

Moscow City Council



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, March 18, 2019

7:00 PM

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

The Moscow Mayor, City Council and Staff welcome you to tonight'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; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so during the public comment item on the agenda. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Moscow City Council meetings are televised, videotaped and/or recorded. Thank you for your interest in City government.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Edible Forest Park Official Naming - David Schott

The Parks and Recreation Department is requesting to officially name the edible forest park, Harvest Park. On September 12, 2018, the City requested suggestions for an official name for the edible forest park, which is the working name for the park. Nominations were accepted through October 20, 2018. The City received thirty five (35) nominations for the official park name. The Tree Commission considered the thirty five (35) nominations at their November 6, 2018 meeting and recommended Harvest Park as the official name. Given the recommendation, a sixty (60) day public comment period began with press releases issued on November 20, 2018 and again on December 20, 2018. The public comment period closed on February 1, 2019 with one comment received. The Tree Commission considered public comments and recommended Harvest Park as the official name for the park. The Parks and Recreation Commission also considered public comments and recommended the name Harvest Park as the official name for the park at their February 28, 2019 meeting. The Administrative Committee considered and recommend approval during its March 11, 2019 meeting.

ACTIONS: Approve the name Harvest Park as the official name of the edible forest park.

B. Lola Clyde Park Playground Equipment Selection - David Schott

The Parks and Recreation Department is requesting authorization to purchase playground equipment and safety tiles from Buell Recreation at a cost of \$123,541 and \$3,000 for parks crews to install the playground equipment and safety surface tiles with funding source from the Hamilton Fund. The playground equipment is intended for children ages 2-to-12 years of age and will be installed in Lola Clyde Park. The focus of the Lola Clyde Park playground equipment is a fully accessible playground for those with disabilities, as well as, provide high play value for all kids. The City of Moscow Parks & Recreation Department issued a Request for Proposals (RFP) for playground equipment and safety tile surfacing on January 7, 2019 to eighteen (18) playground suppliers. Twelve (12) proposals were received. Public voting on the proposals began on January 30, 2019 and closed on February 25, 2019. The City received a total of 714 votes, 307 online votes and 407 paper votes at the Hamilton Indoor Recreation Center and Eggan Youth Center. Buell Recreation with Burke playground equipment ranked number 1 receiving 159 of the 714 total votes. The Parks and Recreation Commission considered public input and recommended Buell Recreation to provide playground equipment and tile safety surfacing for Lola Clyde Park at their February 28, 2019 meeting. The Public Works / Finance Committee considered and recommended approval during their March 11, 2019 meeting.

ACTIONS: Approve the purchase of playground equipment and safety tiles from Buell Recreation at a cost of \$123,541 and \$3,000 for parks crews to install the playground equipment and safety surface tiles with funding source from the Hamilton Fund.

C. Disbursement Report for February 2019 – Sarah Banks

Disbursement Report for February 2019. Staff will present the Accounts Payable Report for the month ending February 2019. This was reviewed, signed and recommended for approval by the Public Works/Finance Committee on March 11, 2019.

PROPOSED ACTIONS: Approve the Disbursements Report for the month of February, 2019.

D. Fourth Quarter Financial Report – Sarah Banks

Fourth Quarter Financial Report (July 1 to September 30, 2018) for FY2018. Staff will present the financial report for the fourth quarter of fiscal year 2018 (July 1 to September 30, 2018). This was reviewed and recommended for approval by the Public Works/Finance Committee on March 11, 2019.

PROPOSED ACTIONS: Approve the financial report for the 4th quarter of fiscal year 2018 (10/1/2017 - 9/30/2018).

REGULAR AGENDA

2. Staff Recognition Report - Gary J. Riedner

3. Mayors Appointments (ACTION ITEM)

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

5. 2019 Moscow Farmers Market Handbook (ACTION ITEM) - Amanda Argona.

In 2018, the Moscow Farmers Market implemented the first version of the Moscow Farmers Market Vendor Handbook, an expanded policy document for vendors of the Market. Staff and a Farmers Market Commission Policy Sub-Committee reviewed and proposed revisions for the 2019 Moscow Farmers Market Handbook. These revisions were reviewed by the Farmers Market Commission at their December, January, and February meetings. The Commission accepted the revisions as a whole at the February 5, 2019 Moscow Farmers Market Commission meeting. Annual adoption of the Handbook by the City Council is required for adoption of the policies for the Market season. This was reviewed by the Administrative Committee on March 11, 2019 and recommended for approval.

ACTIONS: Recommend approval of the 2019 Moscow Farmers Market Handbook, or take such other action deemed appropriate.

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

Presnell Gage Accountants, the City's auditors, will be presenting the City's FY2018 Comprehensive Annual Financial Report (CAFR) and reporting significant changes to City Council regarding the annual audit and outlining comparative changes compared to the FY2017 CAFR. The City has received the Certificate of Achievement for Excellence in Financial Reporting for the CAFR for 15 consecutive years. After approval, staff will submit the FY2018 CAFR for consideration for the award. The accompanying final draft of the FY2018 CAFR is submitted for City Council's review.

PROPOSED ACTIONS: Accept the City of Moscow audited Comprehensive Annual Financial Report for FY2018 as presented; or take other such action as deemed appropriate.

7. Downtown Survey Report (ACTION ITEM) – Jen Pfiffner / Kyle Snyder

During the Zoning Code update that was approved by the City Council on May 21, 2018, questions were raised by the Council regarding the allowance of Educational Institutions (colleges and universities) within the Central Business Zoning District (CBZD). The City Council approved the Zoning Code amendment at the time, but requested that the Administrative Committee of the City Council continue the discussion regarding the allowance of educational uses within the CBZD. On August 20, 2018, City Council provided direction to staff to develop a survey for the community and property owners and businesses operating within the CBZD. A survey instrument was then prepared which contained questions designed to gauge the perceptions of the community and property owners and businesses operating within the CBZD in regards to a) current public/private universities and colleges in the CBZD and b) additional or expanded public/private universities and colleges in the CBZD. The survey was then sent out in the fall of 2018 to CBZD property and business owners as well as a random sample of the community. Staff has compiled the responses into a summary document for the Council's review and consideration.

ACTION: Receive report and provide staff with further direction.

8. Citizen Survey Report (ACTION ITEM) – Jen Pfiffner / Frederick Olmos Ceja

In fall 2018, the Administration Department administered the ninth biennial comprehensive Citizen Survey. The purpose of the survey is to assess public opinion of various aspects of City services and operations. The surveys were mailed to 1200 randomly selected residents. The completed surveys were then collected and the results entered and compiled. The results will be distributed and presented at the March 18, 2019 City Council meeting.

ACTION: Receive the 2018 Moscow Citizen Survey report.

REPORTS

City Council

Mayor

Staff

ADJOURN

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