



Meeting Agenda: Thursday, April 2, 2026, 7:30 a.m.

City of Moscow Council Chambers • 206 E 3<sup>rd</sup> 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 a member of the Board and that item will be considered separately later.

A. Minutes from March 5, 2026

B. February 2026 Payables

C. February 2026 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. Legacy Crossing District and Sixth and Jackson Property Updates (A) – Bill Belknap**

Staff will provide an update regarding the Sixth and Jackson property and other recent events within the Legacy Crossing District.

**ACTION:** Accept report and provide direction as deemed appropriate.

**4. General Agency Updates – Bill Belknap**

- The next Urban Renewal Agency regular meeting scheduled for April 16<sup>th</sup> will be cancelled. The next meeting will take place on May 7, 2026.
- General Agency business

**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](mailto: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.



Meeting Minutes: Thursday, March 5, 2026, 7:30 a.m.

City of Moscow Council Chambers • 206 E 3<sup>rd</sup> Street • Moscow, ID 83843

Commissioners Present	Commissioners Absent	Staff in Attendance
Steve McGeehan, Chair	Mark Beauchamp	Bill Belknap, Executive Director
Drew Davis		Nichoel Baird Spencer
Sandra Kelly		Jennifer Fleischman, Clerk
Tom Lamar		Renee Tack, Treasurer
Alison Tompkins		Catherine Adams
Nancy Tribble		

McGeehan called the meeting to order at 7:31 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 February 5, 2026
- B. January 2026 Payables
- C. January 2026 Financials

Kelly moved for approval of the consent agenda as presented, seconded by Tribble. 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. Introduction of Nichoel Baird Spencer – Bill Belknap**

*Staff will introduce Nichoel Baird Spencer, who recently joined the City of Moscow as Community Development Director/Deputy City Administrator and will transition in as Executive Director for the Agency later this year.*

Belknap introduced Nichoel Baird Spencer, the new Deputy City Administrator and incoming Executive Director for Urban Renewal Agency (URA).

**4. Agency FY2025 Audit Presentation (A) – Renee Tack**

*The Fiscal Year 2025 MURA audit is attached and will be presented by MURA Treasurer Renee Tack and the auditors, Presnell Gage PLLC.*

Tack introduced Nicholas Nicholson, from Presnell Gage, who provided a brief presentation with a general review of the audit process. Nicholson explained how independent auditors compiled the financial statements and the resulting official opinions of compliance. He covered various highlights of interest from the report.

Davis moved to accept the FY2025 Audited Financial Statements as presented, seconded by Lamar. Roll Call Vote: Ayes: Davis, Kelly, Lamar, McGeehan, Tribble (5). Nays: None. Abstentions: Tompkins (1). Motion carried.

**5. Public Hearing: 2025 MURA Annual Report Review (A) – Bill Belknap**

*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 on 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 2025 Annual Report for public comment and the Board’s review and approval.*

Belknap reviewed the draft 2025 Annual Report as required by state law, and recommended approval after accepting public comment.

Public Hearing opened at 7:54 AM

Victoria Seever, Moscow, read her written comment for the 2025 Annual Report (see attached).

Public Hearing closed at 7:57 AM

The Board had a quick conversation about the previously closed Alturas Technology Park District and the now privately-owned vacant lots still within the park. Any limitations for development or use of those lots are regulated under the City’s Zoning Code.

Lamar moved to accept the FY2025 Annual Report and associated Resolution 2026-01 as presented, seconded by Kelly. Roll Call Vote: Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

**6. FY2027 MURA Budget Hearing Date Determination (A) – Bill Belknap**

*In accordance with state law, the Agency must notify the County Clerk’s office of the date of the Agency’s public hearing for its annual budget no later than April 30th each year. To allow adequate time for the budget development and review process, Staff is proposing that the Agency set the hearing date for its FY2027 budget on Thursday, August 6, 2026, and seeks the Board’s approval to notify the County Clerk accordingly.*

Belknap informed the Board of the requirements for budget and recommended the Hearing date be set for the meeting occurring on August 6, 2026. The Board members discussed availability at the beginning of August and ultimately decided August 20<sup>th</sup> would be better for achieving a quorum.

Davis moved to set the FY2027 Budget Hearing date for August 20, 2026, as discussed. Motion seconded by Kelly. Roll Call Vote: Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

**7. General Agency Updates – Bill Belknap**

- *The next regular meeting of the Urban Renewal Agency, scheduled for March 19, 2026, will be cancelled.*
- *General Agency business*

None.

**The meeting adjourned at 8:04 a.m.**

\_\_\_\_\_  
Steve McGeehan, Agency Chair

\_\_\_\_\_  
Date



**Balance Sheet**  
**February 28, 2026**

	<u>Total Funds</u>
<b>ASSETS</b>	
Cash	43,223
Investments - LGIP	5,152,453
Investments-Zions Debt Reserve	44,633
Other Assets	5,260
Land	679,420
<b>Total Assets</b>	<u><u>\$ 5,924,988</u></u>
<b>LIABILITIES</b>	
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
<b>Total Liabilities</b>	<u>151,537</u>
<b>FUND BALANCES</b>	
Net Investment in Capital Assets	597,420
Restricted Fund Balance	44,312
Unrestricted Fund Balance	5,131,719
<b>Total Fund Balance</b>	<u>5,773,451</u>
<b>Total Liabilities and Fund Balance</b>	<u><u>\$ 5,924,988</u></u>

February-26  
Checks by Date



Check Number	Vendor	Description	Check Date	Check Amount
5033	UALTASCI 0000004027	ALTA Science & Engineering Jan'26 Legacy Wells	02/11/2026	206.75
Total for Check Number 5033:				206.75
5034	UAVISTA 1563734669-0223202	Avista Utilities Jan'26 Utilities 6th & Jackson	02/11/2026	20.60
Total for Check Number 5034:				20.60
5035	UCITYMOS 2500003064 115911-01312026	City of Moscow Feb'26 City Admin Fees Jan'26 Utilities 6th & Jackson	02/11/2026	5,039.75 352.44
Total for Check Number 5035:				5,392.19
5036	UJ&HP 12979	J & H Printing, Inc. URA Director Business Cards	02/11/2026	22.60
Total for Check Number 5036:				22.60
ACH		Zion's Bank Bond Interest Payment	02/24/2026	1,428.76
Total for Check Number ACH:				1,428.76
5037	USWANGER 1/31/2026	Larry Swanger Swanger OPA Payment - 1st Half 2025	02/25/2026	828.09
Total for Check Number 5037:				828.09
<b>Total bills for February 2026:</b>				<b>\$ 7,898.99</b>

February-26  
 Accounts Payable Checks for Approval



Check	Check Date	Fund Name	Vendor	Void	Amount
5033	02/11/2026	Moscow Urban Renewal Agency	ALTA Science & Engineering		206.75
5034	02/11/2026	Moscow Urban Renewal Agency	Avista Utilities		20.60
5035	02/11/2026	Moscow Urban Renewal Agency	City of Moscow		5,392.19
5036	02/11/2026	Moscow Urban Renewal Agency	J & H Printing, Inc.		22.60
ACH	02/24/2026	Moscow Urban Renewal Agency	Zion's Bank		1,428.76
5037	02/25/2026	Moscow Urban Renewal Agency	Larry Swanger		828.09
			Report Total:	\$ -	\$ 7,898.99

\_\_\_\_\_  
 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

February-26



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	\$ 25,198.75	\$ 35,278.25	41.67%
890-880-642-15	Professional Services-Other	\$ 5,000.00	\$ 206.75	\$ 5,754.25	\$ (754.25)	115.09%
890-880-642-20	Professional Services-Auditing	\$ 6,200.00	\$ -	\$ -	\$ 6,200.00	0.00%
890-880-642-89	Professional Services	\$ 557.00	\$ -	\$ 19.95	\$ 537.05	3.58%
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	\$ 5,246.50	\$ 33,610.95	\$ 41,883.05	44.52%
890-880-631-10	Postage Expense	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
890-880-631-20	Printing and Binding	\$ 400.00	\$ 22.60	\$ 22.60	\$ 377.40	5.65%
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	\$ 22.60	\$ 22.60	\$ 1,977.40	1.13%
	URA General Fund - Total	\$ 77,494.00	\$ 5,269.10	\$ 33,633.55	\$ 43,860.45	43.40%
	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	\$ 1,492.22	\$ 3,424.78	30.35%
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

February-26



Account	Description	Amended		End Bal	Variance	% Budget Used
		Budget	Period Amt			
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	\$ 828.09	\$ 23,596.22	\$ 22,903.78	50.74%
	Commodities	\$ 1,272,509.00	\$ 1,201.13	\$ 28,497.44	\$ 1,244,011.56	2.24%
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	\$ 1,201.13	\$ 28,497.44	\$ 1,345,247.56	2.07%
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	\$ 1,428.76	\$ 1,428.76	\$ 2,171.24	39.69%
	Debt Service - Total	\$ 43,600.00	\$ 1,428.76	\$ 1,428.76	\$ 42,171.24	3.28%
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	\$ 7,898.99	\$ 63,559.75	\$ 5,500,710.25	1.14%

General Ledger  
Revenue Analysis

February-26



Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Variance	Uncollected Bal	% Avail/Uncollect	% Received
<b>890</b>	<b>Moscow Urban Renewal Agency</b>							
890-000-410-01	Property Taxes - Legacy	\$ 1,009,400.00	\$ 18,103.94	\$ 629,570.38	\$ 379,829.62	\$ 379,829.62	37.63%	62.37%
890-000-471-00	Investment Earnings	\$ 110,000.00	\$ 15,032.56	\$ 61,990.71	\$ 48,009.29	\$ 48,009.29	43.64%	56.36%
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%
<b>890</b>	<b>Moscow Urban Renewal Agency</b>	<b>\$ 1,296,894.00</b>	<b>\$ 33,136.50</b>	<b>\$ 691,561.09</b>	<b>\$ 605,332.91</b>	<b>\$ 605,332.91</b>	<b>46.68%</b>	<b>53.32%</b>
<b>Revenue Total</b>		<b>\$ 1,296,894.00</b>	<b>\$ 33,136.50</b>	<b>\$ 691,561.09</b>	<b>\$ 605,332.91</b>	<b>\$ 605,332.91</b>	<b>46.68%</b>	<b>53.32%</b>