the information system fund, which accounts for network and communication activities. Because services provided by these internal service funds predominantly benefit governmental rather than business-type functions, they have been included within the governmental activities section in the government-wide statements.

3. Notes to the Financial Statements:

The notes to the financial statements provide additional disclosures required by governmental accounting standards and provide information to assist the reader in understanding the City's financial condition.

4. Additional Supplementary Information:

The basic financial statements are followed by a section of supplementary information that further explains and supports the information in the financial statements. The supplementary information includes a budgetary comparison schedule reconciling the statutory operating activities for budgetary purposes to the generally accepted principles operating activities and fund balances, as presented in the governmental fund financial statements.

5. Statistical Information:

Following the supplementary information is the statistical section of the Comprehensive Annual Financial Report (CAFR). The statistical section consists of historical data and non-financial data useful in establishing trends and should be used in conjunction with the financial information in establishing a full representation of the overall financial health of the City.

6. Compliance Reporting:

This section contains compliance reporting on internal controls and Federal awards. Compliance reporting on Federal awards is a federal requirement when expending monies in excess of \$750,000 from Federal awards.

Accounting System and Budgetary Control

In developing and evaluating the City's accounting system, consideration is given to the adequacy of internal accounting controls. Internal control is a process utilized by the City Council, Administration, and staff, which is designed to provide reasonable assurance, not absolute assurance, regarding the achievements of objectives in the following categories: (1) the effectiveness and efficiency of operations; (2) reliability of financial reporting; and (3) compliance with applicable laws and regulations. The concept of reasonable assurance recognizes that: (1) the cost of control should not exceed the benefit likely to be derived; and (2) the evaluation of costs and benefits requires estimates and judgments by management.

The financial statements meet requirements as set forth by the Governmental Accounting Standards Board (GASB). Generally accepted accounting principles promulgated by GASB, as appropriate for cities, have been followed in handling financial transactions and in preparation of reports.

Activities of the general fund, special revenue funds, debt service fund, and capital projects fund are included in the City's annual budget. Budgetary control is maintained by the issuance of monthly financial statements, which reflect current and year-to-date expenses in comparison to budgeted amounts. Anticipated expenses are reviewed to determine that sufficient funds are available prior to commitment. As demonstrated by the statements and schedules included in the financial section of this report, the City continues to meet its responsibility for sound financial management.

Capital Assets. General capital assets include land, improvements to land, buildings, vehicles, machinery and equipment, infrastructure, and all other tangible assets that are used in operations and that have initial useful lives in excess of three years and which exceed the City's capitalization threshold of \$5,000. These capital assets provide services to the City's residents; consequently, these assets are not available for future spending. The largest portion of the City's net position (52.7%) reflects the net investment in capital assets, which totaled \$70,732,768 in FY2020. The City must elect to either a) depreciate these assets over their estimated useful life; or b) develop a system of asset management designed to maintain the service delivery potential to near perpetuity. The City has elected to depreciate its assets. Accumulated depreciation was recorded for the first time in 2003 based on the date of acquisition and the life span of the asset.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve as a useful indicator of a city's financial position. In the case of the City of Moscow, assets exceeded liabilities by \$134,156,083 in FY2020.

City of Moscow Statement of Net Position (in Thousands)

	Governmental Activities		Business-Type Activities		Total Primary Government	
	2020	2019	2020	2019	2020	2019
Current and other assets	\$ 32,198	\$ 30,495	\$ 40,847	\$ 37,199	\$ 73,045	\$ 67,694
Capital assets (net of accumulated depreciation)	48,884	48,562	40,237	39,336	89,121	87,898
Total assets	<u>81,082</u>	<u>79,057</u>	<u>81,084</u>	<u>76,535</u>	<u>162,166</u>	<u>155,592</u>
Defined benefit pension	1,396	648	307	136	1,703	784
Total deferred outflows	<u>1,396</u>	<u>648</u>	<u>307</u>	<u>136</u>	<u>1,703</u>	<u>784</u>
Long-term debt	14,287	12,255	9,743	10,291	24,030	22,546
Other liabilities	2,757	2,119	2,598	1,897	5,355	4,016
Total liabilities	<u>17,044</u>	<u>14,374</u>	<u>12,341</u>	<u>12,188</u>	<u>29,385</u>	<u>26,562</u>
Defined benefit pension	286	1,342	42	281	328	1,623
Total deferred inflows	<u>286</u>	<u>1,342</u>	<u>42</u>	<u>281</u>	<u>328</u>	<u>1,623</u>
Net investment in						
Capital assets	39,815	38,800	30,917	29,036	70,732	67,836
Restricted	3,010	11,508	27,985	20,087	30,995	31,595
Unrestricted	<u>22,323</u>	<u>13,681</u>	<u>10,106</u>	<u>15,079</u>	<u>32,429</u>	<u>28,760</u>
Total net position	<u>\$ 65,148</u>	<u>\$ 63,989</u>	<u>\$ 69,008</u>	<u>\$ 64,202</u>	<u>\$ 134,156</u>	<u>\$ 128,191</u>

Note: GASB 68 Statement, net pension liability was implemented in 2015 affecting long-term obligations.

Statement of net position - as of the end of FY2020 the City's government-wide net position increased by \$5,963,817 (4.6%) to \$134,156,083. The increase identified in the business-type activities restricted net position is due to the accumulation of funds for future capital outlay. The City's business-type activities restricted fund balance of \$27,984,651 consists of \$26,863,305 for water, sewer, and sanitation capital projects and \$1,121,346 for debt service. The City's restricted fund balance of \$4,131,047 consists of \$1,487,896 for debt service, \$326,902 for highway user tax purposes, and \$2,316,249 for parks and recreation as directed by Bobby Hamilton's bequest to the City in FY2000.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

City of Moscow						
Changes In Net Position (in Thousands)						
	Governmental Activities		Business-type Activities		Total Primary Government	
	2020	2019	2020	2019	2020	2019
Program revenue:						
Charges for services	\$ 5,932	\$ 5,821	\$ 20,480	\$ 20,194	\$ 26,412	\$ 26,015
Operating grants and contributions	1,265	1,635			1,265	1,635
Capital grants and contributions	949	923	860	1,289	1,809	2,212
General revenue:						
Property taxes	7,259	5,722			7,259	5,722
Sales taxes	771	683			771	683
Franchise taxes	1,267	1,238			1,267	1,238
Road and bridge taxes	822	774			822	774
Alcoholic beverage taxes	608	582			608	582
State revenue sharing	1,181	1,080			1,181	1,080
Gain/loss on sale of capital assets	(38)	27		3	(38)	30
Investment earnings	558	454	836	780	1,394	1,234
Total revenues	<u>20,574</u>	<u>18,939</u>	<u>22,176</u>	<u>22,266</u>	<u>42,750</u>	<u>41,205</u>
Expenses:						
General government	7,293	6,645			7,293	6,645
Public safety	7,691	7,692			7,691	7,692
Highways and streets	5,567	3,460			5,567	3,460
Recreation and culture	3,285	3,559			3,285	3,559
PERSI retirement						0
Interest on long term debt	318	143			318	143
Water – distribution			3,353	3,065	3,353	3,065
Sewer – collection and treatment			4,664	4,278	4,664	4,278
Sanitation			4,615	4,379	4,615	4,379
Total expenses	<u>24,154</u>	<u>21,499</u>	<u>12,632</u>	<u>11,722</u>	<u>36,786</u>	<u>33,221</u>
Transfers in (out)	<u>4,739</u>	<u>4,710</u>	<u>(4,739)</u>	<u>(4,710)</u>	<u>0</u>	<u>0</u>
Changes in net position	1,159	2,150	4,805	5,834	5,964	7,984
Net position - beginning	63,989	61,839	64,203	58,368	128,192	120,207
Net position - ending	<u>\$ 65,148</u>	<u>\$ 63,989</u>	<u>\$ 69,008</u>	<u>\$ 64,202</u>	<u>\$ 134,156</u>	<u>\$ 128,191</u>

Changes in net position - The table above shows that the changes in net position for FY2020 governmental activities increased the City's net position by \$1,158,197 (1.7%), and business-type activities increased net position by \$4,805,620 (7.4%). The City had total expenses of \$36,786,339 and total revenues of \$42,750,156, both contributing to a total net position increase of \$5,963,817 (4.6%).

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As of the end of FY2020, the City's governmental funds reported a combined ending fund balance of \$22,461,978, a decrease of \$857,628 (3.7%) when compared to the ending fund balance of \$23,319,606 for FY2019. The decrease is mainly due to payment of interest and principal on the bond for construction of the new police facility.

The unassigned fund balance for the general fund is \$844,904 or 14.4% of the general fund balance. The \$844,904 is mostly comprised of outstanding receivables, which are collected within 60 days. The remaining unassigned fund balance within the governmental funds is available for spending at the government's discretion in accord with adopted budgets. The remaining fund balances are either assigned a specific purpose or project or otherwise committed.

General Fund. The general fund is the maintenance and operation fund for the City. At the end of FY2020, the general fund balance was \$5,863,865, a \$229,347 (4.1%) increase from the ending balance of \$5,634,518 for FY2019. This consistency in balance is attributed to capital transfers to the fleet and capital projects funds for future capital outlay.

Street Fund. The street fund is responsible for the construction and maintenance of public streets and traffic services within the City. The ending fund balance for FY2020 was \$1,470,473, a decrease of \$219,243 (14.9%) from the prior year's fund balance of \$1,689,716. This decrease was due to transfer of funds to the capital projects fund.

Recreation and Culture Fund. The recreation and culture fund accounts for the costs of maintaining and improving parks facilities, culture and recreational programs, and community center operations in the City. At the end of FY2020, the recreation and culture fund balance was \$987,846, a \$268,379 (-21.3%) decrease from the ending balance of \$1,256,225 for FY2019. This decrease was due to transfer of funds to the capital projects fund. Fund balance policy requires a working capital balance of \$728,648 leaving an assigned fund balance of \$259,198.

Capital Projects Fund. The capital projects fund accounts for money set aside by the City Council for identified and unidentified future projects. Additionally, this fund is used to accumulate grant match funds and capital grant monies for anticipated future projects. The accumulation of monies for street projects include: Mountain View, 6th Street Bridge, A Street, Lilly Street, 3rd Street, Almon Street, and Asbury Street. The accumulation for parks and recreation projects include: land and park developments, playground equipment, building improvements, parkland dedication, and Itani Park Pathway. General government projects that were designed, constructed, or completed during the year include street improvements, sidewalk improvements, park pathways, and the new police facility. The fund balance increased in FY2020 by \$7,974,612 (254.6%) to \$11,106,655 due to an increase in capital transfers from the general fund, the street fund, and the recreation and cultural fund.

Hamilton Fund. The Hamilton fund accounts for money bequested to the City by the Last Will and Testament of Mr. Bobby C. Hamilton. Mr. Hamilton's will stipulates the money be designated "for the benefit of the Parks and Recreation Department to be used as much as possible for the benefit of young children." At the end of FY2020, the ending fund balance in the fund was \$2,316,249. This represents a decrease of \$58,814 (2.4%) from FY2019 due to the net difference between interest earnings and the transfers to the parks and recreation department for funding operation of the Hamilton Indoor Recreation Center (HIRC).

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Enterprise Funds. The City's proprietary funds consist of water, sewer, and sanitation.

The Water Fund. The water fund is responsible for the operation and maintenance of four tank reservoirs, five active wells, and the distribution systems for potable water. The City's reservoirs include two elevated tanks with capacities of 285,000 gallons and 450,000 gallons of water. However, the smaller reservoir is off-line and unlikely to return to service. The capacity of the two ground tank reservoirs is 2,000,000 gallons each. The wells are numbered, and wells #2 and #3 are supplied by the Wanapum Aquifer, while wells #6, #8, and #9 (and future well #10) access the deeper Grande Ronde Aquifer. Well #9 is the largest producer at 2,400 gallons per minute. The consumption fees for commercial accounts are flat, while residential consumption fees are reflective of a tiered rate structure encouraging conservation. Construction of the Well #10 house and installation of equipment is set for FY2020-2021. The Comprehensive Water System Plan was adopted in January 2012 and the Water Rate Study approved in November 2013. Ending fund balance for FY2020 decreased by \$146,776 (3.5%) to \$3,993,215 due to an increase in the major capital projects and a 3.5% overall water rate increase to support the water fund's capital improvement plan.

The Sewer Fund. The sewer fund accounts for the operation and maintenance of the Water Reclamation and Reuse Facility and the Water Reclamation conveyance system. The Water Reclamation and Reuse Facility treats on average 693 million gallons annually. The Water Reclamation conveyance system consists of 87 miles of sewer pipe and 4 lift stations pumping a combined average daily total of 300,000 gallons. Rates are comprised of two elements: a base fee and a consumption (volume) fee. Consumption fees are only assessed to commercial accounts and vary according to account classification due to contaminate loading at the Water Reclamation and Reuse Facility. The Comprehensive Sewer System Plan was adopted in October 2011 and the Sewer Rate Study approved in November 2014. Ending fund balance for FY2020 increased by \$2,428,671 (17.5%) to \$16,259,882. The increase is a result of 4.0% overall sewer rate increases to support the sewer fund's capital improvement plan.

The Sanitation Fund. The Sanitation fund accounts for all transactions related to the collection of garbage or refuse, recycling, and hauling or transportation and disposal. The City contracts with Latah Sanitation, Inc. (LSI) for collection and delivery of solid waste to the Solid Waste Processing Facility. The City contracts with Waste Connections, Inc., for transportation and final disposal of municipal solid waste at Finley Buttes Landfill in Boardman, Oregon. The City contracts with LSI for disposal of non-municipal solid waste (NMSW) at the LSI Landfill located at the Solid Waste Processing Facility site. LSI acts as the City's agent for collection of fees at the Solid Waste Processing Facility and NMSW Landfill from self-haul and commercial customers. The City also owns Moscow Recycling Center and contracts with Moscow Recycling (a division of LSI) for operations of the recycling center. The Sanitation Strategic Plan was adopted in February of 2011. The first Comprehensive Sanitation Rate Study was adopted in November of 2013 and a Sanitation Rate Study update was completed in FY2016. Ending fund balance for FY2020 increased by \$864,781 (9.7%) to \$9,758,966.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

BUDGETARY HIGHLIGHTS

In the general fund, differences between the budget and actual figures included a \$224,851 (1.7%) net decrease in total revenues and a \$1,835,486 (13.2%) decrease in total expenses. The significant highlights are summarized as follows:

- Revenues:
 - A \$232,399 negative variance in intergovernmental revenues,
 - A \$21,711 negative variance in investment earnings,
 - A \$80,946 positive variance in sales tax revenues,
 - A \$33,289 negative variance in property tax revenues.
- Expenses:
 - A \$1,110,985 positive variance for general government expenses,
 - A \$723,957 positive variance for public safety expenses.

Budget-to-actual revenues for the general fund reflect a mix of positive and negative variances in revenue. The remaining categories reflect minimal positive and negative variances.

Budget -to-actual expenses for the general fund reflect variances in general government and public safety due mainly to a 10% expense reduction mandate because of the unknown impact of COVID-19 on revenues.

Additional information comparing the City's budgeted expenses to actual expenses can be found in the financial statements on pages 81-101 of this report.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets. The City's net investment in capital assets for its governmental and business-type activities as of September 30, 2020, amounts to \$89,120,688. This net investment in capital assets includes land, buildings, collection and distribution systems, improvements, equipment, roads, streets, and bridges. The total increase in the City's net investment in capital assets for FY2020 was 1.3% (a 0.6% increase for governmental activities and a 2.2% increase for business-type activities).

Major capital asset events during FY2020 included the following projects:

- City of Moscow Public Works Department:
 - Continued work on "A" Street Improvements (\$580,773)
 - Continued work on Well #10 (\$1,354,057)
 - Continued work on Almon/Asbury Street Reconstruction (\$464,573)
 - Continued work on Third Street Safety Improvements (\$113,386)
- City of Moscow Parks Department continued the development of Moscow parks and playgrounds (\$303,680)
- Continued work on the new police facility (\$1,274,231)
- Purchase of Haddock Building (\$838,778)

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Net Investment in Capital Assets

	Governmental Activities	Business-Type Activities	Total
Beginning balance	\$ 83,536,853	\$ 80,301,031	\$ 163,837,884
Additions	5,460,780	2,896,186	8,356,966
Deletions	(518,181)	(81,247)	(599,428)
Depreciation	(39,595,581)	(42,879,153)	(82,474,734)
Total	<u>\$ 48,883,871</u>	<u>\$ 40,236,817</u>	<u>\$ 89,120,688</u>

Additional information on the City's capital assets can be found in Note 3 beginning on page 62 of this report.

Debt Outstanding, At Year-End

	Governmental Activities	Business-Type Activities	Total
General obligation bonds	\$ 7,785,000		\$ 7,785,000
Revenue bonds		\$ 4,900,000	4,900,000
Idaho DEQ Loan		4,300,000	4,300,000
Total	<u>\$ 7,785,000</u>	<u>\$ 9,200,000</u>	<u>\$ 16,985,000</u>

Debt Outstanding. At the end of FY2020, the City had total bonded debt outstanding of \$12,685,000: \$4,900,000 representing bonds secured solely by specified sewer revenue resources and \$7,785,000 of general obligation bonds for construction of a new police facility.

General Obligation and Revenue Bonds

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
General obligation bonds	\$ 7,785,000	\$ 8,465,000			\$ 7,785,000	\$ 8,465,000
Revenue bonds			\$ 4,900,000	\$ 5,840,000	4,900,000	5,840,000
Total	<u>\$ 7,785,000</u>	<u>\$ 8,465,000</u>	<u>\$ 4,900,000</u>	<u>\$ 5,840,000</u>	<u>\$ 12,685,000</u>	<u>\$ 14,305,000</u>

Additional information on the City's long-term debt can be found in Note 3D beginning on page 69 of this report.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to demonstrate the City's accountability. Any questions or requests for additional information should be directed to the City's Finance Director, Sarah L. Banks, at City Hall, 206 East Third Street, Moscow, Idaho, 83843, by phone at (208) 883-7016, or by email at sbanks@ci.moscow.id.us.



BASIC FINANCIAL STATEMENTS

CITY OF MOSCOW, IDAHO

STATEMENT OF NET POSITION
September 30, 2020

	Primary Government			Component
	Governmental Activities	Business-Type Activities	Total	Unit Urban Renewal Agency
ASSETS				
CURRENT ASSETS				
Cash	\$ 322,194	\$ 50,000	\$ 372,194	\$ 17,387
Investments	26,765,019	9,531,734	36,296,753	1,138,017
Receivables	1,214,767	2,191,478	3,406,245	2,548
Internal balances	(500,000)	500,000	0	
Inventory		468,025	468,025	
Prepaid and other assets				5,260
Land held for sale				531,256
Total current assets	27,801,980	12,741,237	40,543,217	1,694,468
NONCURRENT ASSETS				
Temporarily restricted cash and investments	3,853,004	28,106,075	31,959,079	
Net pension asset	543,000		543,000	
Capital assets:				
Land	9,373,335	1,675,539	11,048,874	679,420
Buildings	15,164,557	3,290,780	18,455,337	
Vehicles	7,129,473	181,175	7,310,648	
Improvements	38,431,249	645,361	39,076,610	
Machinery and equipment	7,765,353	15,943,390	23,708,743	
Infrastructure		54,301,930	54,301,930	
Construction in progress	7,790,537	7,077,795	14,868,332	
Information systems	2,824,948		2,824,948	
Accumulated depreciation	(39,595,581)	(42,879,153)	(82,474,734)	
Total noncurrent assets	53,279,875	68,342,892	121,622,767	679,420
Total assets	81,081,855	81,084,129	162,165,984	2,373,888
DEFERRED OUTFLOWS OF RESOURCES				
Defined benefit pension	1,395,632	306,618	1,702,250	

See accompanying notes

CITY OF MOSCOW, IDAHO

STATEMENT OF NET POSITION
September 30, 2020

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	Urban Renewal Agency
LIABILITIES				
CURRENT LIABILITIES				
Accounts payable and other current liabilities	\$ 1,763,011	\$ 1,252,730	\$ 3,015,741	\$ 58,227
Deposits payable	110,378	77,396	187,774	5,000
Accrued interest payable	38,060	99,953	138,013	
Unearned revenue	4,430		4,430	
Current portion of long-term liabilities	735,000	1,152,424	1,887,424	37,000
Current portion of compensated absences	105,413	15,178	120,591	
Total current liabilities	<u>2,756,292</u>	<u>2,597,681</u>	<u>5,353,973</u>	<u>100,227</u>
LONG-TERM OBLIGATIONS				
Compensated absences	737,890	106,246	844,136	
Landfill post closure care payable		233,298	233,298	
Net pension liability	5,215,952	1,236,048	6,452,000	
Long-term liabilities, net of current portion	8,333,546	8,166,950	16,500,496	316,537
Total long-term obligations	<u>14,287,388</u>	<u>9,742,542</u>	<u>24,029,930</u>	<u>316,537</u>
Total liabilities	<u>17,043,680</u>	<u>12,340,223</u>	<u>29,383,903</u>	<u>416,764</u>
DEFERRED INFLOWS OF RESOURCES				
Defined benefit pension	<u>285,949</u>	<u>42,299</u>	<u>328,248</u>	
NET POSITION				
Net investment in capital assets	39,815,325	30,917,443	70,732,768	433,732
Restricted for:				
Culture and recreation	2,316,249		2,316,249	
Debt service	366,550	1,121,346	1,487,896	44,312
Capital outlay		26,863,305	26,863,305	
Transportation	326,902		326,902	
Unrestricted	<u>22,322,832</u>	<u>10,106,131</u>	<u>32,428,963</u>	<u>1,479,080</u>
Total net position	<u>\$ 65,147,858</u>	<u>\$ 69,008,225</u>	<u>\$ 134,156,083</u>	<u>\$ 1,957,124</u>

See accompanying notes

CITY OF MOSCOW, IDAHO

STATEMENT OF ACTIVITIES
Year Ended September 30, 2020

					Net (Expense) Revenue and Changes in Net Position			
FUNCTIONS/PROGRAMS	Expenses	Program Revenues			Primary Government			Component Unit Urban Renewal Agency
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total	
Primary Government:								
Governmental activities								
General government	\$ 7,292,640	\$ 3,675,275	\$ 9,355		\$ (3,608,010)		\$ (3,608,010)	
Public safety	7,691,147	1,689,153	24,141		(5,977,853)		(5,977,853)	
Highways and streets	5,567,489	345,030	1,202,770	\$ 948,620	(3,071,069)		(3,071,069)	
Culture and recreation	3,285,072	222,216	28,346		(3,034,510)		(3,034,510)	
Interest on long-term debt	317,933				(317,933)		(317,933)	
Total governmental activities	24,154,281	5,931,674	1,264,612	948,620	(16,009,375)	\$ 0	(16,009,375)	\$ 0
Business-type Activities								
Water	3,353,170	5,872,184		289,166		2,808,180	2,808,180	
Sewer	4,663,589	8,336,185		571,019		4,243,615	4,243,615	
Sanitation	4,615,299	6,271,840				1,656,541	1,656,541	
Total business-type activities	12,632,058	20,480,209	0	860,185	0	8,708,336	8,708,336	0
Total primary government	\$ 36,786,339	\$ 26,411,883	\$ 1,264,612	\$ 1,808,805	(16,009,375)	8,708,336	(7,301,039)	0
Component Units:								
Urban Renewal Agency	\$ 297,836						0	(297,836)
Total component units	\$ 297,836	\$ 0	\$ 0	\$ 0			0	(297,836)
General revenues:								
Property taxes					7,259,097		7,259,097	747,652
Sales taxes					771,140		771,140	
Franchise taxes					1,267,438		1,267,438	
Road and bridge taxes					821,804		821,804	
Alcoholic beverage taxes					607,913		607,913	
State revenue sharing - unrestricted					1,180,613		1,180,613	
Unrestricted investment earnings (losses)					558,186	836,178	1,394,364	11,255
Gain on sale of capital assets					(37,513)		(37,513)	
Transfers					4,738,894	(4,738,894)	0	0
					17,167,572	(3,902,716)	13,264,856	758,907
Change in net position					1,158,197	4,805,620	5,963,817	461,071
Net position - beginning					63,989,661	64,202,605	128,192,266	1,496,053
Net position - ending					\$ 65,147,858	\$ 69,008,225	\$ 134,156,083	\$ 1,957,124

See accompanying notes
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CITY OF MOSCOW, IDAHO

BALANCE SHEET - GOVERNMENTAL FUNDS

September 30, 2020

	General	Streets	Recreation and Culture	Capital Projects	Hamilton	Other Governmental Funds	Total Governmental Funds
ASSETS							
Cash	\$ 311,429		\$ 765				\$ 312,194
Investments	6,016,831	\$ 1,331,232	1,062,432	\$ 12,048,831	\$ 2,315,168	\$ 727,498	23,501,992
Receivables	732,627	410,398	1,125	32,166	1,081	20,060	1,197,457
Total assets	<u>\$ 7,060,887</u>	<u>\$ 1,741,630</u>	<u>\$ 1,064,322</u>	<u>\$ 12,080,997</u>	<u>\$ 2,316,249</u>	<u>\$ 747,558</u>	<u>\$ 25,011,643</u>
LIABILITIES							
Accounts payable	\$ 89,770	\$ 50,292	\$ 30,309	\$ 974,342		\$ 14,991	\$ 1,159,704
Accrued salaries and benefits	274,114	21,340	46,167			2,195	343,816
Deposits payable	5,260	199,525					204,785
Other accruals							
Interfund payable	750,000						750,000
Unearned revenue - other						4,430	4,430
Total liabilities	<u>1,119,144</u>	<u>271,157</u>	<u>76,476</u>	<u>974,342</u>	<u>\$ 0</u>	<u>21,616</u>	<u>2,462,735</u>
DEFERRED INFLOWS OF RESOURCES							
Unavailable revenue - property taxes	77,878					9,052	86,930
Total deferred inflows of resources	<u>77,878</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,052</u>	<u>86,930</u>
FUND BALANCES							
Restricted for:							
Streets		326,902					326,902
Parks and recreation					2,316,249		2,316,249
Culture and rec			56,327				56,327
Debt service						366,550	366,550
Committed for:							
Working capital	4,235,649	739,181	728,648			62,161	5,765,639
Drug enforcement	83,999						83,999
Assigned for:							
Compensated absences	646,313	48,453	79,401				774,167
VEBA proceeds	53,000	4,500					57,500
Special revenue fund operations		351,437	123,470			231,930	706,837
Capital projects				11,106,655		26,440	11,133,095
Debt service						29,809	29,809
Unassigned, reported in:							
General fund	844,904						844,904
Total fund balances	<u>5,863,865</u>	<u>1,470,473</u>	<u>987,846</u>	<u>11,106,655</u>	<u>2,316,249</u>	<u>716,890</u>	<u>22,461,978</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 7,060,887</u>	<u>\$ 1,741,630</u>	<u>\$ 1,064,322</u>	<u>\$ 12,080,997</u>	<u>\$ 2,316,249</u>	<u>\$ 747,558</u>	<u>\$ 25,011,643</u>

CITY OF MOSCOW, IDAHO

**RECONCILIATION OF THE STATEMENT OF NET POSITION
TO THE BALANCE SHEET - GOVERNMENTAL FUNDS
September 30, 2020**

Total fund balances - Governmental Funds	\$ 22,461,978
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in governmental funds:	
Cost of capital assets, excluding internal service funds	76,630,652
Accumulated depreciation, excluding internal service funds	(32,615,868)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
General government debt	(7,823,058)
Unamortized premiums on bonds	(1,283,548)
Compensated absences to employees	(774,168)
Deferred outflows and deferred inflows for pension liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
Deferred outflows	1,310,664
Deferred inflows	(271,188)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
Net pension asset	543,000
Net pension liability	(4,866,818)
Property taxes receivable to be collected this year; but are not available soon enough to pay for the current period's expenditures and, therefore, are deferred in the funds.	86,930
Internal service funds are used by management to charge information systems services and fleet services to individual funds. The assets and liabilities of the internal service funds are included in governmental activities in the statement of net position.	<u>11,749,282</u>
Total net position - Governmental Activities	<u>\$ 65,147,858</u>

See accompanying notes
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CITY OF MOSCOW, IDAHO

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
Year Ended September 30, 2020

	General	Streets	Recreation and Culture	Capital Projects	Hamilton	Other Governmental Funds	Total Governmental Funds
REVENUES							
Taxes							
Property	\$ 6,227,181					\$ 999,448	\$ 7,226,629
Sales	771,140						771,140
Franchise	1,267,438						1,267,438
Alcoholic beverage	607,913						607,913
Road and bridge		\$ 821,804					821,804
Licenses and permits	743,875		\$ 500				744,375
Intergovernmental	1,306,483	1,203,700	5,402	\$ 947,690		64,861	3,528,136
Charges for services	1,577,487	294,270	137,778			36,330	2,045,865
Fines	127,825						127,825
Special assessments						5,549	5,549
Investment earnings (losses)	178,289	41,294	10,338	169,949	\$ 33,589	9,662	443,121
Contributions and donations	9,355		22,944				32,299
Refunds and reimbursements	169,177	4,966	8,544	5,485			188,172
Other	55,662		11,033			519	67,214
Total revenues	<u>13,041,825</u>	<u>2,366,034</u>	<u>196,539</u>	<u>1,123,124</u>	<u>33,589</u>	<u>1,116,369</u>	<u>17,877,480</u>
EXPENDITURES							
Current							
General government	3,605,469						3,605,469
Public safety	7,860,743						7,860,743
Culture and recreation			2,423,536	1,313		193,494	2,618,343
Transportation		1,675,989				24,122	1,700,111
Debt service							
Principal retirement						680,000	680,000
Interest						314,288	314,288
Capital outlay	605,316		40,000	3,959,626			4,604,942
Total expenditures	<u>12,071,528</u>	<u>1,675,989</u>	<u>2,463,536</u>	<u>3,960,939</u>	<u>0</u>	<u>1,211,904</u>	<u>21,383,896</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>970,297</u>	<u>690,045</u>	<u>(2,266,997)</u>	<u>(2,837,815)</u>	<u>33,589</u>	<u>(95,535)</u>	<u>(3,506,416)</u>
OTHER FINANCING SOURCES (USES)							
Transfers in	3,761,198	795,000	2,412,385	10,820,855		174,395	17,963,833
Transfers out	(4,502,148)	(1,704,288)	(413,767)	(8,428)	(92,403)	(8,594,011)	(15,315,045)
Total other financing sources (uses)	<u>(740,950)</u>	<u>(909,288)</u>	<u>1,998,618</u>	<u>10,812,427</u>	<u>(92,403)</u>	<u>(8,419,616)</u>	<u>2,648,788</u>
NET CHANGE IN FUND BALANCES	<u>229,347</u>	<u>(219,243)</u>	<u>(268,379)</u>	<u>7,974,612</u>	<u>(58,814)</u>	<u>(8,515,151)</u>	<u>(857,628)</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>5,634,518</u>	<u>1,689,716</u>	<u>1,256,225</u>	<u>3,132,043</u>	<u>2,375,063</u>	<u>9,232,041</u>	<u>23,319,606</u>
FUND BALANCES AT END OF YEAR	<u>\$ 5,863,865</u>	<u>\$ 1,470,473</u>	<u>\$ 987,846</u>	<u>\$ 11,106,655</u>	<u>\$ 2,316,249</u>	<u>\$ 716,890</u>	<u>\$ 22,461,978</u>

See accompanying notes
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CITY OF MOSCOW, IDAHO

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS TO
THE STATEMENT OF ACTIVITIES
Year Ended September 30, 2020

Net change in fund balances - Total Governmental Funds \$ (857,628)

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays to purchase or build capital assets are reported in governmental funds as expenditures. However, for governmental activities, those costs are shown in the statement of net position and allocated over their estimated useful lives as annual depreciation:

Current year capital outlay	4,604,942
Current year depreciation	(4,216,832)

Amounts borrowed on long-term debt are reported in the governmental funds as other financing sources. Amounts repaid on long-term debt are reported in the governmental funds as expenditures. However, for governmental activities, the borrowing and repayment of funds is reflected as outstanding long-term debt:

Current year repayment of long-term debt	680,000
Change in interest payable	(16,626)
Change in compensated absences	(162,527)

Net pension liability and the related deferred outflows and deferred inflows are not considered available for the governmental funds in the current year:

Current year net pension liability, deferred outflows, and deferred inflows	(810,823)
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Some amounts receivable will not be collected for several months after the fiscal year-ends, and they are not considered available revenues in the governmental funds. Instead, they are counted as deferred tax revenues. They are, however, recorded as revenues in the statement of activities:

Current year taxes receivable	86,930
Prior year taxes receivable	(54,462)

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. They are, however, recorded as expenditures in the statement of activities:

Amortization of bond premiums	12,981
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Internal service funds are used by management to charge service center equipment to individual funds. The net revenue of the internal service funds is reported with governmental activities.

1,892,242

Change in net position - Governmental Activities

\$ 1,158,197

CITY OF MOSCOW, IDAHO

STATEMENT OF NET POSITION - PROPRIETARY FUNDS
September 30, 2020

	Business-Type Activities - Enterprise Funds				Governmental Activities Internal Service Funds
	Water	Sewer	Sanitation	Total	
ASSETS					
CURRENT ASSETS					
Cash	\$ 20,000	\$ 20,000	\$ 10,000	\$ 50,000	\$ 10,000
Investments	3,154,553	3,544,207	2,832,974	9,531,734	7,116,030
Receivables	822,449	740,253	628,776	2,191,478	17,310
Internal balances		250,000	250,000	500,000	250,000
Inventory	270,676	197,349		468,025	
Total current assets	4,267,678	4,751,809	3,721,750	12,741,237	7,393,340
NONCURRENT ASSETS					
Cash and investments - restricted	7,648,591	14,113,141	6,344,343	28,106,075	
Capital assets, net	17,927,709	21,538,860	770,248	40,236,817	4,869,087
Total noncurrent assets	25,576,300	35,652,001	7,114,591	68,342,892	4,869,087
Total assets	29,843,978	40,403,810	10,836,341	81,084,129	12,262,427
DEFERRED OUTFLOWS OF RESOURCES					
Defined benefit pension	142,451	148,091	16,076	306,618	84,968
LIABILITIES					
CURRENT LIABILITIES					
Accounts payable and other current liabilities	626,639	326,936	299,155	1,252,730	165,084
Deposits payable	77,396			77,396	
Accrued interest payable	38,205	61,748		99,953	
Revenue bonds - current	172,424	980,000		1,152,424	
Current portion of compensated absences	8,919	5,263	996	15,178	8,642
Total current liabilities	923,583	1,373,947	300,151	2,597,681	173,726
LONG-TERM OBLIGATIONS					
Compensated absences	62,437	36,839	6,970	106,246	60,493
Post closure care payable			233,298	233,298	
Net pension liability	573,931	602,192	59,925	1,236,048	349,134
Revenue bonds payable	4,127,576	4,039,374		8,166,950	
Total long-term obligations	4,763,944	4,678,405	300,193	9,742,542	409,627
Total liabilities	5,687,527	6,052,352	600,344	12,340,223	583,353
DEFERRED INFLOWS OF RESOURCES					
Defined benefit pension	11,120	30,502	677	42,299	14,761
NET POSITION					
Net investment in capital assets	13,627,709	16,519,486	770,248	30,917,443	4,869,087
Restricted for:					
Debt service		1,121,346		1,121,346	
Future capital outlay	7,577,235	12,949,693	6,336,377	26,863,305	6,875,694
Assigned for:					
VEBA proceeds					4,500
Unrestricted	3,082,838	3,878,522	3,144,771	10,106,131	
Total net position	\$ 24,287,782	\$ 34,469,047	\$ 10,251,396	\$ 69,008,225	\$ 11,749,281

CITY OF MOSCOW, IDAHO

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION -
PROPRIETARY FUNDS

Year Ended September 30, 2020

	Business-Type Activities - Enterprise Funds				Governmental Activities Internal Service Funds
	Water	Sewer	Sanitation	Total	
OPERATING REVENUES					
Charges for services	\$ 5,854,161	\$ 8,291,920	\$ 6,247,840	\$ 20,393,921	\$ 2,586,278
Other services	18,023	4,474	24,000	46,497	
Total operating revenues	<u>5,872,184</u>	<u>8,296,394</u>	<u>6,271,840</u>	<u>20,440,418</u>	<u>2,586,278</u>
OPERATING EXPENSES					
Water - distribution	2,530,948			2,530,948	
Sewer - collection and treatment		2,893,760		2,893,760	
Sanitation			4,579,123	4,579,123	
Services provided					1,998,991
Depreciation	445,043	1,522,314	24,544	1,991,901	797,565
Total operating expenses	<u>2,975,991</u>	<u>4,416,074</u>	<u>4,603,667</u>	<u>11,995,732</u>	<u>2,796,556</u>
OPERATING INCOME (LOSS)	<u>2,896,193</u>	<u>3,880,320</u>	<u>1,668,173</u>	<u>8,444,686</u>	<u>(210,278)</u>
NONOPERATING REVENUES (EXPENSES)					
Investment earnings	238,147	400,045	197,986	836,178	127,598
Interest expense	(275,160)	(152,760)		(427,920)	
PERSI retirement actuarial charges	(102,019)	(94,755)	(11,632)	(208,406)	(64,945)
Gain (loss) on disposition of assets				0	(50,241)
Amortization of bond premium		39,791		39,791	
Total nonoperating revenues (expenses)	<u>(139,032)</u>	<u>192,321</u>	<u>186,354</u>	<u>239,643</u>	<u>12,412</u>
INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	<u>2,757,161</u>	<u>4,072,641</u>	<u>1,854,527</u>	<u>8,684,329</u>	<u>(197,866)</u>
CONTRIBUTIONS AND TRANSFERS					
General facility charges	150,975	162,190		313,165	
Capital contributions	138,191	408,829		547,020	
Transfers in	1,753,228	207,938		1,961,166	2,119,108
Transfers out	(3,406,912)	(2,253,501)	(1,039,647)	(6,700,060)	(29,000)
Total contributions and transfers	<u>(1,364,518)</u>	<u>(1,474,544)</u>	<u>(1,039,647)</u>	<u>(3,878,709)</u>	<u>2,090,108</u>
CHANGE IN NET POSITION	1,392,643	2,598,097	814,880	4,805,620	1,892,242
NET POSITION AT BEGINNING OF YEAR	<u>22,895,139</u>	<u>31,870,950</u>	<u>9,436,516</u>	<u>64,202,605</u>	<u>9,857,039</u>
NET POSITION AT END OF YEAR	<u>\$ 24,287,782</u>	<u>\$ 34,469,047</u>	<u>\$ 10,251,396</u>	<u>\$ 69,008,225</u>	<u>\$ 11,749,281</u>

51 See accompanying notes

CITY OF MOSCOW, IDAHO

STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
Year Ended September 30, 2020

	Business-Type Activities - Enterprise Funds				Governmental Activities
	Water	Sewer	Sanitation	Total	Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES					
Receipts from customers and users	\$ 5,790,148	\$ 8,237,927	\$ 6,184,088	\$ 20,212,163	\$ 2,641,025
Payments from other funds					250,000
Payments to suppliers	(947,240)	(1,559,915)	(4,404,207)	(6,911,362)	(1,197,672)
Payments to employees	(1,304,574)	(1,222,061)	(140,491)	(2,667,126)	(788,106)
Net cash provided by operating activities	<u>3,538,334</u>	<u>5,455,951</u>	<u>1,639,390</u>	<u>10,633,675</u>	<u>905,247</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
Transfers from other funds	1,753,228	207,938		1,961,166	2,119,108
Transfers to other funds	(3,406,912)	(2,253,501)	(1,039,647)	(6,700,060)	(29,000)
Net cash provided (used) by noncapital financing activities	<u>(1,653,684)</u>	<u>(2,045,563)</u>	<u>(1,039,647)</u>	<u>(4,738,894)</u>	<u>2,090,108</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Acquisition and construction of capital assets	(1,948,290)	(397,875)		(2,346,165)	(855,840)
Sale of capital assets				0	74,298
General facility charges	150,975	162,190		313,165	
Proceeds from capital debt	311,424			311,424	
Principal paid on capital debt		(940,000)		(940,000)	
Interest paid on capital debt	(236,955)	(166,582)		(403,537)	
Net cash used by capital and related financing activities	<u>(1,722,846)</u>	<u>(1,342,267)</u>	<u>0</u>	<u>(3,065,113)</u>	<u>(781,542)</u>
CASH FLOWS FROM INVESTING ACTIVITIES					
Net investment activity in LGIP	5,535,677	7,356,097	4,303,857	17,195,631	(2,341,411)
Purchase of investments	(5,985,619)	(9,824,265)	(5,101,586)	(20,911,470)	
Interest received	288,138	400,047	197,986	886,171	127,598
Net cash used by investing activities	<u>(161,804)</u>	<u>(2,068,121)</u>	<u>(599,743)</u>	<u>(2,829,668)</u>	<u>(2,213,813)</u>
Net change in cash	0	0	0	0	0
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>20,000</u>	<u>20,000</u>	<u>10,000</u>	<u>50,000</u>	<u>10,000</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u><u>\$ 20,000</u></u>	<u><u>\$ 20,000</u></u>	<u><u>\$ 10,000</u></u>	<u><u>\$ 50,000</u></u>	<u><u>\$ 10,000</u></u>

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CITY OF MOSCOW, IDAHO

STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
Year Ended September 30, 2020

	Business-Type Activities - Enterprise Funds				Governmental Activities
	Water	Sewer	Sanitation	Total	Internal Service Funds
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY OPERATING ACTIVITIES					
Operating income (loss)	\$ 2,896,193	\$ 3,880,320	\$ 1,668,173	\$ 8,444,686	\$ (210,278)
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:					
Depreciation	445,043	1,522,314	24,544	1,991,901	797,565
Post closure care expense			13,725	13,725	
Changes in:					
Accounts receivable	(85,308)	(58,467)	(87,752)	(231,527)	304,747
Inventory	(61,756)	(734)		(62,490)	
Accounts payable	181,501	81,909	20,258	283,668	(3,273)
Payroll payable	13,956	11,133		25,089	
Deposits payable	3,272			3,272	
Contracts Payable	149,995			149,995	
Other assets and liabilities	(4,562)	19,476	442	15,356	16,486
Net cash provided by operating activities	<u>\$ 3,538,334</u>	<u>\$ 5,455,951</u>	<u>\$ 1,639,390</u>	<u>\$ 10,633,675</u>	<u>\$ 905,247</u>
NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES					
Capital asset contributions received	<u>\$ 138,191</u>	<u>\$ 408,829</u>	<u>\$ 0</u>	<u>\$ 547,020</u>	<u>\$ 0</u>

See accompanying notes
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CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of Moscow, Idaho, was incorporated on July 12, 1887. The City operates under a Mayor/Council form of government and provides the following services as authorized by its charter and by Title 50 of the *Idaho Code*: general government, public safety, highway and streets, culture and recreation, community development, water, sewer, and sanitation.

United States generally accepted accounting principles require the City of Moscow's financial statements to include component units. Component units are entities for which the City of Moscow is considered to be financially accountable. The City has one discretely presented component unit that is reported in a separate column in the government-wide financial statement to emphasize that it is legally separate from the government.

Discretely Presented Component Unit. The Moscow Urban Renewal Agency (the Agency), is empowered to engage in the general economic revitalization and redevelopment of the City through acquisition and development of property, public improvements, and revitalization activities in those areas of the City determined to be in a declining condition. The Agency's governing board is made up of seven commissioners appointed by the Mayor of the City of Moscow. The City's management also provides the Agency with management and oversight through a service contract with an annual obligation of \$49,173. Complete financial statements of the Agency may be obtained at the City of Moscow's administrative offices.

B. Measurement Focus Basis of Accounting and Basis of Presentation

The financial statements of the City are prepared in accordance with United States generally accepted accounting principles (GAAP). The City uses the following two bases of accounting in these financial statements.

Economic Resources Measurement Focus and Accrual Basis of Accounting. Under this measurement focus, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Current Financial Resources Measurement Focus and Modified Accrual Basis of Accounting. Under this measurement focus, revenues are recorded when they become measurable and available. For this purpose, the City considers revenues to be available if they are collected within sixty (60) days of the end of the current fiscal year-end. All material revenues, including property taxes, grants, entitlements, and donations, are considered measurable and available and are, thus, susceptible to accrual.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**B. Measurement Focus Basis of Accounting and Basis of Presentation (Continued)**

Current Financial Resources Measurement Focus and Modified Accrual Basis of Accounting (Continued). Fines and permits revenues are not susceptible to accrual because generally they are not measurable until received in cash. The City reports unearned revenue in its fund financial statements. Unearned revenues arise when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Unearned revenues also arise when the City receives resources before it has a legal claim to them, as when recreational program or grant monies are received prior to the incurrence of qualifying expenditures.

In subsequent periods, when both revenue recognition criteria are met, or when the City has a legal claim to the resources, the liability for unearned revenue is removed from the balance sheet and revenue is recognized. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable. An exception to this general rule is principal and interest on general long-term obligations, which are recognized when due. General capital asset acquisitions are reported as expenditures in governmental funds.

Restricted Resources

Program expenses are allocated to restricted program revenue first and then to the next highest level of net position/fund balance restrictions when both restricted and unrestricted resources are available.

Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB #54) defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB #54 requires the fund balance amounts to be properly reported within one of the fund balance categories listed below:

Nonspendable

Includes amounts that cannot be spent because they are either (1) not in spendable form or (2) legally or contractually required to be maintained intact.

Restricted

Includes amounts that can be spent only for the specific purpose stipulated by external resource providers, constitutional provisions, or enabling legislation.

Committed

Includes amounts that can only be used for the specific purposes determined by a formal action of the government's highest level of decision-making authority.

Assigned

Includes amounts that are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**B. Measurement Focus Basis of Accounting and Basis of Presentation (Continued)****Restricted Resources (Continued)****Unassigned**

Residual classification of fund balance that includes all spendable amounts that have not been restricted, committed, or assigned.

Government-Wide Statements

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the City as a whole. Individual funds are not displayed but the statements distinguish governmental activities generally supported by taxes, intergovernmental revenues, and other non-exchange transactions from business-type activities, generally financed in whole or in part with fees charged to external customers. Eliminations have been made to minimize the double-counting of internal activities, interfund services provided and used are not eliminated in the process of consolidation.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the function program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. These revenues are subject to externally imposed restrictions to these program uses. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

The Government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, including the reclassification or elimination of internal activity (between or within funds).

Fund Financial Statements

The fund financial statements provide information about the City's fund categories. Separate statements for each fund category—governmental and proprietary—are presented. The emphasis of fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. All remaining funds are aggregated and reported as non-major funds. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus Basis of Accounting and Basis of Presentation (Continued)

Fund Financial Statements (Continued)

Governmental Funds. All governmental funds are accounted for using the current financial resources measurement focus and modified accrual basis of accounting. The City reports the following major governmental funds:

- **General Fund.** This is the City's primary operating fund. The General Fund accounts for all financial resources of the City, except those required to be accounted for in another fund.
- **Street Fund.** The "Street Fund" is responsible for the construction and maintenance of streets and traffic services within the City. Dedicated revenue is derived from state shared revenues and gas, county road, and bridge taxes.
- **Capital Projects.** The "Capital Projects Fund" accounts for money set aside by the City Council for identified future projects.
- **Culture and Recreation Fund.** The "Culture and Recreation Fund" accounts for the costs of maintaining and improving park facilities, recreational programs, and community center operations in the City. Revenue is derived from user fees of the park facilities.
- **Hamilton Fund.** The "Hamilton Fund" accounts for the money willed to the City by Mr. Bobby C. Hamilton. Mr. Hamilton's will stipulates the money is "for the benefit of the parks and recreation department to be used as much as possible for the benefit of young children."

Proprietary Funds. All proprietary funds are accounted for using the flow of economic resources measurement focus and the accrual basis of accounting. Proprietary funds include enterprise funds and internal service funds.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise and internal service funds are charges to customers for sales and services. The enterprise funds also recognize as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The enterprise funds recognize general facility charges as non-operating revenue. General facility charges represent a charge to new customers for their share of the capital cost of increasing the capacity of the system to meet the additional demand created by the connection of new customers.

Enterprise Funds. Enterprise Funds are used to account for activities that are similar to those often found in the private sector. The City reports the following major enterprise funds:

- **Water Fund.** This activity accounts for the provision of water services to the residents of the City.
- **Sewer Fund.** This activity accounts for the provision of sewer services to the residents of the City.
- **Sanitation Fund.** This activity provides sanitation services to all City residents.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus Basis of Accounting and Basis of Presentation (Continued)

Fund Financial Statements (Continued)

Internal Service Funds. Internal service funds are used to allocate fleet maintenance and information systems services to other funds of the City on a cost reimbursement basis. The internal service funds are included in governmental activities for government-wide reporting purposes. As a general rule, the revenue and expenses of the internal service funds have been eliminated from the government-wide financial statements. The excess revenue or expenses for the fund are allocated to the appropriate functional activity.

C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

1. Deposits and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

State statutes authorize the City to invest in obligations of the state of Idaho and its agencies, U.S. Treasury and U.S. agencies, City coupon and local improvement district bonds, repurchase agreements, tax and revenue anticipation bonds, notes, and the Idaho State Treasurer's Local Government Investment Pool (LGIP).

Investments are stated at fair value as quoted for the purchase and sale of units.

Deposits in the LGIP are stated at fair value, which is the same as the value of the pool shares. The Idaho State Treasurer oversees the LGIP under the Joint Exercises of Power provisions of *Idaho Code*.

The State Treasurer combines deposits from all governmental entities in the State, which participate in the LGIP and purchases the following types of investments:

- Local Certificates of Deposit
- Repurchase Agreements
- U.S. Government Securities
- Bonds and debentures of "A" rated companies

The entities participating in the LGIP own a percentage of each investment held. This percentage is calculated by dividing the individual entity's deposits by the total deposits held in the LGIP. The purpose of this is to:

- Increase the overall rate of return.
- Reduce the risk of default.
- Place each entity under the FDIC and SLIC limits of \$250,000.

Investments held at year-end are disclosed in Note 3A.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (Continued)

2. Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “interfund receivables/payables” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the non-current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements.

All trade accounts receivable are shown net of an allowance for doubtful accounts. No allowance for uncollectible accounts has been provided for governmental and enterprise fund receivables. Management has determined that uncollectible amounts are immaterial. Substantially, all property taxes are collected; therefore, no allowance is provided for property taxes.

The City’s property taxes are levied by Latah County in November and payable on December 20 and June 20 following the levy date. Taxes are remitted to the City in the month following collection. When the taxes are delinquent a lien is filed the day following the due date. A tax deed is issued on property three years from the date of delinquency. At fiscal year-end, the receivables represent delinquent taxes. Amounts not paid within 60 days are recorded as unavailable revenue for the fund financial statements.

3. Inventory

Inventory is valued at cost, which approximates market, using the first-in, first-out method. The cost of inventories are recorded as expenditures when consumed rather than when purchased.

4. Capital Assets

The City’s property, plant, and equipment, with useful lives of more than three years and an initial individual cost of more than \$5,000, are stated at historical cost. Donated capital assets are valued at their acquisition value. Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Infrastructure assets acquired prior to implementation of GASB 34 are also reported.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (Continued)

4. Capital Assets (Continued)

Property, plant, and equipment of the primary government, as well as the component units, are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset Type</u>	<u>Years</u>
Buildings and structures	10 to 40
Infrastructure systems	20 to 50
Machinery and equipment	3 to 15

5. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. For example, grant expenditures paid in advance of meeting timing requirements.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The item "unavailable revenue" is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from two sources: property taxes and special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

6. Compensated Absences

Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure of the governmental fund that will pay it. Only the portion of vested or accumulated leave that has matured is reported as a liability in the governmental funds. Vested or accumulated vacation leave of proprietary funds is recorded as an expense and liability of those funds as the benefits accrue to employees. No liability is recorded for nonvesting accumulating rights to receive sick pay benefits. However, a liability is recognized for the vesting portion of accumulating sick leave benefits that is estimated will be taken by the employee at retirement. Each fund is responsible to pay for its own compensated absences.

The funds that have historically paid for compensated absences are the general, street, culture and recreation, fleet, information systems, and enterprise funds. City-wide compensated absences accrued and paid out were \$397,463 and \$203,294, respectively, during the current year. This resulted in a change of liability from \$770,558 to \$964,727. The current amount of \$120,591, which is shown on the statement of net position, has been estimated by the City based on a reasonable estimate of expected usage.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (Continued)

7. Long-Term Obligations

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures in the current period.

8. Cash Flow Statement

The City considers all bank accounts, restricted, and unrestricted cash to be cash for the proprietary and internal service funds statement of cash flow purposes.

9. Use of Estimates

Management of the City uses estimates and assumptions in preparing financial statements in accordance with United States generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that management uses.

2. BUDGETARY AND LEGAL COMPLIANCE

A. Budgetary Information

The City Council follows these procedures in establishing the budgetary data reflected in the financial statements:

Prior to September 1, the City Supervisor submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1 and ending September 30. The operating budget includes proposed expenditures and the means of allocating resources by fund.

Public hearings are conducted at various times during the year to obtain taxpayer comments.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

2. BUDGETARY AND LEGAL COMPLIANCE (CONTINUED)

A. Budgetary Information (Continued)

Prior to the submission to the county auditor on the Thursday following the first Tuesday in September, the budget is legally enacted through passage of an appropriations ordinance. The budget covers all governmental and proprietary fund types. The City adopts budgets on the modified accrual basis of accounting for all governmental fund types. The City adopts budgets on the accrual basis of accounting for proprietary fund types. At any time during the fiscal year, the Council may amend the appropriations ordinance for unforeseen and unanticipated revenues by following the same procedures used during the budget adoption process.

Revisions that alter the total expenditures of any fund must be approved by the City Council and the legal level of budgetary control is the fund level.

For the fiscal year ended September 30, 2020, the Hamilton Fund's expenditures exceeded appropriations.

3. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

Deposits and investment policies are disclosed in Note 1C.

The bank statement cash balances amounted to \$1,445,005. Of the bank statement cash balances, \$269,378 was covered by federal depository insurance.

As of September 30, 2020, the City had the following investments and maturities:

	Less than 1	1-5	Greater than 5	Interest Rate	Fair Value
U.S. Government obligations	\$ 4,029,381	\$ 1,002,533		1.15	\$ 5,031,914
Certificate of Deposit	3,214,819	13,639,389		1.25	16,854,208
Corporate obligations	3,175,040	5,244,847		1.25	8,419,887
Cash and Equivalents	313,646			1.15	313,646
External investment pools	37,585,555			0.5798	37,585,555
Other	50,620				50,620
Total investments	<u>\$ 48,369,061</u>	<u>\$ 19,886,769</u>	<u>\$ 0</u>		<u>\$ 68,255,830</u>

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)**A. Deposits and Investments (Continued)**

Other investments in the governmental activities include gold, silver, and jewelry. The City did not invest in corporate stock or these other investments. They were received from the estate of Bobby C. Hamilton. Other investments also include accrued income held in the City's Moreton Asset Management investment account.

Interest rate risk: The risk that changes in interest rate will reduce the value of the City's investments. As a means of limiting exposure to loss the City structures their portfolio so that maturities meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity. Also, the policy calls for investing funds primarily in shorter-term securities and limiting the average maturity of the portfolio.

Credit risk: As of September 30, 2020, the City's investment in the LGIP is unrated. The City's investments held through private investment banks are a variety of U.S. agency bonds, certificates of deposit, corporate bonds, and money market funds. The rating of these investments vary per type of investment. Overall Moody's rating of the Moreton Asset Management investment account is stated as A1.

Concentration of credit risk: The City's investment policy states that the City shall mitigate concentration risk by:

1. Limiting investments to avoid over concentration in securities from a specific issuer or business sector,
2. Limiting investment in securities that have higher credit risks,
3. Investing in securities with varying maturities, and
4. Continuously investing a portion of the portfolio in readily available funds such as the LGIP, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

Custodial Credit Risk – Investments: For an investment, this is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City's policies regarding investments require that the City only uses financial institutions and depositories approved to do business in the state of Idaho. Policies also require that the City only invests in securities allowed by *Idaho Code* 50-1013 and uses brokers that qualify under Securities & Exchange Commission *Rule 15C3-1*.

Fair Value Measurements - Investments are measured at fair value on a recurring basis. Recurring fair value measurements are those that GASB Statements require or permit in the statement of net position at the end of each reporting period. Fair value measurements are categorized based on the valuation inputs used to measure an asset's fair value.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

A. Deposits and Investments (Continued)

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the plan has the ability to access.

Level 2 Inputs to the valuation methodology include:

- quoted prices for similar assets or liabilities in active markets;
- quoted prices for identical or similar assets or liabilities in inactive markets;
- inputs other than quoted prices that are observable for the asset or liability;
- inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The following sets forth, by level, the fair value hierarchy. The City held investment securities at fair value that meet the level 2 methodology.

The following table represents the City's investments that are measured or disclosed at fair value on a recurring basis. The City does not have any financial assets that are measured at fair value on a non-recurring basis.

Investment Type	Fair Value	Fair Value Hierarchy		
		Level 1	Level 2	Level 3
<u>Debt Securities:</u>				
U.S. Government obligations	\$ 5,015,180	\$ 5,015,180		
Certificate of Deposit	16,809,263		\$ 16,809,263	
Corporate obligations	8,397,129		8,397,129	
Currency	(246,981)	(246,981)		
Money Market Funds	560,627	560,627		
External investment pools	37,585,555		37,585,555	
Other	135,057	50,620	84,437	
Total investments				
measured at fair value	\$ 68,255,830	\$ 5,379,446	\$ 62,876,384	\$ 0

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

B. Capital Assets

Capital asset activity for the year ended September 30, 2020, was as follows:

Governmental Activities:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, not being depreciated				
Land	\$ 9,373,335			\$ 9,373,335
Construction in progress	4,445,562	\$ 3,850,649	\$ (505,674)	7,790,537
Total capital assets, not being depreciated	13,818,897	3,850,649	(505,674)	17,163,872
Capital assets being depreciated				
Buildings	15,094,873	69,684		15,164,557
Vehicles	6,838,546	723,476	(432,549)	7,129,473
Improvements	37,404,530	1,036,072	(9,353)	38,431,249
Equipment	7,581,360	183,993		7,765,353
Information systems	2,798,647	102,582	(76,281)	2,824,948
Total capital assets being depreciated	69,717,956	2,115,807	(518,183)	71,315,580
Less accumulated depreciation for				
Buildings	(7,107,398)	(393,148)		(7,500,546)
Vehicles	(3,584,071)	(579,411)	308,009	(3,855,473)
Improvements	(17,630,493)	(3,607,199)	9,353	(21,228,339)
Equipment	(4,710,997)	(283,137)		(4,994,134)
Information systems	(1,941,867)	(151,503)	76,281	(2,017,089)
Total accumulated depreciation	(34,974,826)	(5,014,398)	393,643	(39,595,581)
Total capital assets, being depreciated, net	34,743,130	(2,898,591)	(124,540)	31,719,999
Governmental activities capital assets, net	<u>\$ 48,562,027</u>	<u>\$ 952,058</u>	<u>\$ (630,214)</u>	<u>\$ 48,883,871</u>

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

B. Capital Assets (Continued)

Business-Type Activities:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, not being depreciated				
Land	\$ 1,675,539			\$ 1,675,539
Construction in progress	5,384,475	\$ 1,942,762	\$ (249,442)	7,077,795
Total capital assets, not being depreciated	<u>7,060,014</u>	<u>1,942,762</u>	<u>(249,442)</u>	<u>8,753,334</u>
Capital assets being depreciated:				
Buildings	3,263,542	27,238		3,290,780
Vehicles	181,175			181,175
Improvements	645,361			645,361
Water systems	21,557,883	401,610	(53,641)	21,905,852
Equipment	15,943,390			15,943,390
Sewer systems	31,652,666	771,016	(27,604)	32,396,078
Total capital assets being depreciated	<u>73,244,017</u>	<u>1,199,864</u>	<u>(81,245)</u>	<u>74,362,636</u>
Less accumulated depreciation for:				
Buildings	(1,802,009)	(68,332)		(1,870,341)
Vehicles	(181,175)			(181,175)
Improvements	(509,007)	(31,864)		(540,871)
Water systems	(10,913,252)	(413,700)	53,641	(11,273,311)
Equipment	(14,134,072)	(640,905)		(14,774,977)
Sewer systems	(13,428,982)	(837,100)	27,604	(14,238,478)
Total accumulated depreciation	<u>(40,968,497)</u>	<u>(1,991,901)</u>	<u>81,245</u>	<u>(42,879,153)</u>
Total capital assets, being depreciated, net	<u>32,275,520</u>	<u>(792,037)</u>	<u>0</u>	<u>31,483,483</u>
Business-type activities capital assets, net	<u>\$ 39,335,534</u>	<u>\$ 1,150,725</u>	<u>\$ (249,442)</u>	<u>\$ 40,236,817</u>

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

B. Capital Assets (Continued)

Depreciation expense was charged to functions/programs of the City as follows:

Governmental Activities:

General government	\$ 374,011
Public safety	291,730
Culture and recreation	562,039
Streets, including depreciation of general infrastructure assets	<u>3,786,618</u>
Total depreciation expense - governmental activities	<u><u>\$ 5,014,398</u></u>

Business-type Activities:

Water	\$ 445,043
Sewer	1,522,314
Sanitation	<u>24,544</u>
Total depreciation expense - business-type activities	<u><u>\$ 1,991,901</u></u>

Construction Commitments. The City of Moscow has no construction commitments as of September 30, 2020.

C. Interfund Receivables, Payables, and Transfers

All interfund balances at September 30, 2020, are due to pooling of the City's cash. The City had the following interfund balances at September 30, 2020.

Interfund Receivables and Payables:

<u>Fund</u>	<u>Receivable</u>	<u>Payable</u>
General		\$ 750,000
Sewer	\$ 250,000	
Sanitation	250,000	
Information Systems	<u>250,000</u>	
Total interfund receivables and payables	<u><u>\$ 750,000</u></u>	<u><u>\$ 750,000</u></u>

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

C. Interfund Receivables, Payables, and Transfers (Continued)

Interfund Transfers:

<u>Fund</u>	Transfers <u>In</u>	Transfers <u>Out</u>
General	\$ 3,761,198	\$ 4,502,149
Streets	795,000	1,704,288
Culture and Recreation	2,412,385	413,767
MSD Community Fields	64,295	4,011
1912 Center	110,100	
Water	1,753,228	3,406,912
Sewer	207,938	2,253,501
Sanitation		1,039,647
Fleet Management	1,459,599	25,000
Information Systems	659,509	4,000
Capital Projects	10,820,855	8,429
LID Construction		125,000
Bond and Interest		8,465,000
Hamilton		92,403
	<u>\$22,044,107</u>	<u>\$22,044,107</u>

Transfers are used to (1) move revenues from the fund with collection authorization to the debt service fund as debt service principal and interest payments become due, (2) move restricted amounts from borrowings to the debt service fund to establish mandatory reserve accounts, (3) move unrestricted general fund revenues to finance various programs that the government must account for in other funds in accordance with budgetary authorizations, including amounts provided as subsidies or matching funds for various grant programs, and (4) move unrestricted revenues in the amounts equivalent in value to the interfund services provided and other charges between the City's water, sewer, sanitation, culture and recreation, and street functions.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

D. Long-Term Debt

The summary of outstanding debt as of September 30, 2020, is as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Governmental Activities:					
Bonds payable					
Police Station bonds, Series 2019	\$ 8,465,000		\$ 680,000	\$ 7,785,000	\$ 735,000
Unamortized Premium on Bonds	1,296,529		12,981	1,283,548	
Governmental activities liabilities	<u>9,761,529</u>	<u>\$ 0</u>	<u>\$ 692,981</u>	<u>\$ 9,068,548</u>	<u>\$ 735,000</u>
Business-type Activities:					
Sewer Revenue bonds, Series 2011	\$ 2,625,000		\$ 620,000	\$ 2,005,000	\$ 645,000
Sewer Revenue bonds, Series 2017	3,215,000		320,000	2,895,000	335,000
Unamortized Premium on Bonds	159,165		39,791	119,374	
Sewer Revenue bonds, Series 2020	<u>4,300,000</u>			<u>4,300,000</u>	<u>172,424</u>
Business-type activities long-term liabilities	<u>\$ 10,299,165</u>	<u>\$ 0</u>	<u>\$ 979,791</u>	<u>\$ 9,319,374</u>	<u>\$ 1,152,424</u>

The total interest expense in 2020 amounted to \$317,933 in the governmental funds. The total interest expense in 2020 amounted to \$152,760 in the business activities.

Government Obligation Bonds. On August 20, 2019, the City secured General Obligation Bonds, Series 2019, in the amount of \$8,465,000 in order to finance the new police station. The General Obligation Bonds, Series 2019, have a stated rate of between 3.00 percent and 4.00 percent and are payable in annual installments through August 15, 2029.

Year Ended September 30,	Governmental Activities Series 2019	
	Principal	Interest
2021	\$ 735,000	\$ 311,400
2022	765,000	282,000
2023	795,000	251,400
2024	830,000	219,600
2025	860,000	186,400
2026-2029	<u>3,800,000</u>	<u>387,400</u>
	<u>\$ 7,785,000</u>	<u>\$ 1,638,200</u>

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

D. Long-Term Debt (Continued)

Revenue Bonds. On November 23, 2011, the City secured advance refunding Sewer Revenue Bonds, Series 2011, in the amount of \$6 million in order to refinance the Sewer Revenue Bonds Series 2002 in November 2012, when the bonds became callable. The Sewer Revenue Bonds, Series 2011, have a stated rate of between 2.00 percent and 4.00 percent and are payable in varying semi-annual installments through November 1, 2022. In December 2017, the City secured Sewer Revenue Refinancing Bonds, Series 2017 in the amount of \$3,560,000 in order to refinance the Sewer Revenue Bonds Series 2008 in December 2017. The Sewer Revenue Bonds, Series 2017 have a stated rate of 2.48 percent and are payable in varying semi-annual instalments through May 1, 2028.

Debt service requirements for the sewer revenue bonds held to maturity are as follow:

Year Ended September 30,	Business-Type Activities Series 2011	
	Principal	Interest
2021	\$ 645,000	\$ 61,550
2022	670,000	35,250
2023	690,000	10,925
	<u>\$ 2,005,000</u>	<u>\$ 107,725</u>

Year Ended September 30,	Business-Type Activities Series 2017	
	Principal	Interest
2021	\$ 335,000	\$ 71,796
2022	340,000	63,488
2023	345,000	55,056
2024	355,000	46,500
2025	365,000	37,696
2026-2028	1,155,000	57,784
	<u>\$ 2,895,000</u>	<u>\$ 332,320</u>

Year Ended September 30,	Business-Type Activities Series 2020	
	Principal	Interest
2021	\$ 172,424	\$ 95,798
2022	176,325	91,897
2023	180,315	87,907
2024	184,168	84,054
2025	188,562	79,660
2026-2030	1,008,586	332,525
2031-2035	1,128,023	213,087
2036-2040	1,261,597	79,513
	<u>\$ 4,300,000</u>	<u>\$ 1,064,441</u>

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

4. OTHER INFORMATION

A. Risk Management

The City of Moscow purchases liability and property insurance through the Idaho Counties Risk Management Program (ICRMP). ICRMP is an all-lines aggregate insurance program providing liability, property, and casualty insurance coverage to Idaho's counties and other political subdivisions on a voluntary participation basis. ICRMP assumes or reinsures all risk covered for claims. Participants are charged an annual insurance premium. The City is responsible for up to the first \$2,500 of any loss claim depending on the type of claim.

The general insurance limits are as follows:

Property damage	Total insured value
General liability	\$3,000,000 per occurrence
Automobile liability	\$3,000,000 per occurrence
Law enforcement liability	\$3,000,000 per occurrence
Sexual molestation	\$3,000,000 per claim
Errors or omissions liability	\$3,000,000 per occurrence
Employee medical insurance benefit liability	\$3,000,000 per claim
Uninsured/underinsured motorist	\$100,000 per person, \$300,000 per accident
Crime insurance and bond	\$500,000 per occurrence
Boiler/Machinery damage	\$100,000,000 in aggregate
Chemical spraying activities	\$500,000 per occurrence

B. Public Employee Retirement System of Idaho (PERSI)

Plan Description. All permanent full-time employees of the City except firefighters who were hired before October 1, 1980, participate in the Public Employee Retirement System of Idaho (PERSI) Base Plan, a cost-sharing, multiple-employer public retirement system created by the Idaho State Legislature. It is a defined benefit plan requiring that both the member and the employer contribute. Designed as a mandatory system for eligible state and school district employees, the legislation provided for political subdivisions to participate by contractual agreement with PERSI. The cost to administer the Plan is financed through the contributions and investment earnings of the Plan.

The City contributes to the Firefighters' Retirement Fund Plan (FRF) for firefighters who were hired before October 1, 1980. The FRF is a cost-sharing, multiple-employer defined benefit pension plan administered by PERSI that covers a closed group of firefighters who were hired before October 1, 1980, and who received benefits in addition to those provided under the PERSI Base Plan. The cost to administer the Plan is financed through the contributions and investment earnings of the FRF. Additional FRF funding is obtained from receipts from a state fire insurance premium tax.

PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI Base Plan and the FRF. That report may be obtained on the PERSI website at www.persi.idaho.gov.

4. OTHER INFORMATION (CONTINUED)**B. Public Employee Retirement System of Idaho (PERSI) (Continued)**

Pension Benefits. After five years of credited service, members become fully vested in retirement benefits earned to date. Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. For each year of credited service, the annual service retirement allowance is 2.0 percent (2.3 percent for police/firefighters under the Base Plan) of the average monthly salary for the highest consecutive 42 months for covered members of the Base Plan. The Base Plan is required to provide a 1 percent minimum cost of living increase per year provided the *Consumer Price Index* increases 1 percent or more. The PERSI board has the authority to provide higher cost of living increases to a maximum of the *Consumer Price Index* movement or 6 percent, whichever is less; however, any amount above the 1 percent minimum is subject to review by the Idaho Legislature.

The FRF cost of living increase is based upon the increase in the statewide average firefighter's wage. The retirement benefit for covered members of the FRF is based on *Idaho Code*, Title 72, Chapter 14.

Member and Employer Contributions. Member and employer contributions paid to PERSI are set by statute and are established as a percent of covered compensation. Contribution rates are determined by the PERSI board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) that are adequate to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60 percent of the employer rate for general employees and 72 percent for police and firefighters. The employer contribution rate is set by the Retirement Board and is 11.94 percent of covered compensation for general employees and 12.28 percent for police and firefighters under the Base Plan, and 17.28 percent for FRF members. The City contributions required and paid were \$1,218,133, \$1,111,440, and \$1,070,026 for the three years ended September 30, 2020, 2019, and 2018, respectively. Any fund that has covered payroll has contributed to liquidating the net pension liabilities. The highest contributors are the City's major funds.

Pension Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At September 30, 2020, the City reported a liability of \$6,452,000 for its proportionate share of the net pension liability under the Base Plan and a net pension asset of \$543,000 for its proportionate share of the FRF. The net pension liability and asset were measured as of July 1, 2020, and the total pension liability used to calculate the net pension liability and asset was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability and asset was based on the City's share of contributions in the Base Plan pension plan and the FRF pension plan relative to the total contributions of all participating PERSI employers in each plan. At July 1, 2020, the City's proportion was 0.2778434 percent for the base plan and 0.3646443 percent for the FRF.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

4. OTHER INFORMATION (CONTINUED)

B. Public Employee Retirement System of Idaho (PERSI) (Continued)

For the year ended September 30, 2020, the City recognized a net loss on pension expense of \$1,084,174 (\$769,187 for governmental funds, \$175,324 for business-type funds, and \$54,635 for internal service funds) for PERSI. At September 30, 2020, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

PERSI BASE PLAN	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date of June 30, 2020	\$ 322,250	
Differences between expected and actual experience	\$ 504,000	\$ 210,000
Changes in the employer's proportion and differences between the employer's contributions and the employer's proportionate contributions		\$ 118,248
Changes in assumptions or other inputs	\$ 109,000	
Net difference between projected and actual earnings on pension plan investments	\$ 740,000	

PERSI FRF PLAN	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date of June 30, 2020	\$ 4,000	
Net difference between projected and actual earnings on pension plan investments	\$ 23,000	

Contributions made by the employer subsequent to the measurement date for the Base Plan, will be recognized as a reduction of the net pension liability in the year ending September 30, 2020. These contributions were \$295,250 and are reported as deferred outflows of resources.

Contributions made by the employer subsequent to the measurement date for the FRF pension plan, will be recognized as an increase in the net pension asset in the year ending September 30, 2020. These contributions were \$4,000 and are reported as deferred outflows of resources.

The average of the expected remaining service lives of all employees that are provided with pensions through the system (active and inactive employees) determined at July 1, 2019, the beginning of the measurement period ended June 30, 2020, is 4.8 and 4.8 for the measurement period June 30, 2019 for the Base Plan. The FRF is a closed plan and the average expected remaining service life used is 1 year.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

4. OTHER INFORMATION (CONTINUED)

B. Public Employee Retirement System of Idaho (PERSI) (Continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenues) as follows:

	<u>Base Plan</u>	<u>FRF</u>
2020	\$ (23,261)	\$ (6,000)
2021	233,250	6,000
2022	341,460	10,000
2023	473,303	13,000

Actuarial Assumptions. Valuations are based upon actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. PERSI amortizes any unfunded actuarial accrued liability based on a level percentage of payroll. The maximum amortization period permitted under Section 59-1322, *Idaho Code*, is 25 years.

The total pension liability in the June 30, 2020, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.00%
Salary increases including inflation	3.75%
Investment rate of return	7.05%, net of pension plan investment expense
Cost of Living Adjustments (COLA)	1.00%

Mortality rates were based on the RP – 2000 combined table for healthy males or females as appropriate with the following offsets:

- Set back 3 years for teachers
- No offset for male fire and police
- Forward 1 year for female fire and police
- Set back 1 year for all general employees and all beneficiaries

An experience study was performed for the period July 1, 2013 through June 30, 2017, which reviewed all economic and demographic assumptions other than mortality. The total pension liability as of June 30, 2020, is based on the results of an actuarial valuation date of July 1, 2020.

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

4. OTHER INFORMATION (CONTINUED)

B. Public Employee Retirement System of Idaho (PERSI) (Continued)

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach, which builds upon the latest capital market assumptions. Specifically, the System uses consultants, investment managers, and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of the System's assets.

The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation.

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Nominal Rate of Return (Arithmetic)</u>	<u>Long-Term Expected Real Rate of Return (Arithmetic)</u>
Core Fixed Income	30.00%	2.80%	0.55%
Broad US Equities	55.00%	8.55%	6.30%
Developed Foreign Equities	15.00%	8.70%	6.45%
Assumed Inflation – Mean		2.25%	2.25%
Assumed Inflation – Standard Deviation		1.50%	1.50%
Portfolio Arithmetic Mean Return		6.85%	4.60%
Portfolio Standard Deviation		12.33%	12.33%
Portfolio Long-Term (Geometric) Expected Rate of Return		6.25%	3.89%
Assumed Investment Expenses		0.40%	0.40%
Portfolio Long-Term (Geometric) Expected Rate of Return, Net of Investment Expenses		5.85%	3.49%

Discount Rate. The discount rate used to measure the total pension liability was 7.05 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plan's net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

4. OTHER INFORMATION (CONTINUED)

B. Public Employee Retirement System of Idaho (PERSI) (Continued)

Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the City's proportionate share of the net pension liability and asset calculated using the discount rate of 7.05 percent, as well as what the City's proportionate share of the net pension liability and asset would be if it were calculated using a discount rate that is 1-percentage-point lower (6.05 percent) or 1-percentage-point higher (8.05 percent) than the current rate:

	1% Decrease (6.05%)	Current Discount Rate (7.05%)	1% Increase (8.05%)
City's proportionate share of the Base Plan net pension liability (asset)	\$ 13,231,000	\$ 6,452,000	\$ 846,000
City's proportionate share of the FRF net pension (asset)	\$ (446,000)	\$ (543,000)	\$ (626,000)

Pension Plan Fiduciary Net Position. Detailed information about the pension plan's fiduciary net position is available in the separately issued PERSI financial report. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

C. Hamilton Estate

In January 2000, Mr. Bobby C. Hamilton passed away and made a bequest of the majority of his estate to the City. To comply with the requirements of the bequest, the City initially recorded these assets in two separate funds. Mrs. Hamilton passed away during 2011, at which time the principal amount became unrestricted to the City and the assets were transferred into the Hamilton Fund and the second fund was closed.

The Hamilton Fund: Mr. Hamilton's bequest states that the money shall be used "for the benefit of the Parks and Recreation Department to be used as much as possible for the benefit of young children." This fund is classified as a special revenue fund and is considered a major fund.

In addition to various cash and investments received from the estate, the City also received jewelry, gold bars, ingots, medallions, and silver coins. The City sold the majority of these assets during the fiscal year ending 2010. At September 30, 2020, the City had in its possession jewelry appraised at \$37,103; gold bars, ingots, and medallions with an approximate value of \$4,665; and silver coins with an approximate value of \$7,600. These assets have been recorded as investments on the City's books. The City intends to liquidate these assets.

4. OTHER INFORMATION (CONTINUED)**D. Contingencies and Commitments****1. Airport Agreement**

On June 4, 2009, the City of Moscow; City of Pullman, Washington; Port of Whitman County, Washington; Latah County, Idaho; and Washington State University entered into an agreement with the Pullman Moscow Regional Airport (PMRA) Board. Under the terms of the agreement, the City of Moscow shall endeavor to make, but is not obligated to make, an annual payment to the City of Pullman of not less than \$32,013 as its contributory share of bond payments and the administration, operation and maintenance of the terminal facility.

The City is an estimated construction partner in the operations of the Pullman-Moscow Regional Airport, which is designated as an Idaho commercial airport. The PMRA is undergoing a runway realignment project at an estimated construction cost of \$119 million. The project is expected to take five years to complete. The bulk of the project cost will be paid by means of a Federal Aviation Administration grant, which requires an 8.125% local match. Along with PMRA co-sponsor City of Pullman, Washington, the Moscow City Council has indicated its support for the realignment project, and will endeavor to make, but is not obligated to make contributions in the amount of \$500,000 per year for five years, subject to annual appropriation. The balance of the local match will be provided by other project partners. During the 2020 fiscal year, the City of Moscow made a \$500,000 contribution to the runway realignment project.

2. Grant and Contract Expenditures

Grant and contract expenditures are subject to the approval of various granting and contracting agencies. To be eligible for reimbursement of expenditures made under federal, state, and locally funded programs, the City must comply with regulations established by the related agency and non-compliance could result in disallowed costs and a liability for reimbursement received. The City expects such amounts, if any, to be immaterial.

3. Litigation

As of September 30, 2020, there were no lawsuits or claims against the City that would have a material effect on the financial statements.

4. Solid Waste Landfill Closure Costs

The City is responsible for the costs associated with minimum closure requirements for an inert commercial/demolition non-municipal solid waste landfill and composting area. The City has established a transfer station whereby all municipal solid waste is hauled to a permanent solid waste facility in Boardman, Oregon.

4. OTHER INFORMATION (CONTINUED)**D. Contingencies and Commitments (Continued)****4. Solid Waste Landfill Closure Costs (Continued)**

The Non-MSW landfill closure and post-closure, as required by the City, State, and Federal requirements, is allocated based on a remaining useful life of 21 years, or 2040. Total current costs of landfill closure and post-closure care are estimates and subject to annual changes due to a variety of factors. The City began recording expenses for future closure and post-closure according to a 20-year expense recognition schedule during 2004. The liability for these costs increased by \$13,725 during the current fiscal year. Of the total estimated \$274,430 closure and post-closure cost, \$41,132 has yet to be amortized as of September 30, 2020.

5. COVID-19 Pandemic

During March 2020, the COVID-19 virus was declared a global pandemic as it continued to spread rapidly. Business continuity, including supply chains and consumer demand across a broad range of industries and countries, have been severely impacted for months or beyond as governments and their citizens take significant and unprecedented measures to mitigate the consequences of the pandemic. City management continues to carefully monitor the situation and evaluating its operating procedures at this time. As a result, the City received additional funding through the *Coronavirus Aid, Relief, and Economic Security (CARES) Act* to supplement additional expenditures incurred. The COVID-19 pandemic also caused market volatility in investment accounts.

E. Fund Balance Classifications

Restricted. Restricted net position/fund balances represent amounts whose use is restricted by creditors, grantors, laws and regulations of other governments, or through enabling legislation. Restrictions for the City include revenue received from the state of Idaho for highway user fees that is restricted for the specific use of road improvements by the City's street fund. Restrictions of debt proceeds and other resources of the bond and interest fund and the sewer fund exist for the specific purpose of satisfying debt service requirements set forth by the City's individual bond related covenants. The City also has restricted funds relating to the Hamilton fund, which all funds were designated in the will of the donor for the specific purpose of benefitting the parks and recreation fund.

Committed Fund Balance. The fund balance is committed and can only be used for specific purposes pursuant to constraints imposed by a City Council approved ordinance and cannot be used for any other purpose. A City ordinance is also required to modify or rescind any fund balance commitment. Committed fund balance includes funds for drug enforcement and public art. The City has also committed funds for the purpose of maintaining proper working capital balances in governmental funds.

Assigned Fund Balance. The fund balances classified as assigned are for use for specific purposes but do not have rise to the level of restricted or committed. It is the policy of the City that all fund balance assignments are to be authorized by the City council. The City has assigned balances that include the assignments for compensated absences, VEBA proceeds, and for the activity of special revenue, capital project, and debt service funds.

4. OTHER INFORMATION (CONTINUED)

E. Fund Balance Classifications (Continued)

Unassigned Fund Balance. The unassigned fund balance is in the general fund and has not been restricted, committed, or assigned to specific purposes within the general fund. In governmental funds other than the general fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

MANAGEMENT REVIEW DRAFT



REQUIRED SUPPLEMENTARY INFORMATION

CITY OF MOSCOW, IDAHO

BUDGETARY COMPARISON SCHEDULE -
GENERAL FUND
Year Ended September 30, 2020

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final	(Budgetary Basis)	
REVENUES				
Taxes				
Property	\$ 6,260,470	\$ 6,260,470	\$ 6,227,181	\$ (33,289)
Sales	690,194	690,194	771,140	80,946
Franchise	1,279,768	1,279,768	1,267,438	(12,330)
Alcoholic beverage	568,283	568,283	607,913	39,630
Licenses and permits	729,741	729,741	743,875	14,134
Intergovernmental	1,538,882	1,538,882	1,306,483	(232,399)
Charges for services	1,569,907	1,569,907	1,577,487	7,580
Fines	141,800	141,800	127,825	(13,975)
Investment earnings	200,000	200,000	178,289	(21,711)
Contributions and donations	13,000	13,000	9,355	(3,645)
Refunds and reimbursements	151,283	151,283	169,177	17,894
Other	123,348	123,348	55,662	(67,686)
Total revenues	<u>13,266,676</u>	<u>13,266,676</u>	<u>13,041,825</u>	<u>(224,851)</u>
EXPENDITURES				
Current				
General government	5,316,314	5,316,314	4,205,329	1,110,985
Public safety	8,584,700	8,584,700	7,860,743	723,957
Capital outlay	6,000	6,000	5,456	544
Total expenditures	<u>13,907,014</u>	<u>13,907,014</u>	<u>12,071,528</u>	<u>1,835,486</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(640,338)</u>	<u>(640,338)</u>	<u>970,297</u>	<u>1,610,635</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	3,761,198	3,761,198	3,761,198	
Transfers out	(3,207,383)	(3,207,383)	(4,502,148)	(1,294,765)
Total other financing sources (uses)	<u>553,815</u>	<u>553,815</u>	<u>(740,950)</u>	<u>(1,294,765)</u>
NET CHANGE IN FUND BALANCES	<u>(86,523)</u>	<u>(86,523)</u>	<u>229,347</u>	<u>315,870</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>86,523</u>	<u>86,523</u>	<u>5,634,518</u>	<u>5,547,995</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 5,863,865</u>	<u>\$ 5,863,865</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

**BUDGETARY COMPARISON SCHEDULE -
STREET FUND
Year Ended September 30, 2020**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final	(Budgetary Basis)	
REVENUES				
Taxes				
Road and bridge	\$ 720,000	\$ 720,000	\$ 821,804	\$ 101,804
Intergovernmental	1,183,805	1,183,805	1,203,700	19,895
Charges for services	302,000	302,000	294,270	(7,730)
Investment earnings	6,000	6,000	41,294	35,294
Refunds and reimbursements	4,000	4,000	4,966	966
Total revenues	<u>2,215,805</u>	<u>2,215,805</u>	<u>2,366,034</u>	<u>150,229</u>
EXPENDITURES				
Current				
Transportation	<u>2,280,969</u>	<u>2,280,969</u>	<u>1,675,989</u>	<u>604,980</u>
Total expenditures	<u>2,280,969</u>	<u>2,280,969</u>	<u>1,675,989</u>	<u>604,980</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(65,164)</u>	<u>(65,164)</u>	<u>690,045</u>	<u>755,209</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	795,000	795,000	795,000	0
Transfers out	<u>(1,078,745)</u>	<u>(1,078,745)</u>	<u>(1,704,288)</u>	<u>(625,543)</u>
Total other financing sources (uses)	<u>(283,745)</u>	<u>(283,745)</u>	<u>(909,288)</u>	<u>(625,543)</u>
NET CHANGE IN FUND BALANCES	<u>(348,909)</u>	<u>(348,909)</u>	<u>(219,243)</u>	<u>129,666</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>348,909</u>	<u>348,909</u>	<u>1,689,716</u>	<u>1,340,807</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,470,473</u>	<u>\$ 1,470,473</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

BUDGETARY COMPARISON SCHEDULE -
RECREATION AND CULTURE FUND
Year Ended September 30, 2020

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final	(Budgetary Basis)	
REVENUES				
Licenses and permits	\$ 650	\$ 650	\$ 500	\$ (150)
Intergovernmental	5,300	5,300	5,402	102
Charges for services	721,887	721,887	137,778	(584,109)
Investment earnings			10,338	10,338
Contributions and donations	40,500	40,500	22,944	(17,556)
Refunds and reimbursements	5,000	5,000	8,544	3,544
Other	8,500	8,500	11,033	2,533
Total revenues	<u>781,837</u>	<u>781,837</u>	<u>196,539</u>	<u>(585,298)</u>
EXPENDITURES				
Current				
Administration	514,812	514,812	446,773	68,039
Parks	1,190,750	1,190,750	948,728	242,022
Recreation	257,049	257,049	173,000	84,049
Pool	526,220	526,220	175,889	350,331
Youth Center	212,949	212,949	151,465	61,484
Community Center	208,895	208,895	166,743	42,152
Art	225,026	225,026	192,642	32,384
Farmers Market	204,536	204,536	168,296	36,240
Capital outlay	45,000	45,000	40,000	5,000
Total expenditures	<u>3,385,237</u>	<u>3,385,237</u>	<u>2,463,536</u>	<u>921,701</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(2,603,400)</u>	<u>(2,603,400)</u>	<u>(2,266,997)</u>	<u>336,403</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	2,388,402	2,388,402	2,412,385	23,983
Transfers out	(12,000)	(12,000)	(413,767)	(401,767)
Total other financing sources (uses)	<u>2,376,402</u>	<u>2,376,402</u>	<u>1,998,618</u>	<u>(377,784)</u>
NET CHANGE IN FUND BALANCES	<u>(226,998)</u>	<u>(226,998)</u>	<u>(268,379)</u>	<u>(41,381)</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>226,998</u>	<u>226,998</u>	<u>1,256,225</u>	<u>1,029,227</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 987,846</u>	<u>\$ 987,846</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

**BUDGETARY COMPARISON SCHEDULE -
HAMILTON FUND
Year Ended September 30, 2020**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final	(Budgetary Basis)	
REVENUES				
Investment earnings	\$ 32,000	\$ 32,000	\$ 33,589	\$ 1,589
Total revenues	<u>32,000</u>	<u>32,000</u>	<u>33,589</u>	<u>1,589</u>
EXPENDITURES				
Total expenditures	<u>1,500</u>	<u>1,500</u>	<u>0</u>	<u>1,500</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>30,500</u>	<u>30,500</u>	<u>33,589</u>	<u>3,089</u>
OTHER FINANCING SOURCES (USES)				
Transfers in				
Transfers out	(92,403)	(92,403)	(92,403)	
Total other financing sources (uses)	<u>(92,403)</u>	<u>(92,403)</u>	<u>(92,403)</u>	<u>0</u>
NET CHANGE IN FUND BALANCES	(61,903)	(61,903)	(58,814)	3,089
FUND BALANCES AT BEGINNING OF YEAR	<u>61,903</u>	<u>61,903</u>	<u>2,375,063</u>	<u>2,313,160</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 2,316,249</u>	<u>\$ 2,316,249</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

SCHEDULE OF THE CITY'S SHARE OF NET PENSION LIABILITY
Data reported is measured as of June 30, 2020

PERSI - Base Plan

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Employer's portion of the net pension liability	\$ 6,452,000	\$ 3,211,000	\$ 4,248,000	\$ 4,579,000	\$ 5,915,300	\$ 3,968,300	\$ 2,254,100	(1)	(1)	(1)
Employer's proportionate share of the net pension liability	0.2778434%	0.2724738%	0.2879787%	0.2913370%	0.2918020%	0.3013570%	0.3061953%	(1)	(1)	(1)
Employer's covered payroll	9,681,446	9,415,180	9,190,213	8,971,383	8,448,107	8,730,006	8,245,702	\$ 7,910,384	\$ 7,848,872	\$ 7,410,716
Employer's proportionate share of the net pension liability as a percentage of its covered payroll	67%	34%	46%	51%	70%	45%	27%	(1)	(1)	(1)
Plan fiduciary net position as a percentage of the total pension liability	88%	94%	92%	91%	87%	91%	95%	(1)	(1)	(1)

PERSI - FRF

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Employer's portion of the net pension asset	\$ 543,000	\$ 598,000	\$ 479,000	\$ 387,000	\$ 242,200	\$ 237,900	\$ 184,100	(1)	(1)	(1)
Employer's proportionate share of the net pension asset	0.3646443%	0.4157717%	0.4231688%	0.4513309%	0.4505920%	0.4405290%	0.4872660%	(1)	(1)	(1)
Employer's covered payroll	325,473	326,357	316,817	329,525	308,082	296,398	306,061	\$ 281,972	\$ 274,698	\$ 272,750
Employer's proportionate share of the net pension asset as a percentage of its covered payroll	167%	183%	151%	117%	79%	80%	60%	(1)	(1)	(1)
Plan fiduciary net position as a percentage of the total pension liability	156%	153%	140%	130%	118%	118%	112%	(1)	(1)	(1)

(1) PERSI has not provided calculations for years prior to implementation of GASB Statement No. 68.

CITY OF MOSCOW, IDAHO

SCHEDULE OF THE CITY'S CONTRIBUTIONS TO PENSION PLANS
Data reported is measured as of September 30, 2020

PERSI - Base Plan

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Statutorily required contribution	\$ 1,201,859	\$ 1,095,185	\$ 1,054,077	\$ 1,034,425	\$ 1,016,635	\$ 953,216	\$ 947,632	\$ 854,670	\$ 800,376	\$ 781,168
Contributions in relation to the statutorily required contribution	1,201,859	1,095,185	1,054,077	1,034,425	1,016,635	953,216	947,632	854,670	800,376	781,168
Contribution (deficiency) excess	0	0	0	0	0	0	0	0	0	0
Employer's covered payroll	10,006,918	9,474,911	9,236,993	9,060,969	8,903,639	8,334,477	8,298,039	8,009,510	7,630,024	7,447,138
Contributions as a percentage of covered payroll	12.01%	11.56%	11.41%	11.42%	11.42%	11.44%	11.42%	10.67%	10.49%	10.49%

PERSI - FRF

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Statutorily required contribution	\$ 16,274	\$ 16,255	\$ 15,949	\$ 16,448	\$ 16,170	\$ 24,053	\$ 52,861	\$ 49,245	\$ 46,896	\$ 45,862
Contributions in relation to the statutorily required contribution	16,274	16,255	15,949	16,448	16,170	24,053	52,861	49,245	46,896	45,862
Contribution (deficiency) excess	0	0	0	0	0	0	0	0	0	0
Employer's covered payroll	325,472	325,092	318,984	328,969	323,394	298,423	306,618	285,644	272,017	266,018
Contributions as a percentage of covered payroll	5.00%	5.00%	5.00%	5.00%	5.00%	8.06%	17.24%	17.24%	17.24%	17.24%



SUPPLEMENTARY INFORMATION

CITY OF MOSCOW, IDAHO

CAPITAL PROJECTS

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
Year Ended September 30, 2020

	Budgeted Amounts		Actual Amounts	Variance Favorable (Unfavorable)
	Original	Final		
REVENUES				
Licenses and permits	\$ 4,000	\$ 4,000		\$ (4,000)
Intergovernmental	323,000	323,000	\$ 947,690	624,690
Investment earnings	45,000	45,000	169,949	124,949
Contributions and donations	10,000	10,000		(10,000)
Refunds and reimbursements			5,485	5,485
Other	1,548,000	1,548,000		(1,548,000)
Total revenues	<u>1,930,000</u>	<u>1,930,000</u>	<u>1,123,124</u>	<u>(806,876)</u>
EXPENDITURES				
Culture and recreation	88,286	88,286	1,313	86,973
Capital outlay	12,878,040	12,878,040	3,959,626	8,918,414
Total expenditures	<u>12,966,326</u>	<u>12,966,326</u>	<u>3,960,939</u>	<u>9,005,387</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(11,036,326)</u>	<u>(11,036,326)</u>	<u>(2,837,815)</u>	<u>8,198,511</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	10,550,419	10,550,419	10,820,855	270,436
Transfers out			(8,428)	(8,428)
Total other financing sources (uses)	<u>10,550,419</u>	<u>10,550,419</u>	<u>10,812,427</u>	<u>262,008</u>
NET CHANGE IN FUND BALANCES	(485,907)	(485,907)	7,974,612	8,460,519
FUND BALANCES AT BEGINNING OF YEAR	<u>4,091,562</u>	<u>4,091,562</u>	<u>3,132,043</u>	<u>(959,519)</u>
FUND BALANCES AT END OF YEAR	<u>\$ 3,605,655</u>	<u>\$ 3,605,655</u>	<u>\$ 11,106,655</u>	<u>\$ 7,501,000</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

NONMAJOR GOVERNMENTAL FUNDS

Special Revenue Funds

Special revenue funds are used to account for specific revenues that are legally restricted to expenditure for a particular purpose.

Moscow School District Community Playfields – To account for revenue and costs associated with an agreement to jointly develop and jointly use the District owned property located adjacent to Joseph Street and Mountain View Road into a high quality athletic field complex to serve the community.

1912 Center Fund – To account for revenues and costs associated with the renovation of the 1912 Community Center. Financing is provided by rental charges, grants, and donations.

Transit Center Fund – To account for revenues and costs associated with the operation of the City of Moscow Intermodal Transit Center. Financing is provided by user fees, grants and donations.

Capital Projects Funds

LID Construction Fund – To account for the financing and construction of Local Improvement Districts consisting of benefited properties and public improvement developments. Financing is backed by the full faith and credit of the City.

Debt Service Funds

Bond and Interest – To account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies when the government is obligated in some manner for the payment.

Special Assessments – To account for the accumulation of resources and payment of bonds and warrants used to finance Local Improvement Districts (LID).

CITY OF MOSCOW, IDAHO

COMBINING BALANCE SHEET -
NONMAJOR GOVERNMENTAL FUNDS
September 30, 2020

	Special Revenue			Capital Projects	Debt Service		
	MSD Community Playfields	1912 Center	Transit Center	LID Construction	Bond and Interest	Special Assessments	Totals
ASSETS							
Investments	\$ 176,974	\$ 52,114	\$ 82,034	\$ 26,440	\$ 364,617	\$ 25,319	\$ 727,498
Property taxes					10,981		10,981
Accounts receivable			155			8,920	9,075
Other					4		4
Total assets	<u>\$ 176,974</u>	<u>\$ 52,114</u>	<u>\$ 82,189</u>	<u>\$ 26,440</u>	<u>\$ 375,602</u>	<u>\$ 34,239</u>	<u>\$ 747,558</u>
LIABILITIES							
Accounts payable	\$ 12,673		\$ 2,318				\$ 14,991
Accrued salaries and benefits	2,195						2,195
Unearned revenue - other						\$ 4,430	4,430
Total liabilities	<u>14,868</u>	<u>\$ 0</u>	<u>2,318</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>4,430</u>	<u>21,616</u>
DEFERRED INFLOWS OF RESOURCES							
Unavailable revenue - property taxes					9,052		9,052
Total deferred inflows of resources	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,052</u>	<u>0</u>	<u>9,052</u>
FUND BALANCES							
Restricted for:							
Debt service					366,550		366,550
Committed for:							
Working capital	37,071	17,683	7,407				62,161
Assigned for:							
Special revenue fund operations	125,035	34,431	72,464				231,930
Capital projects				26,440			26,440
Debt service						29,809	29,809
Total fund balances	<u>162,106</u>	<u>52,114</u>	<u>79,871</u>	<u>26,440</u>	<u>366,550</u>	<u>29,809</u>	<u>716,890</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 176,974</u>	<u>\$ 52,114</u>	<u>\$ 82,189</u>	<u>\$ 26,440</u>	<u>\$ 375,602</u>	<u>\$ 34,239</u>	<u>\$ 747,558</u>

CITY OF MOSCOW, IDAHO

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
NONMAJOR GOVERNMENTAL FUNDS
Year Ended September 30, 2020

	Special Revenue			Capital Projects	Debt Service		
	MSD Community Playfields	1912 Center	Transit Center	LID Construction	Bond and Interest	Special Assessments	Totals
REVENUES							
Property taxes					\$ 999,448		\$ 999,448
Intergovernmental	\$ 64,861						64,861
Charges for services			\$ 36,330				36,330
Special assessments						\$ 5,549	5,549
Investment earnings	1,359	\$ 400	630	\$ 1,274	5,999		9,662
Other			325			194	519
Total revenues	<u>66,220</u>	<u>400</u>	<u>37,285</u>	<u>1,274</u>	<u>1,005,447</u>	<u>5,743</u>	<u>1,116,369</u>
EXPENDITURES							
Current							
Culture and recreation	95,221	98,273					193,494
Transportation			24,122				24,122
Debt service							
Principal retirement					680,000		680,000
Interest					314,288		314,288
Total expenditures	<u>95,221</u>	<u>98,273</u>	<u>24,122</u>	<u>0</u>	<u>994,288</u>	<u>0</u>	<u>1,211,904</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(29,001)</u>	<u>(97,873)</u>	<u>13,163</u>	<u>1,274</u>	<u>11,159</u>	<u>5,743</u>	<u>(95,535)</u>
OTHER FINANCING SOURCES (USES)							
Transfers in	64,295	110,100					174,395
Transfers out	(4,011)			(125,000)	(8,465,000)		(8,594,011)
Total other financing sources (uses)	<u>60,284</u>	<u>110,100</u>	<u>0</u>	<u>(125,000)</u>	<u>(8,465,000)</u>	<u>0</u>	<u>(8,419,616)</u>
NET CHANGES IN FUND BALANCES	31,283	12,227	13,163	(123,726)	(8,453,841)	5,743	(8,515,151)
FUND BALANCES AT BEGINNING OF YEAR	<u>130,823</u>	<u>39,887</u>	<u>66,708</u>	<u>150,166</u>	<u>8,820,391</u>	<u>24,066</u>	<u>9,232,041</u>
FUND BALANCES AT END OF YEAR	<u>\$ 162,106</u>	<u>\$ 52,114</u>	<u>\$ 79,871</u>	<u>\$ 26,440</u>	<u>\$ 366,550</u>	<u>\$ 29,809</u>	<u>\$ 716,890</u>

CITY OF MOSCOW, IDAHO

MSD COMMUNITY PLAYFIELDS

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2020**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Intergovernmental	\$ 64,296	\$ 64,861	\$ 565
Investment earnings		1,359	1,359
Total revenues	<u>64,296</u>	<u>66,220</u>	<u>1,924</u>
EXPENDITURES			
Culture and recreation	144,723	95,221	49,502
Total expenditures	<u>144,723</u>	<u>95,221</u>	<u>49,502</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(80,427)</u>	<u>(29,001)</u>	<u>51,426</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	64,295	64,295	
Transfers out	(4,011)	(4,011)	
Total other financing sources (uses)	<u>60,284</u>	<u>60,284</u>	<u>0</u>
NET CHANGES IN FUND BALANCES	(20,143)	31,283	51,426
FUND BALANCES AT BEGINNING OF YEAR	<u>20,143</u>	<u>130,823</u>	<u>110,680</u>
FUND BALANCES AT END OF YEAR	<u><u>\$ 0</u></u>	<u><u>\$ 162,106</u></u>	<u><u>\$ 162,106</u></u>

CITY OF MOSCOW, IDAHO

1912 CENTER

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2020**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Investment earnings		\$ 400	\$ 400
Total revenues	<u>\$ 0</u>	<u>400</u>	<u>400</u>
EXPENDITURES			
Culture and recreation	106,100	98,273	7,827
Capital outlay	4,000		4,000
Total expenditures	<u>110,100</u>	<u>98,273</u>	<u>11,827</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(110,100)</u>	<u>(97,873)</u>	<u>12,227</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	110,100	110,100	
Total other financing sources (uses)	<u>110,100</u>	<u>110,100</u>	<u>0</u>
NET CHANGES IN FUND BALANCES	0	12,227	12,227
FUND BALANCES AT BEGINNING OF YEAR	<u>0</u>	<u>39,887</u>	<u>39,887</u>
FUND BALANCES AT END OF YEAR	<u><u>\$ 0</u></u>	<u><u>\$ 52,114</u></u>	<u><u>\$ 52,114</u></u>

CITY OF MOSCOW, IDAHO

TRANSIT CENTER

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2020

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Charges for services	\$ 36,508	\$ 36,330	\$ (178)
Investment earnings		630	630
Other		325	325
Total revenues	<u>36,508</u>	<u>37,285</u>	<u>777</u>
EXPENDITURES			
Transportation	<u>34,247</u>	<u>24,122</u>	<u>10,125</u>
Total expenditures	<u>34,247</u>	<u>24,122</u>	<u>10,125</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>2,261</u>	<u>13,163</u>	<u>10,902</u>
NET CHANGES IN FUND BALANCES	2,261	13,163	10,902
FUND BALANCES AT BEGINNING OF YEAR	<u>(2,261)</u>	<u>66,708</u>	<u>68,969</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 79,871</u>	<u>\$ 79,871</u>

CITY OF MOSCOW, IDAHO

LID CONSTRUCTION

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2020**

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Investment earnings	\$ 2,000	\$ 1,274	\$ (726)
Total revenues	<u>2,000</u>	<u>1,274</u>	<u>(726)</u>
EXPENDITURES			
Capital outlay	<u>41,748</u>		<u>41,748</u>
Total expenditures	<u>41,748</u>	<u>0</u>	<u>41,748</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(39,748)</u>	<u>1,274</u>	<u>41,022</u>
OTHER FINANCING SOURCES (USES)			
Transfers out	<u>(125,000)</u>	<u>(125,000)</u>	
Total other financing sources (uses)	<u>(125,000)</u>	<u>(125,000)</u>	<u>0</u>
NET CHANGES IN FUND BALANCES	<u>(164,748)</u>	<u>(123,726)</u>	<u>41,022</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>164,748</u>	<u>150,166</u>	<u>(14,582)</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 26,440</u>	<u>\$ 26,440</u>

CITY OF MOSCOW, IDAHO

BOND AND INTEREST

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2020

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Property taxes	\$ 1,100,000	\$ 999,448	\$ (100,552)
Investment earnings		5,999	5,999
Total revenues	<u>1,100,000</u>	<u>1,005,447</u>	<u>(94,553)</u>
EXPENDITURES			
General government	300		300
Debt service	120,000		120,000
Principal retirement	1,076,216	680,000	396,216
Interest	23,784	314,288	(290,504)
Total expenditures	<u>1,220,300</u>	<u>994,288</u>	<u>226,012</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(120,300)</u>	<u>11,159</u>	<u>131,459</u>
OTHER FINANCING SOURCES (USES)			
Transfers out	(9,532,664)	(8,465,000)	1,067,664
Bond proceeds	9,640,000		(9,640,000)
Total other financing sources and uses	<u>107,336</u>	<u>(8,465,000)</u>	<u>(8,572,336)</u>
NET CHANGES IN FUND BALANCES	(12,964)	(8,453,841)	(8,440,877)
FUND BALANCES AT BEGINNING OF YEAR	<u>12,964</u>	<u>8,820,391</u>	<u>8,807,427</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 366,550</u>	<u>\$ 366,550</u>

CITY OF MOSCOW, IDAHO

SPECIAL ASSESSMENTS

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2020**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Special assessments	\$ 8,446	\$ 5,549	\$ (2,897)
Other		194	194
Total revenues	<u>8,446</u>	<u>5,743</u>	<u>(2,703)</u>
EXPENDITURES			
Total expenditures	<u>0</u>	<u>0</u>	<u>0</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>8,446</u>	<u>5,743</u>	<u>(2,703)</u>
NET CHANGES IN FUND BALANCES	8,446	5,743	(2,703)
FUND BALANCES AT BEGINNING OF YEAR	<u>(8,446)</u>	<u>24,066</u>	<u>32,512</u>
FUND BALANCES AT END OF YEAR	<u><u>\$ 0</u></u>	<u><u>\$ 29,809</u></u>	<u><u>\$ 29,809</u></u>

CITY OF MOSCOW, IDAHO

ENTERPRISE FUNDS

Water Fund – To account for the provision of water services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, billing, and collection.

Sewer Fund – To account for the provision of sewer services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, billing, and collection.

Sanitation Fund – To account for the provision of sanitation and related services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, but not limited to, operations, billing, collecting, franchising, and contracted operations.

MANAGEMENT REVIEW DRAFT

CITY OF MOSCOW, IDAHO

WATER

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2020

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Charges for services	\$ 5,812,800	\$ 5,854,161	\$ 41,361
Investment revenues (losses)	45,000	238,147	193,147
Other	168,500	168,998	498
Total revenues	<u>6,026,300</u>	<u>6,261,306</u>	<u>235,006</u>
EXPENSES			
Current			
Water distribution	3,719,439	2,530,948	1,188,491
Debt service			
Principal retirement		275,160	(275,160)
Interest			
Capital outlay	6,485,317	1,948,290	4,537,027
Total expenses	<u>10,204,756</u>	<u>4,754,398</u>	<u>5,450,358</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>(4,178,456)</u>	<u>1,506,908</u>	<u>5,685,364</u>
OTHER FINANCING SOURCES (USES)			
Bond proceeds	92,000		(92,000)
Transfers in	1,066,699	7,363,240	6,296,541
Transfers out	(2,837,025)	(9,016,924)	(6,179,899)
Total other financing sources (uses)	<u>(1,678,326)</u>	<u>(1,653,684)</u>	<u>24,642</u>
NET CHANGES IN FUND BALANCES	(5,856,782)	(146,776)	5,710,006
FUND BALANCE, BEGINNING OF YEAR	<u>5,860,698</u>	<u>4,139,991</u>	<u>(1,720,707)</u>
FUND BALANCE, END OF YEAR	<u>\$ 3,916</u>	<u>\$ 3,993,215</u>	<u>\$ 3,989,299</u>
RECONCILIATION OF CHANGES IN FUND BALANCE - BUDGETARY BASIS TO CHANGE IN NET POSITION			
Net changes in fund balances - budgetary basis		\$ (146,776)	
BUDGETED EXPENSES, WHICH DO NOT AFFECT NET POSITION			
Capital outlay		1,948,290	
NONCASH, NONBUDGET ACTIVITY, WHICH AFFECTS NET POSITION			
Capital contributions		138,191	
PERSI retirement actuarial charges		(102,019)	
Depreciation		<u>(445,043)</u>	
CHANGE IN NET POSITION		<u>\$ 1,392,643</u>	

CITY OF MOSCOW, IDAHO

SEWER

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2020

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Charges for services	\$ 8,119,500	\$ 8,291,920	\$ 172,420
Investment revenues (losses)	35,000	400,045	365,045
Other	218,000	166,664	(51,336)
Total revenues	<u>8,372,500</u>	<u>8,858,629</u>	<u>486,129</u>
EXPENSES			
Current			
Sewer collection and treatment	3,606,706	2,893,760	712,946
Debt service			
Principal retirement	940,000		940,000
Interest	166,582	152,760	13,822
Capital outlay	4,021,774	397,875	3,623,899
Total expenses	<u>8,735,062</u>	<u>3,444,395</u>	<u>5,290,667</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>(362,562)</u>	<u>5,414,234</u>	<u>5,776,796</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	2,914,244	3,422,182	507,938
Transfers out	(4,709,499)	(5,467,745)	(758,246)
Total other financing sources (uses)	<u>(1,795,255)</u>	<u>(2,045,563)</u>	<u>(250,308)</u>
NET CHANGES IN FUND BALANCES	<u>(2,157,817)</u>	<u>3,368,671</u>	<u>5,526,488</u>
FUND BALANCE, BEGINNING OF YEAR	<u>2,157,817</u>	<u>13,831,211</u>	<u>11,673,394</u>
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 17,199,882</u>	<u>\$ 17,199,882</u>
RECONCILIATION OF CHANGES IN FUND BALANCE - BUDGETARY BASIS TO CHANGE IN NET POSITION			
Net changes in fund balances - budgetary basis		\$ 3,368,671	
BUDGETED EXPENSES, WHICH DO NOT AFFECT NET POSITION			
Debt service principal retirement			
Capital outlay		397,875	
NONCASH, NONBUDGET ACTIVITY, WHICH AFFECTS NET POSITION			
Amortization of issuance costs and bond premium		39,791	
Loss on disposition of asset			
PERSI retirement actuarial charges		(94,755)	
Capital contributions		408,829	
Depreciation		(1,522,314)	
CHANGE IN NET POSITION		<u>\$ 2,598,097</u>	

CITY OF MOSCOW, IDAHO

SANITATION

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2020

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Charges for services	\$ 6,156,523	\$ 6,247,840	\$ 91,317
Investment revenues (losses)	65,000	197,986	132,986
Other	24,250	24,000	(250)
Total revenues	<u>6,245,773</u>	<u>6,469,826</u>	<u>224,053</u>
EXPENSES			
Current			
Collection services	2,348,506	2,285,497	63,009
Transfer station	2,001,306	1,991,263	10,043
Recycling and compost	267,909	288,638	(20,729)
Capital outlay	5,935,060		5,935,060
Total expenses	<u>10,552,781</u>	<u>4,565,398</u>	<u>5,987,383</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>(4,307,008)</u>	<u>1,904,428</u>	<u>6,211,436</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	548,405	548,405	
Transfers out	(1,588,052)	(1,588,052)	
Total other financing sources (uses)	<u>(1,039,647)</u>	<u>(1,039,647)</u>	<u>0</u>
NET CHANGES IN FUND BALANCES	<u>(5,346,655)</u>	<u>864,781</u>	<u>6,211,436</u>
FUND BALANCE, BEGINNING OF YEAR	<u>5,346,655</u>	<u>8,894,185</u>	<u>3,547,530</u>
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 9,758,966</u>	<u>\$ 9,758,966</u>
RECONCILIATION OF CHANGES IN FUND BALANCE - BUDGETARY BASIS TO CHANGE IN NET POSITION			
Net changes in fund balances - budgetary basis		\$ 864,781	
NONCASH, NONBUDGET ACTIVITY, WHICH AFFECTS NET POSITION			
PERSI retirement actuarial charges		(11,632)	
Depreciation		(24,544)	
Post closure care costs		<u>(13,725)</u>	
CHANGE IN NET POSITION		<u>\$ 814,880</u>	

CITY OF MOSCOW, IDAHO

INTERNAL SERVICE FUNDS

Internal service funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the government and to other government units on a cost reimbursement basis.

Fleet Management Fund – This fund is used to account for the costs of operating the City's motorized equipment.

Information Systems Fund – This fund is used to account for the costs and operations of the computer hardware, software, and networking system within the City.

MANAGEMENT REVIEW DRAFT

CITY OF MOSCOW, IDAHO

INTERNAL SERVICE FUNDS

COMBINING STATEMENT OF NET POSITION
September 30, 2020

	Fleet Management	Information Systems	Total
ASSETS			
CURRENT ASSETS			
Cash		\$ 10,000	\$ 10,000
Investments	\$ 4,358,479	2,757,551	7,116,030
Accounts receivable	16,503	250,807	267,310
Total current assets	<u>4,374,982</u>	<u>3,018,358</u>	<u>7,393,340</u>
CAPITAL ASSETS			
Land	47,000		47,000
Construction in progress	50,957		50,957
Buildings and improvements	255,275		255,275
Vehicles	7,129,473		7,129,473
Equipment	3,070,928	1,295,167	4,366,095
Accumulated depreciation	(5,934,750)	(1,044,963)	(6,979,713)
Total capital assets	<u>4,618,883</u>	<u>250,204</u>	<u>4,869,087</u>
Total assets	<u>8,993,865</u>	<u>3,268,562</u>	<u>12,262,427</u>
DEFERRED OUTFLOWS OF RESOURCES			
Defined benefit pension	<u>41,851</u>	<u>43,117</u>	<u>84,968</u>
LIABILITIES			
Accounts payable	33,477	131,607	165,084
Compensated absences payable	19,943	49,192	69,135
Net pension liability	149,401	199,733	349,134
Total liabilities	<u>202,821</u>	<u>380,532</u>	<u>583,353</u>
DEFERRED INFLOWS OF RESOURCES			
Defined benefit pension	<u>12,266</u>	<u>2,495</u>	<u>14,761</u>
NET POSITION			
Net investment in capital assets	4,618,883	250,204	4,869,087
Restricted for future capital purchases	4,199,746	2,675,948	6,875,694
Reserved for VEBA proceeds	2,000	2,500	4,500
Total net position	<u>\$ 8,820,629</u>	<u>\$ 2,928,652</u>	<u>\$ 11,749,281</u>

CITY OF MOSCOW, IDAHO

INTERNAL SERVICE FUNDS

**COMBINING STATEMENT OF REVENUES, EXPENSES, AND
CHANGES IN NET POSITION
Year Ended September 30, 2020**

	<u>Fleet Management</u>	<u>Information Systems</u>	<u>Total</u>
OPERATING REVENUES			
Charges for services	\$ 1,164,185	\$ 1,422,093	\$ 2,586,278
Total operating revenues	<u>1,164,185</u>	<u>1,422,093</u>	<u>2,586,278</u>
OPERATING EXPENSES			
Costs of services	400,526	785,801	1,186,327
Administration	304,222	508,442	812,664
Depreciation	719,142	78,423	797,565
Total operating expenses	<u>1,423,890</u>	<u>1,372,666</u>	<u>2,796,556</u>
OPERATING INCOME (LOSS)	<u>(259,705)</u>	<u>49,427</u>	<u>(210,278)</u>
NONOPERATING REVENUES (EXPENSES)			
Investment earnings	77,747	49,851	127,598
Net pension expense (revenue)	(24,468)	(40,477)	(64,945)
Gain (loss) on disposition of assets	(56,688)	6,447	(50,241)
Total nonoperating revenues (expenses)	<u>(3,409)</u>	<u>15,821</u>	<u>12,412</u>
NET INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	<u>(263,114)</u>	<u>65,248</u>	<u>(197,866)</u>
CONTRIBUTIONS AND TRANSFERS			
Transfers in	1,459,849	659,509	2,119,358
Transfers out	(25,250)	(4,000)	(29,250)
Total contributions and transfers	<u>1,434,599</u>	<u>655,509</u>	<u>2,090,108</u>
CHANGE IN NET POSITION	1,171,485	720,757	1,892,242
NET POSITION AT BEGINNING OF YEAR	<u>7,649,144</u>	<u>2,207,895</u>	<u>9,857,039</u>
NET POSITION AT END OF YEAR	<u>\$ 8,820,629</u>	<u>\$ 2,928,652</u>	<u>\$ 11,749,281</u>

CITY OF MOSCOW, IDAHO

INTERNAL SERVICE FUNDS

COMBINING STATEMENT OF CASH FLOWS

Year Ended September 30, 2020

	Fleet Management	Information Systems	Total
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers and users	\$ 1,457,193	\$ 1,183,832	\$ 2,641,025
Payments to suppliers	(458,104)	(739,568)	(1,197,672)
Payments to employees	(298,875)	(489,231)	(788,106)
Payments from other City funds		250,000	250,000
Net cash provided by operating activities	<u>700,214</u>	<u>205,033</u>	<u>905,247</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Transfers to other funds	(25,000)	(4,000)	(29,000)
Transfers from other funds	1,459,599	659,509	2,119,108
Net cash provided by noncapital financing activities	<u>1,434,599</u>	<u>655,509</u>	<u>2,090,108</u>
CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES			
Acquisition and construction of capital assets	(758,714)	(97,126)	(855,840)
Sale of capital assets	67,851	6,447	74,298
Net cash used by capital financing activities	<u>(690,863)</u>	<u>(90,679)</u>	<u>(781,542)</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Net investment activity in local government investment pool	(1,521,697)	(819,714)	(2,341,411)
Interest received	77,747	49,851	127,598
Net cash used by investing activities	<u>(1,443,950)</u>	<u>(769,863)</u>	<u>(2,213,813)</u>
Net change in cash	0	0	0
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>0</u>	<u>10,000</u>	<u>10,000</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 0</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY OPERATING ACTIVITIES			
Operating income (loss)	\$ (259,705)	\$ 49,427	\$ (210,278)
Adjustment to reconcile operating income (loss) to net cash provided by operating activities:			
Depreciation	719,142	78,423	797,565
Changes in:			
Accounts receivable	293,008	11,739	304,747
Accounts payable	(54,953)	51,680	(3,273)
Other assets and liabilities	2,722	13,764	16,486
Net cash provided by operating activities	<u>\$ 700,214</u>	<u>\$ 205,033</u>	<u>\$ 905,247</u>
NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>



STATISTICAL SECTION

City of Moscow, Idaho
Statistical Section
(Unaudited)

This part of the City of Moscow's comprehensive annual financial report presents detailed information as a context for understanding what information in the financial statements, note disclosures, and required supplementary information says about the City's overall health.

<u>Contents</u>	<u>Page</u>
Financial Trends	108
These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.	
Revenue Capacity	112
These schedules contain information to help the reader assess the factors affecting the City's ability to generate its property and sales taxes.	
Debt Capacity	117
These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	
Demographic and Economic Information	125
These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place and to help make comparisons over time and with other governments.	
Operating Information	127
These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.	
Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year. The City implemented Statement No. 34 in 2003; schedules presenting government-wide information include information beginning in that year.	

Schedule 1
City of Moscow
Net Position by Component
Last Ten Fiscal Years
(accrual basis of accounting)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Governmental Activities										
Net Investment in capital assets	\$33,381,175	\$36,409,650	\$40,070,407	\$40,493,773	\$40,477,275	\$42,402,937	\$42,494,877	\$44,171,088	\$38,800,498	\$39,815,325
Restricted	7,888,644	7,727,972	5,181,571	3,712,913	3,384,248	3,323,418	3,143,511	2,896,395	11,507,641	3,009,701
Unrestricted	12,488,041	12,453,146	12,185,720	12,733,987	10,532,614	11,817,712	13,849,018	14,772,529	13,649,830	22,322,832
Total governmental activities net position	\$53,757,860	\$56,590,768	\$57,437,698	\$56,940,673	\$54,394,137	\$57,544,067	\$59,487,406	\$61,840,012	\$63,957,969	\$65,147,858
Business-type Activities										
Net Investment in capital assets	\$22,710,937	\$16,125,340	\$23,293,354	\$22,981,577	\$23,171,378	\$24,625,818	\$26,256,354	\$28,553,421	\$29,036,370	\$30,917,443
Restricted	10,790,235	11,501,432	9,425,133	11,049,524	13,488,693	14,709,203	15,622,009	16,385,982	20,093,558	27,984,651
Unrestricted	4,671,824	11,675,782	6,347,830	7,200,725	6,785,652	7,940,392	10,367,567	13,429,605	15,072,677	10,106,131
Total business-type activities net position	\$38,172,996	\$39,302,554	\$39,066,317	\$41,231,826	\$43,445,723	\$47,275,413	\$52,245,930	\$58,369,008	\$64,202,605	\$69,008,225
Primary Government										
Net Investment in capital assets	\$56,092,112	\$52,534,990	\$63,363,761	\$63,475,350	\$63,648,653	\$67,028,755	\$68,751,231	\$72,724,509	\$67,836,868	\$70,732,768
Restricted	18,678,879	19,229,404	14,606,704	14,762,437	16,872,941	18,032,621	18,765,520	19,282,377	31,601,199	30,994,352
Unrestricted	17,159,865	24,128,928	18,533,550	19,934,712	17,318,266	19,758,104	24,216,585	28,202,134	28,722,507	32,428,963
Total primary government net position	\$91,930,856	\$95,893,322	\$96,504,015	\$98,172,499	\$97,839,860	\$104,819,480	\$111,733,336	\$120,209,020	\$128,160,574	\$134,156,083

Note: The City implemented GASB Statement No. 54 in fiscal year 2011.
The City implemented GASB Statement No. 62,63 and 65 in fiscal year 2013.

Schedule 2
City of Moscow
Changes in Net Position, Last Ten Fiscal Years
(accrual basis of accounting)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Expenses										
Governmental Activities:										
General Government	\$ 4,478,164	\$ 4,945,309	\$ 5,341,376	\$ 5,281,476	\$ 5,805,926	\$ 5,976,857	\$ 5,954,035	\$ 6,466,636	\$ 6,644,788	\$ 7,292,640
Public Safety	6,008,520	6,201,826	6,496,491	6,800,673	6,464,442	6,944,507	7,241,400	7,224,416	7,692,487	7,691,147
Highways and Streets	2,320,941	2,382,445	2,419,077	2,433,113	2,315,481	2,342,327	2,470,955	3,339,330	3,459,802	5,567,489
Culture and Recreation	2,598,901	2,547,535	2,698,801	4,155,402	3,290,306	3,139,717	3,127,109	3,268,196	3,559,033	3,285,072
Interest on long-term debt	234,639	198,135	88,955	21,818	15,667	9,367	2,767	(15,016)	142,962	317,933
Total governmental activities expenses	15,641,165	16,275,250	17,044,700	18,692,482	17,891,822	18,412,775	18,796,266	20,283,562	21,499,072	24,154,281
Business-type Activities:										
Water	2,194,436	2,167,845	2,491,759	2,390,525	2,458,962	2,611,387	2,806,438	2,673,222	3,064,916	3,353,170
Sewer	4,159,685	4,201,283	4,184,113	4,098,168	4,143,042	4,124,504	4,339,398	4,143,667	4,277,695	4,663,589
Sanitation	3,174,600	3,293,355	3,382,736	3,483,895	3,551,475	4,217,918	4,025,778	4,236,772	4,378,824	4,615,299
Total business-type activities expenses	9,528,721	9,662,483	10,058,608	9,972,588	10,153,479	10,953,809	11,171,614	11,053,661	11,721,435	12,632,058
Total primary government expenses	\$ 25,169,886	\$ 25,937,733	\$ 27,103,308	\$ 28,665,070	\$ 28,045,301	\$ 29,366,584	\$ 29,967,880	\$ 31,337,223	\$ 33,220,507	\$ 36,786,339
Program Revenues										
Governmental Activities:										
Charges for Services										
General Government	\$ 2,052,176	\$ 2,389,608	\$ 2,623,494	\$ 2,747,042	\$ 2,807,239	\$ 3,164,056	\$ 3,273,252	\$ 3,134,796	\$ 3,167,669	\$ 3,675,275
Public Safety	1,397,917	1,422,045	1,472,645	1,444,003	1,491,064	1,544,973	1,544,445	1,547,700	1,692,402	1,689,153
Highways and Streets	310,287	362,741	376,172	375,408	395,542	350,384	370,228	424,833	347,716	345,030
Culture and Recreation	454,820	479,988	536,199	556,033	606,125	621,210	618,688	609,665	612,998	222,216
Operating grants and contributions	1,651,341	1,320,827	1,243,432	1,132,968	1,079,178	1,298,086	1,311,307	1,327,481	1,635,086	1,264,612
Capital grants and contributions	1,855,360	1,717,194	901,822	374,551	331,494	1,671,816	469,146	1,540,153	891,274	948,620
Total governmental activities program revenues	7,721,901	7,692,403	7,153,764	6,630,005	6,710,642	8,650,525	7,587,066	8,584,628	8,347,145	8,144,906
Business-type Activities:										
Charges for services:										
Water	3,367,970	3,612,455	3,824,909	4,254,140	4,642,230	4,838,492	5,212,423	5,475,945	5,836,424	5,872,184
Sewer	5,028,197	5,313,012	5,637,708	5,899,493	6,404,742	6,916,401	7,288,980	7,615,300	8,086,780	8,336,185
Sanitation	4,330,908	4,559,412	4,652,289	4,732,247	4,837,037	5,374,754	5,681,081	5,927,039	6,270,995	6,271,840
Operating grants and contributions	526,420	-	325,300	385,780	578,893	830,553	1,075,806	1,362,238	1,288,501	860,185
Total business-type activities program revenues	13,253,495	13,484,879	14,440,206	15,271,660	16,462,902	17,960,200	19,258,290	20,380,522	21,482,700	21,340,394
Total primary government program revenues	\$ 20,975,396	\$ 21,177,282	\$ 21,593,970	\$ 21,901,665	\$ 23,173,544	\$ 26,610,725	\$ 26,845,356	\$ 28,965,150	\$ 29,829,845	\$ 29,485,300
Net (Expense) Revenue										
Governmental activities	\$ (7,919,264)	\$ (8,582,847)	\$ (9,890,936)	\$ (12,062,477)	\$ (11,181,180)	\$ (9,762,250)	\$ (11,209,200)	\$ (11,698,934)	\$ (13,151,927)	\$ (16,009,375)
Business-type activities	3,724,774	3,822,396	4,381,598	5,299,072	6,309,423	7,006,391	8,086,676	9,326,861	9,761,265	8,708,336
Total primary government net expense	\$ (4,194,490)	\$ (4,760,451)	\$ (5,509,338)	\$ (6,763,405)	\$ (4,871,757)	\$ (2,755,859)	\$ (3,122,524)	\$ (2,372,073)	\$ (3,390,662)	\$ (7,301,039)
General Revenues and Other Changes in Net Position										
Governmental Activities:										
Taxes										
Property taxes	\$ 4,564,246	\$ 4,693,300	\$ 4,802,665	\$ 4,761,924	\$ 5,284,721	\$ 5,482,880	\$ 5,591,688	\$ 5,764,448	\$ 5,722,147	\$ 7,259,097
Sales taxes	361,664	390,548	430,383	457,009	500,820	544,653	584,051	638,480	682,884	771,140
Franchise taxes	1,237,369	1,212,950	1,185,047	1,266,728	1,280,494	1,219,095	1,251,646	1,262,269	1,238,435	1,267,438
Motor fuel taxes	0	0	0	0	0	0	0	0	0	0
Road and bridge taxes	579,876	614,908	615,408	664,933	660,172	662,056	694,538	720,706	773,989	821,804
Alcoholic beverage taxes	447,087	498,474	531,200	538,509	534,229	574,509	581,702	578,182	581,851	607,913
State Revenue Sharing	703,718	756,456	835,811	880,409	920,257	951,454	985,311	1,039,711	1,079,643	1,180,613
Unrestricted investment earnings	249,512	375,942	(560,894)	(20,799)	134,149	63,281	114,647	330,119	453,622	558,186
Gain (loss) on sale of capital assets	(20,089)	7,103	5,900	14,891	28,708	60,140	21,873	32,833	26,921	(37,513)
Transfers	2,683,195	2,866,074	2,917,040	3,001,848	3,199,481	3,354,112	3,327,083	3,684,792	4,710,392	4,738,894
Total governmental activities	10,806,578	11,415,755	10,772,560	11,565,452	12,543,031	12,912,180	13,152,539	14,051,540	15,269,884	17,167,572
Business-type Activities:										
Unrestricted investment earnings	63,776	149,679	(1,349,877)	(131,715)	47,469	147,036	216,526	483,871	779,973	836,178
Gain (loss) on sale of capital assets	(6,777)	23,557	(15,565)	0	0	30,375	(5,602)	(2,862)	2,750	0
Transfers	(2,683,195)	(2,866,074)	(2,917,040)	(3,001,848)	(3,199,481)	(3,354,112)	(3,327,083)	(3,684,792)	(4,710,391)	(4,738,894)
Total business-type activities	(2,626,196)	(2,692,838)	(4,282,482)	(3,133,563)	(3,152,012)	(3,176,701)	(3,116,159)	(3,203,783)	(3,927,668)	(3,902,716)
Total primary government activities	\$ 8,180,382	\$ 8,722,917	\$ 6,490,078	\$ 8,431,889	\$ 9,391,019	\$ 9,735,479	\$ 10,036,380	\$ 10,847,757	\$ 11,342,216	\$ 13,264,856
Changes in Net Assets										
Governmental activities	\$ 2,887,314	\$ 2,832,908	\$ 881,624	\$ (497,025)	\$ 1,361,851	\$ 3,149,930	\$ 1,943,339	\$ 2,352,606	\$ 2,117,957	\$ 1,158,197
Business-type activities	1,098,578	1,129,558	99,116	2,165,509	3,157,411	3,829,690	4,970,517	6,123,078	5,833,597	4,805,620
Total Changes in Net Assets	\$ 3,985,892	\$ 3,962,466	\$ 980,740	\$ 1,668,484	\$ 4,519,262	\$ 6,979,620	\$ 6,913,856	\$ 8,475,684	\$ 7,951,554	\$ 5,963,817

Note: Water and Sewer rates have risen the last years raising capital to replace aging infrastructure and to meet DEQ requirements.
GASB 62, 63 and 65 implemented in 2013. GASB 68 implemented 2015.

Schedule 3
City of Moscow
Fund Balances, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
General Fund										
Reserved										
Unreserved										
Committed	\$ 2,934,904	\$ 3,075,627	\$ 3,241,280	\$ 3,437,542	\$ 3,720,197	\$ 3,744,137	\$ 3,886,546	\$ 4,060,783	\$ 4,290,902	\$ 4,319,648
Assigned	424,503	437,956	476,974	490,637	487,064	545,323	559,884	547,943	534,964	699,313
Unassigned	815,414	752,267	795,009	1,183,746	1,277,946	862,002	714,414	823,972	808,652	844,904
Total General Fund	<u>\$ 4,174,821</u>	<u>\$ 4,265,850</u>	<u>\$ 4,513,263</u>	<u>\$ 5,111,925</u>	<u>\$ 5,485,207</u>	<u>\$ 5,151,462</u>	<u>\$ 5,160,844</u>	<u>\$ 5,432,698</u>	<u>\$ 5,634,518</u>	<u>\$ 5,863,865</u>
All Other Governmental Funds										
Reserved										
Unreserved, reported in										
Special Revenue funds										
Capital Projects funds										
Restricted	\$ 7,888,644	\$ 7,727,972	\$ 5,181,571	\$ 3,712,913	\$ 3,384,249	\$ 3,323,418	\$ 3,143,511	\$ 2,957,383	\$ 11,573,632	\$ 3,066,028
Committed	1,433,867	1,393,546	1,362,461	1,424,911	1,631,906	1,660,792	1,725,624	1,785,525	1,734,791	1,529,990
Assigned	4,787,094	4,649,916	3,984,277	3,773,211	4,245,775	5,157,474	5,767,128	6,027,391	4,344,973	12,002,095
Total all other governmental funds	<u>\$ 14,109,605</u>	<u>\$ 13,771,434</u>	<u>\$ 10,528,309</u>	<u>\$ 8,911,035</u>	<u>\$ 9,261,930</u>	<u>\$ 10,141,684</u>	<u>\$ 10,636,263</u>	<u>\$ 10,770,299</u>	<u>\$ 17,653,396</u>	<u>\$ 16,598,113</u>

Note: Capital Projects funds increase after interfund transfers to accumulate for future projects.
The City implemented GASB 54 in fiscal year 2011.

Schedule 4
City of Moscow
Changes in Fund Balances, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Revenues										
Taxes (see Schedule 5)	\$ 8,017,563	\$ 8,207,431	\$ 7,551,451	\$ 7,694,866	\$ 8,309,668	\$ 8,474,296	\$ 8,695,726	\$ 8,965,204	\$ 9,030,688	\$ 10,694,924
Licenses and permits	534,487	544,888	577,975	647,832	548,931	618,929	867,280	811,174	610,553	744,375
Intergovernmental	1,336,599	2,987,504	2,923,272	2,323,954	2,313,180	3,163,132	2,663,392	3,632,762	2,982,593	3,528,136
Charges for services	1,862,955	1,931,040	2,058,924	2,137,979	2,204,958	2,231,946	2,289,409	2,346,564	2,392,539	2,045,865
Fines and penalties	180,950	180,897	217,219	148,082	163,279	161,804	131,705	124,657	163,804	127,825
Special Assessments	37,823	40,001	32,094	22,890	15,424	12,874	36,303	9,139	3,121	5,549
Investment earnings	247,279	353,974	(571,401)	(20,799)	134,149	63,281	96,597	247,830	332,600	443,121
Contributions and donations	765,839	65,599	61,067	66,311	43,054	36,852	62,123	155,093	70,517	32,299
Refunds and reimbursements	65,151	124,237	125,918	46,777	150,580	387,464	167,131	119,726	218,423	188,172
Other revenues	99,294	114,879	131,512	113,091	132,422	81,560	84,637	112,379	69,978	67,214
Total revenues	13,147,940	14,550,450	13,108,031	13,180,983	14,015,645	15,232,138	15,094,303	16,524,528	15,874,816	17,877,480
Expenditures										
General government	3,153,318	3,366,800	3,582,926	3,590,713	4,148,625	4,252,336	4,268,791	4,496,326	4,437,178	3,605,469
Public Safety	5,656,886	5,858,719	6,122,309	6,451,874	6,362,551	6,635,677	6,980,553	6,878,441	7,568,343	7,860,743
Culture and Recreation	2,158,703	2,063,728	2,213,149	3,663,432	2,780,859	2,596,231	2,602,558	2,719,025	2,957,406	2,618,343
Transportation	1,618,026	1,665,048	1,716,872	1,661,474	1,522,566	1,433,275	1,553,472	1,702,201	1,644,189	1,700,111
Capital Outlay	943,987	3,281,597	2,197,734	1,244,419	813,568	2,016,366	1,370,507	3,118,153	5,542,415	4,604,942
Debt Service										
Principal	580,000	2,135,000	2,655,000	205,000	210,000	220,000	225,000	235,000	0	680,000
Interest	234,639	204,212	99,988	32,850	26,700	20,400	13,800	7,050	121,528	314,288
Bond issuance costs	0	39,650	0	0	0	0	0	0	0	0
Total expenditures	14,345,559	18,614,754	18,587,978	16,849,762	15,864,869	17,174,285	17,014,681	19,156,196	22,271,059	21,383,896
Excess of revenues over (under) expenditures	(1,197,619)	(4,064,304)	(5,479,947)	(3,668,779)	(1,849,224)	(1,942,147)	(1,920,378)	(2,631,668)	(6,396,243)	(3,506,416)
Other Financing Sources (Uses)										
Transfers in	5,957,160	5,848,285	7,971,794	5,498,722	6,307,498	7,010,578	7,138,333	8,210,203	10,258,856	17,963,833
Transfers out	(3,676,390)	(3,619,386)	(5,487,559)	(2,959,311)	(3,734,097)	(4,522,422)	(4,707,834)	(5,172,645)	(6,539,225)	(15,315,045)
Capital Contributions	0	0	0	110,756	0	0	0	0	0	0
Bond proceeds	0	1,500,000	0	0	0	0	0	0	8,465,000	0
Bond Premiums	0	88,263	0	0	0	0	0	0	1,296,529	0
Gain (loss) on sale of assets	0	0	0	0	0	0	0	0	0	0
Total other financing sources (uses)	2,280,770	3,817,162	2,484,235	2,650,167	2,573,401	2,488,156	2,430,499	3,037,558	13,481,160	2,648,788
Net change in fund balances	\$ 1,083,151	\$ (247,142)	\$ (2,995,712)	\$ (1,018,612)	\$ 724,177	\$ 546,009	\$ 510,121	\$ 405,890	\$ 7,084,917	\$ (857,628)

Debt service as a percentage of noncapital expenditures 6.08% 15.51% 16.81% 1.52% 1.57% 1.59% 1.53% 1.51% 0.73% 5.93%

Note: General Obligation Bond Series 1998 were refinanced with General Obligation Bond Series 2011 in FY2012.

Schedule 5**City of Moscow****Tax Revenue by Source, Governmental Funds****Last Ten Fiscal Years**

(modified accrual basis of accounting)

(in thousands)

Fiscal Year	Property	Sales	Franchise	Motor Fuel	Alcoholic Beverage	Road and Bridge	Total
2011	\$ 4,580	\$ 362	\$ 1,237	\$ 812	\$ 447	\$ 580	\$ 8,018
2012	4,693	391	1,213	798	498	615	8,208
2013	4,789	430	1,185	0	531	616	7,551
2014	4,768	457	1,267	0	538	665	7,695
2015	5,334	501	1,280	0	534	660	8,309
2016	5,474	545	1,219	0	574	662	8,474
2017	5,584	584	1,252	0	582	694	8,696
2018	5,766	638	1,262	0	578	721	8,965
2019	5,754	683	1,238	0	582	774	9,031
2020	7,227	771	1,267	0	608	822	10,695
Change 2011-2020	57.8%	113.0%	2.4%	-100.0%	36.0%	41.7%	33.4%

Note: Utility companies for both electricity and natural gas revenues have had steady increases over the past ten years. Additionally, the voters approved changes to the franchise amount effective in year 2006. Motor Fuel was reclassified to Intergovernmental Revenue from Tax Revenue in FY2013.

Schedule 6

City of Moscow

Assessed Value and Estimated Actual Value of Taxable Property

Last Ten Fiscal Years

(modified accrual basis of accounting)

	Fiscal Year	Residential Property	Commercial Property	Tax-Exempt Property	Personal Property	Personal Property Exemption	Casualty Loss	Developer's Exemption	Total Taxable Assessed Value	Total Direct Tax Rate	Actual Taxable Value
113	2011	\$ 914,362,370	\$ 378,892,160	\$ 286,269,585	\$ 47,758,732				\$ 1,341,013,262	4.561	\$ 1,054,743,677
	2012	922,408,081	386,935,330	267,489,425	42,930,185				1,352,273,596	4.534	1,084,784,171
	2013	927,338,276	391,312,399	263,534,603	44,405,449	\$ 20,248,965		\$ 3,919,725	1,363,056,124	4.436	1,075,352,831
	2014	932,844,152	399,914,506	268,523,590	43,696,916	20,083,619		2,944,679	1,376,455,574	4.919	1,084,903,686
	2015	915,602,455	344,955,011	279,635,648	33,204,665	19,101,547		2,567,550	1,293,762,131	4.999	992,457,386
	2016	983,934,274	417,831,967	303,965,014	43,050,888	19,102,594		2,428,050	1,444,817,129	4.934	1,119,321,471
	2017	1,018,588,828	378,333,035	320,038,158	39,226,262	19,037,479	\$ 7,101	1,777,050	1,436,148,125	4.922	1,095,288,337
	2018	1,139,902,624	455,419,611	335,165,043	33,872,715	9,834,895	80,446	1,890,135	1,629,194,950	4.487	1,282,224,431
	2019	1,241,976,028	497,593,460	345,143,967	33,981,608	9,631,027	36,935	5,043,908	1,773,551,096	5.205	1,413,695,259
	2020	1,301,618,958	528,485,963	350,847,533	34,024,705	9,534,216		5,739,645	1,864,129,626	3.926	1,498,008,232

Note: Latah County assesses property values at 100% of market.

The Idaho State Legislature passed law allowing personal property and developer's tax exemptions in FY2013.

Schedule 7
City of Moscow
Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years

City Direct Rates				Overlapping Rates		
Fiscal Year	Basic Rate	General Obligation	Total Direct	Latah County	Moscow School District	Other Levy
		Debt Service	Rate		No. 281 Levy	
2011	3.989	0.572	4.561	4.191	5.988	2.742
2012	3.993	0.541	4.534	4.156	7.283	2.693
2013	4.023	0.413	4.436	4.239	7.736	2.783
2014	4.217	0.702	4.919	4.269	7.621	2.860
2015	4.723	0.276	4.999	4.349	7.502	2.954
2016	4.731	0.204	4.935	4.315	7.195	2.897
2017	4.773	0.150	4.923	4.368	7.007	2.918
2018	4.488	0.000	4.488	4.214	6.432	2.795
2019	4.502	0.704	5.206	4.062	7.055	2.687
2020	3.228	0.698	3.926	3.808	6.819	2.604

Latah County Assessor

Taxing Entity

Moscow School District No. 281
 North Latah Highway District
 Latah County
 Latah County Library
 Moscow Cemetery District
 Moscow Rural Fire District

Note: The City's basic property tax rate may be increased only by a majority vote of the City's residents. Rates for debt service are set based on each year's requirements.

Schedule 8
City of Moscow
Principal Property Taxpayers,
Current and Ten Years Ago

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Taxpayer	2020			2011		
	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Hill Rental Properties, LLC	\$ 18,481,560	1	0.99%	\$ 14,123,010	2	1.05%
P.E.M. Management, LLC	14,652,665	2	0.79%	15,356,560	1	1.15%
The Grove Apartments	13,977,700	3	0.75%	12,980,200	3	0.97%
Campus Moscow Property	13,888,340	4	0.75%			
Gritman Medical Park LLC	13,051,765	5	0.70%	4,590,500	9	0.34%
Wal-Mart Real Estate Bus Trust	10,480,000	6	0.56%	5,248,035	7	0.39%
Kestrel Development LLC	8,928,200	7	0.48%			
Avista Corp (Elec)	8,698,001	8	0.47%	5,468,050	6	0.41%
Idaho Apartment Rentals LLC	7,011,301	9	0.38%			
Good Samaritan Society	6,477,000	10	0.35%	5,617,601	5	0.42%
Frontier Communications				7,667,367	4	0.57%
Eastside Marketplace				4,392,206	10	0.33%
Hagadone Hospitality				4,658,150	8	0.35%
Total	<u>\$ 115,646,532</u>		<u>6.22%</u>	<u>\$ 80,101,679</u>		<u>5.98%</u>

Source: Latah County Treasurer

Schedule 9
City of Moscow
Property Tax Levies and Collections
Last Ten Fiscal Years

Fiscal Year Ended Sept 30	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2011	\$ 4,563,050	\$ 4,485,865	98.31%	53,077	\$ 4,538,942	99.47%
2012	4,671,590	4,511,734	96.58%	90,520	4,602,254	98.52%
2013	4,771,135	4,710,640	98.73%	43,262	4,753,903	99.64%
2014	4,731,795	4,583,866	96.87%	62,940	4,646,806	98.20%
2015	5,195,775	5,016,815	96.56%	58,726	5,075,542	97.69%
2016	5,381,765	5,200,887	96.64%	57,225	5,258,112	97.70%
2017	5,481,546	5,420,864	98.89%	50,480	5,471,344	99.81%
2018	5,645,216	5,405,854	95.76%	14,984	5,420,838	96.03%
2019	5,666,358	5,371,331	94.79%	0	5,371,331	94.79%
2020	7,164,617	7,109,085	99.22%	0	7,109,085	99.22%

Source: Latah County

Schedule 10
City of Moscow
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

Fiscal Year	Governmental Activities			Business-type Activities		Total City Government	Percentage of Personal Income	Per Capita
	General Obligation Bonds	Certificates of Participation	Special Assessment Bonds	Sewer Revenue Bonds	Interim Financing			
2011	\$ 2,148,263	\$ 2,325,000	\$ 0	\$ 12,552,226		\$ 17,025,489	2.33%	715
2012	1,652,230	2,175,000	0	18,300,995		22,128,225	2.94%	917
2013	1,161,197	0	0	11,266,283		12,427,480	1.62%	510
2014	945,165	0	0	10,459,889		11,405,054	1.38%	459
2015	724,132	0	0	9,628,495	\$ 198,332	10,550,959	1.27%	429
2016	493,099	0	0	8,777,101	1,476,865	10,747,065	1.24%	429
2017	257,066	0	0	7,900,707	2,565,046	10,722,819	1.12%	423
2018	0	0	0	6,953,956	3,815,924	10,769,880	1.08%	428
2019	9,761,529	0	0	5,999,165	3,927,881	19,688,575	1.83%	766
2020	9,068,548	0	0	4,979,582	4,300,000	18,348,130	1.71%	714

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

See Schedule 19 for personal income and population data.

General Obligation Bond Series 1998 were refinanced with General Obligation Bond Series 2011 in FY2012.

Sewer Revenue Bond Series 2011 were issued as an advance refunding issue for the Sewer Revenue Bond Series 2002 to be called in November 2012.

Sewer Revenue Bond column includes unamortized premium on bonds.

Certificates of Participation were paid in full in FY2013.

Series 2011 Refunding Bonds for the construction of the Swimming Pool at Hamilton Aquatic Center were paid off in FY2018.

Sewer Revenue Bond Series 2017 were issued as an advance refunding issue for the Sewer Revenue Bond Series 2008 to be called in May 2018.

General Obligation Bond Series 2019 for construction of new Police Station were issued in FY2019.

Schedule 11
City of Moscow
Ratios of Net General Bonded Debt Outstanding
Last Ten Fiscal Years

Fiscal Year	<u>General Bonded Debt Outstanding</u>		Percentage of Actual Taxable Value of Property ^a	Per Capita ^b
	General Obligation Bonds	Total		
2011	\$ 2,148,263	\$ 2,148,263	0.20%	90.26
2012	1,652,230	1,652,230	0.15%	68.43
2013	1,161,197	1,095,000	0.10%	44.95
2014	945,165	945,165	0.09%	38.07
2015	724,132	724,132	0.07%	29.42
2016	493,099	493,099	0.04%	19.68
2017	257,066	257,066	0.02%	10.15
2018	0	0	0.00%	
2019	8,465,000	8,465,000	0.60%	329.35
2020	7,785,000	7,785,000	0.52%	302.89

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

^a See Schedule 6 for property value data.

^b Population data can be found on Schedule 16.

Schedule 12
City of Moscow
Direct and Overlapping Government Activities Debt

		<u>Direct Debt</u>	<u>Debt Outstanding</u>	<u>Percentage Applicable to Government</u>	<u>Amount Applicable to Government</u>
Jurisdiction:					
Reserved	Direct:				
	City of Moscow	\$ 7,785,000	\$ 7,785,000	100%	\$ 7,785,000
	Overlapping:				
	Moscow School District No. 281	7,600,000	7,600,000	79%	6,004,000
	Latah County Cemetery District				0
	Library				0
	Road District				0
	Total	<u>\$ 15,385,000</u>	<u>\$ 15,385,000</u>		<u>\$ 13,789,000</u>
Source:	City of Moscow				
	Moscow School District				
	Latah County Cemetery District				
	Library				
	Road District				

Note: The Moscow School District #281 levied debt in FY2013. Percent applicable calculated by MSD

Schedule 13a
City of Moscow
Legal Debt Margin Information
Last Ten Fiscal Years

Legal Debt Margin Calculation for Fiscal Year 2020

Assessed Market Valuation:

Assessed Value \$ 1,498,008,232

Debt applicable to limit

Debt limitation: 2% \$ 29,960,165

Less:

General obligation bonds 7,785,000

Legal debt margin

\$ 22,175,165

Fiscal Year

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Debt Limit	\$ 21,094,874	\$ 21,695,683	\$ 20,600,683	\$ 20,808,074	\$ 19,169,148	\$ 22,386,429	\$ 21,905,767	\$ 25,644,489	\$ 28,273,905	\$ 29,960,165
Total net debt applicable to limit	2,060,000	2,175,000	1,095,000	890,000	724,132	493,099	257,066	0	8,465,000	7,785,000
Legal debt margin	\$ 19,034,874	\$ 19,520,683	\$ 19,505,683	\$ 19,918,074	\$ 18,489,148	\$ 21,893,330	\$ 21,648,701	\$ 25,644,489	\$ 19,808,905	\$ 22,175,165
Total net debt applicable to the limit as a percentage of debt limit	9.77%	10.03%	5.32%	4.28%	3.78%	2.20%	1.17%	0.00%	29.94%	25.98%

Source: City of Moscow
Latah County Assessors Office

Schedule 13b
City of Moscow
Historical Operating Results and Debt Service Coverage - Sewer Bonds
Last Five Fiscal Years

	2016	2017	2018	2019	2020
OPERATING REVENUES					
Charges for services	\$ 6,867,822	\$ 7,227,566	\$ 7,549,993	\$ 8,023,375	\$ 8,291,920
Other services	7,185	20,020	8,557	23,614	4,474
Total operating revenues	6,875,007	7,247,586	7,558,550	8,046,989	8,296,394
OPERATING EXPENSES					
Sewer - collection and treatment	2,307,095	2,553,483	2,391,467	2,570,669	2,893,760
Depreciation	1,494,635	1,512,315	1,512,018	1,522,819	1,522,314
Total operating expenses	3,801,730	4,065,798	3,903,485	4,093,488	4,416,074
OPERATING INCOME (LOSS)	3,073,277	3,181,788	3,655,065	3,953,501	3,880,320
NONOPERATING REVENUES (EXPENSES)					
Investment earnings	47,104	83,894	199,180	343,874	400,045
Interest expense	(331,607)	(304,751)	(265,733)	(184,896)	(152,760)
PERSI retirement actuarial charges	8,833	31,151	25,551	689	(94,755)
Gain (loss) on disposition of assets	7,000	(5,068)	0	2,750	0
Amortization of bond premium	41,394	41,394	56,750	39,791	39,791
Total nonoperating revenues (expenses)	(227,276)	(153,380)	15,748	202,208	192,321
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	2,846,001	3,028,408	3,670,813	4,155,709	4,072,641
CONTRIBUTIONS AND TRANSFERS					
General facility charges	161,583	528,257	286,844	138,071	162,190
Capital contributions	159,920	189,369	466,862	422,418	408,829
Net transfers in/(out)	(1,310,522)	(1,185,843)	(1,652,473)	(1,639,985)	(2,045,563)
Total contributions and transfers	(989,019)	(468,217)	(898,767)	(1,079,496)	(1,474,544)
CHANGE IN NET POSITION	\$ 1,856,982	\$ 2,560,191	\$ 2,772,046	\$ 3,076,213	\$ 2,598,097
NET REVENUE AVAILABLE FOR DEBT SERVICE					
Change in Net Position	\$ 1,856,982	\$ 2,560,191	\$ 2,772,046	\$ 3,076,213	\$ 2,598,097
Plus Depreciation	1,494,635	1,512,315	1,512,018	1,522,819	1,522,314
Plus Interest Expense	331,607	304,751	265,733	184,896	152,760
Plus Sewer Capital Transfers	1,783,110	1,703,750	2,275,000	1,983,883	3,214,244
Plus Sewer Fleet Management Transfers	104,000	87,000	59,000	55,300	280,000
Less Capital Contributions	(159,920)	(189,369)	(466,862)	(422,418)	(408,829)
Net revenue available for debt service	\$ 5,410,414	\$ 5,978,638	\$ 6,416,935	\$ 6,400,693	\$ 7,358,586
Parity Debt Service					
2008 Bonds	\$ 448,085	\$ 448,150	\$ 366,418	\$ 0	\$ 0
2011 Bonds	704,475	702,900	700,875	708,250	706,850
2017 Bonds	0	0	68,072	402,544	399,732
Total Annual Debt Service	\$ 1,152,560	\$ 1,151,050	\$ 1,135,365	\$ 1,110,794	\$ 1,106,582
Debt Service Coverage	4.69X	5.19X	5.65X	5.76X	6.65X
Net Position at End of Year	\$ 23,462,500	\$ 26,022,691	\$ 28,794,737	\$ 31,870,950	\$ 34,469,047
Debt Service Reserve Account	1,151,050	1,135,365	1,110,794	1,106,582	1,113,346
Revenue Stabilization Fund Balance	450,295	450,295	0	0	0
Fleet Management Reserve	104,000	87,000	59,000	57,800	280,000
Sewer Capital Reserve	2,033,110	2,037,471	2,736,263	1,983,883	3,214,244

Notes:

Capital contributions are dependent on new subdivisions/properties being added to the system.
2008 Bonds were refinanced in May 2018 by issuance of 2017 Bonds

Schedule 14a
City of Moscow
Special Assessment Billings and Collections
Last Ten Fiscal Years

Fiscal Year	Special Assessment Collected	Debt Service		Total	Coverage
		Principal	Interest		
2011	\$ 27,704	\$ 0	\$ 0	\$ 0	0.00
2012	28,015	0	0	0	0.00
2013	32,094	0	0	0	0.00
2014	22,890	0	0	0	0.00
2015	15,424	0	0	0	0.00
2016	12,874	0	0	0	0.00
2017	30,205	0	0	0	0.00
2018	1,693	0	0	0	0.00
2019	3,120	0	0	0	0.00
2020	5,742	0	0	0	0.00

Source: City of Moscow

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Schedule 14b
City of Moscow
Pledged Revenue Coverage
Last Ten Fiscal Years

Sewer Revenue Bonds

Fiscal Year				Net Revenue Available for Debt Service	Debt Service			Coverage
	Gross Revenues	Operating Expenses			Principal	Interest	Total	
2011	\$ 5,049,540	\$ 3,081,864		\$ 1,967,676	\$ 645,000	\$ 585,088	\$ 1,230,088	1.60
2012	5,327,778	3,169,368		2,158,410	675,000	384,343	1,059,343	2.04
2013 ⁽¹⁾	5,139,703	3,251,090		1,888,613	745,000	406,928	1,151,928	1.64
2014	6,012,113	3,473,461		2,538,652	765,000	392,404	1,157,404	2.19
2015	6,516,695	3,517,371		2,999,324	790,000	368,005	1,158,005	2.59
2016	7,083,694	3,514,820		3,568,874	810,000	342,560	1,152,560	3.10
2017	7,859,737	3,812,808		4,046,929	835,000	316,050	1,151,050	3.52
2018 ⁽²⁾	8,044,574	3,710,967		4,333,607	890,000	245,365	1,135,365	3.82
2019	8,528,934	3,930,919		4,598,015	915,000	195,794	1,110,794	4.14
2020	8,858,629	2,893,760		5,964,869	940,000	166,582	1,106,582	5.39

*Total revenues include interest.

*Total operating expenses exclude depreciation.

Source: City of Moscow

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Operating expenses include operating transfers out but exclude transfers out to the Internal Service Funds for capital outlay.

(1) The 2002 Sewer Revenue Bonds were advance Refunded by the 2011 bond proceeds; consequently, \$6,433,415 is paid from escrowed funds and not shown as part of the scheduled debt.

(2) The 2008 Sewer Revenue Bonds were advance Refunded by the 2017 bond proceeds; consequently, \$3,560,000 is paid from escrowed funds and not shown as part of the scheduled debt.

Schedule 15
City of Moscow
Principal Employers
Current Year and Ten Years Ago

	2020			2011		
	Number of Employees	Rank	Percentage of Total County Employment	Number of Employees	Rank	Percentage of Total City Employment
Employer						
University of Idaho	4,180	1	27.66%	2,698	1	16.71%
Gritman Medical Center	520	2	3.44%	429	2	2.66%
Moscow School District	410	3	2.71%	295	3	1.83%
City of Moscow	220	4	1.46%	134	6	0.83%
EMSI Inc.	190	5	1.26%	N/A	N/A	0.00%
Wal-Mart	180	6	1.19%	202	4	1.25%
Latah County	120	7	0.79%	165	5	1.02%
Moscow Food Coop	130	8	0.86%	N/A	N/A	0.00%
Good Samaritan Village	120	9	0.79%	N/A	N/A	0.00%
Northwest River Supplies	110	10	0.73%	100	10	0.62%
Latah Health Services				180	8	1.11%
Best Western University Inn				130	7	0.80%
Winco Foods				116	9	0.72%
Total: Top 10 City Employers	<u>6,180</u>		40.90%	<u>4,449</u>		27.55%
Total: County Employment	<u>15,110</u>			<u>16,150</u>		

Source: Regional Economist Communications & Research

Schedule 16
City of Moscow
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year	City Population	Personal Income (thousands of dollars)	Per Capita Income	Student Enrollment	Unemployment Rates
2011	23,800	\$ 731,850,000	\$ 30,750	2,313	7.0%
2012	24,144	753,751,536	31,219	2,250	6.4%
2013	24,358	766,205,248	31,456	2,261	5.9%
2014	24,829	829,065,139	33,391	2,322	5.7%
2015	24,615	833,340,825	33,855	2,311	4.0%
2016	25,060	865,371,920	34,532	2,337	2.9%
2017	25,322	959,146,716	37,878	2,419	2.1%
2018	25,146	995,152,950	39,575	2,371	2.6%
2019	25,766	1,065,192,206	41,341	2,304	2.9%
2020	25,702	1,075,191,766	41,833	2,172	4.2%

Source: City of Moscow
U.S. Census Bureau
Moscow School District
State of Idaho Department of Labor

Schedule 17
City of Moscow
Full-Time Equivalent City Government Employees by Function/Program
Last Ten Fiscal Years

Function/Program	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General Government										
Administration	7	7	7	7	7	6	6	5.5	5	6.3
Finance	7	7	7	7	7	7	7	7	7	6.5
Legal	3	3	3	3	3	3	3	3	3	4
Human Resources	1	1	1	1	1	1	1	1.5	1.4	1.5
Community Planning and Design	16.5	16.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5
Buildings and Grounds	2	2	2	2	2	2	2	2	2.6	2.6
Police										
Police Officers	34	32	34	34	34	35	35	35	37	37
Police Unsworn	8	8	8	8	8	8	8	8	8	8
Fire										
Officers	4.5	4.5	4.5	4.5	4.5	4.5	5	6	6	6
Admin support	1	1	1	1	1	1	1	1	1	1
Streets	9	9	9	9	9	9	8.55	8.55	9.55	9.55
Internal Service Funds										
Fleet	4	4	4	4	4	4	3.85	3.85	3.85	3.9
Information Systems	3	3.8	4	4	4	4	4.85	4.85	4.85	5.05
Culture and Recreation										
Recreation	5	5	5	5	5	5	5	5	2	4.4
Parks	5	5	5	5	5	5.3	5.25	5.25	9.2	7.25
MSDCP	0	0	0	0	1	0.8	0.75	0.75	0.75	0.75
Art	1	1	1.8	1.8	1.8	2	3	1.6	1.6	1.5
Community Events	0	0	0	0	0	0	0	1.4	1.4	1.7
Water	12.6	12.6	14.1	15.1	15.1	15.5	15.25	15.25	15.25	16.75
Wastewater	10.4	10.4	10.9	10.9	10.9	11.3	12	12.05	12.05	14.55
Sewer	3	3	4	4	4	4	5	5	5	3
Sanitation	1	1	1	1	1	1	1	1.5	1.5	1.5
Total	138	136.8	143.8	144.8	145.8	146.9	150.0	151.6	155.6	160.3

Source: City of Moscow

Notes:

Full-time employees are scheduled to work 2,080 hours per year (including vacation and sick leave).

Employees with less than full-time equivalent employment are calculated by dividing total labor hours by 2,080.

Moscow School Community Playfields fund was added in FY2015 with one FTE.

Utility Locate Technician and Forensic Computer Detective added in 2016.

Economic Development Specialist position eliminated in 2016.

Videographer and Wastewater Conveyance Operator added in 2017.

Legal Department Specialist went from part-time to full-time; Environmental Education and Sustainability Programs Specialist went from part-time to full-time; IS Computer Systems Specialist position added in FY2020.

Schedule 18
City of Moscow
Operating Indicators by Function/Program
Last Ten Fiscal Years

Function/Program	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
General Government										
Full-Time employees	138	137	144	146	145	147	150	151	156	160
Building permits issued	462	546	551	466	833	715	817	895	810	904
Cellular telephone co-location fees	11	11	11	11	11	11	11	7	7	7
Fire										
Number of Firefighters & Officers	4	4	4	6	6	6	6	6	6	6
Number of Paramedics	4	7	6	7	6	6	6	11	13	13
Number Volunteer Firefighters	72	71	68	73	73	73	65	62	68	65
Number Volunteer EMS	41	38	37	45	40	40	40	56	53	65
Number of Calls Answered (Fire and Ambulance)	2,569	2,169	2,131	2,604	2,431	2,342	2,400	2,400	2,350	2,049
Police										
Number of Police personnel (sworn)	32	34	34	34	34	35	35	35	37	37
Number of Police personnel (not sworn)	8	8	8	8	8	8	6	8	8	8
Physical arrests	336	423	375	291	255	228	237	252	248	188
Traffic violations	912	1,048	857	1,364	772	985	991	972	1,175	1,117
Parking violations	4,647	4,761	4,849	3,684	4,454	4,132	3,624	4,183	4,377	4,146
Streets										
Overlay in linear feet	600	0	0	1,625	973	5,462	4,656	2,758	0	0
Overlay in linear feet (seal)		20,763	20,336	0	0	4091	43,234	77,150	48,950	0
^a Pavement maintenance program sq yards	109,972	0	0	0	0	0	0	291,512	184,959	0
Water										
Number of consumers	5,828	5,842	5,869	5,910	5,985	6,020	6,073	6,154	6,224	6,288
Number of new connections	40	14	32	41	65	68	42	62	51	48
Average daily consumption (million gallons)	2.22	2.36	2.35	2.38	2.38	2.36	2.00	1.91	1.91	1.87
Average daily sewage treatment (million gallons)	2.17	2.18	2.00	2.20	1.80	1.90	2.09	1.93	1.88	1.79

Source: Various City departments

Note: The Street department changed from an overlay program to a pavement management program in 2010. Slurry seal maintenance included 2010 and 2011 schedule. Building permits are reported for calendar year and include miscellaneous residential roofing, siding, and fencing.

Schedule 19
City of Moscow
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years

Function/Program	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
General Government										
Service vehicles	12	13	13	13	13	13	12	12	13	13
Fiber Optic System	15.3 miles	15.3 miles	15.4 miles	15.4 miles	18 miles	18 miles	18 miles	18 miles	18 miles	18.25 miles
Fire										
Number of stations	3	3	3	3	3	3	3	3	3	3
Fire engines and vehicles	14	14	14	14	13	13	13	13	14	15
Police										
Number of stations	2	2	2	2	2	2	2	2	2	2
Police vehicles	20	20	23	23	23	24	22	22	23	23
Streets										
Area in square miles	6.89	6.89	6.92	6.92	6.92	6.98	7	7	6.93	7.19
Miles of streets	75.15	75.15	76.53	76.56	76.75	77.62	78.27	78.71	79.34	79.53
Service vehicles	27	27	28	32	29	29	25	27	27	28
Parks and Recreation										
Number of developed parks	20	20	20	21	22	22	21	21	22	22
Developed park acreage	259.6 acres	259.6 acres	259.6 acres	261.85 acres	262.38 acres	262.38 acres	224.56 acres	229.22 acres	235.95 acres	238.17 acres
Undeveloped parks	9	9	9	11	10	11	8	7	3	3
Undeveloped park acreage	62.41 acres	62.41 acres	62.41 acres	64.81 acres	66.9 acres	67.17 acres	59.87 acres	60.74 acres	10.57 acres	10.57 acres
"Open Space" properties				8	8	8	7	7	8	8
"Open Space" acreage				6.3 acres	6.3 acres	6.3 acres	6.71 acres	8.09 acres	66.25 acres	66.25 acres
Paradise Path System miles	2.61 miles	2.61 miles	2.61 miles	2.61 miles	2.61 miles	2.61 miles	3.22 miles	3.22 miles	4.97 miles	4.97 miles
Eggan Youth Center	1	1	1	1	1	1	1	1	1	1
1912 Center	1	1	1	1	1	1	1	1	1	1
Hamilton Indoor Recreation Center	1	1	1	1	1	1	1	1	1	1
Hamilton-Lowe Aquatics Center (swimming pools)	2	2	2	2	2	2	1	1	1	1
Service vehicles	32	32	32	32	32	32	33	33	38	38
Water										
Miles of water mains	94.55	94.55	94.35	94.41	94.41	94.95	95.99	96.65	97.36	97.67
Service vehicles	19	19	17	19	19	19	17	19	19	20
Wastewater										
Miles of sanitary sewers	83.13	83.23	83.51	84.25	84.62	84.78	84.9	85.52	88.8	89.19
Miles of storm sewers	59.44	59.52	59.8	60.5	60.5	60.46	63.82	64.73	65.86	66.4
Service vehicles	13	13	13	12	12	12	12	13	12	12

Source: Various City departments



COMPLIANCE REPORTING



INDEPENDENT AUDITOR'S REPORT - GOVERNMENT AUDITING STANDARDS

Members of the City Council
City of Moscow, Idaho
Moscow, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Moscow, Idaho, as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the City of Moscow, Idaho's basic financial statements and have issued our report thereon dated March 1, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Moscow, Idaho's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Moscow, Idaho's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Moscow, Idaho's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Moscow, Idaho's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of the financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

March 1, 2021



INDEPENDENT AUDITOR'S REPORT – *UNIFORM GUIDANCE*

Members of City Council
City of Moscow, Idaho
Moscow, Idaho

Report on Compliance for Each Major Federal Program

We have audited the City of Moscow, Idaho's, compliance with the types of compliance requirements described in the OMB's *Compliance Supplement*, that could have a direct and material effect on each of the City of Moscow, Idaho's major federal programs for the year ended September 30, 2020. The City of Moscow, Idaho's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City of Moscow, Idaho's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; and the audit requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Those standards and the *Uniform Guidance* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City of Moscow, Idaho's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City of Moscow, Idaho's compliance.

Opinion on Each Major Federal Program

In our opinion, the City of Moscow, Idaho, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2020.

Report on Internal Control Over Compliance

Management of the City of Moscow, Idaho, is responsible for establishing and maintaining effective internal control over compliance with the requirements referred to above. In planning and performing our audit of compliance, we considered the City of Moscow, Idaho's internal control over compliance with the types of requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the *Uniform Guidance*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Moscow, Idaho's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the *Uniform Guidance*. Accordingly, this report is not suitable for any other purpose.

March 1, 2021

CITY OF MOSCOW, IDAHO

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2020

Section I – Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

* Material weakness(es) identified ☐ yes ☒ no

* Significant deficiency(ies) identified that are not considered to be material weaknesses? ☐ yes ☒ none reported

Noncompliance material to financial statements noted? ☐ yes ☒ no

Federal Awards

Internal control over major programs:

* Material weakness(es) identified ☐ yes ☒ no

* Significant deficiency(ies) identified that are not considered to be material weaknesses? ☐ yes ☒ none reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance ☐ yes ☒ no

Identification of major programs:

<u>CFDA Numbers</u>	<u>Name of federal program or cluster</u>
20.205	Highway Planning and Construction

Dollar threshold used to distinguish between type A and type B programs: \$ 750,000

Auditee qualified as low-risk auditee? ☐ yes ☒ no

CITY OF MOSCOW, IDAHO

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended September 30, 2020

Section II – Financial Statement Findings

No matters were reported.

Section III – Federal Award Findings and Questioned Costs

No matters were reported.

MANAGEMENT REVIEW DRAFT

CITY OF MOSCOW, IDAHO

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - MODIFIED ACCRUAL BASIS
Year Ended September 30, 2020

	Federal CFDA Number	Pass- Through Entity Identifying Number	Passed Through to Subrecipients	Total Federal Expenditures
DEPARTMENT OF TRANSPORTATION				
Passed through the State of				
Idaho - Transportation Department				
Highway Planning and Construction	20.205		None	\$ 865,686 *
Total Highway Planning and Construction Cluster				<u>865,686</u>
Passed through the State of				
Idaho - Transportation Department				
Highway Safety Grant	20.600		None	7,637
State Traffic Safety Information Systems Grant	20.610		None	82,004
National Priority Safety Programs	20.616		None	10,409
Total Highway Safety Cluster				<u>100,050</u>
Total for Department of Transportation				<u>965,736</u>
DEPARTMENT OF JUSTICE				
Passed through the State of				
Idaho - Attorney General				
Bulletproof Vest Partnership	16.607		None	3,453
Internet Crimes Against Children	16.543		None	499
Total for Department of Justice				<u>3,952</u>
NATIONAL ENDOWMENT FOR THE ARTS				
Passed through the State of				
Idaho - Commission on the Arts				
Promotion of the Arts Partnership Agreements	45.025	18559396119	None	5,402
Total for National Endowment for the Arts				<u>5,402</u>
DEPARTMENT OF HEALTH AND HUMAN SERVICES				
Passed through the State of				
Idaho - Office of Drug Policy				
Substance Abuse and Mental Health Services Projects of Regional and National Significance	93.243	1H79SP080981-01	None	2,143
Total for Department of Health and Human Services				<u>2,143</u>
DEPARTMENT OF HOMELAND SECURITY				
Passed through the State of				
Idaho - Military Division				
Homeland Security Grant Program	97.036	FEMA-4443-DR-ID	None	930
Total for Department of Homeland Security				<u>930</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS				<u><u>\$ 978,163</u></u>

CITY OF MOSCOW, IDAHO

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - MODIFIED ACCRUAL BASIS
Year Ended September 30, 2020

Note 1. Basis of Presentation

BASIS OF PRESENTATION - SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

The schedule of expenditures of federal awards includes the federal grant awards of the City of Moscow, Idaho, and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in, the presentation of the basic financial statements.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the *Uniform Guidance*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

DE MINIMIS INDIRECT COST RATE

The City of Moscow, Idaho, has elected not to use the 10-percent *de minimis indirect cost* rate allowed under the *Uniform Guidance*.

* Major program

COMMITTEE STAFF REPORT

DATE: Monday, March 15, 2021



RESPONSIBLE STAFF

Jen Pfiffner, Assistant City Supervisor

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

City of Moscow Restroom Facility Family-Friendly/Gender-Neutral Conversion Plan Proposal (ACTION ITEM) - Jen Pfiffner

DESCRIPTION

A concept to develop a plan for conversion of its public restrooms to family-friendly/gender-neutral facilities to serve multiple users was presented to City Council on November 2, 2020 and direction was given to develop a plan for conversion at the time.

The basis for the plan as presented includes a review was conducted of all City of Moscow facilities including parks installed facilities, parks portables, City-occupied, and City-Owned but not occupied facilities.

An inventory reveals most City-owned buildings and parks already have multi-user restrooms, or with minor modifications, can be converted. Modifications for conversion for nearly all City facilities includes some changes to locking systems and updating of signage. Two facilities in particular presented greater challenges, the Mountain View Park and Downtown facility. The Mountain View Park facility has been scheduled for ADA updates and due to a recent successful grant application for CDBG funds will undergo some remodel construction in 2021. Further review of that project shows feasibility for including additional remodel work to accommodate the conversion to a completely family-friendly/gender-neutral facility. The Downtown facility is currently under review for potential conversion/remodel and will be considered further in the downtown revitalization planning process set to launch in 2021.

Staff recommendation:

Phase 1 - Begin the conversion of the restrooms that are easily done this year. The *estimated* costs and facilities to be addressed as outlined below:

- Phase 1, conversion is estimated to cost \$2,650, not to exceed \$3,000.

Category	Facility	Change Required	Est. Cost
Parks	Ghormley Park	Signage	\$50
Parks	Kiwanis Park	Signage	\$50
Parks	Rotary Park	Signage	\$50
Parks	Lena Whitmore Park	Signage	\$50
City-Occupied	City Hall	No Change	\$1,250
City-Occupied	Police Department East Restroom	Signage	\$50
City-Occupied	Police Department Lobby	Signage	\$50
City-Occupied	Water Operations Building	Signage	\$50

City-Occupied	Paul Mann Building Basement	Locks and Signage	\$75
City-Occupied	Fire Station #2 Resident Shower Room	Locks and Signage	\$75
City-Occupied	ITC	Locks and Signage	\$150
City-Occupied	WRRF	Locks and Signage	\$150
City-Occupied	Haddock Building 1st floor	Locks and Signage	\$150
City-Occupied	Fire Station #1 Second Floor	Locks and Signage	\$150
City-Owned	Library Lobby	Locks and Signage	\$150
City-Owned	1912 Center	Signage	\$150

Phase 2 - Address Mountain View Park through 2021 ADA construction/remodel process

- Phase 2, Mountain View Park facility cost to be determined but initial estimates seem feasible and reasonable, addition information to be reported once finalized.

Phase 3 - Address Downtown facility through downtown revitalization planning to begin in 2021.

- Phase 3, Downtown facility cost is to be determined.

Additionally, staff recommends development of a Resolution to establish policy that all future restroom construction in City-owned parks and buildings include family-friendly/gender-neutral facilities. A Resolution would be brought to Council in the coming months.

This matter was reviewed by Administrative Committee on March 8 and recommended to move forward for City Council consideration.

STAFF RECOMMENDATION

Approve City of Moscow Restroom Facility Family Friendly/Gender-Neutral Conversion Plan.

PROPOSED ACTIONS

Approve City of Moscow Restroom Facility Family Friendly/Gender-Neutral Conversion Plan, or take such other action deemed appropriate.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. FFGN Conversion Plan Proposal 030820201
2. Facility Inventory

MEMORANDUM



To: Gary Riedner, City Supervisor
From: Jen Pfiffner, Deputy City Supervisor – Culture, Recreation & Employee Services
c: David Schott, Assistant Parks & Recreation Director
Date: March 8, 2021
Re: Family-Friendly/Gender-Neutral Restroom Facility Conversion Proposal

A concept to develop a plan for conversion of its public restrooms to family-friendly/gender-neutral facilities to serve multiple users was presented to City Council on November 2, 2020 and direction was given to develop a plan for conversion at the time.

The basis for the plan as presented includes a review was conducted of all City of Moscow facilities including parks installed facilities, parks portables, City-occupied, and City-Owned but not occupied facilities.

An inventory reveals most City-owned buildings and parks already have multi-user restrooms, or with minor modifications, can be converted. Modifications for conversion for nearly all City facilities includes some changes to locking systems and updating of signage. Two facilities in particular presented greater challenges, the Mountain View Park and Downtown facility. The Mountain View Park facility has been scheduled for ADA updates and due to a recent successful grant application for CDBG funds will undergo some remodel construction in 2021. Further review of that project shows feasibility for including additional remodel work to accommodate the conversion to a completely family-friendly/gender-neutral facility. The Downtown facility is currently under review for potential conversion/remodel and will be considered further in the downtown revitalization planning process set to launch in 2021.

Staff recommendation:

Phase 1 - Begin the conversion of the restrooms that are easily done this year. The *estimated* costs and facilities to be addressed as outlined below:

- Phase 1, conversion is estimated to cost \$2,650, not to exceed \$3,000.

CATEGORY	FACILITY	CHANGE REQUIRED	EST. COST
PARKS	Ghormley Park	Signage	\$50
PARKS	Kiwanis Park	Signage	\$50
PARKS	Rotary Park	Signage	\$50
PARKS	Lena Whitmore Park	Signage	\$50
CITY-OCCUPIED	City Hall	No Change	\$1,250
CITY-OCCUPIED	Police Department East Restroom	Signage	\$50
CITY-OCCUPIED	Police Department Lobby	Signage	\$50
CITY-OCCUPIED	Water Operations Building	Signage	\$50
CITY-OCCUPIED	Paul Mann Building Basement	Locks and Signage	\$75
CITY-OCCUPIED	Fire Station #2 Resident Shower Room	Locks and Signage	\$75

CITY-OCCUPIED	ITC	Locks and Signage	\$150
CITY-OCCUPIED	WRRF	Locks and Signage	\$150
CITY-OCCUPIED	Haddock Building 1st floor	Locks and Signage	\$150
CITY-OCCUPIED	Fire Station #1 Second Floor	Locks and Signage	\$150
CITY-OWNED	Library Lobby	Locks and Signage	\$150
CITY-OWNED	1912 Center	Signage	\$150

Phase 2 - Address Mountain View Park through 2021 ADA construction/remodel process

- Phase 2, Mountain View Park facility cost to be determined but initial estimates seem feasible and reasonable, addition information to be reported once finalized.

Phase 3 - Address Downtown facility through downtown revitalization planning to begin in 2021.

- Phase 3, Downtown facility cost is to be determined.

Additionally, staff recommends development of a Resolution to establish policy that all future restroom construction in City-owned parks and buildings include family-friendly/gender-neutral facilities. A Resolution would be brought to Council in the coming months.

2021 City Restroom Inventory
2/2/2021

2/2/2021		(Gender Neutral)												NOTES
		Men's		Women's		Family/Unisex		Portable		ADA	Estimated			
		Urinals	Toilets	Urinals	Toilets	Urinals	Toilets	Urinals	Toilets	Compliant	Material Costs			
Parks														
1	Rotary Park	1	1		1					Y	\$50.00	Signage		
2	Lena Whitmore Park		1		1					Y	\$50.00	Signage		
3	East City Park	2	1		3		1			Y		No Change		
4	Ghormley Park		1		1					Y	\$50.00	Signage		
5	Downtown Restroom	1	1		2					Y		No Change		
6	Mountain View Park	2	2		3					N		Construction 2021		
7	Indian Hills Park						1			Y		Install 2021		
8	MSDCP	1	2		4		1			Y		No Change		
9	Kiwanis Park		1		1					Y	\$50.00	Signage		
Subtotal Parks:		7	10	0	16	0	3	0	0					
Portable Restrooms														
Anderson Frontier Park (ADA)								1	1	Y		No change		
Berman Creekside Park (ADA)									1	Y		No change		
West Palouse Properties (ADA)								1	1	Y		No change		
Dog Park (ADA)									1	Y		No change		
Eggan Youth Center (ADA)									1	Y		No change		
Indian Hills Park (Non ADA)								1	1	N		Permanent single user unisex restroom to be constructed summer 2021		
Itani Park (ADA)									1	Y		No change		
Lola Clyde Park (ADA)									1	Y		No change		
Ghormley (Summer)									1	Y		No change		
Mountain View (Winter)									1	Y		No change		
Subtotal Portable Restrooms:		0	0	0	0	0	0	3	10					

2021 City Restroom Inventory
2/2/2021

2/2/2021		Men's		Women's		(Gender Neutral) Family/Unisex		Portable		ADA	Estimated	NOTES
		Urinals	Toilets	Urinals	Toilets	Urinals	Toilets	Urinals	Toilets	Compliant	Material Costs	
City Buildings												
1	HIRC Lobby West Restroom					1				Y		No change
2	HIRC Lobby East Restroom					1				Y		No change
3	HIRC Locker Rooms	2	2		7					Y		No change
4	Eggan Youth Center	1	2		2	1				Y/N		No change
5	City Hall First Floor	1	1		2					Y		Convert 1st, 2nd, or 3rd floors as appropriate.
6	City Hall Second Floor	2	1		5					Y	\$1,250.00	Convert 1st, 2nd, or 3rd floors as appropriate.
7	City Hall Third Floor	1	1		2					Y		Convert 1st, 2nd, or 3rd floors as appropriate.
8	Annex					1				N		This facility lease is going to end, so no need for change
9	Fire Station #1 First Floor					1				Y		No change
10	Fire Station #1 Second Floor	1	2		2					N	\$150.00	Lock and Signage
11	Fire Station #2 North Restroom					1				N		No change
12	Fire Station #2 South Restroom					1				N		No change
13	Fire Station #2 Resident Shower Room					1				N	\$75.00	Lock and Signage
14	Fire Station #3 Lobby West Restroom					1				Y		No change
15	Fire Station #3 Lobby East Restroom					1				Y		No change
16	Fire Station #3 Engine Bay					1				Y		No change
17	Fire Station #3 Resident Rooms (5 Restrooms)					5				N		No change
18	HLAC Outside Family Restroom 1					1				Y		No change
19	HLAC Outside Family Restroom 2					1				Y		No change
20	HLAC Locker Rooms	6	2		5					Y		No change
21	ITC	1	1		2					Y	\$150.00	Lock and Signage
22	Paul Mann Building Basement	1	1							N	\$75.00	Lock and Signage
23	Paul Mann Building First Floor					1				Y		No change
24	WRRF	1	1		1					Y	\$150.00	Lock and Signage
25	WRRF Trailer					1				N		No change
26	WRRF Dewatering Building					1				N		No change
27	Magyar - Water Administration Building		1		1					N		No change
28	Water Operations Building	1	1		1					N	\$50.00	Signage
29	City Shops East Restroom					1				N		No change
30	City Shops West Restroom					1	1			N		No change
31	Police Department West Restroom					2	1			Y		No change
32	Police Department East Restroom	1	1		1					Y	\$50.00	Signage
33	Police Department Lobby		1		1					Y	\$50.00	Signage
34	Haddock Building 1st floor	1	1		2					Y	\$150.00	Lock and Signage
35	Haddock Building 2nd floor					2				Y		No change
36	New Police Services Facility 1st Floor	1	2		2	2				Y		No change
37	New Police Services Facility 2nd Floor	1	1		2	2				Y		No change
Subtotal City Buildings:		22	22	0	38	3	30	0	0			
Miscellaneous												
1	1912 Center Ground Floor	1	2		3					Y	\$50.00	Signage
2	1912 Center First Floor		1		1	1				Y	\$50.00	Signage
3	1912 Center Second Floor	1	1		3	1	2			Y	\$50.00	Signage
4	Library Lobby	1	1		1					Y	\$150.00	Lock and Signage
5	Library Carnegie Section Restroom 1					1				N		No change
6	Library Carnegie Section Restroom 2					1				N		No change
7	Library Basement					1				Y		No change
8	Virgil Phillips Farm Restroom 1 (Same Building)					1				N		No change
9	Virgil Phillips Farm Restroom 2 (Same Building)					1				N		No change
10	Animal Shelter					1				Y/N		No change
11	Huggins House Restroom 1					1				N		No change
12	Huggins House Restroom 2					1				N		No change
Subtotal Miscellaneous:		3	5	0	8	1	11	0	0			
Total:		32	37	0	62	4	44	3	10			
EST TOTAL:											\$2,650.00	

CITY COUNCIL STAFF REPORT

DATE: Monday, March 15, 2021



AGENDA ITEM TITLE

Consideration of Resolution Allowing Temporary Business Extension into Main Street Right-of-Way (ACTION ITEM) - Gary J. Riedner

RESPONSIBLE STAFF

Gary Riedner, City Supervisor

REVIEWED BY

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

DESCRIPTION

In 2020, in response to COVID-19 pandemic, the Mayor and City Council directed City staff to research and develop temporary program changes designed to provide some opportunities to eating and drinking establishments and merchants which were being directly impacted by social/physical distancing requirements. As a result, City Council approved Resolution 2020-11 and 2020-23, which suspended certain sections of Moscow City Code Title 9, Chapter 12, Sidewalk Cafe regulations, through December 1, 2020. At the present time, social/physical distancing continues to be required by City Council Resolution 2020-27, which extended the Mayor's Amended Public Health Emergency Order 20-03, and Governor Little's Idaho Rebounds recommendations. Staff recommends that City Council adopt the accompanying Resolution which would authorize the suspension of those same sidewalk cafe regulations as in 2020. These include allowing temporary expanded use of the public rights-of-way for Sidewalk Cafés, which are regulated by Moscow City Code (MCC) Title 9, Chapter 12, as well as expediting the process for expansion of the boundaries of licensed serving areas for duly licensed alcoholic beverage service and consumption. A memo from the City Supervisor and additional reference materials are included in the Council packet to provide a background of the process proposed to be implemented for 2021.

STAFF RECOMMENDATION

Review the memo and other information provided and approve the proposed Resolution.

PROPOSED ACTIONS

PROPOSED ACTIONS: Review the Memo and other information provided and approve the proposed Resolution, or take such further action deemed appropriate.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. memo-Mayor Council _Expansion of Sidewalk Cafes COVID_0321
2. Chapter 12 - Sidewalk Cafe Regulations (PDF)
3. Application - Sidewalk Cafe Extension COVID-19 FINAL
4. Main Street Eating and Drinking Establishments

MEMORANDUM



To: Mayor & City Council

From: Gary J. Riedner, City Supervisor

c: Laurie Hopkins, City Clerk; Mia Bautista, City Attorney; Tyler Palmer, Deputy City Supervisor, Public Works & Services; Jen Pfiffner, Deputy City Supervisor, Culture, Recreation & Employee Services; Bill Belknap, Deputy City Supervisor Community Planning & Design; Amanda Argona, Community Events Manager; Steve Schulte, Streets/Storm Manager

Date: March 12, 2021

Re: Expansion of Sidewalk Cafés in the Central Business District and Expansion of Licensing Areas in the Motor Business District to Promote Social Distancing in Response to COVID-19 Pandemic and City Council Resolution 2020-27, and Governor Little's Idaho Rebounds Recommendations

In 2020, in response to COVID-19 pandemic, the Mayor and City Council directed City staff to research and develop temporary program changes designed to provide some opportunities to eating and drinking establishments and merchants which were being directly impacted by social/physical distancing requirements. As a result, City Council approved Resolution 2020-11 and 2020-23, which suspended certain sections of Moscow City Code Title 9, Chapter 12, Sidewalk Cafe regulations, through December 1, 2020. These sections included allowing temporary expanded use of the public rights-of-way for Sidewalk Cafés, which are regulated by Moscow City Code (MCC) Title 9, Chapter 12, as well as expediting the process for expansion of the boundaries of licensed serving areas for duly licensed alcoholic beverage service and consumption.

MCC 9-12 regulates Sidewalk Cafés, which, upon issuance of a permit by the City Clerk, allow eating and drinking establishments to extend operations to “Licensed Areas” within the public right-of-way (ROW). I have attached a copy of that chapter to this memo. Within that chapter are several issues which need to be resolved in order to provide relief from the Code.

Staff developed a program for 2020 as follows:

- Sec. 12-1.B “Licensed Area”. The area or location upon public property and/or right-of-way and abutting an eating and/or drinking establishment within which a licensed Sidewalk Café may operate. The portion of this section that was suspended is the requirement that the right-of-way upon which the Sidewalk Café operates abuts the eating and/or drinking establishment. This requirement was suspended in order to allow the City Clerk, in exercising the authority granted by Council Resolution to allow temporary expansion of Licensed Areas when the applicant has obtained the permission to expand the Sidewalk Café in front of a neighboring property.

- Sec. 12-3.B. “A Sidewalk Café license shall be issued for one (1) year, commencing on the date of license issuance and ending at midnight on December 31st of the year of issuance.” This section was suspended in order to allow the City Clerk, in exercising the authority granted by Council Resolution, to issue temporary Sidewalk Café licenses for the period authorized by the Resolution.
- Sec. 12-3.C. “An annual fee to be paid upon issuance of a Sidewalk Café license shall be set from time to time by Resolution duly passed and adopted by the Council.” This section could be suspended in order to allow the City Clerk, to issue temporary Sidewalk Café licenses without the requirement of collecting a fee from applicants, in order to grant relief to these small businesses.
- Sec. 12-4.F.4. “The licensee shall amend its existing State, County, and City alcohol license information to include the Licensed Area.” This section is being suspended in order to allow the City Clerk, in exercising the authority granted by the Idaho State Police, Alcohol Beverage Control Unit, to allow temporary expansion of Licensed Areas if appropriate regulatory and safety measures are implemented.
- Sec. 12-4.F.5. “Delineation of the Licensed Area shall consist of a non-permanent physical barrier such as a railing, potted plants, decorative chain, fence, rope or other physical barrier, as required and approved by the City.” This section was suspended in order to allow the City Clerk, in appropriate circumstances, to waive the City-required physical barrier, while requiring some other means of delineating the Licensed Area.
- Sec. 12-6.C. “If liquor is served or allowed to be consumed in a Licensed Area, the establishment shall be a “full service restaurant”, as that term is defined in this Chapter.” This section was suspended in order to allow the City Clerk to temporarily allow the serving of liquor by a duly licensed establishment without the necessity of being a full-service restaurant.
- Sec. 12-6.D. “The Sidewalk Café shall be specifically limited to the Licensed Area shown in the Sidewalk Café license and accompanying diagram and shall take up no more than fifty percent (50%) of the unobstructed portion of the abutting Sidewalk, except in accordance with specific regulations adopted by the Council by Resolution or as otherwise authorized or permitted by City.” The portion of this section that was suspended is the limitation of 50% of the unobstructed portion of the abutting right-of-way, provided that the City Clerk determines that the proposed configuration of the Licensed Area protects the four (4) contiguous feet of pedestrian access as required by Sec. 12-6 E.

A Resolution of the City Council suspending the pertinent sections of MCC 9-12 and granting the City Clerk the authority to issue temporary permits, while allowing flexibility from the previously noted sections provided the relief contemplated by City Council. Based upon the Resolution, staff developed standards to help guide the City Clerk in the use of her discretion.

Staff is making contact with Captain Bradley Doty of ABC, to determine if ABC will continue their program of allowing the City to approve temporary expansion of what will be considered a business' "premises" after the City Clerk has reviewed the request, taking into consideration public safety. Last year, in the event the City Clerk elected to grant such expansion, then ABC requested a letter from the City with its action taken, as well as a map showing the businesses that would be expanding.

For 2021, Staff is recommending the same program as approved last year. Attached is the Sidewalk Café Encroachment License/Temporary Expansion Application from 2020. A copy of the recommended Resolution is also included in the packet.

Chapter 12

SIDEWALK CAFÉ REGULATIONS

- Sec. 12-1:** Definitions
- Sec. 12-2:** Permit Required
- Sec. 12-3:** Application for Sidewalk Café License
- Sec. 12-4:** Standards for Issuance of License
- Sec. 12-5:** Liability and Hold Harmless Agreement
- Sec. 12-6:** Conditions of License
- Sec. 12-7:** Denial, Revocation, or Suspension of License
- Sec. 12-8:** Appeals
- Sec. 12-9:** Penalties

Sec. 12-1. Definitions.

- A. *Full Service Restaurant.* An establishment maintained, advertised and held out to the public as primarily a food eating establishment, where individually priced meals are prepared and regularly served to the public primarily for on-premises consumption, or an establishment where not less than forty percent (40%) of its consumable purchases are derived from the sale of food and/or non-alcoholic beverages. The full service restaurant shall also have a dining room or rooms, kitchen, and cooking facilities for preparation of food (including stoves, ovens, and/or refrigeration equipment).
- B. *Licensed Area.* The area or location upon public property and/or public right-of-way and abutting an eating and/or drinking establishment within which a licensed Sidewalk Café may operate.
- B. *Sidewalk.* Sidewalk means that portion of a street between the curb or lateral lines of a roadway or other public right-of-way and the abutting property lines intended for use by pedestrians.
- C. *Sidewalk Café.* An eating and/or drinking establishment which serves food and/or beverages on public property or within a public right-of-way

as part of its business as an eating and/or drinking establishment, pursuant to City license.

(Ords. 2007-09, 08/20/2007; 2010-12, 06/07/2010)

Sec. 12-2. Permit Required.

It shall be unlawful for any person to operate a Sidewalk Café without a Sidewalk Café license as provided by this Chapter. A Sidewalk Café license shall not grant any person a property right or property interest in the Licensed Area, any public property, or right-of-way.

(Ord. 2007-09, 08/20/2007)

Sec. 12-3. Application for Sidewalk Café License.

- A. A person desiring to operate a Sidewalk Café shall make written application to the Clerk upon forms supplied by the City.
- B. A Sidewalk Café license shall be issued for one (1) year, commencing on the date of license issuance and ending at midnight on December 31st of the year of issuance.
- C. An annual fee to be paid upon issuance of a Sidewalk Café license shall be set from time to time by Resolution duly passed and adopted by the Council.

(Ord. 2007-09, 08/20/2007)

Sec. 12-4. Standards for Issuance of License.

The Clerk shall issue a permit upon a finding that:

- A. The proposed Sidewalk Café will not unreasonably interfere with pedestrian traffic and/or other uses of the Licensed Area and/or public rights-of-way.
- B. The proposed Sidewalk Café shall maintain an unobstructed pedestrian access on the sidewalk of not less than four contiguous feet (4').
- C. The applicant has met all other applicable provisions of this Code as well as the laws of the United States of America, the State of Idaho, and Latah County, Idaho, including, where applicable, licenses to serve alcohol.

- D. A risk assessment has been performed by the North Central District Health Department on the applicant's business and the applicant has a current State license authorizing the applicant to serve food and beverages, where such license is required.
- E. The licensee shall demonstrate that current, paid up, general liability insurance has been obtained for each Licensed Area in an amount not less than Five Hundred Thousand Dollars (\$500,000) combined single limits. Such general liability insurance policy shall be primary to any other insurance related to the operation of the Sidewalk Café and to that of any potential party subject to a claim related to these events. The City shall be named as an additional insured on any insurance policy of the licensee relating to the operation of the Sidewalk Café. All policies of insurance shall require ten (10) days notice to City by certified mail of any cancellation or change affecting any interest of coverage. A current certificate of insurance shall be kept on file with the Clerk at all times.
- F. A licensee who intends to serve alcoholic beverages or allow such to be consumed in the Sidewalk Café shall meet the following additional requirements:
 - 1. The licensee shall have a valid State, County, and City alcohol license for lawful service of beer and/or wine and/or liquor.
 - 2. Service and/or consumption of alcohol shall only occur in the Licensed Area.
 - 3. No taps, kegs, coolers, or other alcoholic beverage storage devices related to the Sidewalk Café are allowed to be stored in the public right-of-way; and
 - 4. The licensee shall amend its existing State, County, and City alcohol license information to include the Licensed Area.
 - 5. Delineation of the Licensed Area shall consist of a non-permanent

physical barrier such as a railing, potted plants, decorative chain, fence, rope or other physical barrier, as required and approved by the City.

6. The licensee shall demonstrate that the licensee has current, paid up, Liquor Liability Insurance for each Sidewalk Café in an amount not less than One Million Dollars (\$1,000,000) combined single limits. Such insurance shall be primary to any other insurance related to the alcohol service by the Sidewalk Café and to that of any potential party subject to a claim related to these events. City shall be named as an additional insured on any such insurance policy of the licensed vendor or for the events described herein. All policies of insurance shall require ten (10) days notice to City by certified mail of any cancellation or change affecting any interest of coverage. A current certificate of insurance shall be kept on file with the Clerk at all times.

(Ord. 2007-09, 08/20/2007; 2010-12, 06/07/2010)

Sec. 12-5. Liability and Hold Harmless Agreement.

Every licensee shall hold City, its agents, servants, employees, officers, and/or contractors harmless, and shall indemnify and defend any claim filed against City, its agents, servants, employees, officers and/or contractors for any activities associated with the Sidewalk Café, including the actions and/or inactions of every person, licensee, owner, director, employee, or agent.

(Ord. 2007-09, 08/20/2007)

Sec. 12-6. Conditions of License.

- A. A Sidewalk Café license shall not be issued in any zoning district other than the Central Business (CB) Zoning District.
- B. A Sidewalk Café license shall not be assigned to any other person or place.
- C. If liquor is served or allowed to be consumed in a Licensed Area, the

establishment shall be a “full service restaurant”, as that term is defined in this Chapter.

- D. The Sidewalk Café shall be specifically limited to the Licensed Area shown in the Sidewalk Café license and accompanying diagram and shall take up no more than fifty percent (50%) of the unobstructed portion of the abutting Sidewalk, except in accordance with specific regulations adopted by the Council by Resolution or as otherwise authorized or permitted by City.
- E. The proposed Sidewalk Café shall maintain an unobstructed pedestrian access on the sidewalk of not less than four contiguous feet (4’).
- F. The Sidewalk Café may operate only between the hours of 6:00 a.m. and midnight local time, and only during hours the abutting eating and/or drinking establishment is in operation.
- G. No Sidewalk Café located within Friendship Square shall operate during Farmer’s Market hours of operation.
- H. The Licensed Area, and all items placed within it, shall at all times be maintained in a clean and orderly condition.
- I. Only those items authorized by the Sidewalk Café license and shown on the diagram may be stored in the Licensed Area when the Sidewalk Café is not in operation.
- J. The Licensed Area shall be returned to the condition it was prior to the Sidewalk Café license agreement permitting operation of the Sidewalk Café.
- K. The Sidewalk Café shall conform to any additional requirement established from time to time by Resolution duly passed and adopted by the Council.
(Ord. 2007-09, 08/20/2007; 2010-12, 06/07/2010; 2014-15, 09/15/2014)

Sec. 12-7. Denial, Revocation or Suspension of License.

- A. In the event that a licensee or applicant has violated or cannot meet a condition of approval or a provision of this

Chapter, the Clerk may seek the denial, revocation, or suspension of the license.

- B. Prior to the denial, revocation, or suspension of a license as required herein, the Clerk shall provide written notice of such denial, revocation, or suspension to the licensee or applicant, as the case may be. Such written notice shall state the reason(s) for such denial, revocation, or suspension, and shall state that such licensee or applicant may request an appeal hearing as provided herein. Notice of denial, revocation, or suspension is effective on the date such notice is placed in a mailbox controlled by the United States Postal Service. Failure by the City to give notice as provided herein shall not establish a right to a license under this Chapter.

(Ord. 2007-09, 08/20/2007)

Sec. 12-8. Appeals.

- A. Any person aggrieved by the action of denial, suspension or revocation of the license by the Clerk shall have the right of appeal to the Council.
- B. Such appeal shall be taken by filing with the Clerk written notice thereof within ten (10) business days after the denial or the entry of the order of suspension or revocation. The notice of appeal shall specify an address at which the person appealing may be given notice of hearing on the appeal.
- C. At the appeal hearing before the Council, the applicant or person appealing shall be entitled to appear in person and offer evidence pertinent to the denial, suspension or revocation or may appear through legal counsel. The Clerk, Chief of Police, and/or legal counsel for the City shall likewise be entitled to appear at the hearing and offer evidence in support of the denial, order of suspension or revocation. Failure by applicant, person appealing, or their representative to appear before Council at the time scheduled to hear such an appeal shall result in the automatic denial of such appeal.

- D. The Council shall determine whether the denial, suspension or revocation shall be sustained and shall make a final reasoned statement in writing within fifteen (15) business days following the close of the hearing.

(Ord. 2007-09, 08/20/2007)

Sec. 12-9. Penalties.

Any person violating any of the provisions of this Chapter shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be punished pursuant to this Code and the Idaho Code.

(Ord. 2007-09, 08/20/2007)

CITY OF MOSCOW
SIDEWALK CAFÉ ENCROACHMENT LICENSE
TEMPORARY EXPANSION



A Sidewalk Café Encroachment License authorizes the Licensee to serve food and/or beverages outside and adjacent to their premises (Moscow City Code (MCC) Title 9, Chapter 12). If the premises are properly licensed, a Licensee may serve alcohol. Moscow City Council passed Resolution 2020-11 on June 1, 2020, allowing the expansion of the licensed area of eating and/or drinking establishments that serve food and/or alcohol beverages on a temporary basis to address the requirements and guidelines of Governor Little's Stay Healthy Order and Idaho Rebounds Plan protocols.

Attached to this letter is the application for the temporary expansion of a Sidewalk Café License.

After your consultation with Public Works and Services regarding the layout for a proposed temporary expansion, please fill out the application that is attached to this letter and **submit the complete application packet to the City Clerk**. Once the proposed premises have been determined to not unreasonably interfere with pedestrian traffic and/or other uses of the public right-of-way, the application will be forwarded to Police, Fire, and Community Events for review, with final approval by the City Clerk.

Items to consider as you fill out the application:

1. How to manage extended area seating with waiting patrons.
2. How to assure ADA accessibility requirements are met (minimum 4' clear zone).
3. Modification or removal on Saturdays during the Farmers Market season.
4. The portability of the setup if the right-of-way is needed for another public use.

Should you have Americans with Disabilities Act (ADA) specific questions, please contact the City's ADA Coordinator at 208-883-7600 or email adacoordinator@ci.moscow.id.us.

If you have any questions, please contact the following:

City Clerk 208-883-7015 or lhopkins@ci.moscow.id.us.

Please submit your application **in person** to Laurie M. Hopkins, City Clerk at City Hall, 206 E 3rd St. Room 304.

CITY OF MOSCOW
TEMPORARY SIDEWALK CAFÉ EXPANSION
FEE WAIVED FOR TEMPORARY EXPANSION ONLY



EXTENDED LICENSE EXPIRES ON OCTOBER 4TH, 2020
unless terminated sooner or extended by City Council

APPLICANT INFORMATION

Applicant's name _____ Phone _____
Applicant's address _____
Business name (DBA) _____ Phone _____
Business street address _____
Contact email _____

REQUIRED INFORMATION

Description of Required Deliverables
Layout requested (<i>see diagrams</i>) and enclose site plan of entire Sidewalk Café, including expanded area
☐ Café extended to sidewalk with pedestrian route on street. ☐ Café extended into on-street parking area with pedestrian route bifurcating the café. ☐ Café extended to other area of ROW (no parking area impact)
Extension to frontage of adjacent property owner business front
☐ Submit a copy of map to adjacent property owner. ☐ Signed letter from adjacent property approving the extension and map, countersigned by requesting business.
Certificate of Liability to include proposed extended area of café. City of Moscow as additional ensured.
Barriers
☐ Provided by applicant Type: _____ # of: _____
☐ Provided by City (as available) Type: _____ # of: _____
Parking Stalls requested (see map for specific numbered stalls): _____

Once the proposed café area has been inspected for public safety and meets the City's revised standards, the City Clerk will provide a letter and revised map to Alcohol Beverage Control.

READ CAREFULLY: _____ (applicant name) shall indemnify and hold harmless the City of Moscow from and for any and all losses, claims, actions, judgements for damages or injury to persons and property and losses and expenses caused or incurred by _____ (business name), its servants, agents, employees, guests and business invitees, and not caused by or arising out of the tortious conduct of the City of Moscow or its employees.

I understand:

- the licensed area must be contiguous to the business;
- any temporary expansion of the licensed area granted pursuant to Resolution 2020-11 shall not act to waive any of the qualifications and/or requirements of state, county and city alcohol licenses unless specifically authorized herein;
- the Sidewalk Café extension may need to be modified or removed on Saturdays during the Moscow Farmers Market season;
- any temporary expansion cannot block ingress/egress to the front of the business nor an adjoining business;
- if extending to the front of an adjoining business, the adjoining business may revoke permission at any time by notifying the City Clerk in writing;
- the City Clerk has the authority to revoke the temporary permit at any time;
- by approving the extension of a Sidewalk Café, the City is not approving the businesses regulation of social distancing or the businesses protocols of implementing Governor Little's Stay Healthy Order or Idaho Rebounds Plan for the business;
- this is a pilot program and may be modified at any time.

I have read the foregoing and understand that the terms of this Agreement are contractually and legally binding and that no verbal statement to the contrary, by any person or entity, can void or alter the terms of this Agreement.

I, _____, certify under penalty of perjury pursuant to the law of the State of Idaho, that the foregoing is true and correct.

Applicant's Signature

Date

FOR OFFICE USE ONLY	
Date Received: _____	☐ Completed and signed application ☐ Sidewalk Café site plan ☐ Letter from adjacent property owner if applicable ☐ Certificate of Insurance, City additional insured ☐ Barrier information ☐ Letter sent to ABC
Approvals: _____	
Public Works: _____	
Streets: _____	
Police: _____	
Fire: _____	Clerk Approval: _____
Engineering: _____	Approval Date: _____
Comm Events: _____	Conditions: _____
Denied ☐ Denial Reason: _____	

