

Moscow City Council



Regular Meeting ~Agenda~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

**Monday, December 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

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council December 2, 2019 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes.

B. Disbursement Report November 2019 - Sarah Banks

Staff will present the Accounts Payable Report for the month ending November 2019. This was reviewed by the Public Works/Finance Committee on December 9, 2019 and recommended for approval.

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

C. Consideration of Janitorial Services Bid Results - David Schott

The City published an invitation to bid for custodial services for certain City buildings. In addition to the published invitation to bid, eight (8) custodial services were sent the invitation to bid. Bid opening for custodial services took place on November 20, 2019, at which time three (3) bids were received. ABM Industry Groups, LLC was the low bidder for Module #1, Module #4, Module #5, and Module #6 in the amount of \$196,704.24 for the two (2) year, eight (8) month Agreement from February 1, 2020 through September 30,

2022. EVCAR, Inc. dba Service Master Building Maintenance was the low bidder for Module #2 and Module #3 in the amount of \$193,668.16 for the two (2) year, eight (8) month Agreement from February 1, 2020 through September 30, 2022. The Public Works / Finance Committee recommended approval on December 9, 2019.

ACTION: Accept the low bid from ABM Industry Groups, LLC in the amount of \$196,704.24 for Module #1, Module #4, Module #5, and Module #6 and accept the low bid from EVCAR, Inc. dba Service Master Building Maintenance in the amount of \$193,668.16 for Module #2 and Module #3.

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. Citizen Commission Report - Historic Preservation Commission - Mike Ray / Wendy McClure

6. Government Finance Officers Association (GFOA) Award Presentation (ACTION ITEM) - Gary J. Riedner

The City submitted the FY2018 Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association (GFOA) for consideration for the Certificate of Achievement for Excellence in Financial Reporting Award. The GFOA reviewed the FY2018 CAFR and determined that it met the rigorous standards for the award and subsequently issued its certificate. This is the 16th consecutive year the City has received the GFOA Award for Excellence in Financial Reporting.

ACTION: Receive the Excellence in Financial Reporting Award from the Government Finance Officers Association for the City's FY2018 Comprehensive Annual Financial Report.

7. Professional Services Agreement for Design on 6th St and 3rd St Phase I & II Federal-Aid Project - (ACTION ITEM) - Bill Belknap

The Local Highway Safety Improvement Program (LHSIP) administered by the Local Highway Technical Assistance Council (LHTAC) for the Idaho Transportation Department (ITD) has provided federal funding to reduce Fatal and Serious Injury crashes on local roadway systems. LHSIP funds can be used for a variety of safety related projects that reduce the amount of crashes in a single area or system-wide projects that are based on improving safety in the proposed project area. The Third Street Safety Improvement projects include the installation of LED luminaires to increase night-time visibility, replacement of sidewalk, curb, and gutter while eliminating unused existing driveways. This project is located on Third Street (Hwy. 8) from Lieuallen Street to Jackson Street. In 2016 the City was awarded funding through the LHSIP for the Sixth Street Pedestrian Safety Improvement project with total project costs of \$166,000. The project was previously designed and advertised, with bids opened by ITD in

April, 2019. The two responsive bids received were more than 75% over budget, so LHTAC and the City agreed to combine the Sixth Street project with the Third Street Safety Improvement projects to decrease costs by streamlining construction and project delivery activities in one larger project. In 2017 and 2018 the City was also awarded federal funds for the Third Street Safety Improvement Projects Phase I & II. The total cost of the Third Street Safety projects is estimated at \$727,000 with a maximum federal participation of \$673,638. The local match requirement is 7.34% (\$53,362) of which \$4,000 was previously paid with the State/Local Agreement for Design and Construction that was executed in July, 2019. A request for qualifications was issued by the Local Highway Technical Assistance Council for design services on September 9, 2019, and three qualified engineering firms responded. Precision Engineering, LLC of Eagle, Idaho has been selected to perform the design work on these projects. The LHTAC and City staff have negotiated an agreement with Precision Engineering for this work in the amount of \$88,082.00. The amount equates to 15% of the estimated construction amount for the combined projects, which both the LHTAC and City Staff deem reasonable for design services on a federal-aid project. Design is expected to be completed by October of 2020, and the project should be advertised for construction immediately following LHTAC's and ITD's approval. Construction is expected to occur during the summer of 2021. The design services agreement has been reviewed and approved by the City Attorney. This was reviewed by the Public Works / Finance Committee December 9, 2019.

PROPOSED ACTIONS: Approve the Professional Service Agreement with Precision Engineering, or take such other such action deemed appropriate.

8. Consideration of MAC Recommendation for Public Art Project at C & Main Streets (ACTION ITEM) - Megan Cherry

The couplet at C & Main was identified as a priority public art location in the 2015 Public Art Master Plan (PAMP). The PAMP was developed over the course of several years with input from the Moscow Arts Commission, Arts staff, and members of the Moscow community. Funding for public art projects such as the one at C & Main comes from the 1% for Arts fund, established by the June 21, 2004 City Ordinance 2004-30. The project at C & Main has been in active development by Arts staff and MAC members with consultation from ITD and City of Moscow Facilities staff since January 2019, and has a projected installation date of May 2020. Following a rigorous selection panel and community input process, including presentation of the three finalists to the Administrative Committee on November 25, 2019, the Moscow Arts Commission is recommending for Council approval the installation of the artwork entitled The Homecoming by Jennifer Corio and Dave Frei in the couplet at C & Main Streets.

PROPOSED ACTIONS: Approve the Moscow Arts Commission's recommendation of the artwork entitled "The Homecoming" by Jennifer Corio and Dave Frei in the couplet at C & Main Streets, or take other such action deemed appropriate.

9. Heron's Hideout Property Purchase Agreement - Gary J. Riedner

The City was recently approached by a representative of the owner of the property located adjacent to the City's Heron's Hideout Park to inquire about the City's potential interest in acquiring their 1.9 Acre property that includes a small single-family home and which is currently listed for sale for \$300,000. After consultation with the Parks and Recreation Director, it was determined that the City did not have an interest in the purchase of the home, but would have an interest in the purchase of a large portion of the undeveloped part of the

property that is directly adjacent to the Park and the existing public pathway. The City's interest in this land is for the preservation of open space area, separation of the pathway from potential property development, as well potential future flood mitigation water storage. Staff has negotiated the purchase of 1.26 acres of the 1.9 acre parcel for the amount of \$87,500 as shown on Exhibit A. The City would also fund a property survey to develop the legal descriptions and set property boundary monuments and the lot line adjustment application. Under the purchase agreement, the City would fund an initial deposit of \$5,000 and would have 90 days to perform a due diligence review the property title and condition. If the City were to choose not to proceed with the purchase within the 90-day due diligence, period the \$5,000 deposit would be refunded and the City would have no further obligations. The purchase is proposed to be funded from the Land and Park Development line item 350-165-30-770-71 which has a current balance of \$133,600.

PROPOSED ACTIONS: Approve the proposed Property Purchase Agreement; or take other such action deemed appropriate.

REPORTS

City Council

Mayor

Staff

ADJOURN

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