

Moscow City Council



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, May 4, 2020

7:00 PM

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

The Moscow Mayor, City Council and Staff welcome you to tonight's meeting. Due to the Governor's Proclamation relating to the conduct of public meetings during the COVID-19 crisis, the meeting will be broadcast and the public is not allowed to attend in person. Citizens wishing to comment on business on the agenda are encouraged to communicate with the Mayor and City Council by phone or email (council@ci.moscow.id.us) in order to respect social distancing protocol. 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. Public Hearing: Howard Street Right-of-Way Vacation (ACTION ITEM) - Bob Buvel

On December 9, 2019, the City received a letter requesting the vacation of a portion of the Howard Street right-of-way (ROW) located south of Homestead Street and north of East E Street. A copy of the letter is included in the packet. The request was made by Mr. Neil Brown, who is the owner of 704/706 East E Street, which abuts the subject property. A vicinity map of the proposed vacation area is shown on the Notice of Public Hearing attached herein. The notice of the hearing was advertised in the newspaper of record and mailed to properties within 300 feet of the subject ROW. Due to the COVID-19 orders restricting gatherings of groups of more than ten, public comment was encouraged to be sent by email in advance of the meeting. All comments received thus far are attached. The petitioner's request is also attached for review. The franchised utilities were notified of the application for the vacation. A copy of a draft ordinance vacating a portion of the Howard Street ROW is attached for Council review.

PROPOSED ACTIONS: Hold a public hearing pursuant to the revised procedures adopted in light of the COVID-19 pandemic response, to accept public testimony on the matter of the Howard Street ROW Vacation request by way of receiving emails and letters in advance of the hearing, consider such testimony, and approve the vacation request by adoption of the Ordinance under suspension of the rules requiring three complete and separate readings and that the ordinance be read by title and published by summary; or consider the Ordinance on first reading; or deny the vacation request; or take such other action deemed appropriate.

2. 1110 S Main Street Lot Division (ACTION ITEM) - Aimee Hennrich

The applicant, Justin Sult, is requesting a lot division for an existing lot of approximately 60,057 square feet in size located at 1110 S. Main St. The applicant is requesting the lot division in order to create two lots of approximately 51,833 square feet and 8,224 square feet in size. The intent of the lot division is to create a new separate lot containing two existing duplexes. The subject

property is located within the Multiple Family (R-4) Zoning District which requires a minimum lot size of 5,000 square feet and a minimum lot width of 50 feet for two family dwellings. Both proposed lots meet the minimum lot area and width requirements of the R-4 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.

PROPOSED ACTIONS: Approve the lot division request with no conditions, approve the lot division with conditions, or take such other action deemed appropriate.

3. Paradise View Addition Final Subdivision Plat (ACTION ITEM) - Mike Ray

On August 19, 2019 Moscow City Council approved the request of the Moscow Affordable Housing Trust for Paradise View Addition preliminary plat with no conditions. On February 7, 2020 the applicant submitted the final subdivision plat to be reviewed by the Planning and Zoning Commission and City Council. The Planning and Zoning Commission reviewed the final plat on March 11, 2020 and recommended approval to City Council.

PROPOSED ACTIONS: Approve the Paradise View Addition Final Plat; or take such other action deemed appropriate.

4. Paradise View Addition Development Agreement (ACTION ITEM) - Bob Buvel

Nils Peterson, on behalf of Moscow Affordable Housing Trust, has submitted to the City a final plat for the development of the property at 1924 Nursery Street. On August 19, 2019 The City Council approved the preliminary plat for this property. The final plat is titled Paradise View Addition and will be presented for City Council approval on May 4th. If the final plat is approved by City Council, a development agreement is necessary to address construction of public improvements, parkland dedication, and as-constructed drawings. The attached agreement covers these items.

PROPOSED ACTIONS: Approve the Development Agreement with Moscow Affordable Housing Trust for Paradise View Addition, or take such other action deemed appropriate.

5. Paradise View Addition Monumentation Agreement (ACTION ITEM) - Bob Buvel

Moscow Affordable Housing Trust is the property owner and developer of the proposed Paradise View Addition on the lot currently addressed as 1924 Nursery Street. The subdivision has received preliminary plat approval and is being presented for City Council consideration at the May 4, 2020 City Council meeting. If Council approves the final plat, the interior property corners will not be set until after the final plat has been filed, the earthwork has been completed, and the utilities have been installed. In such instances, an agreement obligating the establishment of these interior corners is required by Idaho Code.

PROPOSED ACTIONS: Approve the monumentation agreement with Moscow Affordable Housing Trust for Paradise View Addition; or take such other action deemed appropriate.

6. Itani Park Pathway Phase II Bid Result and Contract Award (ACTION ITEM) - Nate Suhr

The 2020 City of Moscow Itani Park Pathway Phase II Project will install 200 feet of 6-foot wide pathway connecting Itani Park northward to Crestview Drive. This project consists of excavation, grading, curb and sidewalk replacement, sidewalk installation, storm drain installation, and associated work. The City sent an electronic bid solicitation to five contractors on April 16th, 2020 with an Engineer's estimate for the project of \$33,196.75.

Bids were opened on Friday, April 24, 2020. Two responsive bids were received, and Germer Construction of Moscow, Idaho submitted the low bid on the project of \$43,545.00.

PROPOSED ACTIONS: Accept the low bid from Germer Construction, Inc., and award the contract in the amount of \$43,545.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount (\$4,354.50), or take such other action deemed appropriate.

7. Rotary Park Equipment Pad Bid Result and Contract Award (ACTION ITEM) - Nate Suhr

The Rotary Park Equipment Pad - 2020 Project will prepare the southeast playground at Jim Lyle Rotary Park located at the corner of "F" Street and Orchard Avenue for the installation of a new playground structure. This project also includes the installation of 126 feet of ADA compliant sidewalk. An Additional Alternative bid item for the removal of the playground equipment was also included in the project scope. The Engineer's estimate for the Base Bid was \$59,548.00 and \$12,000 for the Add/Alternative Bid, for a total of \$71,548.00.

Two (2) responsive bids were received and the lowest responsive bid was submitted by Knox Concrete, LLC. with a Base Bid of \$82,252.00 and an Add Alternate bid of \$5,000.

PROPOSED ACTIONS: Accept the low bid from Knox Concrete, LLC., and award the contract in the amount of \$82,252.00 for Base Bid only, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount (\$8,225.20), or take such other action deemed appropriate.

8. Ordinance Amending Title 5, Chapter 4 Moscow City Code Regarding Water Regulations (ACTION ITEM) - Tyler Palmer / Kyle Steele

Moscow City Code Title 5, Chapter 4 (Water Regulations) specifies a number of provisions concerning the supply of water to each residence and business that connects to the water system. These proposed changes help provide clarity and flexibility for property owners when determining water meter requirements for remodels and development. Under the proposed update, City staff will be able to work with property owners to determine the best metering approach for a property, rather than requiring distinct meters for spaces where it may not be necessary.

The proposed update provides a clear policy concerning connections to the City's public drinking water system and requirements for installation to water meters. Also included in this update are classifications of use and specific installations, an option for relocation and abandonment, up-sizing and down-sizing, and temporary suspension.

PROPOSED ACTIONS: 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.

9. 2020 Water-Sewer Rate Study Discussion and Recommendation (ACTION ITEM) - Gary J. Riedner

Staff has been working with FCS Group, the consultants who have conducted the last two utility rate studies for the City of Moscow. The last rate study was completed in 2013 and rates were implemented by the City Council based upon the conclusions of the rate study. Water and sewer capital improvement plans have been updated with cost elements reflective of today's market. The Capital Improvement Plan, along with the departmental operations plans, Comprehensive Water System Plan, Comprehensive Sewer System Plan and the City's Facilities Plan, comprise the information upon which the financial needs of the utilities are based. These plans are analyzed and the rates (or fees) for services are recommended based upon those needs. The recommended rates are then presented to a Citizens' Rate Committee who reviews the proposed rates. Upon completion of this process, the proposed rates are forwarded to City Council for consideration and implementation in the upcoming budget year. Although work on the rate study has been further hampered by the COVID-19 outbreak, we need to move the process forward so that we have recommended rates for the Council to implement in the FY2021 budget. We are prepared to empanel the Citizens' Rate Study Committee to conduct their review. These are concepts that we would generally bring to City Council in a workshop setting. Since the COVID-19 outbreak has resulted in social distancing and fewer public meetings, staff has put together a video explaining the proposal, which has been made available Council members, and which then can serve as a reference moving forward with our Citizens' Rate Study Committee. The link to that video is:

<https://youtu.be/b8ohQJMAoN8>

PROPOSED ACTIONS: Authorize staff to proceed with the proposed changes to business classifications in the sewer rate and proceed with the Citizens' Rate Committee process; or take such other action deemed appropriate.

10. City's COVID-19 Response Report - Gary J. Riedner

ADJOURN

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