



Meeting Agenda: Thursday, February 5, 2026, 7:30 a.m.

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

1. Election of Officers for 2026 (A)

Per the Agency's bylaws, annual elections for Board Officers are to be held at the first meeting of the year. The Agency will need to appoint officers for the positions of Chair, Vice Chair, and Secretary.

ACTION: Elect and appoint the 2026 Board Officers, or take such other action deemed appropriate.

2. Consent Agenda (A)

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

A. Minutes from December 4, 2025

B. November 2025 Payables

C. November 2025 Financials

D. December 2025 Payables

E. December 2025 Financials

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

3. 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.

4. Executive Director Services Update (A) – Bill Belknap

Staff will provide an update on the status of the Community Development Director recruitment and Executive Director services delivery to the Agency.

ACTION: Accept report and provide direction as deemed appropriate.

5. South Main Pedestrian Underpass Project Update (A) – Bill Belknap

The City has recently determined that the proposed South Main Street Pedestrian Underpass Project is not feasible at this time. Staff will provide an update on the project and the proposed revised scope and Agency participation.

ACTION: Accept report and provide direction as deemed appropriate.

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.

6. Legacy Crossing District and Sixth and Jackson Property Update (A) – Bill Belknap

Staff will provide an update on current activities and discussions surrounding potential projects in the Legacy Crossing District and the implications for Requests for Proposals (RFP) for the Agency's property at Sixth and Jackson Street.

ACTION: Accept report and provide direction as deemed appropriate.

7. General Agency Updates – Bill Belknap

- The next regular meeting of the Urban Renewal Agency is scheduled for February 19, 2026.
- 2025 Annual Report and Audit Presentation tentatively scheduled for March 19, 2026.
- General Agency business

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Meeting Minutes: Thursday, December 4, 2025, 7:30 a.m.

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

Commissioners Present	Commissioners Absent	Staff in Attendance
Alison Tompkins, Vice Chair	Steve McGeehan	Cody Riddle, Executive Director
Mark Beauchamp		Renee Tack, Treasurer
Drew Davis		Catherine Adams
Sandra Kelly		
Tom Lamar		
Nancy Tribble		

Tompkins called the meeting to order at 7:34 a.m.

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 October 16, 2025

B. October 2025 Payables

C. October 2025 Financials

Lamar moved for approval of the consent agenda as presented, seconded by Kelly. Roll Call Vote; Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

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 offered.

3. Preliminary Discussion – Request for Proposals for Sixth and Jackson Property (A) – Cody Riddle

Staff will lead a discussion regarding the preparation and timeline for issuing a Request for Proposals (RFP) for the Agency's property at Sixth and Jackson Streets. A copy of the 2023 RFP is included in the packet for discussion purposes.

Riddle provided a brief review of the previous Request for Proposals for the Sixth and Jackson Street property, as described above. The Board provided feedback for Staff to use while drafting a new RFP, including extending the submission deadline, requiring a statement outlining financial viability, and a supplying a detailed timeline for the proposed construction.

The members indicated they would like to see the RFP include more prominent information regarding the condition of the soil at the Sixth and Jackson Street property as well as the scoring criteria for proposals. There was more discussion about what should be included in the proposal submissions, such as examples of pertinent completed projects with references. The Board clarified that if the property was to be split between multiple proposals, a Disposition and Development Agreement (DDA) would be required for each parcel and party involved.

The Board also talked about changing the language in the RFP to evaluate proposals that might include a Hello Walk that spans the property or meanders through it. There was a conversation about continuing to monitor the test wells on the site and how that could be written in as a responsibility of the new owners and an agreement to continue monitoring be tied to the purchase of the property.

4. General Agency Updates – Cody Riddle

- *The next regular meeting of the Urban Renewal Agency is scheduled for December 18, 2025.*
- *Bill Belknap will serve as Executive Director on an interim basis.*
- *Update on off-site monitoring wells.*

Riddle informed the Board that off-site wells were installed in October by Alta. The initial tests showed no trace of ammonia nitrates. Another round of testing will occur in March 2026. If the data is still at acceptable levels, the on-site system should be able to be removed.

The meeting adjourned at 8:20 a.m.

Steve McGeehan, Agency Chair

Date



Balance Sheet
November 30, 2025

	<u>Total Funds</u>
ASSETS	
Cash	13,452
Investments - LGIP	4,556,777
Investments-Zions Debt Reserve	44,633
Other Assets	5,260
Land	679,420
Total Assets	<u><u>\$ 5,299,541</u></u>
LIABILITIES	
Series 2010 Bond - due within one year	40,000
Latah County payback agreement - due within one year	10,000
Series 2010 Bond - due after one year	42,000
Latah County payback agreement - due after one year	59,537
Total Liabilities	<u>151,537</u>
FUND BALANCES	
Net Investment in Capital Assets	597,420
Restricted Fund Balance	44,312
Unrestricted Fund Balance	4,506,272
Total Fund Balance	<u><u>5,148,004</u></u>
 Total Liabilities and Fund Balance	 <u><u>\$ 5,299,541</u></u>

November-25
Checks by Date



Check Number	Vendor	Description	Check Date	Check Amount
5019	UCITYMOS 115911-10312025	City of Moscow Oct'25 Electric for Legacy Property	11/05/2025	352.50
Total for Check Number 5019:				352.50
5020	UAVISTA 1563734669-11192025	Avista Utilities Oct'25 Utilities 6th & Jackson	11/19/2025	20.60
Total for Check Number 5020:				20.60
5021	UCITYMOS 2500002942	City of Moscow City Admin Fees Nov'25	11/14/2024 16-Nov	5,039.75
Total for Check Number 5021:				5,039.75
Total bills for November 2025:				\$ 5,412.85

November-25
Accounts Payable Checks for Approval



Check	Check Date	Fund Name	Vendor	Void	Amount
5019	11/05/2025	Moscow Urban Renewal Agency	City of Moscow		352.50
5020	11/29/2025	Moscow Urban Renewal Agency	Avista Utilities		20.60
5021	11/29/2025	Moscow Urban Renewal Agency	City of Moscow		5,039.75
			Report Total:	\$ -	5,412.85

Steve McGeehan, Chairperson

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.

Bill Belknap, Executive Director

Renee Tack, Treasurer

General Ledger
Expense vs. Budget

November-25



		Amended					
Account	Description	Budget	Period Amt	End Bal	Variance	% Budget Used	
URA General Fund							
890-880-642-00	Administrative Services	\$ 60,477.00	\$ 5,039.75	\$ 10,079.50	\$ 50,397.50	16.67%	
890-880-642-15	Professional Services-Other	\$ 5,000.00	\$ -	\$ 2,600.00	\$ 2,400.00	52.00%	
890-880-642-20	Professional Services-Auditing	\$ 6,200.00	\$ -	\$ -	\$ 6,200.00	0.00%	
890-880-642-89	Professional Services	\$ 557.00	\$ -	\$ -	\$ 557.00	0.00%	
890-880-644-10	Advertising & Publishing	\$ 530.00	\$ -	\$ -	\$ 530.00	0.00%	
890-880-668-10	Liability Insurance-General	\$ 2,730.00	\$ -	\$ 2,638.00	\$ 92.00	96.63%	
	Contractual	\$ 75,494.00	\$ 5,039.75	\$ 15,317.50	\$ 60,176.50	20.29%	
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%	
890-880-647-10	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%	
	Commodities	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%	
	URA General Fund - Total	\$ 77,494.00	\$ 5,039.75	\$ 15,317.50	\$ 62,176.50	19.77%	
URA Legacy District							
890-895-642-10	Professional Services-Legacy	\$ 5,464.00	\$ -	\$ -	\$ 5,464.00	0.00%	
890-895-642-12	Land Sale Expense-Legacy	\$ 2,185.00	\$ -	\$ -	\$ 2,185.00	0.00%	
890-895-644-10	Ad. & Marketing Expense-Legacy	\$ 1,093.00	\$ -	\$ -	\$ 1,093.00	0.00%	
	Contractual	\$ 8,742.00	\$ -	\$ -	\$ 8,742.00	0.00%	
890-895-647-10	Travel & Meetings-Legacy	\$ 546.00	\$ -	\$ -	\$ 546.00	0.00%	
890-895-652-10	Heat, Lights & Utilities	\$ 4,917.00	\$ 373.10	\$ 373.10	\$ 4,543.90	7.59%	
890-892-658-10	Repair & Maintenance	\$ -	\$ -	\$ 3,409.00	\$ (3,409.00)	NA	
890-895-658-51	Development Participation	\$ 1,208,500.00	\$ -	\$ -	\$ 1,208,500.00	0.00%	
890-895-669-10	Misc. Expense-Legacy	\$ 546.00	\$ -	\$ -	\$ 546.00	0.00%	
890-895-675-00	Fiscal Agent Trustee fees	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%	

General Ledger Expense vs. Budget

November-25



Account	Description	Amended		Period Amt	End Bal	Variance	% Budget Used
		Budget					
890-895-676-15	Latah County Reimb. Agreement	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%	
890-895-676-17	Owner Participation Agreements	\$ 46,500.00	\$ -	\$ -	\$ 46,500.00	0.00%	
	Commodities	\$ 1,272,509.00	\$ 373.10	\$ 3,782.10	\$ 1,268,726.90	0.30%	
890-895-890-00	Transfer To: General Fund	\$ 77,494.00	\$ -	\$ -	\$ 77,494.00	0.00%	
	Transfers To	\$ 77,494.00	\$ -	\$ -	\$ 77,494.00	0.00%	
890-895-900-11	Contingency - Legacy	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%	
	Contingency	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%	
	URA Legacy District - Total	\$ 1,373,745.00	\$ 373.10	\$ 3,782.10	\$ 1,369,962.90	0.28%	
890-892-790-01	Bond Principal - Legacy	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	0.00%	
890-892-791-01	Bond Interest - Legacy	\$ 3,600.00	\$ -	\$ -	\$ 3,600.00	0.00%	
	Debt Service - Total	\$ 43,600.00	\$ -	\$ -	\$ 43,600.00	0.00%	
890-892-990-01	Ending Fund Bal - Assigned	\$ 3,426,999.00	\$ -	\$ -	\$ 3,426,999.00	0.00%	
890-892-990-05	Ending Fund Bal - Restricted	\$ 49,752.00	\$ -	\$ -	\$ 49,752.00	0.00%	
890-899-990-00	Ending Fund Bal - Unassigned	\$ 592,680.00	\$ -	\$ -	\$ 592,680.00	0.00%	
	Ending Fund Balance - Total	\$ 4,069,431.00	\$ -	\$ -	\$ 4,069,431.00	0.00%	
TOTAL	Moscow Urban Renewal Agency	\$ 5,564,270.00	\$ 5,412.85	\$ 19,099.60	\$ 5,545,170.40	0.34%	

General Ledger
Revenue Analysis

November 2025



Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Variance	Uncollected Bal	% Avail/Uncollect	% Received
890	Moscow Urban Renewal Agency							
890-000-410-01	Property Taxes - Legacy	\$ 1,009,400.00	\$ 5,340.41	\$ 5,340.41	\$ 1,004,059.59	\$ 1,004,059.59	99.47%	0.53%
890-000-471-00	Investment Earnings	\$ 110,000.00	\$ 16,313.26	\$ 16,313.50	\$ 93,686.50	\$ 93,686.50	85.17%	14.83%
890-000-478-11	Sale of Land - Legacy	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	100.00%	0.00%
890-000-498-96	Transfer In: Legacy	\$ 77,494.00	\$ -	\$ -	\$ 77,494.00	\$ 77,494.00	100.00%	0.00%
890	Moscow Urban Renewal Agency	\$ 1,296,894.00	\$ 21,653.67	\$ 21,653.91	\$ 1,275,240.09	\$ 1,275,240.09	98.33%	1.67%
Revenue Total		\$ 1,296,894.00	\$ 21,653.67	\$ 21,653.91	\$ 1,275,240.09	\$ 1,275,240.09	98.33%	1.67%



Balance Sheet
December 31, 2025

	Total Funds
ASSETS	
Cash	24,298
Investments - LGIP	4,572,182
Investments-Zions Debt Reserve	44,633
Other Assets	5,260
Land	679,420
Total Assets	<u><u>\$ 5,325,793</u></u>
LIABILITIES	
Series 2010 Bond - due within one year	40,000
Latah County payback agreement - due within one year	10,000
Series 2010 Bond - due after one year	42,000
Latah County payback agreement - due after one year	59,537
Total Liabilities	<u>151,537</u>
FUND BALANCES	
Net Investment in Capital Assets	597,420
Restricted Fund Balance	44,312
Unrestricted Fund Balance	4,532,524
Total Fund Balance	<u>5,174,256</u>
Total Liabilities and Fund Balance	<u><u>\$ 5,325,793</u></u>

December-25
Checks by Date



Check Number	Vendor	Description	Check Date	Check Amount
5022	UAVISTA 1563734669-12172025	Avista Utilities Nov'25 Utilities 6th & Jackson	12/03/2025	20.60
Total for Check Number 5022:				20.60
5023	UCITYMOS 115911-11302025	City of Moscow Nov'25 Electric for Legacy Property	12/03/2025	352.44
Total for Check Number 5023:				352.44
5024	UALTASCI 115911-11302025	ALTA Science & Engineering Nov'25 Legacy Wells	12/10/2025	1,184.50
Total for Check Number 5024:				1,184.50
5025	UCITYMOS 2500002976	City of Moscow Dec'25 City Admin Fees	12/10/2025	5,039.75
Total for Check Number 5025:				5,039.75
Total bills for December 2025:				\$ 6,597.29

December-25
Accounts Payable Checks for Approval



Check	Check Date	Fund Name	Vendor	Void	Amount
5022	12/03/2025	Moscow Urban Renewal Agency	Avista Utilities		20.60
5023	12/03/2025	Moscow Urban Renewal Agency	City of Moscow		352.44
5024	12/10/2025	Moscow Urban Renewal Agency	ALTA Science & Engineering		1,184.50
5025	12/10/2025	Moscow Urban Renewal Agency	City of Moscow		5,039.75
			Report Total:	\$ -	6,597.29

Steve McGeehan, Chairperson

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.

Bill Belknap, Executive Director

Renee Tack, Treasurer

General Ledger Expense vs. Budget

December-25



Account	Description	Amended Budget	Period Amt	End Bal	Variance	% Budget Used
	URA General Fund					
890-880-642-00	Administrative Services	\$ 60,477.00	\$ 5,039.75	\$ 15,119.25	\$ 45,357.75	25.00%
890-880-642-15	Professional Services-Other	\$ 5,000.00	\$ 1,184.50	\$ 3,784.50	\$ 1,215.50	75.69%
890-880-642-20	Professional Services-Auditing	\$ 6,200.00	\$ -	\$ -	\$ 6,200.00	0.00%
890-880-642-89	Professional Services	\$ 557.00	\$ -	\$ -	\$ 557.00	0.00%
890-880-644-10	Advertising & Publishing	\$ 530.00	\$ -	\$ -	\$ 530.00	0.00%
890-880-668-10	Liability Insurance-General	\$ 2,730.00	\$ -	\$ 2,638.00	\$ 92.00	96.63%
	Contractual	\$ 75,494.00	\$ 6,224.25	\$ 21,541.75	\$ 53,952.25	28.53%
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%
890-880-647-10	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%
	Commodities	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
	URA General Fund - Total	\$ 77,494.00	\$ 6,224.25	\$ 21,541.75	\$ 55,952.25	27.80%
	URA Legacy District					
890-895-642-10	Professional Services-Legacy	\$ 5,464.00	\$ -	\$ -	\$ 5,464.00	0.00%
890-895-642-12	Land Sale Expense-Legacy	\$ 2,185.00	\$ -	\$ -	\$ 2,185.00	0.00%
890-895-644-10	Ad. & Marketing Expense-Legacy	\$ 1,093.00	\$ -	\$ -	\$ 1,093.00	0.00%
	Contractual	\$ 8,742.00	\$ -	\$ -	\$ 8,742.00	0.00%
890-895-647-10	Travel & Meetings-Legacy	\$ 546.00	\$ -	\$ -	\$ 546.00	0.00%
890-895-652-10	Heat, Lights & Utilities	\$ 4,917.00	\$ 373.04	\$ 746.14	\$ 4,170.86	15.17%
890-892-658-10	Repair & Maintenance	\$ -	\$ -	\$ 3,409.00	\$ (3,409.00)	NA
890-895-658-51	Development Participation	\$ 1,208,500.00	\$ -	\$ -	\$ 1,208,500.00	0.00%
890-895-669-10	Misc. Expense-Legacy	\$ 546.00	\$ -	\$ -	\$ 546.00	0.00%

General Ledger Expense vs. Budget

December-25



Account	Description	Amended		Period Amt	End Bal	Variance	% Budget Used			
		Budget								
890-895-675-00	Fiscal Agent Trustee fees	\$	1,500.00	\$	-	\$	-	\$	1,500.00	0.00%
890-895-676-15	Latah County Reimb. Agreement	\$	10,000.00	\$	-	\$	-	\$	10,000.00	0.00%
890-895-676-17	Owner Participation Agreements	\$	46,500.00	\$	-	\$	-	\$	46,500.00	0.00%
	Commodities	\$	1,272,509.00	\$	373.04	\$	4,155.14	\$	1,268,353.86	0.33%
890-895-890-00	Transfer To: General Fund	\$	77,494.00	\$	-	\$	-	\$	77,494.00	0.00%
	Transfers To	\$	77,494.00	\$	-	\$	-	\$	77,494.00	0.00%
890-895-900-11	Contingency - Legacy	\$	15,000.00	\$	-	\$	-	\$	15,000.00	0.00%
	Contingency	\$	15,000.00	\$	-	\$	-	\$	15,000.00	0.00%
	URA Legacy District - Total	\$	1,373,745.00	\$	373.04	\$	4,155.14	\$	1,369,589.86	0.30%
890-892-790-01	Bond Principal - Legacy	\$	40,000.00	\$	-	\$	-	\$	40,000.00	0.00%
890-892-791-01	Bond Interest - Legacy	\$	3,600.00	\$	-	\$	-	\$	3,600.00	0.00%
	Debt Service - Total	\$	43,600.00	\$	-	\$	-	\$	43,600.00	0.00%
890-892-990-01	Ending Fund Bal - Assigned	\$	3,426,999.00	\$	-	\$	-	\$	3,426,999.00	0.00%
890-892-990-05	Ending Fund Bal - Restricted	\$	49,752.00	\$	-	\$	-	\$	49,752.00	0.00%
890-899-990-00	Ending Fund Bal - Unassigned	\$	592,680.00	\$	-	\$	-	\$	592,680.00	0.00%
	Ending Fund Balance - Total	\$	4,069,431.00	\$	-	\$	-	\$	4,069,431.00	0.00%
TOTAL	Moscow Urban Renewal Agency	\$	5,564,270.00	\$	6,597.29	\$	25,696.89	\$	5,538,573.11	0.46%

General Ledger
Revenue Analysis

December-25



Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Variance	Uncollected Bal	% Avail/Uncollect	% Received
890	Moscow Urban Renewal Agency							
890-000-410-01	Property Taxes - Legacy	\$ 1,009,400.00	\$ 17,443.45	\$ 22,783.86	\$ 986,616.14	\$ 986,616.14	97.74%	2.26%
890-000-471-00	Investment Earnings	\$ 110,000.00	\$ 15,405.93	\$ 31,719.43	\$ 78,280.57	\$ 78,280.57	71.16%	28.84%
890-000-478-11	Sale of Land - Legacy	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	100.00%	0.00%
890-000-498-96	Transfer In: Legacy	\$ 77,494.00	\$ -	\$ -	\$ 77,494.00	\$ 77,494.00	100.00%	0.00%
890	Moscow Urban Renewal Agency	\$ 1,296,894.00	\$ 32,849.38	\$ 54,503.29	\$ 1,242,390.71	\$ 1,242,390.71	95.80%	4.20%
Revenue Total		\$ 1,296,894.00	\$ 32,849.38	\$ 54,503.29	\$ 1,242,390.71	\$ 1,242,390.71	95.80%	4.20%