



## **Moscow City Council Regular Meeting**

Laurie M. Hopkins

~Agenda~

City Clerk

[www.ci.moscow.id.us](http://www.ci.moscow.id.us)

208.883.7015

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**Monday**

**Council Chambers**

**7:00 PM**

**June 4, 2018**

**206 E. Third St.**

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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.

### **Pledge Of Allegiance**

#### **1. Consent Agenda**

##### **A. Approval Of Moscow City Council May 21, 2018 Minutes – Laurie M. Hopkins**

Documents:

[APPROVAL OF MCC 05-21-18 MINUTES.PDF](#)

##### **B. South Main Pedestrian Underpass Project Feasibility Study Proposal - Bill Belknap**

The Moscow Urban Renewal Agency (MURA) and the City have recently completed floodplain assessment work in the vicinity of the south couplet. During the assessment process, the City Council expressed interest in exploring the construction of a pedestrian underpass of South Main/U.S. 95 using the existing bridge structure in a similar fashion to the underpass that will be constructed this summer under State Highway 8 at the Styner/White intersection. Staff requested Alta Science and Engineering to provide a proposal for concept design, modeling analysis, cost estimate, and wetland delineation within the project area. This is the same approach that was utilized with the Styner/White project which was awarded a Transportation Alternatives Program (TAP) grant to fund the underpass construction. The total cost of Alta's proposal is approximately \$14,000. On May 17 the MURA Board committed to funding \$7,000 toward the study contingent upon additional funding from the City and support from the affected property owners. Staff has identified \$7,000 that is currently available within the Parks

Professional Services line item that could be utilized to fund the City's share of the study in support of the Paradise Path Development. This matter was reviewed by the Public Works Finance Committee on May 29 and recommended for approval.

**ACTION:** Approve the City's contribution of \$7,000 from the Parks Professional Services line item.

Documents:

[SOUTH MAIN PEDESTRIAN UNDERPASS PROJECT FEASIBILITY STUDY PROPOSAL.PDF](#)

**C. Intermodal Transit Center Sidewalk Replacement Project - David Schott**

On May 1, 2018, the City issued an invitation to bid for the Intermodal Transit Center Sidewalk Replacement Project to four concrete contractors. Two bid proposals were received ranging from \$67,597 to \$69,067.70. The project consists of the removal/disposal and installation of approximately 523 square yards of concrete sidewalk at the Intermodal Transit Center.

In December of 2014, it was reported to staff that there were issues with the concrete flat work adjacent to the Intermodal Transit Center building, primarily on the north and east sides of the building. In July of 2015, a contractor applied an overlay to the affected areas of the concrete. In January of 2016, staff began to receive reports from University of Idaho employees and representatives of SMART Transit that the overlay was failing. Upon inspection, it was determined the overlay was not failing but rather the concrete below the overlay was continuing to deteriorate.

The funding source is the Transit Center Fund 128-198-40-658-30 R&M Buildings and was approved in the FY2018 budget in the amount of \$49,500. However, there is a budget shortfall of \$24,856.70. The University of Idaho has committed to their portion of the budget shortfall pursuant to the lease agreement in the amount of \$13,855.12 and the City will fund the other portion of the shortfall within the Transit Center fund balance in the amount of \$11,001.58.

The Public Works / Finance Committee considered and recommended approval to retain Knox Concrete for the Intermodal Transit Center Sidewalk Replacement Project on May 29, 2018.

**ACTION:** Accept the low bid from Knox Concrete, LLC for the Intermodal Transit Center Sidewalk Replacement Project in the amount of \$67,597 with a ten percent contingency \$6,759.70 for a total amount not to exceed \$74,356.70.

Documents:

[INTERMODAL TRANSIT CENTER SIDEWALK REPLACEMENT PROJECT.PDF](#)

**D. Proposed Lot Line Adjustment For Lots 1, 2 & 3 Of The Rolling Hills 3rd Addition - Bill Belknap**

The owner of Lots 1, 2 & 3 of the Rolling Hills Third Addition is proposing a

lot line adjustment between the three lots and the owner's adjacent unplatted property. The subject property is located within the R-2 Moderate Density Single-Family Residential Zoning District. The R2 Zoning District has a minimum lot area of 7,000 square feet and minimum lot width of 60 feet. The proposed adjusted lots would range from 11,407 to 14,009 square feet in size and from 75.5 to 109 feet in width. Due to the wording of the original letter of request, property owners within 600 feet of the subject property were mailed notice of the request as a lot division. Upon receiving the mailed notice the Owner contacted the Community Development Department to clarify that their intent was not to create any additional building lots and that Parcel 1 would remain a part of their unplatted property. As a result, no new building lots would be created from the proposed lot line adjustment. The applicant has also included the design for a shared driveway that would be utilized to access all three building lots. This matter was reviewed by the Public Works Finance Committee on May 29th and recommended for approval.

**ACTION:** Approve the lot line adjustment request.

Documents:

[PROPOSED LOT LINE ADJUSTMENT FOR LOTS 1, 2 AND 3 OF THE ROLLING HILLS 3RD ADDITION.PDF](#)

**2. Staff Recognition Report - Gary J. Riedner**

**3. Mayors Appointments**

**4. Public Comment And Mayor's Response Period (Limit 15 Minutes)**

**5. Public Hearing: Urban Berm Addition Preliminary Plat - Michael Ray**

The applicant, Tyler George, is proposing to subdivide a 24,274 square foot (sf) parcel of land generally located directly adjacent to Public Avenue into eight (8) townhouse lots ranging from 2,700 sf to 3,668 sf in size.

The developer is required by City code to dedicate street right-of-way for all streets within and adjacent to the subdivision. Public Avenue is designated as a collector street and the current street standard is a thirty five (35) foot of right-of-way on either side of the center line for a total of seventy (70) feet. In its proposed Preliminary Plat, the applicant is proposing to maintain the existing thirty (30) foot right-of-way south of the centerline of Public Avenue. The adjacent properties on either side of the subject property have been developed under the previous sixty (60) foot Public Avenue right-of-way requirement.

The Planning and Zoning Commission conducted a public hearing for the proposed preliminary plat on May 9, 2018 and recommended approval with one condition.

**PROPOSED ACTIONS:** Conduct the public hearing upon the proposed Preliminary Plat and upon consideration of any testimony presented, approve the Preliminary Plat with the recommended condition, including the approval of the thirty (30) foot right of way and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the Preliminary Plat with no conditions and direct staff to prepare a Reasoned

Statement of Relevant Criteria; or reject the Preliminary Plat and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take such other action deemed appropriate.

Documents:

[PUBLIC HEARING URBAN BERM ADDITION PRELIMINARY PLAT.PDF](#)

**6. Third Street Corridor Assessment Report - Les MacDonald**

Report on the status of the Third Street Corridor Assessment by Alta Planning + Design, Inc.

**PROPOSED ACTIONS:** Receive a Staff report on the status of the Alta Planning assessment of the proposed Third Street Corridor Plan C Multimodal Improvements and provide staff further direction.

Documents:

[THIRD STREET CORRIDOR ASSESSMENT REPORT.PDF](#)

**7. Resolution Accepting FAA Grant For Pullman-Moscow Regional Airport - Gary J. Riedner**

It is desirable to apply for a grant from the U.S. Department of Transportation Federal Aviation Administration (FAA) Airport Improvement Program for the purpose of completing Phase 4 of the Runway Realignment Project. The amount of the grant is \$46,000,000 with a local match of \$3,735,200.00 from multiple sources, which includes a possible Washington State Department of Transportation (WSDOT) Aviation Division state grant. To facilitate the FAA grant, it is appropriate to preauthorize its acceptance. The attached resolution has been prepared for that purpose. The resolution also authorizes the execution of related assurances and certifications. This was reviewed by Administrative Committee on May 28, 2018.

**PROPOSED ACTIONS:** Adopt the attached resolution preauthorizing the acceptance of grant offer AIP 3-53-0051-044 from the FAA Airport Improvement Program or take other such action deemed appropriate.

Documents:

[RESOLUTION ACCEPTING FAA GRANT FOR PULLMAN-MOSCOW REGIONAL AIRPORT.PDF](#)

**8. Status Report On Moscow Pullman Regional Airport Realignment Project - Tony Bean**

**9. Formal Resolution Adopting Farmers Market Handbook - Jen Pfiffner**

Historically, as Moscow Farmers Market policies have been developed by staff and later by the Moscow Farmers Market Commission, the final document has been adopted by the Council via resolution. The last time policies were adopted via resolution was in 2012. Since that time no substantive changes were made to the policies until 2018. The Moscow Farmers Market 2018 Vendor Handbook which includes the current policies of

the Market was presented to Council on March 5, 2018 by Daniel Stewart. At that presentation it was noted that the handbook was developed per the adopted Moscow Farmers Market Strategic Plan. Updates to the 2018 season policies included more robust changes than in recent years in order to enhance transparency and understanding and to provide vendors with additional information for the reasoning behind policies. Specifically, the goal of the update was to increase the clarity, quality, consensus on and consistency of policies. The document was reviewed and recommended for approval by the Administrative Committee on February 26, 2018; presented and adopted by the City Council on March 5, 2018. The proposed resolution will formally adopt the Farmers Market policies. This was reviewed and recommended for approval by the Administrative Committee on May 29, 2018. The Administrative Committee reviewed and recommended including the start time for setup on Market days and a reference to the 2012-05 Friendship Square Use Policy During Farmers Market Season. With those changes, the Committee recommended approval on May 29, 2018.

**PROPOSED ACTIONS:** Adopt the attached resolution formally adopting the Farmers Market policies adopted by City Council on March 5, 2018, or take other such action deemed appropriate.

Documents:

[FORMAL RESOLUTION ADOPTING FARMERS MARKET HANDBOOK.PDF](#)

**10. Moscow Farmers Market Commission Request To Adjust Regulations Relating To Pets At The Market - Jen Pfiffner**

The Moscow Farmers Market Commission respectfully requests the adoption of a new resolution to allow for dogs and other animals and pets to traverse the Market using both the eastern and western sidewalks on Main Street throughout the Market boundaries as opposed to the current policy allowing access only on the eastern sidewalk. As the former policy previously stated, the Commission is in full agreement to maintain the access of service animals throughout the Market, with this suggested amendment being proposed to better balance the intent and access of pets to Main Street during Market. This was reviewed and recommended for approval by the Administrative Committee on May 29, 2018.

**PROPOSED ACTIONS:** Adopt the attached Resolution; or take other such action deemed appropriate.

Documents:

[MOSCOW FARMERS MARKET COMMISSION REQUEST TO ADJUST REGULATIONS RELATING TO PETS AT THE MARKET.PDF](#)

**11. Moscow Farmers Market Commission Request For Nicotine Free Market - Jen Pfiffner**

The Moscow Farmers Market Commission respectfully requests the adoption of a new resolution to prohibit all forms of nicotine use at the Market. This would include the use of vapor pens to eliminate the chance of Market patrons inhaling secondhand vapor as well as chewing tobacco given the residue and waste that can accompany the use of such substances. Specific

concerns regarding the negative impact of non-smoking nicotine use in the market includes regular occurrences of broken vapor pens, chewing tobacco pouches and spitting. This was reviewed and recommended for approval by the Administrative Committee on May 29, 2018.

**PROPOSED ACTIONS:** Adopt the attached Resolution, or take other such action deemed appropriate.

Documents:

[MOSCOW FARMERS MARKET COMMISSION REQUEST FOR  
NICOTINE FREE MARKET.PDF](#)

### **Reports**

City Council  
Mayor  
Staff

### **Adjourn**

**NOTICE:** Moscow City Council and committee meetings are televised, videotaped and/or recorded. 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.