

Moscow City Council



Regular Meeting ~Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

**Monday, September 16,
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.

PLEDGE OF ALLEGIANCE

REGULAR AGENDA

1. Approval of Moscow City Council September 3, 2019 Minutes (ACTION ITEM) - Laurie M. Hopkins

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes, amend minutes, or take other such action deemed appropriate.

2. Staff Recognition Report - Gary J. Riedner

3. Mayors Appointments (ACTION ITEM)

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

5. Disbursement Report August 2019 (ACTION ITEM) - Sarah Banks

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

PROPOSED ACTIONS: Sign the Disbursements Report for the month of August, 2019 or take such other action deemed appropriate.

6. Palouse Regional Housing Study Report – Gina Taruscio, Executive Director, Partnership for Economic Prosperity/Brian Pointes, Thomas P. Miller & Associates

7. A Street Phase II Project Approval and Funding Alternatives (ACTION ITEM) – Gary J. Riedner

On August 20, 2019, the Idaho Transportation Department (ITD) through the Local Highway Technical Assistance Council (LHTAC) opened bids for the A Street Phase 2 project. The A Street project includes \$3,351,000 in grant funding. The apparent low bid was \$875,850.18 more than the engineer's estimate and the project budget for grant eligible (street-related) construction, and \$95,908.05 more than the engineer's estimate and project budget for non-grant eligible (water and sewer) construction. LHTAC has stated that grant funding has been exhausted and the increased construction cost is the responsibility of the local jurisdiction. LHTAC requires a decision of the City by Monday, September 16, 2019 in order to either accept or reject bids. Staff has attached a memo from the City Supervisor which includes an explanation of the project, proposed funding alternatives and recommendation.

PROPOSED ACTIONS: Approve the funding program recommended by Staff as proposed in the attached memorandum from the City Supervisor and advise the Local Highway Technical Advisory Council that the City agrees to fund the \$875,850 grant-eligible increased project construction cost and \$95,908.05 non-grant eligible increased construction costs of the A Street Phase 2 project, or take such other action deemed appropriate.

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.

Moscow City Council



Regular Meeting ~Minutes~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Tuesday, September 3, 2019

7:00 PM

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

The meeting was called to order at 7:00 p.m.

PRESENT: Mayor Bill Lambert, Art Bettge, Jim Boland, Kathryn Bonzo, Brandy Sullivan, Gina Taruscio, Anne Zabala

STAFF: Gary J. Riedner, Mia Vowels, Bill Belknap, Dwight Curtis, David Schott, Tyler Palmer, Dana Rand, Meredyth Whiteman, Andrew Kovisto, Gary McKinney, Justin Kilborn, Steve Schulte, Mike Parker, Jen Pfiffner, Amanda Argona, Kyle Steele, Dan Taff, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council Member Taruscio led the Pledge of Allegiance.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council August 19, 2019 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes.

B. Walmart Grant - Shop with a Cop - Alisa Anderson / Ryan Snyder

The Moscow Police Department is seeking approval to submit a request to the Walmart Foundation under their Community Grant Program for \$2,500 to host the 4th annual Shop with a Cop event to assist less fortunate children that live in Latah County to purchase gifts for their families for Christmas. This program will not only make resources available for children to purchase gifts, but will also encourage community collaboration among local businesses, families and law enforcement. Other law enforcement agencies such as the Latah County Sheriff's Office and the Idaho State Patrol will also participate in the event. Because of time limitations, staff has submitted the grant application and is seeking ratification of that action by the City Council. This was reviewed by the Administrative Committee on August 26, 2019 and recommended for approval.

ACTION: Ratify staff's action in submitting a grant request to the Walmart Foundation Community Grant Program for \$2,500 to host the 4th annual Shop with a Cop event in Moscow, Idaho.

C. Idaho's Child Passenger Safety Grant Program - Alisa Anderson / Meagan Vincello

The Moscow Police Department has participated in the Child Passenger Safety Grant Program since 2003 by applying for funding to purchase safety seats for children, and participate in teaching and hosting Child Passenger Safety Technician certification classes. The Moscow Police Department has been the lead agency and fiscal agent for the program since 2011 and has applied and received funding for purchasing child safety seats, training technicians and managing the distribution of child safety seats. The FY2020 funding requested will be submitted to the Idaho Transportation Department, Office of Highway Safety. The request will include funding to purchase child safety seats, training for new or recertification of child safety seat technicians, public events, and educational materials. The Moscow Police Department will contribute in-kind staff time and supplies for training during the award period for a total program cost not to exceed \$26,000. This was reviewed by the Administrative Committee on August 26, 2019, and recommended for approval.

ACTION: Approval of the proposed funding request to apply and accept an award under Idaho's Child Passenger Safety Grant Program not to exceed \$26,000 from the Idaho Transportation Department, Office of Highway Safety.

D. 406 Southview Ave Lot Division - Mike Ray

The applicant, Andy Blum, is requesting a lot division for an existing lot of approximately 10,787 square feet in size located at 406 Southview Avenue. The applicant is requesting the lot division in order to create two lots of approximately 4,797 square feet and 5,990 square feet in size. The intent of the lot division is to accommodate a twinhome that is currently being constructed upon the property. The subject property is located within the Medium Density Residential (R-3) Zoning District which requires a minimum lot size of 3,250 square feet and a minimum lot width of 30 feet for twinhomes. Both proposed lots meet the minimum lot area and width requirements of the R-3 Zone. 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. This item was reviewed by Public Works/Finance Committee on August 26, 2019 and recommended for approval.

ACTION: Approve the lot division request with no conditions.

Bettge moved and Boland seconded approval of the consent agenda as presented. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REGULAR AGENDA

2. Staff Recognition Report - Gary J. Riedner

Parker explained two operators have passed the State Operator II testing. Meredyth and Dan Taft were presented certificates.

3. Mayors Appointments (ACTION ITEM)

None offered.

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

None offered.

5. Citizen Commission Report - Farmers Market Commission Including Market Economic Impact Update - Amanda Argona / Jamie Hill / Steve Peterson

Argona introduced Jamie Hill, chair of the FMC. Hill listed the commission members and shared the mission statement. The Commission is focusing on marketside chats once a month. They are also receiving historical market stories and feedback from attendees. Farm site visits are also a priority for the Commission. The Farmers Market had an estimated 266,205 visitors in 2018. Steve Peterson, U of I research economist, described economic details. Of the 2018 visitor count, each visitor spends \$21.93 inside the market and \$17.05 outside the market for a grand total of \$6,485,101. Peterson described job creation from visitor spending and taxes generated by Market activity. Hill thanked the Council and complimented Amanda Argona.

6. Public Hearing: Open Budget for Fiscal Year 2018-2019 (FY2019) (ACTION ITEM) - Gary J. Riedner / Sarah Banks

The State of Idaho provides a process for cities to amend the original fiscal year budget appropriation ordinance in accordance with Idaho Code section 50-1003. Throughout the year, the City has received additional federal, state and local grant awards, donations within the Recreation and Culture Fund, and the City Council has authorized expenditures, including fleet purchases including a fire engine, e-ticketing equipment, and unanticipated capital projects. Staff is proposing to amend Ordinance 2018-09 in the amount of \$1,660,825 to accommodate the authorized appropriations. This was reviewed by the Public Works/Finance Committee on August 26, 2019.

PROPOSED ACTIONS: After conducting the public hearing and consideration of testimony received, approve the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary; or consider the Ordinance on first reading and that it be read by title; or reject the Ordinance; or take such other action deemed appropriate.

Riedner introduced the item as written above and described the new expenditures and revenues.

Mayor Lambert opened the public hearing at 7:37 p.m. Hearing no testimony, the public hearing was closed at 7:38 p.m.

Boland moved and Taruscio seconded to approve the ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Mayor Lambert read Ordinance 2019-10:

AN ORDINANCE OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; AMENDING ORDINANCE NO. 2018-09, THE APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019; TO APPROPRIATE MONIES IN THE SUM OF EIGHTY-SEVEN MILLION FIVE HUNDRED FOUR THOUSAND TWO HUNDRED NINETY DOLLARS (\$87,504,290); PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

7. Stormwater Permit and Utility Study Update - Kyle Steele / Mia Bautista

Steele gave a background on the Clean Water Act passed in 1972 and described the in acted phases through 1999. In 2007, EPA notified staff that Moscow would be a potential candidate for permitting and in 2008 received official designation. The draft permit was received in November 2018 and included a 45 day public comment period. The final report was received in August 2019 and required development, implementation and enforcement of a stormwater management program. The program was required to include public education, discharge detection, site runoff control among other requirements. The permit is effective for five years with timelines for certain programs. Staff is working on a user fee ordinance for a stormwater utility. Bautista explained due to the permit there would be penalties if we did not comply. She went through the purposes for the user fee. The City of Lewiston faced issues with their utility and was determined to be an unlawful tax, not a fee. Coeur d'Alene has had a stormwater utility fee since 2012 and has had no legal challenges. This utility fee will recover, on a prorated basis, the cost of incurred by the city and is not intended to generate revenue in excess.

Riedner explained the ordinance would need to be established in 2020 and should come before the Council in late October with passage in December or January. Additional staff will need to added and the fees will help pay for those positions. Rather than purchasing equipment, the City could purchase services from contractors. The education deadline is December 2020 but all of the requirements will take approximately 4.5 years, using the entire permit time of five years. After that, staff will continually improve the quality and quantity of the discharge. Riedner explained Moscow has a NPDES permit issued in 1999 and expired in 2004 and have never been issued a new permit. It is still regulated but have yet to achieve all the temperature regulations for the WRRF. EPA hasn't fined Moscow because we continue to make progress. The University of Idaho (UI) discharge into the Moscow MS4 and staff is concerned about the quality of the discharge. Discussions have occurred whether to have a joint permit. Recently the UI has determined they will move along separately.

As areas in town do not have curb, gutter or any stormwater conveyance, implementation will be assessed and upgrading the system will be determined. Utility user fees would be assess to residential and commercial properties based on the load on the system. The ordinance can include reassessment if there are changes to a property.

8. Harvest Park Concept Approval (ACTION ITEM) - David Schott

Through a collaborative series of public park design workshops, residents, along with the design expertise of Bernardo-Wills Architects PC, developed a final design plan for the future Harvest Park. The 4.09 acre park property is located on the north side of Southview Avenue near the intersection of Highway 95 and Southview Avenue, across from the Grove Apartments. This unique space is intended to provide educational opportunities and an example to our community of stewardship of a public food forest. Harvest Park will include edible fruit and nut trees, shrubs, perennials and ground covers, an accessible pathway and parking, staging area, restrooms, viewing areas, and an amphitheater / educational area. The Parks and Recreation Commission and Tree Commission both unanimously voted to recommend the conceptual plan for Harvest Park at a special joint meeting held on July 10, 2019. This was reviewed by the Administrative Committee on August 26, 2019 and was recommended for approval.

PROPOSED ACTIONS: Approve the conceptual plan for Harvest Park or take such other action deemed appropriate.

Schott gave a background on the parkland exchange that created the property for an edible forest park. Official name and conceptual plan were the first two goals. A management plan is the third goal and is getting under way. Items anticipated to be included in the park are drip line irrigation, picnic tables and benches, pathways, info kiosks and be pesticide free as possible. The first public workshop was held in December 2018 where comparables, existing conditions and constraints were reviewed and a site diagram was created. At the January 2019 Moscow Tree Commission meeting two conceptual site plans were designed. The second public workshop was held January 16, 2019 where the current draft conceptual plan was finalized. The park would need to be phased in over the years with grants, donations and fundraising as possibilities. A cover crop would prepare the soil until it is ready to be planted. Schott went over the probable costs for each phase and the timeline, which includes the installation of the water booster station.

Taruscio moved, Bettge seconded to approve the conceptual plan for Harvest Park. Roll Call
Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

9. L2 Property Tax Certification (ACTION ITEM) - Gary J. Riedner / Sarah Banks

On August 19, 2019, the City Council approved the 2020 L2 tax certification to be filed with Latah County, in the aggregate amount of \$7,270,329. The original interest rate for the May 21, 2019 ten-year General Obligation bond was estimated at 2.21%. This resulted in an approximate cost of \$85 per year per \$100,000 of assessed property value and an annual debt service amount of \$1,100,000. On August 20, 2019, the G.O. bonds were sold with an interest rate of approximately 1.27%. Because of the lower interest rate, the annual debt service for FY2020 will decrease to \$994,288 which lowers the estimated cost to \$73 per \$100,000 of assessed property value. The attached amended L2 reflects the lower G.O bond and interest as well as the decreased aggregate amount. If approved, staff will still be able to meet the time requirements for filing the certification with Latah County. This was reviewed by the Public Works/Finance Committee on August 26, 2019 and recommended for approval.

PROPOSED ACTIONS: Approve the L2 tax certification in the aggregate amount of \$7,164,617, or take other such action deemed appropriate.

Riedner introduced the item as written above. The approved L-2 could have been submitted, but since there was time before the required due date, staff wanted to bring the corrected amount forward for reapproval. Bettge moved and Taruscio seconded to approve the L-2 tax certification in the aggregate amount of \$7,164,617. Roll Call

Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Planning and Zoning Commission – Sullivan reported the Commission held a public hearing for accessory dwelling unit standards and discussed changes for mobile home parks and RV parks.

Farmers Market Commission – Sullivan said the Commission is drafting a business letter to connect with Main Street businesses to attend meetings or submit comments.

Moscow Tree Commission – Taruscio said the Commission discussed citizen survey questions and classes for the P&R fall and winter season.

Parks and Recreation Commission – Taruscio reported the Commission worked on citizen survey questions and progress on pesticide free parks.

Moscow Arts Commission Subcommittee – Bettge said the subcommittee reviewed 12 responses for the C and Main St public art and are narrowing down to 3 with a presentation on September 20th.

Mayor

Mayor Lambert said he and Council Vice President Sullivan read to kids at PCEI; he attended the Smithsonian exhibit presentation; participated in SYNC; and the Vandal Town Block Party takes place this Thursday.

Staff

Riedner reminded everyone of the monthly City/County/Moscow School District/U of I meeting; also the annual employee appreciation.

ADJOURN

The meeting adjourned at 8:42 p.m.

Bill Lambert, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

COMMITTEE STAFF REPORT

DATE: Monday, September 16, 2019



RESPONSIBLE STAFF

Sarah Banks, Finance Director

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Disbursement Report August 2019 (ACTION ITEM) - Sarah Banks

DESCRIPTION

Accounts Payable Report for the month ending August 31, 2019. A summary of the major expenditures has been approximated by category and represents 94% of the total expenditure of \$3,089,289.47.

Payroll	\$1,726,324.00
Professional Services	\$135,024.00
Sanitation	\$296,512.00
Capital Outlay	\$68,701.00
Capital Outlay - Improvements	\$104,679.00
Supplies	\$142,134.00
Utilities	\$79,552.00
Contractual Payments	\$306,812.00
ACH Wells Fargo	\$36,654.00
Debt Services	\$22,812.00
Total	\$2,919,204.00

STAFF RECOMMENDATION

Sign the Disbursements Report for the month of August, 2019.

PROPOSED ACTIONS

PROPOSED ACTIONS: Sign the Disbursements Report for the month of August, 2019 or take such other action deemed appropriate.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Disbursement Report August 2019
2. Revenue Report August 2019
3. Cash & Investments August 2019

DISBURSEMENTS REPORT FOR AUGUST 2019												
DATE BATCH # CHECK #'s	FUND NAME	ACCOUNTS PAYABLE										GRAND TOTALS
		ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACH	VOID CHECKS	PAYROLL	PAYROLL	PAYROLL	
		8/1/2019	8/8/2019	8/15/2019	8/22/2019	8/29/2019	8/5/2019	8/16/2019	8/2/2019	8/16/2019	8/30/2019	
		00001.08.2019	00002.08.2019	00004.08.2019	00005.08.2019	00007.08.2019	8/19/2019 9/3/2019 00003.08.2019 00006.08.2019 00008.08.2019	8/20/2019 8/28/2019 00002.08.2019 00003.08.2019 00004.08.2019	00100.08.2019	00200.08.2019	00300.08.2019	
		91990-92055	92056-92133	92134-92215	92216-92287	92288-92362	August CC ACHs	92166,92108,92180	21024-21033	21034-21042	21044-21046	
Fund #	GENERAL	13,025.60	40,613.94	37,082.12	30,550.40	172,254.97	13,313.74		311,028.77	327,455.26	338,640.65	1,283,965.45
101	STREETS	815.64	27,469.25	3,540.21	17,470.08	14,194.65	84.99		25,684.74	27,739.64	23,645.88	140,645.08
120	RECREATION AND CULTURE	9,662.88	31,028.02	11,412.45	5,121.21	57,063.29	10,963.51	(263.90)	105,512.26	106,789.36	89,568.94	426,858.02
121	MSD COMM. PLAY FIELDS		1,578.97			(323.00)			3,493.43	3,702.49	2,426.71	10,878.60
123	1912 CENTER		7,916.67									7,916.67
128	TRANSIT CENTER		1,186.78	425.17								1,611.95
220	WATER	26,744.52	65,832.70	50,336.26	2,897.66	13,950.66	1,587.49	(955.50)	45,562.49	46,570.95	40,773.11	293,300.34
230	SEWER	12,142.51	17,962.69	113,231.58	32,555.38	12,936.27	2,286.95		44,895.85	45,837.93	38,251.56	320,100.72
240	SANITATION	360.00	17.30	279,488.69					3,855.02	3,942.31	3,511.57	291,174.89
290	FLEET	41,500.91	25,363.58	5,744.12	271.63	241.58	1,404.16		12,122.30	12,425.92	10,860.31	109,934.51
295	INFORMATION SYSTEMS	12,426.82		3,400.05	1,091.60	768.00	6,895.68		17,869.30	18,231.03	15,926.70	76,609.18
320	WATER CAPITAL PROJECTS	1,472.50		641.04		3,950.00						6,063.54
330	SEWER CAPITAL PROJECTS	1,518.48		774.84								2,293.32
340	SANITATION CAPITAL PROJ											0.00
350	CAPITAL PROJECTS	6,550.50	48,164.29	31,441.96		15,151.90	79.50	(4,054.36)				97,333.79
355	LID CONSTRUCTION											0.00
380	HAMILTON - PARKS & REC											0.00
590	BONDS & INTEREST				16,000.00							16,000.00
890	URBAN RENEWAL AGENCY					4,565.01	38.40					4,603.41
	TOTAL	126,220.36	267,134.19	537,518.49	105,957.96	294,753.33	36,654.42	(5,273.76)	570,024.16	592,694.89	563,605.43	3,089,289.47

WIRE Transfers:

_____ Jim Boland, Chair

_____ Sarah L. Banks, Finance Director

_____ Art Bettge

_____ Anne Zabala

RECEIPTS REPORT FOR August 2019

	FUND NAME	Taxes	Franchise Fees	Licenses & Permits	Intergovernmental	Charges for Services	Fines & Penalties	Investment Income	Refunds & Reimbursements	Contributions & Donations	Other	Grand Total
Fund #												
101	GENERAL	68,675.62	100,190.08	63,590.44	304,422.50	131,824.77	16,329.16	43,219.94	30,203.25	0.00	4,492.46	762,948.22
105	STREETS	10,217.29	0.00	0.00	0.00	24,575.70	0.00	0.00	633.00	0.00	0.00	35,425.99
120	RECREATION AND CULTURE	0.00	0.00	0.00	179.00	72,966.47	0.00	0.00	-182.13	1,750.00	23.32	74,736.66
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	7,005.75	0.00	0.00	0.00	0.00	0.00	0.00	7,005.75
123	1912 CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	TRANSIT CENTER	0.00	0.00	0.00	0.00	1,404.16	0.00	0.00	0.00	0.00	115.05	1,519.21
220	WATER	0.00	0.00	0.00	0.00	696,946.30	0.00	60,008.86	0.00	0.00	0.00	756,955.16
230	SEWER	0.00	0.00	0.00	0.00	593,573.48	0.00	0.00	0.00	0.00	0.00	593,573.48
240	SANITATION	0.00	0.00	0.00	0.00	402,287.28	0.00	0.00	2,000.00	0.00	0.00	404,287.28
290	FLEET	0.00	0.00	0.00	0.00	76,645.84	0.00	0.00	0.00	0.00	0.00	76,645.84
295	INFORMATION SYSTEMS	0.00	0.00	0.00	1,500.00	102,851.67	0.00	0.00	0.00	0.00	0.00	104,351.67
320	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330	SEWER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
340	SANITATION CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350	CAPITAL PROJECTS	0.00	0.00	0.00	23,527.67	0.00	0.00	0.00	-1,460.25	0.00	1,672.16	23,739.58
355	LID CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
380	HAMILTON P&R	0.00	0.00	0.00	0.00	0.00	0.00	5,044.91	0.00	0.00	0.00	5,044.91
590	BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
595	LID FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL	78,892.91	100,190.08	63,590.44	336,634.92	2,103,075.67	16,829.16	108,273.71	31,193.87	1,750.00	6,302.99	2,846,233.75

City of Moscow
Cash and Investments
Balances as of 8/31/2019

Fund		Year to Date Balance
General Fund	\$	6,533,478.00
Street Fund	\$	1,828,355.63
Culture & Recreation	\$	1,337,851.43
MSDCPF	\$	150,986.33
1912 Fund	\$	42,129.96
Transit Center	\$	66,612.37
Water Fund	\$	3,221,824.86
Sewer/WWTP	\$	5,103,128.97
Sanitation Fund	\$	2,812,500.31
Fleet Fund	\$	2,699,228.10
Information Systems	\$	1,867,344.93
Water Capital	\$	6,884,835.31
Sewer Capital	\$	9,749,247.07
Capital Projects	\$	2,118,972.05
Sanitation Capital	\$	5,414,437.19
LID construction	\$	152,170.57
Hamilton	\$	2,392,109.06
Bond & Interest	\$	84,453.95
LID Funds	\$	19,528.10
Payroll Service	\$	551,987.14
Total Cash & Investments	\$	53,031,181.33



Palouse



Regional



Housing



Assessment

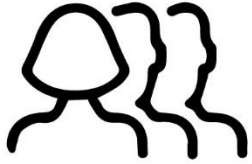
Moscow City Council Final Presentation

September 16th, 2019



THOMAS P. MILLER & ASSOCIATES

OUR AREAS OF EXPERTISE



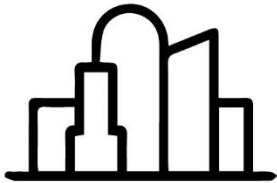
EDUCATION &
WORKFORCE DEVELOPMENT

(Data-driven solutions to align
education systems and workforce needs)



NONPROFIT &
COMMUNITY IMPACT

(Planning strategically for vision focused
tactics to move the needle toward success)



ECONOMIC
DEVELOPMENT

(Targeted strategies to promote
strong and sustainable communities)

TAILORED SERVICES



RESEARCH



PLANNING



IMPLEMENTATION



EVALUATION



RESOURCE DEVELOPMENT



MARKETING

PROJECT OBJECTIVES

- Gain a more sophisticated understanding of regional housing issues
- Forecast of regional demand
- Uncover potential solutions
- Identify a network of stakeholders who desire to be part of the solution



THOMAS P. MILLER & ASSOCIATES



APPROACH

- Quantitative Analysis
- Community & Stakeholder Engagement
- Best Practices
- Gap Analysis
- Recommendations for Improvement

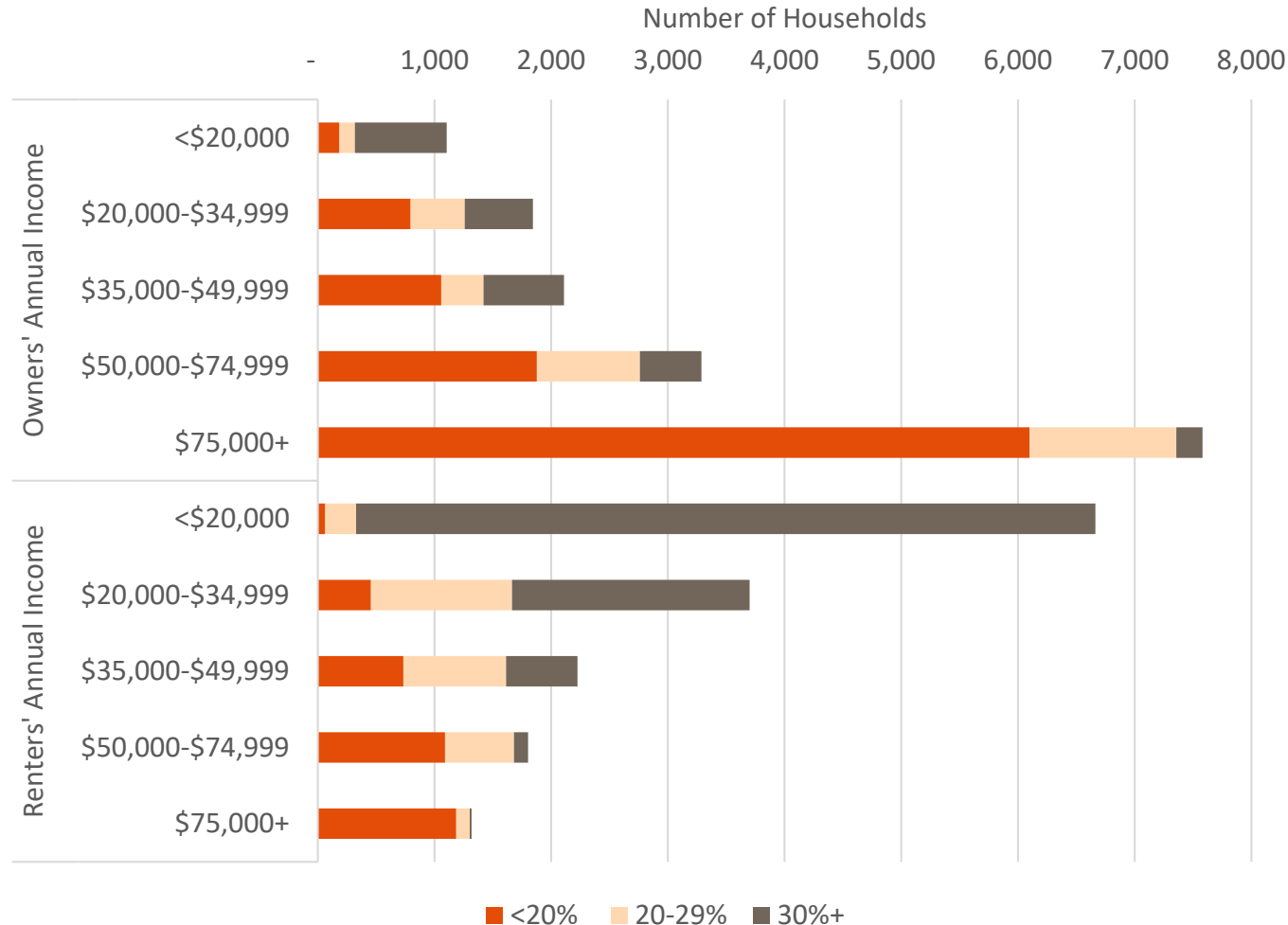
THOMAS P. MILLER & ASSOCIATES

PROJECT TASKS

- Project Launch
- Desktop Research
- Quantifying Supply
- Quantifying Demand
- Stakeholder Engagement
- Evaluation of Existing Inventory
- Analysis & Diagnosis
- Final Reporting

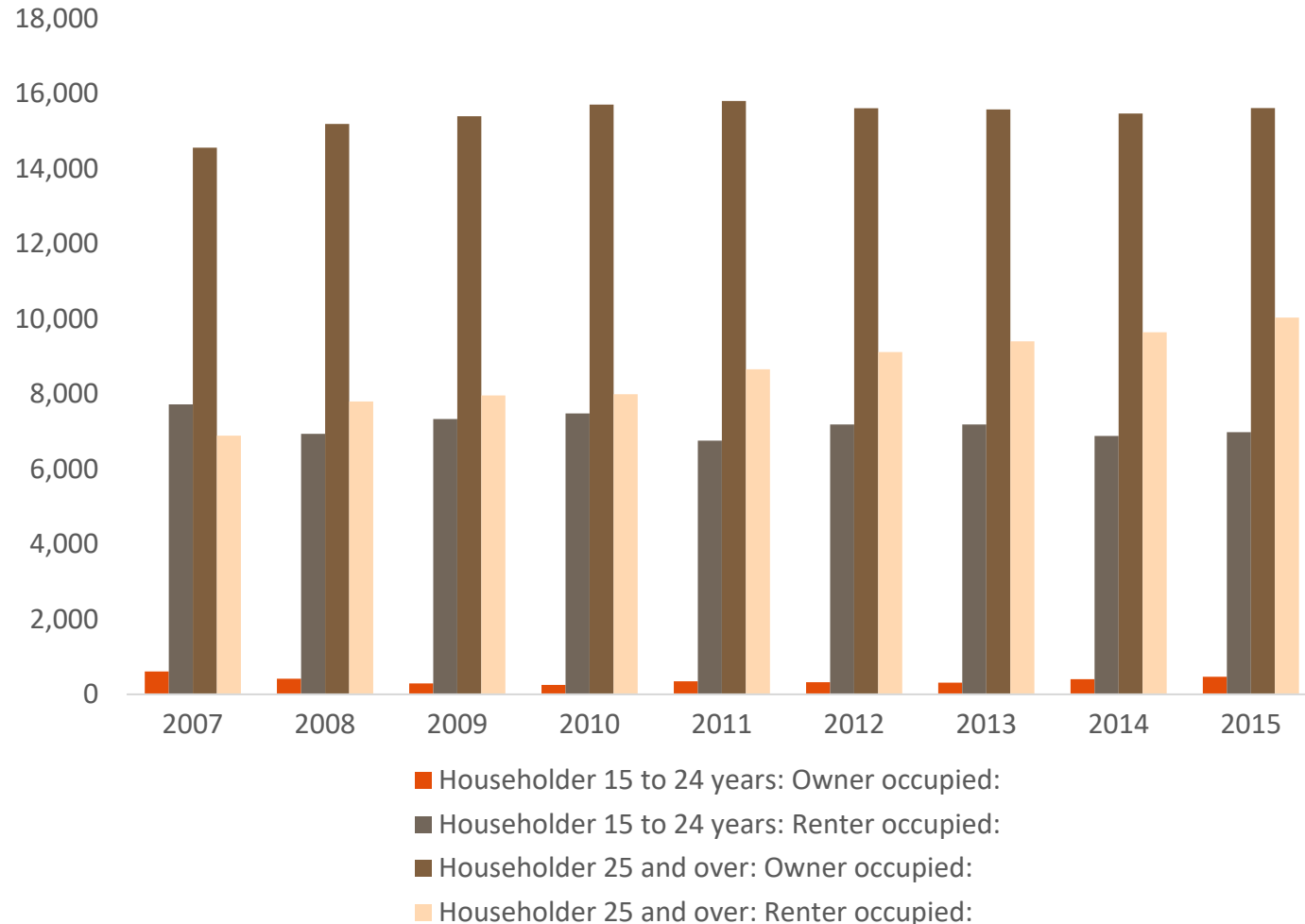


HOUSING AFFORDABILITY



- 38% of the region's population is 'cost burdened'
- Not just students:
 - 23% of those living in Whitman County (outside of Pullman)
 - 16% of those earning \$50k to \$75k

MORE AND MORE RENTERS

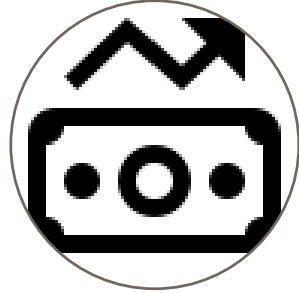


- For adult householders since 2007:
 - Home renters: +46%
 - Homeowners: +7%
- 7-fold difference in growth between renters and owners

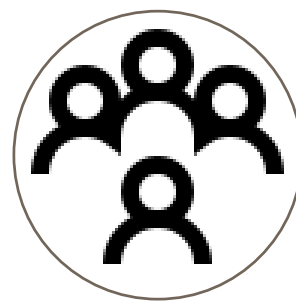
DEFINING THE ISSUES



- Nationally, high building costs
- Palouse's unique environmental challenges
- Blending of student housing, w/in non-student multi-family and single-family areas



- Short list of high performing clusters
- Regional developers focused on larger cities
- No Metro Areas (MSAs)
- Need more cost-diversity in housing
- Insulation from winds of economic change



- Productive agricultural use predominates land usage
- Highly engaged and skilled population interested in helping out
- Outside funding will most likely be needed to proceed with some recommendations



- Mix of recency in local strategies/regulations
- Need for more 'by-right' development options
- Among some, a reputation as not an easy place to do business

KEY RECOMMENDATIONS

- Develop the Palouse Housing Leadership Team
- Priority Land Set-Asides
- Attainable Housing Program
- Student Housing Districts
- Rural Housing Transition Zones
- Grants, Sponsorship & Incentive Programs
- Clarity in Development Standards
- Increased use of the Land Trust Model
- Development of Skilled Labor



HOUSING GAP

- Over next ten years:
 - 3,273 total units needed, including
 - 2,684 single family homes
 - Average of 270 per year
 - No split out between Pullman and Moscow b/c it doesn't matter!
- Nearly double the SFH production over past ten years
- Decreased production of two-family, and multi-family required



RECOMMENDATIONS & BEST PRACTICES



Construction

- Priority Land Set-Aside
- Access to Skilled Labor
- Small Single-Family Housing
- Modular Built Homes



Community

- Palouse Housing Leadership Team
- Agrihoods
- Large Single-Family Homes
- Senior Housing



Economic

- Attainable Housing Programming
- Grants, Sponsorships and Incentive Programs
- Increased Use of the Land Trust Model



Government

- Student Housing Districting
- Rural Housing Transition Zones
- Clarity in Development Standards
- Tiny Home Neighborhoods
- Accessory Dwelling Units

RECOMMENDED HOUSING TYPES

- Small Single-Family Homes
- Agrihoods
- Tiny Home Neighborhoods
- Accessory Dwelling Units
- Modular Built Homes
- Large-Scale Single-Family Housing Developments
- Senior Housing



NEXT STEPS

- Form the Palouse Housing Leadership Team
- Continue research related to recommendations
- Meet with P&Z, Public Works, etc. in cities and counties to work through details and discuss impediments
- TBD...



QUESTIONS



CITY COUNCIL STAFF REPORT

DATE: Monday, September 16, 2019



RESPONSIBLE STAFF

REVIEWED BY

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

A Street Phase II Project Approval and Funding Alternatives (ACTION ITEM) – Gary J. Riedner

DESCRIPTION

On August 20, 2019, the Idaho Transportation Department (ITD) through the Local Highway Technical Assistance Council (LHTAC) opened bids for the A Street Phase 2 project. The A Street project includes \$3,351,000 in grant funding. The apparent low bid was \$875,850.18 more than the engineer's estimate and the project budget for grant eligible (street-related) construction, and \$95,908.05 more than the engineer's estimate and project budget for non-grant eligible (water and sewer) construction. LHTAC has stated that grant funding has been exhausted and the increased construction cost is the responsibility of the local jurisdiction. LHTAC requires a decision of the City by Monday, September 16, 2019 in order to either accept or reject bids. Staff has attached a memo from the City Supervisor which includes an explanation of the project, proposed funding alternatives and recommendation.

STAFF RECOMMENDATION

Approve the funding program recommended by Staff as proposed in the attached memorandum from the City Supervisor and advise the Local Highway Technical Advisory Council that the City agrees to fund the \$875,850 grant-eligible increased project construction cost and \$95,908.05 non-grant eligible increased construction costs of the A Street Phase 2 project.

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve the funding program recommended by Staff as proposed in the attached memorandum from the City Supervisor and advise the Local Highway Technical Advisory Council that the City agrees to fund the \$875,850 grant-eligible increased project construction cost and \$95,908.05 non-grant eligible increased construction costs of the A Street Phase 2 project, or take such other action deemed appropriate.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. memo-MayorCC;A Street Funding Alternatives 9.10.19
2. construction costs
3. 2018-19 Interfund investments for A Street Reconstruction Stage 2
4. 2018-18 ITD state-local reconstruction agreement for A Street phase 2

5. 2018-092 Idaho Transportation Board; State and local agreement; A Street construction grading drainage ROW rebuild - Stage 2

MEMORANDUM



To: Mayor & City Council

From: Gary J. Riedner, City Supervisor

Date: September 10, 2019

Re: 'A' Street Funding Alternatives

The Idaho Transportation Department (ITD), through the Local Highway Technical Assistance Council (LHTAC), funded a federal-aid project in FY2019 to improve segments of 'A' Street and Line Street. The project will completely reconstruct 'A' Street from 350 ft east of Peterson Drive to 200 feet east of Home Street, and Line Street from the Pullman Highway north through its current intersection with 'A' Street/Circle Drive. Circle Drive will be modified to include a cul-de-sac terminus north of 'A' Street. The project will include replacement of the existing road sections, retaining walls, sidewalks, water system upgrades, and sewer conveyance system upgrades.

The project was anticipated to be funded in two separate fiscal years by the STP-Urban Grant Program; \$2,083,214 from FY2019 and the balance of \$1,264,000 from FY2020. The City of Moscow expressed its desire to have the project constructed in one construction year, in order to minimize impacts on adjacent property owners and the public, as well as prevent the project from remaining open through the winter of 2019-2020. ITD indicated that they will not put a project out to bid until they have received sufficient funds in cash in an amount equal to the engineer's estimate. Therefore, if the City wanted to move the entire project forward in the FY2019 construction season, the City would have to submit all local match required (\$265,147), and all non-eligible items (water and sewer utility improvements/replacements, \$713,213). In addition, because the FY2020 Federal funds would not be received until after July, 2019, the City would have to prepay the federal FY2020 grant of \$1,240,000, to be repaid upon receipt of the federal grant funds in the Fall of 2019. If the City agreed to this formula, ITD would bid the project in the winter of 2018-19, which would allow construction in 2019. By action taken November 5, 2018, the Moscow City Council approved the proposal (Resolution 2018-18), funding \$1,000,000 of the \$1,240,00 prepayment from accumulation in the Sewer utility fund (Resolution 2018-19). The balance of \$264,000 was paid from Street Fund capital accumulations and General Fund capital accumulations.

Because of issues with ITD's bidding process, the project was not ready for bid until late spring, 2019, making it improbable that the project could be bid and constructed within one construction season. Again, because of the City's preference that the project be completed in one construction season, on April 1, 2019, City Council requested ITD to delay bidding until the 2020 season.

Since ITD intended to bid the project in August, 2019 for the 2020 construction season, the prepayment was still required to be held by ITD under their policy. Bids were received on August 20, 2019. The bids received were significantly higher than the engineer's estimate of the project. The amount over engineer's estimate (including LHTAC's fees for project administration, ITD's project administration, consultant construction engineering and inspection, and five percent

construction contingency) is \$875,850.18 for grant-eligible expenses (street-related) and \$95,908.05 in grant non-eligible expenses (water and sewer utilities). LHTAC indicates that there is no additional grant funding for the project, so it falls to the City to make up the shortfall.

Alternatives open to the City at this point are:

- A. Advise LHTAC that we are not prepared to approve the additional funding, which will result in LHTAC's rejection of bids, and the grant funds for the 'A' Street Phase 2 project will be redirected elsewhere in the LHTAC system, and the City will be responsible for all costs incurred for the project to date, including, but not limited to: engineering and expenses for acquisition of right-of-way. Future opportunities to obtain grant funding will be in doubt; or
- B. Advise LHTAC that the City would like to have the bids rejected and the project re-bid in the coming months. Staff has reviewed the bid documents, and although there are a few unit pricing inconsistencies, there is no basis for expecting that future bids will be significantly different for the same project; or
- C. Advise LHTAC that the City would like to have LHTAC accept the apparent low bid and proceed with the project during the 2020 construction season, as anticipated. This will require the City to fund the \$875,850.18 shortfall in eligible street-related bid, and \$95,908.05 in non-eligible utilities bid.

Staff recommends option C. for the following reasons.

1. The 'A' Street project addresses several significant safety improvements on one of the City's two main east-west transportation corridors. Highway 8 (Pullman Road) is the main east-west arterial, with 2016-generated average daily traffic volume of 23,232. 'A' Street is designated as a minor arterial, with 2016-generated average daily traffic volumes of 9,430. The partial list of safety improvements to be addressed by the project includes:
 - Transitioning the 'A' Street, Line Street/Circle Drive intersection from a dangerous 3-way controlled intersection (with right-of-way given to southbound Circle Drive traffic because of the steep topography of that leg) to a 'T' intersection of 'A' Street and Line Street. Circle Drive will have a cul-de-sac installed, along with cold-weather improvements benefitting the adjacent residences. This will also improve traffic flow and allow for safer movement.
 - Line Street elevation improvements will be installed, decreasing the severe slope of Line Street where it intersects 'A' Street, improving roadway geometrics and installation of a free right-turn to east-bound 'A' Street to improve traffic flow.
 - Pedestrian safety improvements, including sidewalks and crosswalks.
 - Narrow rights-of-way will be addressed along the corridor, which is currently inadequate for the traffic volume. This is being accomplished by replacing retaining walls along the north side of 'A' Street.
 - Complete removal and replacement of deteriorated pavement, curb and sidewalk and installation of storm water infrastructure.
 - Water and Sewer improvements will be made at the same time as the street improvements, to meet future volume demands, replace inadequate and obsolete

infrastructure and to prevent the new street from being cut to repair underground utilities.

2. Although the increased construction costs are regrettable, even with the increase, the \$3,351,000 of grant funding equates to the City leveraging approximately \$1,150,000 to construct an approximate \$4,500,000 arterial street improvement. The leverage factor is approximately three grant dollars for each local dollar of match.
3. The 'A' Street Phase 1 project (Farm Road to 300 feet east of Peterson) has been completed since the mid-1990s. Staff has been working on the 'A' Street Phase 2 project since the early 2000's, in order to address the City's increased east-west traffic volumes. Without the grant funding referenced above, it is unlikely local funding will support the project in the foreseeable future.

Staff proposes the following funding package to make up the \$875,850 shortfall, utilizing accumulations from other projects and is presented for City Council consideration.

Partial refund of the City's prepayment of \$1,264,000 (less the \$875,850)	\$388,150
Third Street Corridor Improvements accumulation	\$434,034 ¹
Partial use of Moser Park Street Improvements accumulation	\$100,000 ²
Sidewalk Program Funds	\$ 50,000 ³
Pavement Management Program Funds	\$ 52,816 ⁴
Total:	<u>\$1,025,000</u>

The amount of \$1,025,000 will allow reimbursement to the Sewer Fund utility of the \$1,000,000 used to partially fund the prepayment to LHTAC. The City Council's Resolution 2018-19 also included interest payment in the amount of 2.5% per year on the balance owing.

LHTAC will be meeting in early October, and their agenda item deadline is Tuesday, September 16, 2019. It is the policy of LHTAC that any project that results in bids over 10% of the engineer's estimate and project budget requires LHTAC Board approval. One of the additional requirements is that all funding has to be in place and the local jurisdiction must commit to any additional amounts to fund the construction bid.

Staff seeks direction from the City Council on the 'A' Street funding alternatives.

¹ The Third Street Corridor improvements includes \$359,034 of accumulated funds originally intended for the construction of the Third Street Multi-modal bridge. An additional \$75,000 was budgeted to add to that accumulation in FY2020, for a total of \$434,034. Discussions had been anticipated that some of this funding would be considered for installation of separated bike lanes in the Third Street corridor.

² \$300,000 has been accumulated to pay for the City's share of street improvements adjacent to the Moser Park property. Initially thought to have been scheduled for 2020 construction, it is now anticipated that construction will take place in 2022. Use of \$100,000 leaves a balance of \$200,000 of accumulation.

³ The Sidewalk Program has \$200,822. Use of \$50,000 leaves a balance of \$150,822 for additional sidewalk projects.

⁴ The PMP has a FY2020 budgeted accumulation of \$800,000. Use of \$52,816 leaves a balance of \$747,184.

Key No.	22160
Project Name:	A Street Moscow

Estimated Construction Federal Participating Numbers (Including Advance Construction Number) All categories	\$ 3,351,000.00	Federal Participating All Categories Bid Opening Totals	\$ 4,226,850	Difference	\$ 875,850.18
Estimated Non-Participating All Categories	\$ 713,174.00	Non-Participating All Categories Bid Opening Totals	\$ 809,082	Difference	\$ 95,908.05
				Grand Total Needed	\$ 971,758.23

PS&E Submittal		BID
Engineer's Construction Estimate Only Federal Participating	\$ 2,418,556.00	\$ 3,192,612.55
Engineer's Estimate Only Non-Participating	\$ 631,128.00	\$ 647,221.00
	\$ 3,049,684.00	\$ 3,839,913.55
Difference between construction estimate and bid		\$ 790,229.55

Motley-Motley, Inc.	Federal Participating Numbers	
		As Bid
Construction Estimate (CN):	\$ 1,928,612.55	\$ 3,192,612.55
Advance Construction (CN)	\$ 1,264,000.00	
Non-Bid Items :	\$ 21,232	
Contingencies (5%):	\$ 159,631	
Construction Engineering (CE&I 19.97%):	\$ 637,412	
Construction Administration (CL 6.26%):	\$ 200,000	
Construction Administration (CE 0.5%):	\$ 15,963	
	\$ 4,226,850	
Motley-Motley, Inc.	Non-Participating Numbers	
Construction (CN)	\$ 647,221	\$ 647,221.00
Contingencies (5%)	\$ 32,361	
CE&I (CC) 20%	\$ 129,500	
CL		

RESOLUTION NO. 2018 – 19

A RESOLUTION OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, TO AUTHORIZE CITY FINANCE DIRECTOR TO MAKE INTER-FUND INVESTMENTS PURSUANT TO IDAHO CODE AND CITY INVESTMENT POLICY FOR THE PURPOSE OF MEETING CITY'S OBLIGATIONS FOR AN IDAHO TRANSPORTATION DEPARTMENT STATE/LOCAL AGREEMENT FOR THE "A" STREET STAGE 2 CONSTRUCTION PROJECT, KEY NO. 22160; PROVIDING THAT THIS RESOLUTION SHALL BE IN EFFECT UPON ITS PASSAGE, AND APPROVAL.

WHEREAS, the Idaho Transportation Department (hereinafter "ITD") is funding a Federal Aid Project for the improvement of "A" Street and Line Street in the City of Moscow (hereinafter "CITY"), known as the "A" Street Reconstruction – Stage 2 project; and

WHEREAS, the "A" Street Reconstruction – Stage 2 project is funded by two fiscal years of the Surface Transportation Program – Urban (STP-Urban) grant program in the amounts of two million eighty-three thousand two hundred fourteen dollars (\$2,083,214) (fiscal year 2019) and one million two hundred sixty-four thousand dollars (\$1,264,000) (fiscal year 2020); and

WHEREAS, the construction of the "A" Street Reconstruction – Stage 2 project is scheduled to be commenced in the 2019 construction season, prior to the availability of the STP-Urban fiscal year 2020 grant funds in the amount of one million two hundred sixty-four thousand dollars (\$1,264,000); and

WHEREAS, in order to proceed with the scheduled construction of the "A" Street Reconstruction – Stage 2 project, it is required by ITD that CITY provide funding equal to the STP-Urban fiscal year grant in the amount of one million two hundred sixty-four thousand dollars (\$1,264,000), which will not be available for reimbursement through the STP-Urban program until July 2019, the start of the federal fiscal year; and

WHEREAS, CITY's advance for construction of the "A" Street Reconstruction – Stage 2 project in the amount of one million two hundred sixty-four thousand dollars (\$1,264,000) will be reimbursed through the STP-Urban program after July 1, 2019; and

WHEREAS, the amount of one million two hundred sixty-four thousand dollars (\$1,264,000) was appropriated in CITY's current FY2019 municipal budget for this portion of the "A" Street Reconstruction – Stage 2 project funding; and

WHEREAS, the source of funds for this advance of one million two hundred sixty-four thousand dollars (\$1,264,000) will be from CITY Sewer Enterprise Fund capital accumulation, consistent with the investment policy adopted by CITY Council; and

WHEREAS, CITY has pledged the repayment of these inter-fund investments from the reimbursement STP-Urban fiscal year 2020 program funds; and

WHEREAS, these investments are in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standard Board (GASB) standards; and

WHEREAS, these investments by any one (1) fund may be “called” for the entire balance as may be necessary, and re-invested into another fund; and

WHEREAS, the re-investments maintain the outstanding balance of the Sewer Enterprise Fund accumulations; and

WHEREAS, the source will not interfere with any projects or operational activities of CITY; and

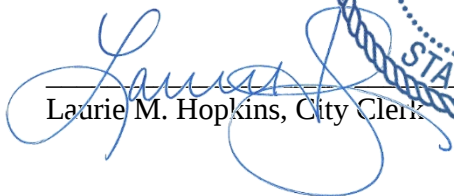
WHEREAS, CITY Council has determined that it is in the best interest for CITY’s public infrastructure, economic vitality and long-term benefits to CITY to pursue “A” Street Reconstruction – Stage 2 project.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow as follows:

1. Pursuant to Idaho Code § 50-1013 concerning authorization of municipal corporation’s finances for Deposit and Investment of funds, CITY’s Investment Policy adopted by Resolution No. 2010-02, CITY’s Financial policy adopted by Resolution No. 2011-11, and in accordance with the principles of GAAP and the standards of GASB; CITY Finance Director is authorized to make inter-fund investments for the purpose of the “A” Street Reconstruction – Stage 2 Project in an amount not to exceed one million two hundred sixty-four thousand dollars (\$1,264,000);
2. That the Sewer Enterprise Fund shall be paid an interest rate of two point five percent (2.5%) per annum by CITY Street Fund on any outstanding balance until paid, which interest rate is consistent with current interest rates paid through the Idaho Local Government Investment Pool.
3. Repayment of any investment for the outstanding balance shall be paid upon reimbursement by STP-Urban fiscal year 2020 program funds as such funds are received.
4. That this Resolution shall become effective as of the 5th day of November, 2018.

PASSED AND APPROVED by the Mayor of the City of Moscow, Idaho, this 5th day of November, 2018.

ATTEST:


Laurie M. Hopkins, City Clerk




Bill Lambert, Mayor

RESOLUTION NO. 2018 – 18

A RESOLUTION OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PREAUTHORIZING THE ACCEPTANCE OF THE IDAHO DEPARTMENT OF TRANSPORTATION FEDERAL-AID PARTICIPATION IN “A” STREET CONSTRUCTION; PROVIDING THAT THIS RESOLUTION SHALL BE IN EFFECT UPON ITS PASSAGE, AND APPROVAL.

WHEREAS, the Idaho Transportation Department (hereinafter “ITD”), has submitted an Agreement stating obligations of ITD and the City of Moscow, Idaho (hereinafter “CITY”), for construction of “A” Street, Stage 2; and

WHEREAS, ITD is responsible for obtaining compliance with laws, standards and procedural policies in the development, construction and maintenance of improvements made to the Federal-Aid Highway System when there is Federal participation in the costs; and

WHEREAS, certain functions to be performed by ITD involve the expenditure of funds as set forth in the Agreement; and

WHEREAS, ITD can only pay for work associated with the State Highway Systems; and

WHEREAS, CITY is fully responsible for its share of project costs; and

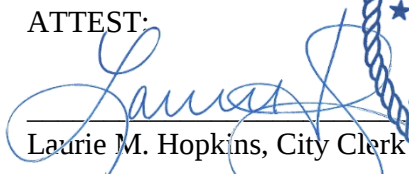
NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow as follows:

1. That the Agreement for Federal Aid Highway Project A022(160) Key No. 22160 is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the CITY.
3. That duly certified copies of the Resolution shall be furnish to the Idaho Transportation Department.

That this Resolution shall become effective as of the 5th day of November, 2018.

PASSED AND APPROVED by the Mayor of the City of Moscow, Idaho, this 5th day of November, 2018.

ATTEST:


Laurie M. Hopkins, City Clerk




Bill Lambert, Mayor

**STATE/LOCAL AGREEMENT
(CONSTRUCTION)
PROJECT A022(160)
A STREET, MOSCOW, STG 2
LATAH COUNTY
KEY NO. 22160**

PARTIES

THIS AGREEMENT is made and entered into this 15th day of November 2018, by and between the **IDAHO TRANSPORTATION BOARD**, by and through the **IDAHO TRANSPORTATION DEPARTMENT** hereafter called the **STATE**, and the **CITY OF MOSCOW**, acting by and through its Mayor and Council, hereafter called the **SPONSOR**.

PURPOSE

The **SPONSOR** has requested the **STATE** to program a project for federal participation in the costs of constructing A Street, Stage 2, to consist of grading/drainage, additional right-of-way, and rebuilding A Street. This Agreement sets out the responsibilities of the parties in the construction and maintenance of the project.

Authority for this Agreement is established by Section 40-317 of the Idaho Code.

The Parties agree as follows:

SECTION I. GENERAL

1. This Agreement is entered into for the purpose of complying with certain provisions of the Federal-Aid Highway Act in obtaining federal participation in the construction of the project.
2. Federal participation in the costs of the project will be governed by the applicable sections of Title 23, U.S. Code (Highways) and rules and regulations prescribed or promulgated by the Federal Highway Administration, including but not limited to, the requirements of 23 U.S.C. §313.23, CFR §635.410, and 28 CFR Part II.

State/Local Agreement (Construction)
A Street, Moscow, Stage 2
Key No. 22160
Page 1

Agreement No. 6865

2018-092

3. Funds owed by the Sponsor shall be remitted to the State through the ITD payment portal at:
<https://apps.itd.idaho.gov/PayITD>.
4. All information, regulatory and warning signs, pavement or other markings, and traffic signals, the cost of which is not provided for in the plans and estimates, must be erected at the sole expense of the **SPONSOR** upon the completion of the project.
5. The location, form and character of all signs, markings and signals installed on the project, initially or in the future, shall be in conformity with the Manual of Uniform Traffic Control Devices as adopted by the **STATE**.
6. During construction, the latest edition of the **STATE's** *Guide for Utility Management* will be followed in all matters relating to utilities.
7. This State/Local Agreement (Construction) upon its execution by both Parties, supplements the State/Local Agreement (Project Development) by and between the same parties, dated July 6, 2004 and subsequent amendments.
8. Sufficient Appropriation. It is understood and agreed that the **STATE** is a governmental agency, and this Agreement shall in no way be construed so as to bind or obligate the **STATE** beyond the term of any particular appropriation of funds by the Federal Government or the State Legislature as may exist from time to time. The **STATE** reserves the right to terminate this Agreement if, in its sole judgment, the Federal Government or the legislature of the State of Idaho fails, neglects or refuses to appropriate sufficient funds as may be required for the **STATE** to continue payments. Any such termination shall take effect immediately upon notice and be otherwise effective as provided in this Agreement.

SECTION II. That the **STATE** shall:

1. Enter into an Agreement with the Federal Highway Administration covering the federal government's pro rata share of construction costs.

2. Submit to FHWA a request for partial advance construction approval for the cost of construction of the project. FHWA approval of the partial advance construction request will allow a portion of the costs of construction incurred by the **SPONSOR** as of the date Of FHWA approval to be eligible for federal participation in a future Federal-aid project agreement with FHWA. The amount scheduled for advance construction is \$1,264,000.
3. Advertise, open bids, prepare a contract estimate of cost based on the successful low bid and notify the **SPONSOR** thereof.
4. Award a contract for construction of the project, based on the successful low bid, if it does not exceed the **STATE'S** estimate of cost of construction by more than ten (10) percent. If the low bid exceeds the estimate by more than 10%, the bid will be evaluated, and if justified, the contract will be awarded and the **SPONSOR** will be notified.
5. Obtain concurrence of the **SPONSOR** before awarding the contract if the **SPONSOR'S** share of the low bid amount exceeds the amount set forth in Section III, Paragraph 1 by more than ten (10) percent.
6. Provide to the **SPONSOR** sufficient copies of the Contract Proposal, Notice to Contractors, and approved construction plans.
7. Designate a resident engineer and other personnel, as the **STATE** deems necessary, to supervise and inspect construction of the project in accordance with the plans and specifications in the manner required by applicable state and federal regulations. This engineer, or their authorized representatives, will prepare all monthly and final contract estimates and change orders, and submit all change orders to the **SPONSOR** for their concurrence. If the **SPONSOR'S** share of any change order exceeds \$1,000.00, the **STATE** will submit a statement to the **SPONSOR** indicating the amount owed by the **SPONSOR**.
8. Appoint the Local Highway Technical Assistance Council as the contract administrator for the **STATE**.

9. Notify the **SPONSOR** when construction engineering and inspection (CE&I) costs have reached approximately 85% of the estimated cost for CE&I.
10. Maintain complete accounts of all project funds received and disbursed, which accounting will determine the final project costs.
11. Upon obligation of anticipated federal funds and receipt of a request from the Sponsor, reimburse the Sponsor for the advance construction funds paid by the Sponsor pursuant to this Agreement.
12. Upon completion of the project, after all costs have been accumulated and the final voucher paid by the Federal Highway Administration, provide a statement to the **SPONSOR** summarizing the estimated and actual costs, indicating an adjustment for or against the **SPONSOR**. Any excess funds transmitted by the **SPONSOR** and not required for the project will be applied to any outstanding balance the **SPONSOR** may have on a previously completed project. If no such outstanding balance exists, the excess funds will be returned to the **SPONSOR**.

SECTION III. That the **SPONSOR** shall:

1. Pay to the **STATE** before the advertisement for bids, the amount of **TWO MILLION TWO HUNDRED AND SEVEN THOUSAND THREE HUNDRED DOLLARS (\$2,207,300)**, which is the **SPONSOR'S** estimated share of the cost for construction plus preliminary engineering, and construction engineering & inspection (CE&I) by the **STATE**, and after deducting credit for the **SPONSOR'S** previous deposit of **\$10,000** as applies to Preliminary Engineering, and the **SPONSOR'S** match for the consulting agreement. These costs and the **SPONSOR'S** match are detailed in the attached *Worksheet for State/Local Construction Agreements* marked Exhibit A. The actual cost to the **SPONSOR** will be determined from the total quantities obtained by measurement plus the actual cost of engineering and contingencies required to complete the work. Construction engineering, inspection and contingencies will be approximately 29.5% of the total construction cost.

2. Upon approval of the lowest qualified bid received, if the **SPONSOR'S** share exceeds the amount set forth in Section III, Paragraph 1, transmit to the **STATE** the **SPONSOR's** portion of such excess cost.
3. Authorize the **STATE** to administer the project and make any necessary changes and decisions within the general scope of the plans and specifications. Prior approval of the **SPONSOR** will be obtained if it is necessary, during the life of the construction contract, to deviate from the plans and specifications to such a degree that the costs will be increased or the nature of the completed work will be significantly changed.
4. Designate an authorized representative to act on the **SPONSOR'S** behalf regarding action on change orders. That authorized representative's name is Les MacDonald, Phone No. 208-883-7028.
5. When change orders are submitted by the **STATE** for approval pursuant to Section II, Paragraph 7, the **SPONSOR** or its authorized representative shall give approval of same as soon as possible, but no later than ten (10) calendar days after receipt of the change order. If approval is delayed, any claims due to that delay shall be the responsibility of the **SPONSOR**.
6. Upon receipt of any statement referred to in Section II, Paragraphs 7 and 11, indicating an adjustment in cost against the **SPONSOR**, promptly remit to the **STATE** a check or warrant in that amount.
7. Maintain the project upon completion to the satisfaction of the **STATE**. Such maintenance includes, but is not limited to, preservation of the entire roadway surface, shoulders, roadside cut and fill slopes, drainage structures, and such traffic control devices as are necessary for its safe and efficient utilization. Failure to maintain the project in a satisfactory manner will jeopardize the future allotment of federal-aid highway funds for projects within the **SPONSOR'S** jurisdiction.

8. Agree that in the event future Federal funding for the advance construction portion is not available for the project, the Sponsor will continue to be eligible for future federal funding in the STP-Urban Program, as it becomes available, for reimbursement to the Sponsor for the funds paid for the advance construction portion of the project.
9. To the extent permitted by Idaho law and as provided by the Idaho Tort Claims Act, indemnify, save harmless the State, regardless of outcome, from the expenses of and against suits, actions, claims or losses of every kind, nature and description, including costs, expenses and attorney fees that may be incurred by reason of any act or omission, neglect or misconduct of the Sponsor or its consultant in the design, construction and maintenance of the work which is the subject of this Agreement, or Sponsor's failure to comply with any state or federal statute, law, regulation or rule. Nothing contained herein shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby expressly reserved.

EXECUTION

This Agreement is executed for the **STATE** by its Engineering Services Division Administrator, and executed for the **SPONSOR** by the Mayor, attested to by the City Clerk, with the imprinted corporate seal of the City of Moscow.

IDAHO TRANSPORTATION DEPARTMENT



Engineering Services
Division Administrator

ATTEST:

CITY OF MOSCOW



City Clerk

(SEAL)



Mayor

By regular/special meeting
on November 5, 2018

hm:22160 SLAConst.docx

RESOLUTION NO. 2018 – 18

A RESOLUTION OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PREAUTHORIZING THE ACCEPTANCE OF THE IDAHO DEPARTMENT OF TRANSPORTATION FEDERAL-AID PARTICIPATION IN "A" STREET CONSTRUCTION; PROVIDING THAT THIS RESOLUTION SHALL BE IN EFFECT UPON ITS PASSAGE, AND APPROVAL.

WHEREAS, the Idaho Transportation Department (hereinafter "ITD"), has submitted an Agreement stating obligations of ITD and the City of Moscow, Idaho (hereinafter "CITY"), for construction of "A" Street, Stage 2; and

WHEREAS, ITD is responsible for obtaining compliance with laws, standards and procedural policies in the development, construction and maintenance of improvements made to the Federal-Aid Highway System when there is Federal participation in the costs; and

WHEREAS, certain functions to be performed by ITD involve the expenditure of funds as set forth in the Agreement; and

WHEREAS, ITD can only pay for work associated with the State Highway Systems; and

WHEREAS, CITY is fully responsible for its share of project costs; and

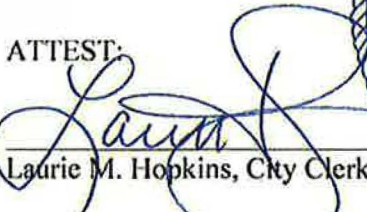
NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow as follows:

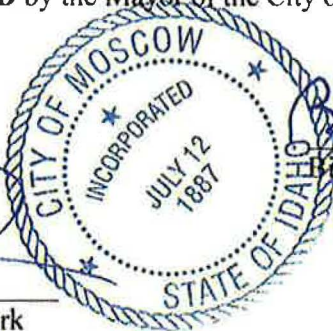
1. That the Agreement for Federal Aid Highway Project A022(160) Key No. 22160 is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the CITY.
3. That duly certified copies of the Resolution shall be furnish to the Idaho Transportation Department.

That this Resolution shall become effective as of the 5th day of November, 2018.

PASSED AND APPROVED by the Mayor of the City of Moscow, Idaho, this 5th day of November, 2018.

ATTEST:


Laurie M. Hopkins, City Clerk




Bill Lambert, Mayor

WORKSHEET FOR STATE / LOCAL CONSTRUCTION AGREEMENTS

Key No: 22160
 Project No: A022(160)
 Project Name: A Street, Moscow, Stage 2
 Sponsor: City of Moscow
 Description of work: Grading/drainage, additional right of way, and rebuilding A Street.

Date of State/Local Agreement for Project Development: 7/6/2004

TOTAL ESTIMATED COST OF CONSTRUCTION <i>Incl CE&CC, contingency & Non-Bid Items</i>	\$3,934,845		
APPROVED FORCE ACCOUNT WORK			
PLUS PE BY STATE (from 2101)	\$43,000		
PLUS PL BY LHTAC (from 2101)	\$6,312		
PLUS PC (from PC Agreements)	\$345,000		
MINUS ALL NON-PARTICIPATING	\$713,212		
PARTICIPATING TOTAL	\$3,615,945		
MATCH PERCENTAGES			
PERCENTAGE AMOUNTS			
MINUS FEDERAL MAXIMUM			
ADD OVERAGE (If Any To Local)			
LOCAL SHARE OF CONSTRUCTION AMOUNT			

FEDERAL

LOCAL

92.66%

7.34%

\$3,350,534.64

\$265,410.36

\$0

3,350,535

\$0

\$265,410

ADJUSTMENTS

PLUS ALL NON-PARTICIPATING (From above if work by contract) \$713,212
MINUS FUNDS ADVANCED BY THE SPONSOR FOR STATE PE (from PD Agreement) \$10,000
MINUS APPROVED FORCE ACCOUNT WORK (From above) \$0
MINUS PRELIMINARY ENGINEERING PAID BY LOCAL \$25,323
(If LPA has not rec'd reimbursement, use actual PC dollars paid by LPA)
(If LPA has rec'd reimbursement, use local match % of actual PC dollars paid by LPA)
(Amounts must be supported by District Records Inspector Audit)

CONSTRUCTION AMOUNT REQUIRED FROM SPONSOR AFTER ADJUSTMENTS \$943,299

Comments:

Advance construction amount due for funds scheduled in FY20 is \$1,264,000

Total amount due from the City of Moscow is their match of \$943,299 plus the advance construction costs of \$1,264,000 = \$2,207,299 rounded \$2,207,300.

PREPARED BY: Holly McClure | Date: 11/2/2018