

Public Works / Finance Committee



Regular Meeting ~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, July 8, 2019

4:00 PM

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

REGULAR AGENDA

The meeting was called to order at 4:00 p.m.

PRESENT: Art Bettge, Jim Bolland, Anne Zabala

OTHER: Mayor Bill Lambert, Brandy Sullivan

STAFF: Bill Belknap, Mike Ray, Sarah Banks, Tyler Palmer, Bob Buvel, Mia Vowels, Caylee Birge

**1. Approval the June 24, 2019 Public Works / Finance Committee Minutes (ACTION ITEM)
- Caylee Birge**

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes, amend minutes, or provide staff further direction.

The minutes were approved as presented.

2. Disbursement Report June 2019 (ACTION ITEM) - Sarah Banks

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

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

Banks presented the disbursement report which included the third quarter SMART Transit contribution, new computer purchases, a John Deere mower, and the Monroe Street slurry seal payment. The Committee signed the report.

3. Third Quarter Financial Report April 1, 2019 to June 30, 2019 for FY2019 (ACTION ITEM) - Sarah Banks

Staff will present the financial report for the third quarter of Fiscal Year 2019 (April 1, 2019 to June 30, 2019).

PROPOSED ACTIONS: Approve the FY2019 Third Quarter Report, or provide staff further direction.

Banks presented the third quarter financial report. Spending is at 42% which is normal since it is project season. The Committee recommended approval and that it be placed on the Council consent agenda.

4. Ordinance Amending Educational Services within the Central Business District (ACTION ITEM) - Mike Ray

On August 20, 2018, City Council provided direction to staff to develop a survey for the community and property owners and businesses operating within the CBZD. A survey instrument was then prepared which contained questions designed to gauge the perceptions of the community and property owners and businesses operating within the CBZD in regards to a) current public/private universities and colleges in the CBZD and b) additional or expanded public/private universities and colleges in the CBZD. The survey was then sent out in the fall of 2018 to CBZD property and business owners as well as a random sample of the community. The results of the survey were then discussed at the City Council meeting on April 1, 2019 and the Council then directed the Planning and Zoning Commission to prepare an ordinance which would prohibit additional or expanded universities and colleges in the CBZD. The Commission then reviewed other uses which staff has encountered challenges with in the past year and expanded the ordinance to include additional amendments to the land use table. The Commission conducted a public hearing on the proposed ordinance on June 12, 2019 and recommended approval to City Council. The proposed ordinance has been scheduled for a public hearing before City Council at the Council's upcoming July 15, 2019 meeting.

PROPOSED ACTIONS: Recommend forwarding the proposed ordinance for public hearing at the Council's upcoming July 15, 2019 meeting; or provide staff further direction.

Ray introduced the item as written above and went through the specific changes to the table. See attached presentation. Should a current business be out of compliance because of a change to the use table, it would be allowed to operate and would be considered non-conforming. For a parking lot to be a permitted accessory use in the residential zones, it would need to be on the same lot as the use, adjacent to the use or within 500 feet of the use. A stand-alone parking lot would be a conditional use and require approval through the Board of Adjustment. In the commercial zones, a parking lot, whether for a particular use or pay-to-park, would be a permitted use. Zabala felt parking lots within the Central Business District should be a conditional use. The Committee recommended forwarding the ordinance to public hearing on July 18.

5. Request for Engineering Variance from the University of Idaho for 7th Street from Elm Street to the Bruce Pitman Center (ACTION ITEM) - Tyler Palmer

The University received funding from the State of Idaho Permanent Building Fund for improvements to 7th Street, between Elm Street and the Bruce Pitman Center. The proposed improvements will include colored concrete pavers, new lighting, traffic calming and reconfiguration of five parking stalls. 7th Street will remain open to vehicles, but will be designated a "pedestrian priority zone". The alley portion adjacent to the rear entrance of the Pitman Center will also include enhanced pavers and will remain open to vehicles. The proposed construction is estimated to begin in 2020. Under the City/University Street Agreement, maintenance for 7th Street and the new improvements will be the responsibility of the University. The request for this variance was brought before the Transportation Commission at the June 13, 2019 meeting. The Commission made a recommendation to City Council to support the University's variance request.

PROPOSED ACTIONS: Recommend approval of the University's Engineering Variance request, or provide staff further direction.

Palmer and Buvel introduced the item as written above. The University of Idaho would like to beautify this entrance, as it is the primary entrance to the Pitman Center. They have the proposed concept as a pedestrian priority zone with very low flow traffic. This is a City owned right-of-way and we have a maintenance agreement with the University. The City does have water and sewer lines in the area that may need to be replaced along with the construction of this project. The street would remain open to vehicles. Ray Pankopf, Director of Architecture and Engineering Services for the University of Idaho stated that there are five existing stalls. Two of those are general residential parking, one is an accessible stall, and two are service stalls. The ADA stall will move across the street to another parking lot. The two general parking stalls will be removed, however there will be a new residential parking lot to accommodate 20-25 more stalls. The service stalls will remain. The City would still control the right-a-way and any street closures would require a City permit. The Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting was closed at 4:38 p.m.

