

**AGENDA  
MOSCOW CITY COUNCIL  
SPECIAL MEETING**

**Monday, March 17, 2008**

**7:00 p.m.**

**City Hall Council Chambers  
206 East Third Street, Second Floor**

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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 will be placed on the time allowed for comments. Citizens wishing to comment on business which is not on the agenda will be provided the opportunity to do so as item number 3. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" on the table outside the City Council Chambers. Thank you for your interest in City government.

**RENEWING OUR FOCUS** – At each meeting one City Council member will present an example of patriotism, humanitarianism, community spirit, or other inspirational message then lead the group in the Pledge of Allegiance. Contact a Council-member with examples to share at future meetings.

1. Consent Agenda: Any item will be removed from the consent agenda at the request of any member of the Council and that item will be considered separately later. Approval by roll call vote.

A. Approval of Minutes of March 3, 2008 – Stephanie Kalasz; Minutes of February 13, 2008 Joint City Council/Planning and Zoning Commission Meeting – Merrilie Larsen; Minutes of February 26, 2008 Joint City Council/Latah County Commissioner Meeting – Stephanie Kalasz

B. Disbursement Report for February 2008 – Don Palmer

The Public Works Finance Committee reviewed the accounts payable for February 2008 and recommend approval of the following:

General	904,462.01
Street	157,403.04
Parks & Rec	143,623.33
1912 Center	7,916.67
Arts	12,153.46
Water Fund	150,712.79
Sewer Fund	138,725.52
Sanitation	208,238.21
Fleet Mgmt Fund	88,828.00
Information Systems	28,497.89
Water Capital	13,758.79
Sewer Capital Projects	
Capital Projects	16,390.53
LID Construction	
Hamilton P&R	
TOTAL	1,870,710.24

C. Fiber Optic Lease Agreement – Jesse Flowers

Staff has been approached by First Step Internet with a request to lease fiber optic strands from the City from City Hall to the University of Idaho Library. Staff has prepared a draft lease agreement in accordance with the Fiber Use Policy that was adopted by the City Council on December 18<sup>th</sup> 2006. The lease agreement would be for a term of 3 years and would include 2 strands along a distance of

7,009 feet for total leased strand footage of 14,018 feet. Reviewed by the Public Works/Finance Committee on March 10, 2007.

ACTION: Approve Agreement.

D. Columbia Retail Lot Line Adjustment Request – Anne Clapperton

Columbia Retail has acquired the old Mark IV property and plans to demolish the existing hotel to allow for the construction of a Walgreens store. The subject property is within the City block bounded by Main, “E”, “D” and Washington Streets and currently consists of three separate parcels. Columbia is requesting a lot line adjustment between two parcels they own to reconfigure the property boundaries as shown on the attached map. Due to the small size of the resulting Parcel “B” and the proximity to proposed vehicular access points and curb cuts related to the Walgreens project, staff is recommending approval with three conditions related to vehicular access, internal site circulation and the provision of a utility easement to allow for the reasonable future development and use of Parcel “B”. Reviewed by the Public Works/Finance Committee on March 10, 2007.

ACTION: Approve lot line adjustment with staff recommended conditions.

E. Frei Lot Line Adjustment Request – Anne Clapperton

Mark Frei is the owner of a 6,706 square foot lot legally described as Lot 1 of Block 2 of the Trautman Addition to the City of Moscow. A duplex was legally constructed upon the subject property prior to the adoption of 1991 zoning code amendments, which established a new duplex minimum lot size of 7,000 square feet. This places the subject property in a nonconforming status that prohibits the reconstruction of the duplex should it be destroyed by more than 70%. This condition limits the ability of the current owner, or any potential purchaser of the property from acquiring financing on the property. Mr. Frei has reached an agreement with the adjacent property owner to the south regarding a minor lot line adjustment that would shift the southern property boundary of the subject property by approximately 4 feet which would increase the lot size to approximately 7,026 feet and thus removing the nonconforming status. Both properties involved in the lot line adjustment request would meet all minimum lot area requirements if approved. Reviewed by the Public Works/Finance Committee on March 10, 2007.

ACTION: Approve lot line adjustment.

F. Assistance to Firefighters Grant Application – Alisa Stone/Ed Button

The Fire Prevention and Safety Grants (FP&S) support projects that enhance the safety of the public and firefighters. Emergency response systems will be required to upgrade their communications equipment and infrastructure in order to maintain inter-operability between public safety agencies. The Fire Department’s existing communications equipment will be deficient with the upcoming requirements for emergency transmissions. This grant funding would assist the Moscow Volunteer Fire Department (MVFD) with the purchase of equipment to comply with standards and/or facilitate solving interoperability or compatibility problems. To comply with federally mandated interoperability requirements, the MVFD must replace all of its radio system components to ensure coordinated and effective information sharing with all public safety agencies such as, fire and rescue, emergency medical services and law enforcement at all government levels. The announcement for this program was just released and the grant application is due by April 4, 2008. The Fire Department is in the process of conducting a needs assessment to determine the type of equipment and infrastructure improvement the existing system will need in order to maintain operability, therefore, the amount of the grant request is estimated at \$250,000. Local match is not required under this program; however, the Rural Fire Department has plans to purchase upgraded equipment which will be used to show a capital contribution to this request. Reviewed by the Administrative Committee on March 10, 2007.

**ACTION:** Approve the grant application to FEMA under the U.S. Department of Homeland Security, Assistance to Firefighters Grants FP&S program for funding to purchase equipment to upgrade the existing system to comply with requirements.

2. Mayor's Appointments – Mayor Chaney
3. Public Comment and Mayor's Response Period (limit 15 minutes) - For members of the Public to speak to the Council regarding matters **NOT on the Agenda and not currently pending before the Planning and Zoning Commission or Board of Adjustment**, please state your name and address for the record and limit remarks to three minutes. Mayor will respond to comments from previous meeting.
4. Presentation of Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ending September 30, 2006 – Gary J. Riedner
5. Fiscal Year 2008 Audit Report – Don Palmer  
The Comprehensive Annual Financial Report, CAFR, for fiscal year ending September 30, 2007 is submitted for City Council's review. Staff will present the CAFR and report significant changes to City Council regarding the City's Annual Audit and outline comparative changes to this report from last year's report.

ACTION: Accept the FY 2007 Comprehensive Annual Financial Report.

6. Receipt of Legacy Crossing Urban Renewal Plan – Gary J. Riedner/John McCabe, Chair, Moscow Urban Renewal Agency  
The Moscow Urban Renewal Agency has adopted the Legacy Crossing Urban Renewal District Redevelopment Plan during its regularly scheduled meeting on March 6, 2008. The Agency has been developing the Plan for the past several months. John McCabe, Chair of the Moscow Urban Renewal Agency, has forwarded a letter and the adopted Plan to Mayor Chaney and City Clerk Stephanie Kalasz for transmittal to the Moscow City Council in order that the Council submit the Plan to the Moscow Planning and Zoning Commission per Idaho Code §50-2008(b). Reviewed by the Administrative Committee on March 10, 2008.

ACTION: Submit the Legacy Crossing Urban Renewal District Redevelopment Plan to the Moscow Planning and Zoning Commission in accordance with Idaho Code 50-2008(b).

7. Application to Idaho Department of Water Resources to Provide Water Services to the Hawkins Development – Les MacDonald  
In a settlement agreement dated February 4, 2008, the City of Moscow agreed that the City would make prompt application to the Idaho Department of Water Resources (IDWR) for a determination that authorizes the City to supply water to the Stateline Project in Washington. The City agreed to prosecute said application with diligence and all reasonable efforts. Hawkins agreed to cooperate with the City and support said application. The City will provide a draft of the application for Hawkins' review and comment before submittal. Hawkins is the intended third-party beneficiary of the application. Final IDWR approval means an order or other written determination by IDWR that constitutes final agency action, approving the application and which is not subject to any appeal and is beyond the time for filing any further appeals. Staff is in the process of preparing the application and has been in contact with IDWR regarding that process. Reviewed by the Administrative Committee on March 10, 2008.

ACTION: Accept report and direct staff as deemed appropriate.

8. Application to Idaho Department of Water Resources for Well #10 Permit  
As part of the City of Moscow Water Capital Improvements plan, the City has anticipated the construction of municipal Well #10. Work on this facility is scheduled to begin in 2008 in the form of the preliminary steps necessary for the drilling of a new well. The drilling of the well is anticipated for 2009 and, if successful, development of the well into a production facility is scheduled for 2010. The City acquired a one acre site for Well #10 which is located on the north side of A Street at its western terminus at the State Line. An application to the Idaho Department of Water Resources (IDWR) is necessary to obtain permission to drill a well at this location. There are two methods that can be utilized to obtain the required

permission. The direction which has been given to staff is to proceed with an application to modify an existing water right to allow for the additional point of diversion. To this end, Staff has prepared a draft application which modifies the existing water right for Well #9 so that it can be utilized at both the Well #9 facility and at the Well #10 site. No change will occur in the amount of water rights held by the City of Moscow. Reviewed by the Administrative Committee on March 10, 2007.

ACTION: Accept report and direct staff as deemed appropriate.

**REPORTS:**

Administrative Committee  
Public Works/Finance Committee  
Other Boards & Commissions  
Mayor

**EXECUTIVE SESSION** – Pursuant to Idaho Code Section 67-2345(1) – to discuss a legal issue.

**\*\* 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, as soon as possible so that arrangements may be made.**