



Agenda: Thursday, September 21, 2017, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3rd Street • Moscow, ID 83843

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 September 7, 2017
 - B. August 2017 Payables
 - C. August 2017 Financials

ACTION: Approve the consent agenda or take such other action deemed appropriate.

2. **Public Comment for items *not on agenda*:** Three minute limit
3. **Announcements**
4. **Review of Joint Meeting with the City Council – Bill Belknap**

5. **FY2017 Financial Statement Audit Services Letter of Engagement – Bill Belknap**

For the last several years the Agency has engaged Presnell Gage, PLLC for to perform an audit of the MURA's financial statements. Presnell Gage is offering to provide the same services for the Agency's fiscal year ending September 30, 2017. The proposed fee is \$4,800, which is a 2% fee increase over past fees paid for these services. Staff has been pleased with the services provided by Presnell Gage and recommends that the Board to continue with their firm for the upcoming audit.

ACTION: Approve the proposed letter of engagement for the audit of the MURA financial statements for the fiscal year ending September 30, 2017; or take other action as deemed appropriate.

6. **Review of Bylaw Amendment Pertaining to Standing Subcommittees – Bill Belknap**

At the Board's August 17th meeting the Board discussed the three different standing subcommittees currently identified within the Agency current bylaws. As reported at that time, other than the Finance Committee, which has generally met at least once a year to review the proposed Agency budget, the committees have been inactive for the last seven years. At that time the Board directed Staff to prepare an amended draft of the bylaws to remove the Governmental Relations and Marketing Committees and to add specific duties and responsibilities for the Finance Committee. Staff has prepared a draft of the requested changes for the Board's Review.

ACTION: Review draft bylaws changes and provide Staff with direction.

7. Agency Policy Development Discussion – Bill Belknap

During the recent strategic planning process it was identified that the Agency has not adopted formal policies that address and direct many of the Agency’s activities. At the Board’s August 17th meeting, Staff recommended that the Agency establish and adopt formal policies that address a number of specific areas including various elements of general Agency administration, financial controls, and development project participation. Staff will facilitate a discussion of potential policy elements and seek Board direction.

ACTION: Review draft policy elements and provide Staff with direction.

8. 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 TDD 883-7019, as soon as possible so that arrangements may be made.