

Public Works / Finance Committee



Regular Meeting ~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, April 8, 2019

3:00 PM

**Council Chambers
206 E. Third St.**

REGULAR AGENDA

The meeting was called to order at 3:00 p.m.

PRESENT: Art Bettge, Jim Boland, Brandy Sullivan

ABSENT: Anne Zabala

STAFF: Mia Vowels, Leah Carlson, Mike Ray, Jen Pfiffner, Bob Buvel, Caylee Birge

1. Approval of Public Works / Finance Committee March 25, 2019 Minutes (ACTION ITEM) - Caylee Birge

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes, amend minutes, or provide staff further direction.
The minutes were approved as presented.

2. Disbursement Report March 2019 (ACTION ITEM) - Sarah Banks

Staff will present the Accounts Payable Report for the month ending March, 2019.

ACTION: Sign the Disbursements Report for the month of March, 2019.

Banks presented the accounts payable report which included the purchase of two new vehicles. Vehicles are kept on average of seven (7) years, however that can be flexible depending on the vehicles condition.

The Committee recommended approval and that it be placed on the Council consent agenda.

3. Second Quarter Financial Report January 1, 2019 to March 31, 2019 for FY2019 (ACTION ITEM) - Sarah Banks

Staff will present the financial report for the second quarter of Fiscal Year 2019 (January 1, 2019 to March 31, 2019).

PROPOSED ACTIONS: Approve the FY2019 Second Quarter Report, or provide staff further direction.

Bank presented the second quarter financial report.

The Committee recommended approval and that it be placed on the Council consent agenda.

4. Public Meeting: Proposed Lot Division at 860 N Lincoln Street (ACTION ITEM) - Leah Carlson

The applicant, David Reed, is requesting two lot divisions for an 11,380 sf lot located at 860 N. Lincoln Street. The applicant is requesting the lot divisions in order to create three townhouse lots of approximately 5,120 sf, 2,591 sf, and 3,669 sf in size from the original parcel. The subject property is located within the Medium Density Residential Zoning District (R-3). Within the R-3 Zoning District, townhouse lots require a minimum lot area of 2,000 square feet and a minimum lot width of twenty feet (20'). All proposed lot areas and lot widths meet these requirements. Per Moscow City Code, property owners within 600 feet of the property have been notified of the proposed division and a sign was posted seven (7) days prior to the public meeting date.

PROPOSED ACTIONS: Take public comment if applicable and recommend approval of the lot division requests with no conditions; or recommend approval of the lot division requests with conditions; or recommend denial of the lot division requests; or provide staff further direction

Carlson introduced the item as written above.

John Wheaten of 901 Vandal Drive, Moscow ID stated the current lot is zoned for duplexes and rentals and is too crowded for more development. There will not be enough parking for the proposed adjustment and subsequent housing. There area is too high density with too much traffic as it is, he is opposed to lot line adjustment.

Sheryl Wheaten of 901 Vandal Drive, Moscow ID stated that Vandal Drive is not paved nor is Lincoln. New surfacing was started to improve the roadway but it was not kept up. If we add townhouses and more cars there will too much traffic for the undeveloped road.

The lots surrounding the lot in question are mostly residential. There will be a 2 car parking requirement for each townhouse and the developer will be required to put in a curb sidewalk and they will be required to do street frontage improvements. The city will hold a fee for each lot to pave the street at a later date. The paving would include both Vandal Drive and Lincoln Street. However a Local Improvement District (LID) will have to vote to have the road paved. Scott Becker with Hodges Associates 405 S Washington stated the builder is trying to lower the density of town and they will be built to current city standards. The western side of the property can accommodate a gravel lot for more parking.

The Committee recommended approval and that it be placed on the regular Council agenda.

5. Flood Hazard Area Ordinance (ACTION ITEM) - Mike Ray

In the fall of 2018, the Community Development Department was contacted by the Federal Emergency Management Agency (FEMA) which indicated that the National Flood Insurance Program (NFIP), in which the City participates in, has recently updated their requirements. Staff conducted a review of Moscow's Flood Hazard Area ordinance and determined it was compliant, but there are a few areas that require attention and should be revised. Staff worked with FEMA to update the Flood Hazard Area ordinance to be compliant with current NFIP requirements. The Planning and Zoning Commission conducted a public hearing for the proposed ordinance on March 13, 2019 and recommended approval of the ordinance as presented to City Council. The proposed ordinance has been scheduled for a public hearing before City Council at the Council's upcoming April 15, 2019 meeting.

PROPOSED ACTIONS: Recommend forwarding the proposed ordinance for public hearing at the Council's upcoming April 15, 2019 meeting; or provide staff further direction.

Ray introduced the item as written above.

The proposed would be updates to chapter 5, flood hazard areas, of the zoning code. The last update was in 2015 to the flood plain ordinances. The Federal Emergency Management Agency (FEMA) recently updated their model for minimum requirements and conducted a review of Moscow's ordinance. It was determined Moscow was compliant, but there were a few areas that needed revised. We have revised our ordinances for consistency, mostly definitions and small language updates.

The Committee recommended approval and that it be placed on the regular Council agenda.

6. A Street and Almon Street ROW Purchase Agreement (ACTION ITEM) - Bob Buvel

Noel Blum has purchased and is developing The Dumas Seed Site on the SW corner of "A" Street and Almon Street. To improve "A" Street traffic flow, the City of Moscow would like to add an eastbound left turn lane to that intersection. The existing "A" Street right-of-way width is not adequate to accommodate the left turn lane, but Mr. Blum has agreed to sell a 307 square foot parcel to the City for this purpose.

Staff is seeking Council's approval to execute a purchase and sale agreement with Noel Blum in the amount of One Thousand Eight Hundred Forty-Two Dollars (\$1,842) to acquire the right-of-way necessary to construct this turn lane. The attached purchase and sale agreement has been approved by the City Attorney.

PROPOSED ACTIONS: Recommend approval to execute a purchase and sale agreement with Noel Blum in the amount of \$1,842 for the purpose of constructing a left turn lane for eastbound traffic at the intersection of A Street and Almon, and forward to full Council with recommendation to authorize the Mayor to sign the agreement, or provide staff further direction.

Buvel introduced the item as written above.

He stated that we will also put curb lines and sidewalks in as well. The proposed purchase and project will be completed with the current project.

The Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting was closed at 3:38 p.m.

