



Meeting Agenda: Thursday, May 6, 2021, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3rd Street • Moscow, ID 83843
(A) = Board Action Item

1. **Consent Agenda (A)** - Any item will be removed from the consent agenda at the request of any member of the Board and that item will be considered separately later.
 - A. Minutes from March 25, 2021
 - B. March 2021 Payables
 - C. March 2021 Financials**ACTION:** Approve the consent agenda or take such other action deemed appropriate.
2. **Public Comment**

Members of the public may speak to the Board regarding matters NOT on the Agenda nor currently pending before the Moscow Urban Renewal Agency. Please state your name and resident city for the record and limit your remarks to three minutes.
3. **Olps Project Report and Update – Bill Belknap/Rusty Olps**

Mr. Olps will provide a report on the status of the Sixth and Jackson Project.

ACTION: Receive report.
4. **South Moscow Urban Renewal District Report – Bill Belknap**

Staff will provide a report on the status of the proposed South Moscow Urban Renewal District.

ACTION: Receive report.
5. **2021 Legislative Session Report – Bill Belknap**

Staff will provide a report on the 2021 Legislative Session and legislation related to urban renewal agencies in Idaho.

ACTION: Receive report.
6. **General Agency Updates – Bill Belknap**
 - Legacy Crossing District
 - Alturas District
 - General Agency Business

NOTICE: Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TIDD 883-7019, as soon as possible so that arrangements may be made.



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Commissioners Present	Commissioners Absent	Staff in Attendance
Steve McGeehan, Chair	Mark Beauchamp	Bill Belknap, Executive Director
Art Bettge		Jennifer Fleischman, Clerk
Steve Drown		Renee Tack, Treasurer
Dave McGraw		
Brandy Sullivan		
Nancy Tribble		

McGeehan called the meeting to order at 7:03 a.m.

1. Consent Agenda

Any item will be removed from the consent agenda at the request of any member of the Board and that item will be considered separately later.

- A. Minutes from February 18, 2021
- B. February 2021 Payables
- C. February 2021 Financials

Sullivan moved for approval of the consent agenda as presented, seconded by Bettge. Motion carried unanimously.

2. Public Comment

Members of the public may speak to the Board regarding matters NOT on the Agenda nor currently pending before the Moscow Urban Renewal Agency. Please state your name and resident city for the record and limit your remarks to three minutes.

None.

3. Agency FY2020 Audit Presentation

The 2020 MURA audit is attached and will be presented by MURA Treasurer Renee Tack and the auditors, Presnell Gage PLLC.

Tack presented the FY2020 Audit Report, as Presnell Gage was unable to attend the meeting. She reviewed the process that the independent auditors use to compile their report and the resulting opinion that the URA's finances are accurate. The financial statements and general report were covered in detail and line items were explained. Bettge moved for approval of the FY2020 Audited Financial Statements, seconded by McGraw. Motion carried unanimously.

4. 2020 MURA Annual Report Review

In accordance with State Statute, all urban renewal agencies are required to file with the local governing body by March 31st of each year an annual report describing the activities of the agency for the preceding year. Agencies are required to hold a public meeting to report the findings of the annual

report and to take comments from the public prior to filing the report with the governing body. Staff has prepared the draft 2020 Annual Report for public comment and the Board's review and approval. Belknap reviewed the background of the required Annual Report Review according to state law, and the information provided in the draft Annual Report as seen above. The only public comment that was received was from Victoria Seever, and she would be presenting them during the public hearing portion of the meeting.

Public Hearing opened at 7:09 AM

Victoria Seever, Moscow, presented written comments and discussed the Sixth and Jackson Development Project that Planning & Zoning Commission reviewed the previous evening.

Public Hearing closed at 7:10 AM

Public comments are included in the final draft of the Annual Report before official publication.

Bettge moved for approval of the FY2020 Annual Report and associated Resolution 2021-01, seconded by Tribble. Motion carried unanimously.

5. 2021 Capital Projects Review

Staff will provide a report on the capital projects programmed for construction in 2021 within the Agency's adopted Capital Improvement Plan.

Belknap reviewed the projects set in the Capital Improvement Plan, drawing attention to those that are scheduled for 2021: The Third & Sixth Street Corridor Pedestrian Safety Projects that will go out for bid in April, the Ghormley Park Improvement Project scheduled for bid in April, and the Almon Asbury Alley & Sewer Project that will be bid sometime in the summer. The Sixth & Jackson Hello Walk Construction Project and the General Streetscape Improvements planned for Jackson Street will be moved to 2022. A new project that was not in the original plan is the Gateway Project on Sixth Street, to move utilities underground, which should be completed later in 2021.

6. General Agency Updates

- *Legacy Crossing District:*
 - None
- *Alturas District:*
 - Sale of Alturas Lot 4, Block 2 due to be completed today. The Agency can expect approx. \$166,000 of net proceeds that will go back to the taxing districts.
 - Second bid posting will be finalized by next meeting.
- *General Agency Business:*
 - Urban Renewal Agency bills currently circulating in the State Legislation.
 - Continuing discussions with Schweitzer Engineering Laboratories about a potential district at the southern edge of town.

McGeehan declared the meeting adjourned at 7:47 a.m.

Steve McGeehan, Agency Chair

Date



Balance Sheet
March 31, 2021

	<u>Total Funds</u>
ASSETS	
Cash	101,277
Investments - LGIP	1,331,088
Investments-Zions Debt Reserve	44,313
Other Assets	5,260
Land Held For Resale	531,256
Land	679,420
Total Assets	<u><u>\$ 2,692,614</u></u>
LIABILITIES	
Accounts Payable	187
Deposits Payable	5,000
Series 2010 Bond - due within one year	32,000
Latah County payback agreement - due within one year	5,000
Series 2010 Bond - due after one year	227,000
Latah County payback agreement - due after one year	89,537
Total Liabilities	<u>358,724</u>
FUND BALANCES	
Net Investment in Capital Assets	433,732
Restricted Fund Balance	44,312
Unrestricted Fund Balance	1,855,846
Total Fund Balance	<u>2,333,890</u>
Total Liabilities and Fund Balance	<u><u>\$ 2,692,614</u></u>

March-21
Checks by Date



Check Number	Vendor	Description	Check Date	Check Amount
4740	UALTASCI A3012	Alta Science & Engineering Professional Services	03/15/2021	2,239.80
Total for Check Number 4740:				<u>2,239.80</u>
4741	UAVISTA 1563734669	Avista Utilities 6th & Jackson Service	03/15/2021	55.18
Total for Check Number 4741:				<u>55.18</u>
4742	UCITYMOS 2100000130 22917-03082021	City of Moscow City Utilities @ 6th & Jackson lot City Admin. Services	03/15/2021	229.17 4,347.25
Total for Check Number 4742:				<u>4,576.42</u>
4743	UICRMP 18013-2021-2	ICRMP ICRMP Memebership FY21	03/15/2021	847.50
Total for Check Number 4743:				<u>847.50</u>
4744	UMOSPULD 162137	Tribune Publishing Company 2021 Annual Report NPH	03/15/2021	32.68
Total for Check Number 4744:				<u>32.68</u>
Total bills for March 2021:				<u><u>\$ 7,751.58</u></u>

March-21
 Accounts Payable Checks for Approval



Check	Check Date	Fund Name	Vendor	Void	Amount
4740	03/15/2021	Moscow Urban Renewal Agency	Alta Science & Engineering		2,239.80
4741	03/15/2021	Moscow Urban Renewal Agency	Avista Utilities		55.18
4742	03/15/2021	Moscow Urban Renewal Agency	City of Moscow		4,576.42
4743	03/15/2021	Moscow Urban Renewal Agency	ICRMP		847.50
4744	03/15/2021	Moscow Urban Renewal Agency	Tribune Publishing Company		32.68
			Report Total:	\$ -	<u>7,751.58</u>

 Steve McGeehan, Chairperson

 Bill Belknap, Executive Director

Accounts payable expenditures as contained herein were made in compliance with the duly adopted budget for the current fiscal year and according to Idaho law.

 Renee Tack, Treasurer

General Ledger
Expense vs. Budget

March-21



Sort Level	Description	Budget	Period Amt	End Bal	Variance	% Budget Used
890	Moscow Urban Renewal Agency					
880	URA General Fund					
890-880-642-00	Administrative Services	\$ 52,168.00	\$ 4,347.25	\$ 26,083.50	\$ 26,084.50	50.00%
890-880-642-10	Professional Services-Exec Dir	\$ -	\$ -	\$ -	\$ -	0.00%
890-880-642-15	Professional Services-Other	\$ 5,000.00	\$ 2,239.80	\$ 3,489.80	\$ 1,510.20	69.80%
890-880-642-20	Professional Services-Auditing	\$ 5,150.00	\$ -	\$ -	\$ 5,150.00	0.00%
890-880-642-89	Professional Services	\$ 500.00	\$ -	\$ 19.95	\$ 480.05	3.99%
890-880-644-10	Ad. & Marketing Expense-GF	\$ 750.00	\$ 32.68	\$ 32.68	\$ 717.32	4.36%
890-880-644-16	Land Sale Expenses	\$ 10,000.00	\$ 187.34	\$ 3,874.68	\$ 6,125.32	38.75%
890-880-668-10	Liability Insurance-General	\$ 1,575.00	\$ 847.50	\$ 1,695.00	\$ (120.00)	107.62%
E02	Contractual	\$ 75,143.00	\$ 7,654.57	\$ 35,195.61	\$ 39,947.39	46.84%
890-880-631-10	Postage Expense	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
890-880-631-20	Printing and Binding	\$ 400.00	\$ -	\$ -	\$ 400.00	0.00%
890-880-644-15	Alturas Marketing/Maintenance	\$ 3,750.00	\$ -	\$ -	\$ 3,750.00	0.00%
890-880-647-10	Travel & Meetings-General	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
890-880-649-10	Professional Development	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
890-880-669-10	Misc. Expense-General	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
890-880-669-11	Dist. of Net Prop. Sale Procee	\$ -	\$ -	\$ -	\$ -	0.00%
E03	Commodities	\$ 5,750.00	\$ -	\$ -	\$ 5,750.00	0.00%

General Ledger
Expense vs. Budget

March-21



Sort Level	Description	Budget	Period Amt	End Bal	Variance	% Budget Used
890	Moscow Urban Renewal Agency					
880	URA General Fund	\$ 80,893.00	\$ 7,654.57	\$ 35,195.61	\$ 45,697.39	43.51%
895	URA Legacy District					
890-895-642-10	Professional Services-Legacy	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
890-895-642-12	Land Sale Expense-Legacy	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
890-895-644-10	Ad. & Marketing Expense-Legacy	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
E02	Contractual	\$ 16,000.00	\$ -	\$ -	\$ 16,000.00	0.00%
890-895-647-10	Travel & Meetings-Legacy	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
890-895-652-10	Heat, Lights & Utilities	\$ 3,400.00	\$ 284.35	\$ 1,422.78	\$ 1,977.22	41.85%
890-895-658-51	Development Participation	\$ 741,000.00	\$ -	\$ 7,832.50	\$ 733,167.50	1.06%
890-895-669-10	Misc. Expense-Legacy	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
890-895-675-00	Fiscal Agent Trustee fees	\$ 1,800.00	\$ -	\$ -	\$ 1,800.00	0.00%
890-895-676-15	Latah County Reimb. Agreement	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	100.00%
890-895-676-17	Owner Participation Agreements	\$ 64,135.00	\$ -	\$ 29,049.76	\$ 35,085.24	45.29%
E03	Commodities	\$ 816,835.00	\$ 284.35	\$ 43,305.04	\$ 773,529.96	5.30%
890-895-770-35	1% Public Art	\$ -	\$ -	\$ -	\$ -	0.00%
890-895-770-71	Land-Legacy	\$ -	\$ -	\$ -	\$ -	0.00%
890-895-770-73	Improvements-Legacy	\$ -	\$ -	\$ -	\$ -	0.00%
E04	Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.00%
890-895-890-00	Transfer To: General Fund	\$ 62,541.00	\$ -	\$ -	\$ 62,541.00	0.00%

General Ledger
Expense vs. Budget

March-21



Sort Level	Description	Budget	Period Amt	End Bal	Variance	% Budget Used
890	Moscow Urban Renewal Agency					
890-895-890-01	Transfer To: Capital Fund	\$ -	\$ -	\$ -	\$ -	0.00%
E10	Transfers To	\$ 62,541.00	\$ -	\$ -	\$ 62,541.00	0.00%

General Ledger
Expense vs. Budget

March-21



Sort Level	Description	Budget	Period Amt	End Bal	Variance	% Budget Used
890	Moscow Urban Renewal Agency					
890-895-900-01	Contingency - Legacy	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%
E90	Contingency	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%
895	URA Legacy District	\$ 910,376.00	\$ 284.35	\$ 43,305.04	\$ 867,070.96	4.76%
899	Dept					
890-891-790-01	Bond Principal - Alturas	\$ -	\$ -	\$ -	\$ -	0.00%
890-892-790-01	Bond Principal - Legacy	\$ 259,000.00	\$ -	\$ -	\$ 259,000.00	0.00%
890-892-791-01	Bond Interest - Legacy	\$ 11,370.00	\$ -	\$ 2,574.36	\$ 8,795.64	22.64%
E05	Debt Service	\$ 270,370.00	\$ -	\$ 2,574.36	\$ 267,795.64	0.95%
890-899-990-00	Ending Fund Bal Unassigned	\$ 50,772.00	\$ -	\$ -	\$ 50,772.00	0.00%
890-899-990-01	Ending Fund Balance Alturas	\$ 19,047.00	\$ -	\$ -	\$ 19,047.00	0.00%
890-892-990-01	End Fund Bal Assigned-Legacy	\$ 577,212.00	\$ -	\$ -	\$ 577,212.00	0.00%
890-892-990-05	End Fund Bal Res-Legacy	\$ 5,260.00	\$ -	\$ -	\$ 5,260.00	0.00%
E95	Ending Fund Balance	\$ 652,291.00	\$ -	\$ -	\$ 652,291.00	0.00%
899	Dept	\$ 922,661.00	\$ -	\$ 2,574.36	\$ 920,086.64	0.28%
890	Moscow Urban Renewal Agency	\$ 1,913,930.00	\$ 7,938.92	\$ 81,075.01	\$ 1,832,854.99	4.24%

General Ledger
Revenue Analysis

March 2021



Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Bal	% Avail/Uncollect	% Received
890	Moscow Urban Renewal Agency						
890-000-410-01	Property Taxes - Legacy	\$ 795,000.00	\$ 28,804.46	\$ 455,975.59	\$ 339,024.41	42.64%	57.36%
890-000-471-00	Investment Earnings	\$ 6,500.00	\$ 233.61	\$ 1,866.04	\$ 4,633.96	71.29%	28.71%
890-000-478-11	Sale of Land - Legacy	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00	100.00%	0.00%
890-000-498-96	Transfer In: Legacy	\$ 62,541.00	\$ -	\$ -	\$ 62,541.00	100.00%	0.00%
890	Moscow Urban Renewal Agency	\$ 1,014,041.00	\$ 29,038.07	\$ 457,841.63	\$ 556,199.37	54.85%	45.15%
Revenue Total		\$ 1,014,041.00	\$ 29,038.07	\$ 457,841.63	\$ 556,199.37	54.85%	45.15%