Public Works / Finance Committee

Regular Meeting
~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday
July 11, 2022

3:00 PM

Council Chambers
206 E. Third St.

REGULAR AGENDA

PRESENT: Gina Taruscio, Maureen Laflin, Hailey Lewis
OTHERS: Mayor Art Bettge, Councilmember Sandra Kelly, Councilmember Julia Parker
STAFF: Tyler Palmer, Sarah Banks, Cody Riddle, Brian Nickerson, Mia Bautista, Taylor Riedner

1. **Approval of Public Works/Finance Committee June 27, 2022 Minutes (ACTION ITEM) - Taylor Riedner**

The minutes were approved as presented.

2. **Disbursement Report June 2022 (ACTION ITEM) - Sarah Banks**

   Presentation of the Accounts Payable Report for the month ending June, 2022.

   ACTION: Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of June 2022.

Banks introduced the items by highlighting major expenses including eight ARPA recover grant agreement payments, US 95 South water/sewer extension payment, 3rd quarter Smart Transit pledge, and a manhole lining rehabilitation payment. The Committee recommended approval and that it be placed on the Council consent agenda.

3. **Third Quarter Financial Report April 1, 2022 to June 30, 2022 for FY2022 (ACTION ITEM) - Sarah Banks**

   Presentation of the financial report for the third quarter of Fiscal Year 2022 (April 1, 2022 to June 30, 2022).

   PROPOSED ACTIONS: Approve the FY2022 Third Quarter Report, or provide staff further direction.

Banks introduced the item by explaining the fiscal year is at 75% and everything on the report should reflect a similar percentage and not exceed. Anything over that amount is likely a one-time transfer that happens at the beginning of the year. General Fund Capital Outlay is at 125% due to the fire station heat tape which was an unanticipated payment. Stormwater Capital is at 612% and was designated by Council to use for ARPA funds. The Committee recommended approval and that it be placed on the Council consent agenda.

4. **Assignment of Contract-Edington Subdivision (ACTION ITEM) - Cody Riddle**

   In May of 2021, the City entered into an agreement with the developer of Edington Subdivision to contribute to a portion of the project's costs in exchange for off-site frontage improvements along Palouse River Drive, east of the site. A condition of financing from the project lender (U.S. Bank) requires an "Assignment of Contract" from the developer. The attached agreement confirms the City's consent to the contract. It provides the lender with the same rights, privileges, and protections afforded the project developer. However, it does not change the responsibility of the developer to complete frontage improvements along Palouse River Drive, east of the site.

   PROPOSED ACTIONS: Recommend approval of the assignment agreement to City Council; or take other action as deemed appropriate.

Riddle introduced the item as written above and reviewed the progress on the project since May of 2021. The Committee recommended approval and that it be placed on the Council consent agenda.

5. **Idaho Community Block Grant Agreement - Fire Engine (ACTION ITEM) - Alisa Anderson / Brian Nickerson**

   A funding request was submitted to the Idaho Department of Commerce (IDOC) under the Idaho Community Development Block Grant (ICDBG) Public Facilities program in the fall of 2021 to assist with the purchase of a new fire engine. On April 12, 2022, a letter was received from IDOC stating the City had been awarded $335,000. The City has received an ICDBG Grant Agreement to accept and secure the funding.

   PROPOSED ACTIONS: Recommend approval to accept the Idaho Department of Commerce award under the Idaho Community Block Grant program for $335,000 by executing the funding Agreement for ICDBG-22-II-07-PF, or provide staff further direction.

Ridde introduced the item as written above. The fire truck is valued at just over $720,000 and the budget included funding that could have covered that entire expense should the grant not have been awarded. The City's match is approximately $352,000 with an additional 10% in-kind charge for administration of the grant. Delivery time should be around June of 2023 with a meeting in October to review additional details. Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

REPORTS

Staff Report (if needed)

No report needed.

ADJOURN

The meeting adjourned at 3:12p.m.

Minutes Approved On

July 25, 2022

Taylor Riedner

(Clerk Signature)