

Public Works / Finance Committee



Regular Meeting ~Agenda~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, August 12, 2024

4:00 PM

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

The Moscow Mayor, City Council and Staff welcome you to today's meeting. We appreciate and encourage public participation. For regular agenda items, an opportunity for public comment is sometimes provided after the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item and limitations may be placed on the time allowed for comments. If you plan to address the Committee, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Committee meetings are televised, videotaped and/or recorded. Links to view the Committee meeting live can be found on the City website, YouTube, Facebook and Spectrum Cable 1301. Thank you for your interest in City government.

REGULAR AGENDA

1. Approval of Public Works/Finance Committee July 8, 2024 Minutes (ACTION ITEM) - Laurie M. Hopkins

2. Disbursement Report July 2024 (ACTION ITEM) - Sarah Decker

Presentation of the Accounts Payable Report for the month ending July 2024.

ACTION: Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of July 2024.

3. Open Budget for Fiscal Year 2023-2024 (FY2024) Review (ACTION ITEM) - Sarah Decker

The State of Idaho provides a process for cities to amend the original fiscal year budget appropriation ordinance in accordance with Idaho Code section 50-1003. The City completed its FY2024 budget adoption in August 2023 and headed into its FY2023 fiscal year-end. During the fiscal year-end, it was determined that two major operating funds, the general fund and sanitation fund, accumulated unanticipated and unappropriated fund balances. Additionally, during the FY2024 fiscal year, the City received an unanticipated federal grant award. The City Council authorized expenditures pertaining to this federal grant to assist the Moscow Police Department in purchasing electronic ticketing equipment to replace existing outdated units and purchase new units for eleven police vehicles. Staff is proposing to amend Ordinance 2023-07 in the amount of \$2,510,000 to accommodate both the unappropriated fund balances and the council-authorized grant revenue and expenditures.

PROPOSED ACTIONS: Recommend that the City Council conduct a public hearing and adopt the Open Budget Ordinance, or provide staff with further direction.

4. Latah County Library District Building Lease Agreement Extension (ACTION ITEM) - David Schott

In 2014, the City of Moscow (City) and Latah County Library District (District) entered into a lease agreement for a ten (10) year term to lease the City-owned building located at 110 S Jefferson Street, Moscow, Idaho. The term of the Agreement is set to expire September 30, 2024. The proposed amendment to the agreement would extend the current term of the agreement until September 30, 2025. All other terms and conditions of the Agreement shall

remain in full force and effect. The Latah County Library District Board of Trustees hired April Hernandez, Library Director, after the retirement of the previous director. The request to extend the term of the existing agreement for one (1) year is to provide time for the Library District Director to become familiar with the partnership between the City and District.

PROPOSED ACTIONS: Recommend approval of the amendment to the 2014 Lease Agreement between the City of Moscow and Latah County Library District to extend the term of the current lease agreement until September 30, 2025; or provide staff with further direction.

**5. Palouse Basin Aquifer Committee Memorandum of Agreement (MOA) (ACTION ITEM)-
Tyler Palmer**

The Palouse Basin Aquifer Committee (PBAC) operates under an interagency agreement which expired August, 2023. A memorandum of agreement was adopted in November of 2023 to allow time to draft updates to the interagency agreement to better reflect current needs and practices. The proposed Interstate Agreement has been reviewed by the respective agencies and is proposed for approval by Council.

PROPOSED ACTIONS: Recommend approval of the new Interstate Agreement for Moscow's participation in the Palouse Basin Aquifer Committee or provide staff with further direction.

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.