

Moscow City Council



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Tuesday, January 21, 2020

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

PROCLAMATION - Rotary Club Of Moscow Centennial Anniversary Week

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council January 6, 2020 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes.

B. Disbursement Report December 2019 - Sarah Banks

Staff will present the Accounts Payable Report for the month ending December 2020. This was reviewed by the Public Works/Finance Committee on January 13, and recommended for approval.

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

C. First Quarter Financial Report October 1, 2019 to December 31, 2019 for FY2020 - Sarah Banks

Staff will present the financial report for the first quarter of Fiscal Year 2020 (October 1, 2019 to December 31, 2019).

ACTION: Approve the FY2020 First Quarter Report.

D. Lot Line Adjustment for 1614 Christopher Lane – Aimee Hennrich

The applicants, Brad and Debbie Capawana, are requesting a lot line adjustment between two properties located at 1614 Christopher Lane and legally described as Lot 12 and 13, Block A, of Christopher's Crossing Subdivision. The proposed lot line adjustment would reduce Lot 13 from 1.95 acres to 1.78 acres and expand Lot 12 from 1.25 acres to 1.42 acres. The applicant is requesting the lot line adjustment due to already developed landscaping on Lot 12 and future plans to sell Lot 13. Lot 12 currently has an existing single-family dwelling upon it and Lot 13 is currently vacant. The subject properties are both located within the Suburban Residential (SR) Zoning District. Within the SR Zoning District, lots require a minimum lot size of 1 acre and a minimum lot width of 100 feet. The proposed lot line adjustment meets both of these standards and the existing home will meet all setback requirements. This was approved by the Public Works and Finance Committee on January 13, 2020.

ACTION: Approve the lot line adjustment request with no conditions.

E. Amended 2020 City Council Organization - Gary J. Riedner

At the City Council meeting January 6, 2020, Council President Brandy was approved to serve on the Administrative Committee, and the Council Vice President Bettge on the Public Works/Finance Committee. After discussions between them, they would like to switch the Committees they were approved to serve. An email was sent to the City Council members and the switch of Committees received no objections.

ACTION: Approve amendment to City Council assignments for 2020.

F. Police Department Traffic Enforcement Mobilization Grants - Alisa Anderson / James Fry / Eric Warner

The Idaho Transportation Department (ITD), through the Office of Highway Safety (OHS) administers the Traffic Enforcement Mobilizations program. The goal of the program is to eliminate death and serious injuries resulting from motor vehicle crashes and to implement programs designed to address driver behavior. The program provides funding at the state and community level for highway safety problems to address Idaho's own unique circumstances and highway safety needs. Traffic enforcement has been proven to be an effective countermeasure to reduce unsafe driving behaviors. The Traffic Enforcement Mobilization program establishes project requirements and a funding process to support the enforcement efforts as part of the Idaho's Strategic Highway Safety Plan (SHSP). The program funds dedicated overtime enforcement hours and/or traffic enforcement equipment. OHS also offers Mini Grants to support data-driven Idaho Safety Traffic Goals as established in the annual Highway Safety Plan for traffic training support, traffic equipment and enforcement. These Mini Grants allow agencies to be reimbursed for training and special emphasis patrols. Moscow Police Department (MPD) has successfully participated in mobilizations offered through the OHS program for several years. Attached is the 2019-2020 Idaho Transportation Department, Office of Highway Safety, Traffic Enforcement Grant Project Agreement (TEGPA), the Certifications and Assurances, and the Subrecipient Risk Assessment required for participation in the program. This was reviewed by the Public Works/Finance Committee on January 13, 2020 and recommended for approval.

ACTION: Ratify the FY2020 Traffic Enforcement Grant Project Agreement (TEGPA), the Certifications and Assurances, and the Subrecipient Risk Assessment required for participation in the program for mobilizations during specified Highway Safety Performance Plan focus area events, campaigns, and/or Mini-Grant requests up to an accumulative amount per program fiscal year of \$50,000 with administrative approval.

G. Fire Department – FM Global Fire Prevention Grant Approval – Alisa Anderson / Brian Nickerson

FM Global is a worldwide philanthropic organization promoting fire prevention and awards grant funds to public organizations which support their mission. Funding requests are accepted to help organizations working to combat fire for a wide array of fire prevention, preparedness and control efforts. Program funding scopes include Pre-Incident Planning; Fire Prevention Education and Training; and Arson Prevention and Fire Investigation. A grant application was submitted to FM Global in June of 2019. This was the first time the Fire Department had requested funds from this organization, therefore anticipated approval was considered unlikely as the organization normally funds much larger departments. A grant request was submitted for \$2,500 to purchase equipment to include two sets of a DeWalt Cordless Tool Combo Kits and two Pelican Remote Area Lighting Systems under the Arson Prevention/Fire Investigation category. On December 18, 2019, staff received an award letter for \$1,720. A copy of the program information, grant request and award are attached to this report.

ACTION: Accept the FM Global Fire Prevention Grant Award for \$1,720 to purchase fire investigation equipment.

H. Local Highway Safety Improvement Program Grant Application - A Street and Baker Street Intersection - Safety Improvement Project - Alisa Anderson / Bill Belknap / Nate Suhr

The intersection of A and Baker Streets has been determined by Engineering staff as an eligible project for Federal Highway Safety Improvement Program (HSIP) grant funding. The Local Highway Technical Assistance Council (LHTAC) administers those funds through the Local Highway Safety Improvement Program (LHSIP). Additional details are provided in the attached memo from Alisa Anderson, Grants Manager.

This grant request is proposed for the project for a total project cost estimated not to exceed \$800,000. Staff's recommendation is to request \$741,280 in LHSIP funding, with the providing the required 7.34% local match of \$58,720. If approved by LHTAC, the project would be scheduled for design in 2022 and construction in 2023. This grant request was reviewed by the Public Works/Finance Committee on January 13, 2020, and recommended for approval.

ACTION: Approve submission of the grant request for the LHSIP FY22 Application for safety improvements to the intersection of A and Baker streets with an estimated total project costs not to exceed \$800,000; requesting \$741,280 in LHSIP funding with the required 7.34% local match of \$58,720.

I. Sewer Conveyance Vacuum Truck Purchase - Tyler Palmer

Fleet is requesting an early replacement of Unit #148 (Sewer Conveyance Vacuum Truck) in FY2020 due to reliability concerns with the current 2011 International chassis. With this unit being down for repairs for more than 30% of the year already, it is clear that Sewer Conveyance cannot successfully continue to rely on this vehicle in the critical maintenance of the City's water reclamation system. This unit will continue to have excessive issues as it is a known problem year for Navistar MaxxForce engines due to the design of the emissions system. Fleet has accumulated funds in the amount of \$364,154 for the scheduled replacement of this unit. Because of the reliability issues, it is requested to move the replacement up to FY2020. The cost of replacement, considering the trade of the old unit, is \$379,659. Accumulation for other Sewer Fund fleet replacements will be utilized for the remaining \$15,505. If approved by City Council, the appropriation will be brought forward in the FY2020 open budget process. This was reviewed by the Public Works/Finance Committee on January 13, 2020, and recommended for approval.

ACTION: Approve replacement of Unit #148 in the FY2020 budget year, and direct staff to bring the adjustment forward in the FY2020 open budget process.

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. Public Hearing: Ordinance Amending Title 6, Chapters 2, 3, and 4 of Moscow City Code Regarding Mobile Home and Recreational Vehicle Parks (ACTION ITEM) - Mike Ray

On November 23, 2018, the Community Development Department received a letter from Mr. Gary Lester, requesting that the Planning and Zoning Commission review and potentially remove the 6-month stay limitation for Recreational Vehicles (RVs) within the City of Moscow. The Commission discussed Mr. Lester's request at their January 9, 2019 and February 13, 2019 meetings and directed staff to prepare a code amendment to eliminate the 6-month stay limitation and provide greater opportunities for tiny houses within mobile home parks. After review of the existing RV park and mobile home park ordinances, it was determined that the codes have not been updated since the early 80's. Therefore, the code amendment was expanded to include the mobile home park chapters, which have been updated in order to align the chapters with current State and Federal definitions and reorganized for ease of use. On December 11, 2019, the Commission conducted a public hearing upon the proposed ordinance and recommended approval to City Council. This item was reviewed by the Administrative Committee on January 13, 2020.

PROPOSED ACTIONS: After conducting the public hearing and consideration of testimony received, approve the proposed 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; or reject the Ordinance; or take such other action deemed appropriate.

6. Public Hearing: Proposed Rezone at 904, 908, and 912 S Washington Street (ACTION ITEM) - Mike Ray

The applicant, Latah Federal Credit Union, is requesting to rezone a 25,000 square foot area of land at located at 904, 908 and 912 S Washington Street. The parcel is currently zoned Residential Office (RO) which the applicant is proposing to change to the General Business (GB) Zone. The Planning and Zoning Commission conducted a public hearing on December 11, 2019 and recommended approval of the rezone request.

PROPOSED ACTIONS: After conducting the public hearing and consideration of testimony received, approve the proposed Zoning Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or consider the Zoning Ordinance on first reading; or reject the Zoning Ordinance and direct staff to prepare a Reasoned Statement of Relevant Criteria; 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.