

AMENDED
Moscow City Council



Regular Meeting
~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, May 20, 2019

7:00 PM

Council Chambers
206 E. Third St.

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 may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so during the public comment item on the agenda. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Moscow City Council meetings are televised, videotaped and/or recorded. Thank you for your interest in City government.

AMENDED AGENDA (ACTION ITEM) –Gary J. Riedner

Due to technical difficulties with the City's agenda management software, an incorrect agenda was published for the May 20, 2019 Regular City Council meeting. The published agenda failed to include the Proposed Lot Division at 1110 S. Main Street in the Consent Agenda. The Council/Committee staff report was included and attached to the published agenda. The Amended Agenda includes the lot division item.

Staff recommends the City Council approve the Amended Agenda and consider the revised Consent Agenda for the good faith reason that the technical issues with the agenda management system prevented the publication of the correct agenda and that the applicants for the lot division anticipated the item to be considered at the May 20, 2019 City Council meeting.

ACTION: Approve the Amended Agenda for the good faith reason that the technical issues with the City's agenda management system prevented the publication of the correct agenda and that the applicants for the lot division anticipated the item to be considered at the May 20, 2019 City Council meeting.

PLEDGE OF ALLEGIANCE

PROCLAMATION – MEMORIAL DAY

CONSENT AGENDA (ACTION ITEM)

1. All Consent Items

A. Approval of Moscow City Council May 6, 2019 Minutes - Laurie M. Hopkins

ACTION: Approve minutes.

B. Disbursement Report April 2019 - Sarah Banks

Staff will present the Disbursements Report for the month ending April, 2019.

ACTION: Approve the Disbursements Report for the month of April, 2019.

C. Proposed Lot Division at 1110 Main Street – Leah Carlson

The applicants, Justin Sult and Andrew Smith, are requesting a lot division for an existing 64,800 sf lot located at 1110 S. Main Street. The applicants are requesting the lot division in order to create one new lot of approximately 5,000 sf in size from the original parcel, leaving a remainder parcel of 59,800 sf. The subject property is located within the Multiple Family Residential Zoning District (R-4) which requires a minimum lot area of 5,000 sf and a minimum lot width of twenty feet (50'). The proposed lot area and lot width meet these requirements. There is an existing single family dwelling on the proposed lot and multiple structures on the remnant parcel that will meet all setback requirements as a result of the proposed division. This was reviewed by the Public Works/Finance Committee on 5/13/2019 and recommended for approval.

ACTION: Approve the lot division request with no conditions.

D. Lola Clyde Park Playground Slab and Pathway Bid Results - David Schott

The City issued a solicitation for bids on April 24, 2019 for the Lola Clyde Park Playground Slab and Pathway Project. The work consists of the installation of approximately five hundred sixty-seven (567) square yards of six-inch (6") thick reinforced concrete slab in Lola Clyde Park for the playground pad. This project will also include the installation of approximately ninety-eight (98) square yards of five-inch (5") thick concrete sidewalk to access the playground. Bids for the Lola Clyde Park Playground Slab and Pathway Project were opened on May 3, 2019. Two (2) responsive bid proposals were received with bids ranging from \$64,154 to \$94,520. The Engineers estimate for contract bids items was \$77,834. The Parks and Recreation Department is requesting authorization to retain McCall's Classic Construction, Inc. for the Lola Clyde Park Playground Slab and Pathway Project in the amount of \$64,154 with a ten percent contingency of \$6,416 and an additional \$1,000 for materials testing for a total amount not to exceed \$71,570. The Public Works / Finance Committee recommended approval on May 13, 2019.

ACTION: Approve the low bid from McCall's Classic Construction in the amount of \$64,154 with a ten percent contingency of \$6,416 and \$1,000 for materials testing for a total amount not to exceed \$71,570.

E. Lena Whitmore Park ADA Pathway Bid Results - David Schott

The City issued a solicitation for bids on April 24, 2019 for the Lena Whitmore Park ADA Pathway Project. The work consists of the removal of approximately two hundred thirty four (234) square yards of sidewalk and the installation of approximately three hundred sixty (360) square yards of concrete sidewalk and the installation of a pedestrian ramp. Bids for the Lena Whitmore Park ADA Pathway Project were opened on May 3, 2019. Two (2) responsive bid proposals were received with bids ranging from \$48,875.75 to \$67,895. The Engineers estimate

for contract bids items was \$56,698. The Parks and Recreation Department is requesting authorization to retain McCall's Classic Construction, Inc. for the Lena Whitmore Park ADA Pathway Project in the amount of \$48,875.75 with a ten percent contingency of \$4,888 and an additional \$1,000 for materials testing for a total amount not to exceed \$54,763.75. The Public Works / Finance Committee recommended approval on May 13, 2019.

ACTION: Approve the low bid from McCall's Classic Construction, Inc. in the amount of \$48,875.75 with a ten percent contingency of \$4,888 and \$1,000 for materials testing for a total amount not to exceed \$56,698.

F. Moscow Charter School (MCS) Request for HIRC Rental Fee Waiver for the 2019-2020 school year - Dwight Curtis / Tony Bonuccelli

Moscow Charter School (MCS) is requesting a rental fee waiver for use of the HIRC facility for their physical education and movement classes for the 2019-2020 school year. The request is the same as last year, except fewer hours requested. The MCS would use one half-gym space, leaving the other half open for public use. The present school year's use alternates between 9-15 hours per week. The new request is for 8 hours per week. This has not negatively affected public use or City programs in the past and the MCS reciprocates with our use of their facilities for recreation programs during breaks and summer. The Parks and Recreation Commission reviewed the request on April 25, 2019. This item was reviewed by the Administrative Committee on May 13, 2019, recommending City Council Approval.

ACTION: Approve HIRC Rental fee waiver request by Moscow Charter School for the 2019-2020 School year.

G. Moscow City-Wide Sidewalk Replacement Project FY2019 Bid Results and Contract Award - Scott Bontrager

The 2019 City of Moscow Sidewalk Improvement Program will construct sidewalk and pedestrian ramp improvements in various locations with City funds and will perform additional sidewalk replacements under the Property Owner Assistance Program at the owner's expense. An electronic bid solicitation for this year's Sidewalk Program was issued to numerous local contractors on April 26, 2019, giving them one week to respond. As the level of citizen participation is unknown, the project was advertised with estimated quantities. Three responsive bids were received on May 3, 2019. Of the responsive bids received, numbers ranged from \$43,288 to \$89,750. McCall's Classic Construction of Clarkston, Washington submitted the low bid on the project of \$43,288. The Engineer's Estimate for the project was \$60,390. An itemized bid tabulation is attached. The total value of the work performed for the City's projects will not exceed the funds available in the Sidewalk Improvement budget line item. The value of any additional work done will be dependent upon property owner participation and at their expense. Based on the bids received, Staff feels that it is in the best interest of the City to award the contract to the low bidder McCall's Classic Construction. This was reviewed by the Public Works/Finance Committee on May 13, 2019 and recommended for approval.

ACTION: Accept the responsive low bid from McCall's Classic Construction and authorize a work order based contract with McCall's Classic Construction not to exceed the amount available to the program.

**H. Pedestrian Curb Ramp Improvement Project FY2019 Bid Results and Contract Award
- Scott Bontrager**

This project will replace the existing deficient pedestrian curb ramps on the Idaho Transportation Department (ITD) highway system at the southeastern quadrant of the intersection of Jackson (US 95) and Third Street. The Engineer's estimate for construction is \$25,618.

The project is funded by a FY2019 grant from the ITD Pedestrian Curb Ramp Improvement Program. In December 2018, the Council approved a Cooperative Agreement between the City of Moscow and the Idaho Transportation Department to construct the pedestrian ramps listed in the agreement with a reimbursement from ITD up to \$32,000. The City has provided an additional 23% in-kind match of \$7,500 for design, construction management, and administration of the project resulting in a total cost of \$39,500. The City shall be responsible for providing any additional funding exceeding the \$32,000 reimbursement allotted for the project from the Capital Projects Sidewalk Improvements line item 350-150-40-770-73.

The City solicited three contractors for bids on April 26, 2019 for the construction of the project. One responsive bid was received for \$21,294 from McCall's Classic Construction of Clarkston, Washington. A bid tabulation is attached. This was reviewed by the Public Works/Finance Committee on May 13, 2019 and recommended for approval.

ACTION: Accept the low bid from McCall's Classic Construction, award the contract in the amount of \$21,924.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

I. Artwalk Beer and Wine Garden Resolution And Artwalk Sidewalk Cafe Temporary Expansion Resolution - Megan Cherry

Artwalk 2019 is scheduled for June 21, 2019. Since 2016, Council has permitted beer and wine gardens within City streets and rights-of-way in the Moscow Central Business District for select events by way of Council Resolution. The current proposal will allow appropriate City staff to issue permits for beer and wine gardens during Artwalk June 21st, 2019. An establishment interested in participating in Artwalk by hosting a beer/wine garden would contact the Community Events Manager to coordinate participation in accordance with this resolution and the authorized street closure permit process. Approved participating establishments are required to apply for a catering permit with the City of Moscow in accordance with Idaho state alcohol regulations. Additionally, the City limits sidewalk cafes in the downtown central business to the area immediately in front of an establishment. In an effort to add to the festive and enticing atmosphere of Artwalk businesses may opt to expand their currently permitted sidewalk cafe to the abutting neighboring business property lines with the neighboring business' permission. An establishment wishing to temporarily expand its sidewalk cafe for Artwalk, pursuant to Resolution, would be required to file an amended Sidewalk Cafe Licensed Area diagram to the City Clerk with written permission from the neighboring business allowing the extension of the area in front of the neighboring business. Those establishments permitted to serve alcohol would be required to apply for a catering permit with the City of Moscow in accordance with Idaho State alcohol regulations. This was reviewed by the Administrative Committee on May 13, 2019 and recommended for approval.

ACTION: 1 .Approve attached Resolution authorizing beer and wind gardens in the designated public right-of-way for Artwalk 2019. **2.** Approve the attached resolution allowing expansion of sidewalk cafes during Artwalk 2019.

J. Waiver of McConnell Mansion re-roof permit fees – Gary J. Riedner

The Latah County Historical Society is replacing the roof on the McConnell Mansion. The LCHS is proceeding with roof replacement this summer and is requesting the Council to waive the building permit fees for the project. The amount of the permit fee is \$675.50.

This was considered by Administrative Committee on May 13, 2019 and recommended for approval.

ACTION: Approve the waiver of McConnell Mansion re-roof permit fees.

REGULAR AGENDA

2. Staff Recognition Report - Gary J. Riedner

3. Mayors Appointments (ACTION ITEM)

4. Public Comment and Mayor's Response Period (limit 15 minutes)

5. Consideration of City of Moscow Mayor and City Council Salary Adjustments (ACTION ITEM) - Gary J. Riedner

Moscow City Code 1-8-1 states that "the salary for elective officers shall be fixed by ordinance. Salary adjustments for such elective officers shall be made every two (2) years from the date of the previous adjustment in accordance and in proportion with adjustments in the Consumer Price Index as published by the United States Department of Labor. Such adjustments must be specifically approved by ordinance at least six (6) months prior to the effective date of such adjustments. Ref. Idaho Code, § 50-203." The proposed Ordinance amends the Mayor and City Council salaries by the CPI adjustment of the past 24 months: January 1, 2017 to December 31 2018. The calendar year 2017 Consumer Price Index (CPI) was 0.12% while the calendar year 2018 CPI was 1.3%. In accordance with Moscow City Code 1-8-1 the salary adjustment would be appropriated during the budget considerations and final adoption and effective salary would begin January 1, 2020. This was considered by the Administrative Committee on May 13, 2019 and recommended for approval.

PROPOSED ACTIONS: Approve the attached Ordinance making salary adjustments for Mayor and City Council effective January 1, 2020 or take such other action deemed appropriate.

6. Authorization for Parks and Recreation Director to Administratively Approve Annual Moscow Charter School Request for HIRC Rental Fee Waiver (ACTION ITEM) - Dwight Curtis

Staff is seeking authorization for the Parks and Recreation Director to administratively approve the annual Moscow Charter School (MCS) request for HIRC rental fee waiver, provided the requests are for the same or less hours than the previous year's approved request. The MCS utilizes half of the gym for their physical education classes. The MCS requests have become routine through the years and unless there is an increase in the usage being sought, having the Parks and Recreation Director administratively approve the request is a more efficient use of

time and resources. Should there be an increase in time used request, it would simply be brought through for a City Council decision. The request for the 2019-2020 school year is for 8 hours per week. There has been no negative affect on public use or City programs in the past. This was reviewed by the Administrative Committee on May 13, 2019, and recommended for City Council approval. It was directed that the request be accompanied by the attached Resolution.

PROPOSED ACTIONS: Authorize the Parks and Recreation Director to administratively approve the annual Moscow Charter School requests for HIRC rental fee waiver, provided the requests are for the same or fewer hours than the previous year's approved request, or take such other action deemed appropriate.

REPORTS

City Council

Mayor

Staff

ADJOURN

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