

Public Works / Finance Committee



Regular Meeting
~Amended Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, February 24, 2020

3:00 PM

Council Chambers
206 E. Third St.

REGULAR AGENDA

1. Approval of February 10, 2020 Public Works / Finance Committee Minutes (ACTION ITEM) - Laurie M. Hopkins

Minutes provided for approval.

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

2. Electronic Signature Policy (ACTION ITEM) – Mia Bautista / Gary J. Riedner

Idaho Code allows the use of electronic signatures and specifically allows cities to utilize electronic signatures as long as due consideration is given to the security of those processes. Currently the City of Moscow has no policy regarding electronic signatures, nor other electronic records used to conduct the official business of the City. The attached policy provides the parameters of the use of these processes in conducting the City's business.

PROPOSED ACTIONS: Recommend approval of the attached "City of Moscow Electronic Signature Policy", or provide staff further direction.

3. Phase 5 of the Runway Realignment Project and Terminal Design Grant Application Approval (ACTION ITEM) - Gary J. Riedner

The Pullman-Moscow Regional Airport has applied for grants from the U.S. Department of Transportation Federal Aviation Administration Airport Improvement Program for the purpose of completing Phase 5 of the Runway Realignment Project and Terminal Design. The amount of the grants is up to \$8,000,000 with a local match of \$649,600.00 from multiple sources, which includes a possible ITD Aviation Division state grant. To facilitate the FAA grant, it is appropriate to preauthorize its acceptance. The attached resolution has been prepared for that purpose. The resolution also authorizes the execution of related assurances and certifications.

PROPOSED ACTIONS: Recommend adoption of the resolution preauthorizing the acceptance of grant offer AIP 3-53-0051-051 from the FAA Airport Improvement Program, or provide staff further direction.

4. Lot Line Adjustment for 1122 S Mountain View Road - (Heron's Hideout Park) (ACTION ITEM) – Aimee Hennrich

The City of Moscow is requesting a lot line adjustment to the property adjacent to the City's Heron's Hideout Park and addressed as 1122 S. Mountain View Road. At the December 16, 2019 City Council meeting, the Council voted to approve the purchase of a 1.22-acre portion of the 1.87-acre parcel. The proposed lot line adjustment will increase the size of Heron's Hideout Park by 1.22 acres and result in a remnant parcel of 0.64 acres which currently contains a

single-family dwelling. The subject property is within the Low Density, Single Family Residential (R-1) Zone, which requires a minimum lot size of 9,600 square feet and a minimum lot width of 80 feet. The proposed lot line adjustment would meet both of these standards and the existing home will meet all setback requirements.

PROPOSED ACTIONS: Recommend approval of the lot line adjustment request with no conditions; or recommend approval of the lot line adjustment request with conditions; or recommend denial of the lot line adjustment request; or provide staff further direction.

5. Downtown Parking Study Request for Proposals (ACTION ITEM) - Bill Belknap

During the preparation of the FY2020 budget, the City Council included \$45,000 in funding to hire a consulting firm to conduct an assessment and prepare recommendations related to the utilization, operation and management of the public parking system within the downtown area. Staff has prepared a Request for Qualifications (RFQ) for the Council's review and approval.

PROPOSED ACTIONS: Recommend approval and publication of the Downtown Parking Study Request for Qualifications; or provide staff further direction

REPORTS

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.