

Moscow City Council



Regular Meeting ~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, March 18, 2024

7:00 PM

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

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

PRESENT: Mayor Art Bettge, Bryce Blankenship, Drew Davis, Sandra Kelly, Julia Parker, Gina Taruscio

ABSENT: Hailey Lewis

STAFF: Bill Belknap, Mia Bautista, Cody Riddle, Sarah Banks, David Schott, Renee Tack, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council Member Blankenship led the Pledge of Allegiance.

PROCLAMATION

No proclamation.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council March 4, 2024 Minutes - Laurie M. Hopkins

B. Disbursement Report February 2024 - Sarah Decker

Staff presented the February 2024 Accounts Payable Report to the Public Works / Finance Committee on March 11th, 2024. The Committee received the report and approved the disbursements as presented.

ACTION: Accept the Disbursements Report for the month of February 2024.

C. Fourth Quarter Financial Report July 1, 2023 to September 30, 2023 for FY2023 - Sarah Decker

Staff presented the financial report for the fourth quarter of Fiscal Year 2023 (July 1, 2023 to September 30, 2023) to the Public Works/Finance Committee on March 11th, 2024. The Committee received the financial report and approved it as presented.

ACTION: Accept the FY2023 Fourth Quarter Financial Report.

D. Personal Delivery Devices License Agreement-Starship Technologies - Cody Riddle

Starship Technologies is seeking a three-year, non-exclusive license agreement to continue operation of personal delivery devices in the public right-of-way. This was reviewed by the Public Works/Finance Committee on March 11, 2024 and recommended for approval.

ACTION: Approval of the proposed license agreement.

E. Consideration of Financial Participation in the Bill Chipman Trail Bridge Replacement Project - Tyler Palmer

On August 19, 2023, the Bill Chipman Trail Bridge #5 was badly damaged by an arson fire. Based on a consulting engineer hired by Whitman County, the bridge cannot be repaired and requires replacement. Whitman County estimates a replacement cost of \$250,000. This bridge was not covered under Whitman County's liability insurance coverage, consistent with all bridges in their transportation network. The Whitman County Commissioners have sent a letter requesting financial participation for replacement costs for the bridge from each of the five (5) entities of the Palouse Trail Committee. This was reviewed by the Public Works/Finance Committee on March 11, 2024 and recommended for approval.

ACTION: Approve to financially participate in the replacement cost of bridge #5 along the Bill Chipman Trail in an amount not to exceed \$40,000.

F. Earth Day Celebration Alcohol Use Request in East City Park - Amanda Argona

Inland North Waste is sponsoring an Earth Day Celebration on Saturday, April 19th, from 3 to 7 pm in East City Park. The annual event honors the ways our community protects and preserves our environment and is offered free of charge. Live music and eco-minded organizations are part of this event, in addition to food and a beer garden. The applicant anticipates 1 (one) licensed beer and/or wine vendor in the beer garden, which is estimated to be 25'x25' in size. Following standard operating procedures for events with alcohol within a City Park, Inland North Waste is requesting the allowance of attendees to possess and consume alcoholic beverages within the 25'x25' beer garden during the aforementioned date and time. Per Moscow City Code, Section 5-13-4, a draft resolution has been prepared by the Community Events Division and reviewed by the Legal Department for the Council's consideration to permit this typically prohibited activity. This was reviewed by the Public Works/Finance Committee on March 11, 2024, and recommended for approval.

ACTION: Approve the resolution allowing for the possession and consumption of alcoholic beverages in the designated beer garden in East City Park for Earth Day Celebration for the duration of the event.

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

REGULAR AGENDA

2. Staff Recognition

None offered.

3. Mayors Appointments (ACTION ITEM)

None offered.

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

None offered.

5. Public Hearing: Proposed Rezone of a 4.98-acre Property Located at 1326 Orchard Avenue (ACTION ITEM) - Mike Ray

The applicant, Justin Goodwin, is proposing a rezone of a 4.98-acre property located at 1326 Orchard Avenue in the City of Moscow. The proposed rezone is from the Farm Ranch (FR) Zone to the Low Density, Single Family Residential (R-1) Zone. The City of Moscow Planning and Zoning Commission conducted a public hearing for the proposed rezone on February 28, 2024, and

recommended approval with no conditions.

PROPOSED ACTIONS: Conduct the public hearing and upon consideration of any testimony received, approve the proposed Zoning Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or consider the Zoning Ordinance on first reading; or reject the Zoning Ordinance and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take such other action deemed appropriate.

Mayor Bettge opened the public hearing at 7:02 p.m.

Ray introduced the item by reviewing the zoning, comprehensive plan designation and utilities. Access to the property could be from Orchard or Picabu.

Justin Goodwin, applicant, said there are six neighbors who are wanting to purchase the property with the intent to divide between neighbors and be absorbed into the neighboring lots.

Sean Wilson (Moscow), said he was speaking for the land owner who wanted the property to go to the neighbors if at all possible. Wilson read an email from Kay Maurin summarizing the Morgan property bring an orchard and gardens where goods were traded with neighbors during the war. The Morgan and Maurin families hope the neighbors “continue to enjoy the peace and serenity this land provides.”

Hearing no testimony against or in a general nature, Mayor Bettge closed the hearing at 7:12 p.m.

Taruscio said this is a cool legacy for the Morgan family and is fully in favor. Kelly agreed. Parker moved approve the proposed Zoning Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria. Blankenship seconded the motion. Roll Call Vote: Ayes: Four (4). Nays: None. Abstentions: One (Davis). Motion carried.

Mayor Bettge read Ordinance 2024-05:

AN ORDINANCE OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE REZONING OF AN APPROXIMATELY FOUR POINT NINE EIGHT (4.98) ACRE PROPERTY, DESCRIBED IN SECTION 2, FROM FARM RANCH (FR) TO LOW DENSITY, SINGLE FAMILY RESIDENTIAL (R-1); PROVIDING THAT THE PROVISIONS OF THIS ORDINANCE BE DEEMED SEVERABLE; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

6. Comprehensive Annual Financial Report Presentation (ACTION ITEM) - Sarah Decker /Nick Nicholson

Presnell Gage PLLC, the City’s auditors, will be presenting the City’s FY2023 Annual Comprehensive Financial Report (ACFR), which includes any significant changes regarding the annual audit and outlining comparative changes from the FY2022 ACFR. The City has received the Certificate of Achievement for Excellence in Financial Reporting for the ACFR for 20 consecutive years. After approval, staff will submit the FY2023 ACFR for consideration for the award. The accompanying final draft of the FY2023 ACFR is submitted for City Council review.

PROPOSED ACTIONS: Accept the City of Moscow audited Annual Comprehensive Financial Report for FY2023 as presented, or take other action deemed appropriate.

Tack gave a brief history and process of the audit and introduced Nick Nicholson.

Nicholson explained their job is to review for risk and offer an opinion. what areas are the highest risk and determine how to test those areas. devise for those areas. statistical items that provide an overall view of the city. if pass, you can qualify for lower rates such as bond rates. He provided what the responsibilities of staff and auditor are.

Nicholson explained an auditor's job is to review for risk, determine how to test those areas of highest risk with statistical sampling, and come to an opinion whether the financial information is accurate and properly presents the financial position of the city and its activities. Presnell and Gage provided an unmodified opinion, meaning no modifications to finance information, no non-compliance, compliance with federal programs, and internal controls are good. Government wide, the City's net position is at \$177 million, an increase of 10.2% from last year. The City's governmental restricted fund balance of \$1,900,160 consists of debt service, highway user tax purposes, and recreation and culture restricted by Bobby Hamilton's will in FY2000. The City's business-type activities restricted net position of \$27,382,162 consists of \$26,980,662 for water, sewer, stormwater and sanitation capital projects and \$401,500 for debt service. Total Government Wide Operating Expenses for FY2023 was \$39.48 million. Nicholson provided graphs illustrating fund revenues/expenditures and net worth.

In answer to council questions, Nicholson said they look at a process and determine if it is reasonable, select samples to test that process and if there are no deviations, then that particular process is operating according to the correct parameters.

Taruscio moved and Davis seconded to accept the City of Moscow audited Annual Comprehensive Financial Report for FY2023 as presented. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

7. FY2025 Budget Priority Review (ACTION ITEM) – Bill Belknap

Staff will provide an update on projections and seek preliminary Council input as staff begins work on the City's fiscal year 2025 budget.

PROPOSED ACTIONS: Review and discuss priorities, and provide staff direction.

Belknap explained prior to the budget process, Staff wanted to provide a finance background and speak on priorities the Council will review in the proposed FY2025 budget. The City has recently experienced financial setbacks related to the Bradbury case and the associated financial practice review. Additionally, the State sales tax revenue distribution was down by \$250,000 last year and future revenue forecast are not clear at this time. Last year, the City suspended pay increases, eliminated six positions, and all Departments were required to reduce their commodity expenditures by 20%. This will form the baseline for the FY2025 budget development. Belknap provided a list of strategic priorities and details on each. See attached presentation.

The uncommitted \$110,000 affordable housing dollars needs to be obligated by end of 2024 and expended by end of 2026. If the housing partners are not able to use the money, Staff can bring options to the City Council on where to allocate it, with the city shop project being the obvious option.

REPORTS

City Council

Fair and Affordable Housing Commission – Taruscio said they talked about the upcoming wellness fair; the upcoming commission report on April 1; and are discussing a survey.

Moscow Tree Commission – Taruscio said they received a report from the U of I sustainability manager; Ghormley Park will be the location for the Arbor Day celebration; set dates for Farmers Market tabling.

Moscow Urban Renewal Agency – Kelly said the Sixth and Jackson property development is back to square one and they discussed next steps.

Farmers Market Commission – Parker said the FM poster is out for voting.

Climate Action Working Subcommittee – Parker said they discussed setting priorities.

Council members spoke on other meetings and events they attended.

Mayor

Mayor Bettge said he attended the airport board meeting and more money was obtained to offset the cost of the deicer fluid container.

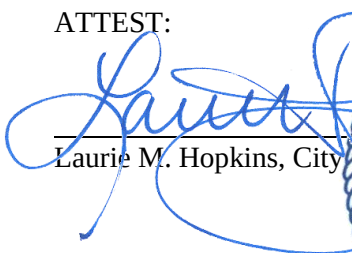
ADJOURN

It was moved, seconded and mutually agreed upon to adjourn at 8:08 p.m.

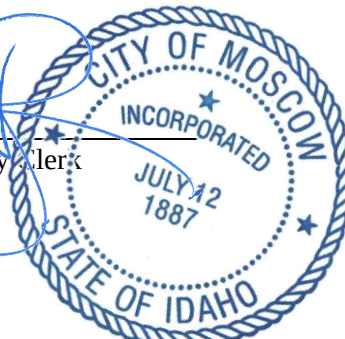


Arthur D. Bettge, Mayor

ATTEST:



Laurie M. Hopkins, City Clerk



**BEFORE THE CITY COUNCIL
OF THE CITY OF MOSCOW, COUNTY OF LATAH,
STATE OF IDAHO**

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS REGARDING A REQUEST FOR THE REZONE OF A FOUR POINT NINE EIGHT (4.98) ACRE PROPERTY LOCATED AT 1326 ORCHARD AVENUE FROM THE FARM RANCH (FR) ZONE TO THE LOW DENSITY, SINGLE FAMILY RESIDENTIAL (R-1) ZONE.

WHEREAS, the applicant filed an application for Rezone on January 31, 2024; and

WHEREAS, this matter came before the Moscow Planning and Zoning Commission during a duly noticed public hearing on February 28, 2024; and

WHEREAS, this matter came before the Moscow City Council during a duly noticed public hearing on March 18, 2024; and

WHEREAS, having reviewed the application, including all exhibits entered, and having considered the issues presented by the applicant and the opponents:

THE CITY COUNCIL OF THE CITY OF MOSCOW, IDAHO, AFTER DUE DELIBERATION AND CONSIDERATION, HEREBY CONCLUDES:

I. RELEVANT FACTS AND CONCLUSIONS

1. The City Council considered the request pursuant to the City of Moscow 2019 Comprehensive Plan, City of Moscow Zoning Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The subject property is 4.98-acre property which currently contains a single-family dwelling and accessory building.
3. Within the 2019 Moscow Comprehensive Plan, the subject property is currently designated as Auto-Urban Residential.
4. According to the 2019 Comprehensive Plan, Auto-Urban Residential designated areas,
“contain predominantly single-family detached homes on lots ranging from 7,000 to 11,000 square feet in size and are more isolated from surrounding uses which may require residents to rely more on automobile transportation. This designation includes those areas generally anticipated to be developed for low- to moderate-density residential uses at densities between three to six units per acre which could include a mix of detached single-family, twinhome, and townhome residential dwellings. Appropriate current zoning for Auto-Urban Residential designated areas include Low Density Residential (R-1), Moderate Density Single Family Residential (R-2) and Medium Density Residential (R-3) in order to include a mixture of attached and detached dwellings where appropriate.”

5. All surrounding land is currently designated as Auto-Urban Residential, with the exception of a Suburban Residential area to the northwest and the City's park property on Lanny Drive which is designated as Parks and Open Space.
6. The subject property is currently designated as the Farm Ranch (FR) Zoning District and the proposal is to rezone to the Low Density, Single Family Residential (R-1) Zone.
7. Property to the south of the subject property is currently zoned Low Density, Single Family Residential (R-1) and property to the west is within the Moderate Density, Single Family Residential (R-2) Zone. Properties to the north are currently zoned a combination of Farm Ranch (FR), Moderate Density, Single Family Residential (R-2), and Agriculture/Forestry (AF).
8. According to the Zoning Code, the R-1 Zoning District is a low-density residential zone appropriate where the following circumstances are present:
 1. Single family dwellings predominate in the area.
 2. The physical character of the area does not lend it to more intense development, either by virtue of irregular topography, restricted access, division of the land into subdivision lots of a size greater than the minimum lot size required by this zoning district, or the application of the Plan policies to the land in question.
12. Uses permitted within the R-1 Zone include single family dwellings, market and community gardens, group child care facilities, and public parks and recreational facilities.
13. There are existing water and sewer mains within the surrounding streets which are of sufficient capacity to accommodate any future use that the R-1 Zone would allow on the subject property.
14. The subject property is located adjacent to Orchard Avenue which is designated as a collector street, and Picabu Street which is designated as a local neighborhood street. Orchard Ave adjacent to the subject property is developed to a 20 ft paved roadway with gravel shoulders on both sides of the street. Picabu Street is constructed to a 36 ft roadway with curb, gutter, tree lawns, and sidewalks on both sides of the street.
15. The applicant conducted a neighborhood meeting with affected property owners within 600 feet of the subject property on January 19, 2024 to discuss the proposed rezone. All neighborhood meeting materials are attached.

BASED ON THE ABOVE RELEVANT FACTS AND CONCLUSIONS, THE CITY COUNCIL OF THE CITY OF MOSCOW HEREBY FINDS THE FOLLOWING RELEVANT CRITERIA AND STANDARDS:

II. RELEVANT CRITERIA AND STANDARDS

1. **The proposed rezone is consistent with Comprehensive Plan goals, objectives, and implementation actions.** The proposed rezone is consistent with the proposed 2019 Comprehensive Plan Land Use Designation of Auto-Urban Residential.
2. **The proposed rezone would provide for the logical and orderly location of land uses and community services and facilities.** The proposed R-1 Zone provides for a continuation of the existing R-1 Zones to the south of the subject property and also allows for a transition the Farm Ranch (FR) and Agriculture/Forestry (AF) designations to the north. The proposed zoning and uses

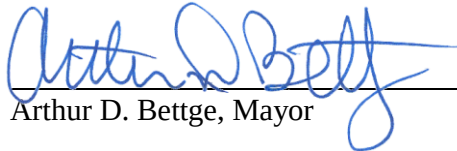
are consistent with the surrounding area and will not unduly burden the neighborhood of public infrastructure.

3. **The uses expected to occur as a result of the rezone will be compatible with the surrounding area.** The proposed zoning is consistent with adjacent zoning districts and will create a logical and orderly zoning configuration for the subject area. The proposed zoning provides for a continuation of the existing R-1 Zoning District to the south.
4. **The size, type, and density of development expected to occur as a result of the rezone will not place an undue burden upon delivery of services provided by any political subdivision within the planning jurisdiction.** The proposed zoning and uses are suitable for the area and will not unduly burden the area of public infrastructure.
5. **The size, type, and density of development expected to occur as a result of the rezone can be adequately served by the existing transportation network, public facilities and services.** The subject property has street access via Orchard Avenue and Picabu Street, which can adequately serve any proposed development allowed in the R-1 Zone. City water, sanitary sewer, and storm sewer mains currently exist in the area.

III. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Moscow approves the rezone request for the four point nine eight (4.98) acre property from the Farm Ranch (FR) Zone to the Low Density, Single Family Residential (R-1) Zone with no conditions.

PASSED BY THE CITY COUNCIL OF THE CITY OF MOSCOW this 18th day of March, 2024.



Arthur D. Bettge, Mayor

FY2025 Budget Priority Review

City Council

March 18, 2024

Background

- The City has recently experienced financial setbacks related to the Bradbury case and the associated financial practice review
- Additionally, the State sales tax revenue distribution was down by \$250,000 last year and future revenue forecast are not clear at this time
- Last year the City suspended pay increases, eliminated six positions, and all Departments were required to reduce their commodity expenditures by 20%, which will form the baseline for the FY2025 Budget development
- The City has some accumulated one-time capital funds that will be utilized to address identified strategic priorities, but it is critical that the City balance recurring expenses with recurring revenues

Strategic Priorities

1. **SUSTAINABLE WATER RESOURCE DEVELOPMENT**
2. **EMERGENCY MEDICAL AND FIRE SERVICE STABILIZATION**
3. **EMERGENCY COMMUNICATIONS SYSTEM UPDATE**
4. **CITY SHOP FACILITY NEEDS**
5. **EMPLOYEE RECRUITMENT AND RETENTION**
6. **ROADWAY MAINTENANCE FUNDING**
7. **DOWNTOWN INFRASTRUCTURE REINVESTMENT**
8. **URBAN FOREST MANAGEMENT**
9. **HOUSING AFFORDABILITY**
10. **COMMUNITY MOBILITY IMPROVEMENTS**
11. **COMMUNITY BEAUTIFICATION**
12. **COMMUNITY PLAYFIELD FACILITY DEVELOPMENT**
13. **SUPPORTING LOCAL ECONOMIC DEVELOPMENT**

Strategic Priorities

1. Sustainable Water Resource Development

- Idaho Water Resource Board has committed funding to advance the design of a surface water alternative
- Council will see funding and appropriations for this project in the FY2025 budget

2. Emergency Medical and Fire Service Stabilization

- Moscow Volunteer Fire Department has agreed to partner in funding three paramedic/firefighter positions to ensure paramedic coverage
- City is currently preparing the agreement between the City and the Volunteers as well as a SAFER grant application that could fund the positions for the first three years
- Council will see the funding and appropriations for these positions within the FY2025 budget, but the City will not have financial responsibility until FY2028

Strategic Priorities

3. Emergency Communications System Update

- The City opened bids on this project on February 27th and are currently evaluating the bid alternatives
- It is anticipated that staff will be presenting a contract for the system update to the Council in April
- This project will bridge fiscal years so the Council will see expenditures on this project carrying into the FY2025 budget

4. City Shop Facility Needs

- The City has selected LCA architects for the design of the new shop facility and the Council should see the professional services agreement at the upcoming Administrative Committee meeting
- Council approved the allocation of ARPA funds for the project and expenditures for this project will carry over into FY2025

Strategic Priorities

5. Employee Recruitment and Retention

- While the City has made good strides in filling many vacant positions, the City's health insurance benefits continue to be well below surrounding cities average of 80% dependent coverage
- Council increased dependent coverage from 50% to 55% last year and if funding allows, Staff will propose to increase that coverage to 60%
- Inflation continues to subside, 2023 CPI annual average was 4.1% and so far 2024 have averaged 3.15%
- It is too early in the budget process to determine what cost of living and performance increases can be funded

Strategic Priorities

6. Roadway Maintenance Funding

- The Bradbury Supreme Court Case in Lewiston resulted in the loss of about 18% of the City's internal Street Fund revenues which will require the General Fund to provide greater support to the Street Fund for roadway maintenance and repairs
- The Council will see this increased general fund support in the FY2025 Budget

7. Downtown Infrastructure Reinvestment

- The recent Downtown Streetscape Study identified a project with an estimated cost of \$26 Million
- The City will need to reevaluate this project and instead focus upon smaller targeted improvements
- Until a revised approach is developed no expenditures for this project will appear within the FY2025 Budget

Strategic Priorities

8. Urban Forest Management

- This priority largely focused on the desire to hire a City arborist to manage the City's urban forest programs.
- The Parks Department is working on a variety of urban forest projects including a downtown tree management plan

9. Housing Affordability

- The City has \$110,000 in ARPA funds that were dedicated to affordable housing development
- We are currently working with our affordable housing development partners to commit this remaining funding
- The Council will see the carry over of the committed ARPA funds in the FY2025 budget

Strategic Priorities

10. Community Mobility Improvements

- The City has a number of grant funded pedestrian and bicycle facility projects that the Council will see in the FY2025 budget including two Mountain View Improvement Projects and the South Main Pedestrian Underpass Project

11. Community Beautification

- With the reduction in Street funding it is anticipated that many of the beautification projects will be placed on hold until additional funding can be identified
- The only current planned project is the South Couplet Beautification project being completed in concert with the Underpass Project
- The Council will see landscape design expenses in the FY2025 Budget

Strategic Priorities

12. Community Playfield Facility Development

- The recent Eddington Addition project has now provided access to the City's Palouse River Drive Property that was initially purchased for the development of playfields
- The City anticipates beginning the master planning process in FY2027

13. Supporting Local Economic Development

- The City continues to support and participate in a number of economic development efforts including the Chamber of Commerce and Visitor's Center, CEDA, the Moscow Pullman Airport Development and others
- No additional expenditures and anticipated in FY2025

Budget Development Process

- City Supervisor and Finance Director work with the Departments to prepare the draft budget for the Mayor's review
- City Supervisor and Finance Director conduct a series of meetings with the Mayor to review the proposed budget and make any revisions as directed by the Mayor
- In mid-June the draft budget will be provided to the Council for review in advance of the Budget Workshop
- Budget Workshop has been scheduled for July 10th to present the proposed budget to the Council
- Budget Public Hearing is scheduled for the August 5th City Council meeting