

Public Works / Finance Committee



Regular Meeting
~Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, July 13, 2020

3:00 PM

Council Chambers
206 E. Third St.

REGULAR AGENDA

1. Approval of March 9, 2020 Public Works/Finance Minutes (ACTION ITEM) - Laurie M. Hopkins

Minutes presented for approval.

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

2. Disbursement Report June 2020 (ACTION ITEM) - Sarah Banks

Staff will present the Accounts Payable Report for the month ending June 2020.

ACTION: Sign the Disbursements Report for the month of June 2020.

3. Lot Line Adjustment - 2355 E Sixth Street and 509 Nadi Court (ACTION ITEM) - Aimee Hennrich

The applicant, Robert Stephens, is requesting a lot line adjustment between two lots addressed as 2355 Sixth Street and 509 Nadi Court. The applicant is proposing to expand the existing lot addressed as 509 Nadi Court by 250 square feet, resulting in a total lot size of 13,405 square feet. 2355 E Sixth Street would be reduced by 250 square feet, resulting in a total lot size of 19,446 square feet. The purpose of the proposed lot line adjustment is to accommodate existing developed landscaping. There is currently one accessory structure on 509 Nadi Court and a single-family home on 2355 Sixth Street. The subject properties are located within the Moderate Density Zoning District (R-2), which requires a minimum lot size of 7,000 square feet and lot width of 60 feet. As a result of the lot line adjustment, both lots would meet the minimum lot size and width requirements of the R-2 Zone and the existing structure 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.

4. Lot Line Adjustment 2218 and 2306 Third Street (ACTION ITEM) - Aimee Hennrich

The applicant, Rafik Itani, is requesting a lot line adjustment between two properties located at 2218 and 2306 Third Street. The proposed lot line adjustment would reduce the lot addressed as 2306 Third Street from 8,015 sf to 7,328 sf and expand the lot addressed 2218 Third Street from 7328 sf to 8015 sf. The applicant is requesting the lot line adjustment in order to fulfill a purchase and sale agreement which requires lot 5 to have a width of 70ft. The subject properties are located within the Moderate Density, Single-Family Residential Zoning District (R-2).

Within the R-2 Zoning District, lots with single-family dwellings require a minimum area of 7,000 sf and a minimum lot width of 60 feet. The proposed lot line adjustment meets both of these standards.

PROPOSED ACTIONS: Approve the lot line adjustment at 2218 Third Street and 2306 East Third Street with no conditions, or provide staff further direction.

5. Updated Options/Recommendations for Remaining 2020 Pool Season (ACTION ITEM) - Dwight Curtis

It continues to be the Parks and Recreation Director's recommendation not to open the Hamilton-Lowe Aquatics Center (HLAC) for the 2020 season due to the high risks associated with COVID-19. The close-quartered nature of the facility makes social/physical distancing and masking problematic at best for a general opening. Should the City Council still desire to see some version of a pool season, staff recommends a limited opening of the HLAC specifically for fitness (or lap) swimming. By using the deep pool exclusively for fitness swimming, we can better monitor the number of patrons at any given time, along with appropriate distancing and masking. With the current spike in COVID-19 cases, this still represents some risk, but less so.

PROPOSED ACTIONS: Accept staff's recommendation to close the Hamilton-Lowe Aquatics Center for the 2020 season; or in the alternative, recommend accepting staff's recommendation to open the deep pool for fitness (lap) swimming, using the general guidelines addressed in the memo from the Parks and Recreation Director; or provide staff further direction

6. EDA Funding Request - Sixth Street Bridge Replacement Project (ACTION ITEM) - Alisa Anderson / Bill Belknap

During the Paradise Creek Flood event in April of 2019, the Sixth Street culvert structure near Mountain View Road sustained significant erosion damage that undermined the roadway shoulders reducing the roadway width and significantly damaging the guardrail system. After the flood damage, City Streets staff performed temporary repairs to the roadway surface and placed concrete barriers to compensate for the damaged guardrail system while the City assessed the best options to address the roadway and culvert deficiencies. The width of the culvert crossing is inadequate to accommodate pedestrian sidewalks or bicycle facilities, and the culvert structure includes a collection of three separate culverts of varying size. These culverts do not have adequate conveyance ability to prevent flood waters from over topping the roadway, and they also collect significant debris during flooding events which complicates flood response actions and increases roadway and property damage risk in the surrounding area.

Staff is currently seeking approval to prepare and submit a FY2019 Economic Development Administration (EDA) Disaster Supplemental grant application under the Economic Adjustment Assistance Program. Subject to the availability of funds, this investment assistance helps communities devise and implement long-term economic recovery strategies through construction projects such as this bridge replacement project. The program is designed to address economic challenges in areas where a Presidential declaration of a major disaster was issued as a result of natural disasters, such as flooding which occurred in the calendar year of

2019.

The estimated total project cost is \$1,200,000 including \$151,000 for design and \$1,049,000 for construction. Additional costs may include an environmental assessment to meet EDA requirements. This grant opportunity is revolving and open as long as funds are available. The match requirement for this project is 20%. The next review of grant applications is September 1, 2020, and we have been advised by the Idaho EDA Representative to have a request submitted in Grants.gov no later than July 20, 2020, in order to be included in the next review cycle.

PROPOSED ACTIONS: Approve submission of a Disaster Supplement grant application to the Economic Development Administration for the Sixth Street Bridge replacement not to exceed \$1,300,000 with a required match of 20% or \$260,000; or provide staff further direction.

REPORTS

Capital Projects Update - Bob Buvel & Nate Suhr

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.

Public Works / Finance Committee



Regular Meeting
~Minutes~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, March 9, 2020

3:00 PM

Council Chambers
206 E. Third St.

REGULAR AGENDA

The meeting was called to order at 3:00 p.m.

PRESENT: Sandra Kelly, Brandy Sullivan, Gina Taruscio

OTHERS: Council Member Anne Zabala

STAFF: Tyler Palmer, Mia Bautista, Jen Pfiffner, Dwight Curtis, David Schott, Renee Tack, Laurie M. Hopkins

1. Approval of February 24, 2020 Public Works / Finance Committee Minutes (ACTION ITEM) - Laurie M. Hopkins

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes, amend minutes, or provide staff further direction.
The minutes were approved as presented.

2. Disbursement Report February 2020 (ACTION ITEM) - Sarah Banks

Staff will present the Accounts Payable Report for the month ending February 2020.

ACTION: Sign the Disbursements Report for the month of February 2020.

Tack introduced the item by highlighting the major expenses including payroll, state insurance fund workers compensation quarterly payment, and the police services facility design. The Committee signed the disbursement report.

3. Fourth Quarter Financial Report July 1, 2019 to September 30, 2019 for FY2019 (ACTION ITEM) - Sarah Banks

Staff will present the financial report for the fourth quarter of Fiscal Year 2019 (July 1, 2019 to September 30, 2019).

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

Tack explained the fourth quarter revenue ended at 73% of budget and expenses ended at 58% of budget. Most of the reduction is in capital outlay because items were either purchased for less than expected or delayed until next year. The Committee recommended approval and that it be placed on the Council consent agenda.

4. Jim Lyle Rotary Park Playground Equipment Selection (ACTION ITEM) - David Schott

The Parks and Recreation Department is requesting authorization to purchase playground equipment and rubber tile safety surfacing at the cost of \$58,000 from Allplay Systems for Jim Lyle Rotary

Park. In addition, the Parks and Recreation Department is requesting an additional \$3,000 for materials and supplies for parks staff to install the playground equipment and rubber tile safety surfacing. The playground equipment is intended for 5 to 12-year-old children and will replace the existing wooden structure at Jim Lyle Rotary Park. This project was approved in the FY2020 budget with the use of Hamilton Funds as required by Resolution 2017-07 which notes, "the City wishes to direct the remaining Hamilton Fund balance to be used in City Parkland Development for the purchase and installation of playground equipment and attendant pathways and access to such playgrounds in City Parks." Attendant pathways are already installed and in good working order at the Park. If approved, the tile and equipment will be installed by the City of Moscow certified installers and Parks Crews, a process that typically saves approximately \$15,000 per installation.

PROPOSED ACTIONS: Recommend approval of the purchase of playground equipment and rubber tile safety surfacing at the cost of \$58,000 from Allplay Systems for Jim Lyle Rotary Park and an additional \$3,000 for materials and supplies for parks staff to install the playground equipment and rubber tile safety surfacing with funding from the Hamilton Fund, or provide staff further direction.

Schott introduced the item as written above. Two public forums were held for the public to vote on the proposals and as in years past, online voting was available which increased the number of comments tremendously. The age of equipment chosen is based on the statistics of children's body mechanics and national standards. The Committee recommended approval and that it be placed on the Council consent agenda.

REPORTS

The Committee added a report regarding the coronavirus. Pfiffner said information has been posted on the City website and press releases have been sent out. The City is collaborating with many agencies regarding this virus in order to update emergency and preparedness plans, both regional and individual plans. The City is posting a flyer within all City buildings that was created by the Public Health Idaho North Central District promoting washing hands, seeing medical care when needed, covering cough or sneeze, and staying home when you don't feel good. Staff is updating the 2007 pandemic flu plan to ensure continuity of operations if City staff is heavily impacted by the virus. Palmer added the larger role is at the county level and with public health. The City's main role is the critical services such as water, sewer, garbage and contingency plans to ensure materials and equipment are staged so other people can fill in. Pfiffner said the City will look to the U of I and other entities for cancelling recreation classes and also advice from the county and state.

ADJOURN

The meeting concluded at 3:25 p.m.

COMMITTEE STAFF REPORT

DATE: Monday, July 13, 2020



RESPONSIBLE STAFF

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Disbursement Report June 2020 (ACTION ITEM) - Sarah Banks

DESCRIPTION

Accounts Payable Report for the month ending June 30, 2020. A summary of the major expenditures has been approximated by category and represents 96% of the total expenditure of \$2,148,058.27.

Payroll	\$1,131,582.00
Professional Services	\$16,843.00
Sanitation	\$282,541.00
Capital Outlay	\$140,515.00
Capital Outlay - Improvements	\$280,269.00
Capital Outlay - Vehicles	\$31,186.00
Supplies	\$69,878.00
Utilities	\$65,070.00
Contractual Payments	\$32,246.00
ACH Wells Fargo	\$19,562.00
Total	\$2,069,692.00

STAFF RECOMMENDATION

Sign the Disbursements Report for the month of June 2020.

PROPOSED ACTIONS

ACTION: Sign the Disbursements Report for the month of June 2020.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Disbursement Report June 2020
2. Revenue Report June 2020
3. Cash & Investments June 2020

DISBURSEMENTS REPORT FOR JUNE 2020											
DATE	FUND NAME	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	GRAND TOTALS
		6/4/2020	6/11/2020	6/17/2020	6/18/2020	6/25/2020	6/8/2020	6/25/2020	PAYROLL	PAYROLL	
		00001.06.2020	00003.06.2020	00006.06.2020	00005.06.2020	00007.06.2020	6/23/2020 7/26/2020 00004.06.2020 00008.06.2020 00010.06.2020	6/26/2020 00001.06.2020 00002.06.2020	6/5/2020	6/19/2020	
CHECK #'s		94922-94994	94995-95000 95002-95052	95053	95054-95137	95138-95176	June CC ACHs	94922	21238-21246	21247-21256	
Fund #											
101	ACH for Wells Fargo to be Imported										0.00
105	GENERAL	25,678.21	8,882.86		4,146.90	10,652.63	5,405.03		336,070.04	341,249.45	732,085.12
120	STREETS	21,172.88	464.38		7,497.27	242.98	528.41		25,994.54	29,545.16	85,445.62
121	RECREATION AND CULTURE	12,417.78	19,565.05		10,839.57	9,904.45	4,184.59	(2,035.00)	59,580.46	69,251.64	183,708.54
123	MSD COMM. PLAY FIELDS	89.04			229.30		40.94		891.35	3,017.55	4,268.18
128	1912 CENTER		7,916.67		13.98						7,930.65
220	TRANSIT CENTER	24.23	5.79		121.29						151.31
230	WATER	23,022.06	21,460.32		3,350.69	16,741.78	964.45	(2,457.02)	46,473.73	44,624.67	154,180.68
240	SEWER	29,912.65	17,593.41		24,564.14	7,314.46	896.39		49,050.36	50,534.03	179,865.44
290	SANITATION	90,312.28			175,219.65	5.61	94.79		5,490.20	5,586.36	276,708.89
295	FLEET	16,763.29	2,499.35		46,680.16	252.10	674.67		11,800.13	12,035.08	90,704.78
320	INFORMATION SYSTEMS		3,738.00		587.86	1,035.65	5,602.91		20,220.63	20,166.25	51,351.30
330	WATER CAPITAL PROJECTS	198,550.00			3,185.80	41,433.75					243,169.55
340	SEWER CAPITAL PROJECTS	29,824.81	3,444.25		7,233.90	133.75					40,636.71
350	SANITATION CAPITAL PROJ										0.00
355	CAPITAL PROJECTS	9,156.80	36,539.48	5,000.00	66,567.46		1,170.00				118,433.74
380	LID CONSTRUCTION										0.00
590	HAMILTON - PARKS & REC										0.00
	BONDS & INTEREST										0.00
	TOTAL	456,924.03	122,109.56	5,000.00	350,237.97	87,717.16	19,562.18	(4,492.02)	555,571.44	576,010.19	2,168,640.51

WIRE Transfers:

Brandy Sullivan

Gina Taruscio

Sandra Kelly

Sarah L. Banks, Finance Director

RECEIPTS REPORT FOR June 2020

	FUND NAME	Taxes	Franchise Fees	Licenses & Permits	Intergovernmental	Charges for Services	Fines & Penalties	Investment Income	Refunds & Reimbursements	Contributions & Donations	Other	Grand Total
Fund #												
101	GENERAL	224,119.78	88,487.25	60,422.39	113,047.00	132,996.00	7,045.93	48,334.73	184,746.22	0.00	4,521.58	863,720.88
105	STREETS	29,080.55	0.00	0.00	0.00	24,234.42	0.00	0.00	0.00	0.00	0.00	53,314.97
120	RECREATION AND CULTURE	0.00	0.00	0.00	0.00	27,453.75	0.00	0.00	0.00	0.00	0.00	27,453.75
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	5,405.12	0.00	0.00	0.00	0.00	0.00	0.00	5,405.12
123	1912 CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	TRANSIT CENTER	0.00	0.00	0.00	0.00	1,438.71	0.00	0.00	0.00	0.00	0.00	1,438.71
220	WATER	0.00	0.00	0.00	0.00	484,346.16	0.00	7,394.84	50.00	0.00	0.00	491,791.00
230	SEWER	0.00	0.00	0.00	0.00	606,983.60	0.00	2,572.18	210.60	0.00	0.00	609,766.38
240	SANITATION	0.00	0.00	0.00	0.00	459,169.74	0.00	0.00	2,000.00	0.00	0.00	461,169.74
290	FLEET	0.00	0.00	0.00	0.00	101,918.21	0.00	0.00	0.00	0.00	0.00	101,918.21
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	117,298.00	0.00	0.00	0.00	0.00	0.00	117,298.00
320	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330	SEWER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
340	SANITATION CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350	CAPITAL PROJECTS	0.00	0.00	0.00	46,635.69	0.00	0.00	10,164.74	0.00	0.00	944.10	57,744.53
355	LID CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
380	HAMILTON P&R	0.00	0.00	0.00	0.00	0.00	0.00	2,499.84	0.00	0.00	0.00	2,499.84
590	BOND & INTEREST	36,114.70	0.00	0.00	0.00	0.00	0.00	479.26	0.00	0.00	0.00	36,593.96
595	LID FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL	289,315.03	88,487.25	60,422.39	165,087.81	1,955,838.59	7,045.93	71,445.59	187,006.82	0.00	5,465.68	2,830,115.09

City of Moscow
Cash and Investments
Balances as of 6/30/2020

Fund		Year to Date Balance
General Fund	\$	5,670,091.66
Street Fund	\$	1,721,962.31
Culture & Recreation	\$	1,337,879.81
MSDCPF	\$	172,835.29
1912 Fund	\$	48,866.17
Transit Center	\$	83,753.99
Water Fund	\$	2,872,755.86
Sewer / WRRF	\$	4,616,228.41
Sanitation Fund	\$	2,848,992.14
Fleet Fund	\$	3,307,812.25
Information Systems	\$	2,282,123.56
Water Capital	\$	7,961,541.27
Sewer Capital	\$	12,073,077.39
Capital Projects	\$	12,710,350.71
Sanitation Capital	\$	6,126,806.31
LID construction	\$	57,528.21
Hamilton	\$	2,318,173.21
Bond & Interest	\$	515,238.83
LID Funds	\$	25,124.55
Payroll Service	\$	1,093,339.24
Total Cash & Investments	\$	67,844,481.17

COMMITTEE STAFF REPORT

DATE: Monday, July 13, 2020



RESPONSIBLE STAFF

Aimee Hennrich

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Lot Line Adjustment - 2355 E Sixth Street and 509 Nadi Court (ACTION ITEM) - Aimee Hennrich

DESCRIPTION

The applicant, Robert Stephens, is requesting a lot line adjustment between two lots addressed as 2355 Sixth Street and 509 Nadi Court. The applicant is proposing to expand the existing lot addressed as 509 Nadi Court by 250 square feet, resulting in a total lot size of 13,405 square feet. 2355 E Sixth Street would be reduced by 250 square feet, resulting in a total lot size of 19,446 square feet. The purpose of the proposed lot line adjustment is to accommodate existing developed landscaping. There is currently one accessory structure on 509 Nadi Court and a single-family home on 2355 Sixth Street. The subject properties are located within the Moderate Density Zoning District (R-2), which requires a minimum lot size of 7,000 square feet and lot width of 60 feet. As a result of the lot line adjustment, both lots would meet the minimum lot size and width requirements of the R-2 Zone and the existing structure will meet all setback requirements.

STAFF RECOMMENDATION

Staff recommends approval of the proposed LLA with no conditions.

PROPOSED ACTIONS

ACTION: 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.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Lot Line Adjustment Packet

Robert Stephens
2355 E Sixth Street
Moscow, ID 83843

July 1, 2020

City of Moscow
Community Development & Engineering
Paul Mann Building
221 East Second Street
Moscow, ID 83843

Attn: City Council and Mayor Bill Lambert

Re: Request for lot line adjustment

It is my intent to create a boundary line adjustment to remove approximately 250 sqft from my lot, and add it to my neighbor's lot. A quitclaim deed has been recorded from myself to my neighbor.

My lot is as follows:

2355 E Sixth Street, Moscow (currently 19,696 sqft)

Parcel Number: RPM0897001013AA

Current Legal Description:

ROLLING HILLS ADDITION #5 BLK 1 LOT 13; ROLLING HILLS ADDITION #7 SW 25' OF BLK 2 LOT 4

New Legal Description:

ROLLING HILLS ADDITION #5 BLK 1 LOT 13; ROLLING HILLS ADDITION #7 SW 25' OF BLK 2 LOT 4 Less:

A parcel of land located in Lot 4, Block 2 of Rolling Hills 7th Addition to the City of Moscow, Section 9, Township 39 North, Range 5 West of the Boise Meridian, Latah County, Idaho, described as follows:

COMMENCING at the southerly corner of Lot 4, Block 2; thence along the southeasterly line of said Lot 4, N 39°07'23' E, 19.90 feet to the POINT OF BEGINNING:

Thence continuing along said line, N 39°07'23' E, 5.00 feet;

Thence leaving said line, N 46°37'13' W, 50.00 feet;

Thence S 39°07'23' W, 5.00 feet;
Thence S 46°37'13' E, 50.00 feet to the POINT OF BEGINNING.

Containing 250 square feet, more or less.

The lot which I am giving the 250 square feet to is owned by Angela Carpenter, and is under contract to sell to Michael and Becky Highfill on July 31, 2020. Regardless of who owns the neighboring property, it is my intent to complete this lot line adjustment between the two lots.

Neighboring lot:

509 Nadi Court, Moscow (currently 13,155 sqft)

Parcel Number: RPM0899002004AA

Current Legal Description:

ROLLING HILLS 7TH ADD BLK 2 LOT 4 LESS SW 25' OF LOT 4 9 39 5

New Legal Description:

ROLLING HILLS 7TH ADD BLK 2 LOT 4 LESS SW 25' OF LOT 4 9 39 5 AND:

A parcel of land located in Lot 4, Block 2 of Rolling Hills 7th Addition to the City of Moscow, Section 9, Township 39 North, Range 5 West of the Boise Meridian, Latah County, Idaho, described as follows:

COMMENCING at the southerly corner of Lot 4, Block 2; thence along the southeasterly line of said Lot 4, N 39°07'23' E, 19.90 feet to the POINT OF BEGINNING:

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Thence leaving said line, N 46°37'13' W, 50.00 feet;

Thence S 39°07'23' W, 5.00 feet;

Thence S 46°37'13' E, 50.00 feet to the POINT OF BEGINNING.

Containing 250 square feet, more or less.

Robert Stephens



Angela Carpenter

ANGELA CARPENTER

208-669-1626

angela.c@moscow.idaho.gov



Rim Rock Consulting, Inc.

PROFESSIONAL LAND SURVEYORS
GIS & MAPPING SERVICES

JOHN L. DUNN, PLS / ID, WA / CFEDS
DUANE E. PRIEST, PLS / ID
MICHAEL E. DAHLIN, PLS / ID, WA

PROPERTY DESCRIPTION FOR ANGELA CARPENTER BLA PARCEL 1

A parcel of land located in Lot 4, Block 2 of Rolling Hills 7th Addition to the City of Moscow, Section 9, Township 39 North, Range 5 West of the Boise Meridian, Latah County, Idaho, described as follows:

COMMENCING at the southerly corner of Lot 4, Block 2; thence along the southeasterly line of said Lot 4, N 39°07'23" E, 19.90 feet to the POINT OF BEGINNING:

Thence continuing along said line, N 39°07'23" E, 5.00 feet;

Thence leaving said line, N 46°37'13" W, 50.00 feet;

Thence S 39°07'23" W, 5.00 feet;

Thence S 46°37'13" E, 50.00 feet to the POINT OF BEGINNING.

Containing 250 square feet, more or less.

This description was prepared by Michael E. Dahlin on January 25, 2019.



129 West 3rd Street, #102 • Moscow, ID 83843
(208) 883-5339 phone • (208) 883-4309 fax
rimrock@rimrockconsulting.net





5' x 50' = 250'

NEW
CATCH

NADICT



SIXTH ST

ITANI DR

ITANI DR

APPROVED: 10-27-2017 Rm

COMMITTEE STAFF REPORT

DATE: Monday, July 13, 2020



RESPONSIBLE STAFF

Aimee Hennrich

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Lot Line Adjustment 2218 and 2306 Third Street (ACTION ITEM) - Aimee Hennrich

DESCRIPTION

The applicant, Rafik Itani, is requesting a lot line adjustment between two properties located at 2218 and 2306 Third Street. The proposed lot line adjustment would reduce the lot addressed as 2306 Third Street from 8,015 sf to 7,328 sf and expand the lot addressed 2218 Third Street from 7328 sf to 8015 sf. The applicant is requesting the lot line adjustment in order to fulfill a purchase and sale agreement which requires lot 5 to have a width of 70ft. The subject properties are located within the Moderate Density, Single-Family Residential Zoning District (R-2). Within the R-2 Zoning District, lots with single-family dwellings require a minimum area of 7,000 sf and a minimum lot width of 60 feet. The proposed lot line adjustment meets both of these standards.

STAFF RECOMMENDATION

Approve lot line adjustment located at 2218 Third Street and 2306 East Third Street with no conditions.

PROPOSED ACTIONS

ACTION: Approve the lot line adjustment at 2218 Third Street and 2306 East Third Street with no conditions, or take such other action deemed appropriate.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Application
2. Exhibit
3. Legal

To: The Mayor and Council of the City of Moscow

From: Rafik Itani, President of Itani Development IV, Inc.

Re: Petition to adjust the boundary line between Lot 4 Block 2 and Lot 5 Block 2 of Rolling Hills Subdivision #8

Date: June 18, 2020

Dear Mayor and City Council Members:

We are submitting this petition for the purpose of adjusting the location of the property line between Lot 4 Block 2 and Lot 5 Block 2 of Rolling Hills Subdivision #8.

For the current condition, Lot 4 has a 70' frontage on Third Street while that of Lot 5 is 64'. The area of Lot 4 is 8015 sq. ft. and that of Lot 5 is 7,325 sq. ft. We propose to move the entire lot line between the two lots 6 feet to the east which will adjust the frontage along Third Street of Lot 4 to 64' and increase the frontage of Lot 5 to 70'. The resulting areas of Lot 4 and Lot 5 are 7,328 sq. ft. and 8,015 sq. ft., respectively. This boundary line adjustment is required to fulfill a purchase and sale agreement which requires Lot 5 to have a width of 70ft.

Both of these lots are conforming to the City standard before and after the proposed boundary line adjustment.

Thank you and we look forward to your decision about this request.



**Legal Descriptions
(prior to boundary line adjustment)**

PARCEL A (2218 Third Street)

Grantor: Tax Parcel Number RPM08810020040

Lot 4 Block 2 of Rolling Hills 8 Subdivision, Moscow, Idaho

PARCEL B (2306 Third Street)

Grantee: Tax Parcel Number RPM08810020050

Lot 5 Block 2 Rolling Hills 8 Subdivision, Moscow, Idaho

**Legal Descriptions
(after the boundary line adjustment)**

PARCEL A (2218 Third Street)

Grantor:

Lot 4 Block 2 Of Rolling Hills 8 Subdivision, Moscow, Idaho

Excepting Therefrom the East 6.00 Feet of Lot 4 Block 2, Of Rolling Hills 8 Subdivision, City of Moscow, Latah County, Idaho

PARCEL B (2306 Third Street)

Grantee:

Lot 5 Block 2 Of Rolling Hills 8 Subdivision, Moscow, Idaho

And The East 6.00 Feet Of Lot 4 Block 2, Of Rolling Hills 8 Subdivision, City Of Moscow, Latah County, Idaho

Excepting therefrom the East 6.00 Feet of Lot 5 Block 2, of Rolling Hills 8, City of Moscow, Latah County Idaho

COMMITTEE STAFF REPORT

DATE: Monday, July 13, 2020



RESPONSIBLE STAFF

Dwight Curtis, Parks & Recreation Director

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Updated Options/Recommendations for Remaining 2020 Pool Season (ACTION ITEM) - Dwight Curtis

DESCRIPTION

It continues to be the Parks and Recreation Director's recommendation not to open the Hamilton-Lowe Aquatics Center (HLAC) for the 2020 season due to the high risks associated with COVID-19. The close-quartered nature of the facility makes social/physical distancing and masking problematic at best for a general opening. At a minimum, the activities pool and slides have a considerably elevated risk than the lap pool and should not be opened. Also, this last delay in opening the pool has staff leaving for other summer job opportunities and Parks and Recreation staff does not believe we will have the minimum staffing required to safely operate the fully opened facility.

Should the City Council still desire to see some version of a pool season, I recommend a limited opening of the HLAC specifically for fitness (or lap) swimming. By using the deep pool exclusively for fitness swimming, we can better monitor the number of patrons at any given time, along with appropriate distancing and masking. With the current spike in COVID-19 cases, this still represents some risk, but less so.

Public fitness (lap) swimming

- Seven days per week until Friday September 4th.
- 11:00 a.m. – 1:00 p.m.
- 3:30 – 7:30 p.m.
- 6 Lanes
- 3 swimmers staggered allowed per lane (18 swimmers max)
- 1-hour blocks of time
- \$3.00 drop-in fee
- Start: Monday July 13th

Staffing requirements

- 2 lifeguards
- 2 ticket booth – cleaning/sanitizing team members
- 1 Manager

Misc.

- Opening the pool specifically for fitness swimming will exclude those that simply go there for the joy playing in the activity pool and slides.
- The UI pool is going to remain open through the summer, but we would still see some swim

team rentals in the early mornings

- The activity pool and slides would be closed and drained for the season.
- Can increase/decrease hours of public fitness swim times by popular demand
- No concessions
- Locker rooms closed, but the 2 family restrooms open
- Triathlon would still safely be able to swim since they stagger swimmers
- Howling at the Hamilton would be canceled

STAFF RECOMMENDATION

PROPOSED ACTIONS: Recommend acceptance of staff's recommendation that the Hamilton-Lowe Aquatics Center remain closed for the 2020 season. In the event that the Committee desires to open the Hamilton-Lowe Aquatics Center, then recommend acceptance of staff's recommendation of opening only the deep pool for fitness (lap) swimming, using the general guidelines addressed in the memo from the Parks and Recreation Director.

PROPOSED ACTIONS

PROPOSED ACTIONS: Accept staff's recommendation to close the Hamilton-Lowe Aquatics Center for the 2020 season; or in the alternative, recommend accepting staff's recommendation to open the deep pool for fitness (lap) swimming, using the general guidelines addressed in the memo from the Parks and Recreation Director; or provide staff further direction

FISCAL IMPACT

Based on a July 22 - September 4, season (including a couple days to shut down facility) 47 days

- * 2 lifeguards
- * 2 Ticket booth/cleaning
- * 1 Manager

Approximately **\$21,000** in seasonal salaries for this period of time

PERSONNEL IMPACT

ATTACHMENTS

1. Updated Options-Recommendations for Remaining 2020 Pool Season



City of Moscow Parks and Recreation

Memo

To: Gary Riedner, City Supervisor

C: Jen Pfiffner, Deputy City Supervisor

From: Dwight Curtis, Parks and Recreation Director

Date: July 8, 2020

Re: Updated Options/Recommendations for Remaining Pool Season

It continues to be my recommendation not to open the Hamilton-Lowe Aquatics Center (HLAC) for the 2020 season due to the high risks associated with COVID-19. The close-quartered nature of the facility makes distancing and masking problematic at best for a general opening. At a minimum, the activities pool and slides have a considerably more elevated risk than the lap pool and should not be opened. Also, this last delay in opening the pool has staff leaving for other summer job opportunities and I do not believe we will have the minimum staffing required to safely operate the fully opened facility.

Should the City Council still desire to see some version of a pool season, I recommend a limited opening of the HLAC specifically for fitness (or lap) swimming. By using exclusively, the deep pool for fitness swimming, we can better-control the number of patrons at any given time, along with distancing and masking. With the current spike in COVID-19 cases, this is still risky, but less so.

Public fitness (lap) swimming

- Seven days per week until Friday September 4th.
- 11:00 a.m. – 1:00 p.m.
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- 6 Lanes
- 3 swimmers staggered allowed per lane (18 swimmers max)
- 1-hour blocks of time
- \$3.00 drop-in fee
- Start: Monday July 13th

Staffing requirements

- 2 lifeguards
- 2 ticket booth – cleaning/sanitizing team members
- 1 Manager

Misc.

- Opening the pool specifically for fitness swimming will exclude those that simply go there for the joy playing in the activity pool and slides.
- It is my understanding that the UI pool is going to remain open through the summer, but we would still see some swim team rentals in the early mornings
- The activity pool and slides would be closed and drained for the season.
- Can increase/decrease hours of public fitness swim times by popular demand
- No concessions
- Locker rooms closed, but the 2 family restrooms open
- Triathlon would still safely be able to swim since they stagger swimmers
- Howling at the Hamilton would be canceled

COMMITTEE STAFF REPORT

DATE: Monday, July 13, 2020



RESPONSIBLE STAFF

Bill Belknap, Deputy City Supervisor, Community Planning and Design, Alisa Anderson, Grants Manager

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

EDA Funding Request - Sixth Street Bridge Replacement Project (ACTION ITEM) - Alisa Anderson / Bill Belknap

DESCRIPTION

During the Paradise Creek Flood event in April of 2019, the Sixth Street culvert structure near Mountain View Road sustained significant erosion damage that undermined the roadway shoulders reducing the roadway width and significantly damaging the guardrail system. After the flood damage, City Streets staff performed temporary repairs to the roadway surface and placed concrete barriers to compensate for the damaged guardrail system while the City assessed the best options to address the roadway and culvert deficiencies. The width of the culvert crossing is inadequate to accommodate pedestrian sidewalks or bicycle facilities, and the culvert structure includes a collection of three separate culverts of varying size. These culverts do not have adequate conveyance ability to prevent flood waters from overtopping the roadway, and they also collect significant debris during flooding events which complicates flood response actions and increases roadway and property damage risk in the surrounding area.

Staff is currently seeking approval to prepare and submit a FY2019 Economic Development Administration (EDA) Disaster Supplemental grant application under the Economic Adjustment Assistance Program. Subject to the availability of funds, this investment assistance helps communities devise and implement long-term economic recovery strategies through construction projects such as this bridge replacement project. The program is designed to address economic challenges in areas where a Presidential declaration of a major disaster was issued as a result of natural disasters, such as flooding which occurred in the calendar year of 2019. This grant opportunity is revolving and open as long as funds are available. The match requirement for this program is 20%. The EDA grant program announcement is attached to this report.

The estimated total project cost is \$1,200,000 including \$151,000 for design and \$1,049,000 for construction. The design of the bridge replacement is currently in process through a professional services agreement with JUB Engineering. Additional costs may include an environmental assessment to meet EDA requirements. The City has received approval from FEMA for disaster relief reimbursement for flood response, cleanup and restoration activities associated with the event in the amount of approximately \$80,000 that can be allocated to the project match. Within the FY2020 budget, \$100,000 was reallocated from the LID construction fund to this project in anticipation of funding opportunities. Staff has confirmed that there is adequate funding with the FEMA reimbursement, LID transfer, and Streets Capital Projects funds to meet the match requirements for this funding request. The next review of grant applications is September 1, 2020, and we have been advised by the Idaho EDA

Representative to have a request submitted in Grants.gov no later than July 20, 2020, in order to be included in the next review cycle.

STAFF RECOMMENDATION

Approve submission of a Disaster Supplement grant application to the Economic Development Administration for the Sixth Street Bridge replacement not to exceed \$1,300,000 with a required match of 20% or \$260,000.

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve submission of a Disaster Supplement grant application to the Economic Development Administration for the Sixth Street Bridge replacement not to exceed \$1,300,000 with a required match of 20% or \$260,000; or take other such action deemed appropriate.

FISCAL IMPACT

Matching funds requirement is a minimum of 20% of total project costs estimated not to exceed \$260,000.

PERSONNEL IMPACT

Community Planning and Design to include Engineering and Grants staff.

ATTACHMENTS

1. 6th St Bridge Pictures
2. FY2019 EDA Disaster Supplement Funding Notice













EDA-2019-DISASTER
FY 2019 EDA Disaster Supplemental
Department of Commerce
Economic Development Administration

GENERAL INFORMATION

Document Type: Grants Notice

Funding Opportunity Number: EDA-2019-DISASTER

Funding Opportunity Title: FY 2019 EDA Disaster Supplemental

Opportunity Category: Discretionary

Opportunity Category Explanation:

Funding Instrument Type: Cooperative Agreement
Grant

Category of Funding Activity: Other (see text field entitled "Explanation of Other Category of Funding Activity" for clarification)
Opportunity Zone Benefits

Category Explanation: EDA announces general policies and application procedures for the Disaster Supplemental Notice of Funding Opportunity (NOFO). Subject to the availability of funds, this investment assistance will help communities and regions devise and implement long-term economic recovery strategies through a variety of non-construction and construction projects, as appropriate, to address economic challenges in areas where a Presidential declaration of a major disaster was issued under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. § 5121 et seq.) (Stafford Act) as a result of Hurricanes Florence, Michael, and Lane, Typhoons Yutu and Mangkhut, and of wildfires, volcanic eruptions, earthquakes and other natural disasters occurring in calendar year 2018, and tornadoes and floods occurring in calendar year 2019.... Please read the FY 18 Disaster Supplemental Notice of Funding Opportunity (NOFO) carefully for all of EDA's eligibility and program requirements under this announcement.

Expected Number of Awards:

CFDA Number(s): 11.307 -- Economic Adjustment Assistance

Cost Sharing or Matching Requirement: Yes

Version: Synopsis 3

Posted Date: Aug 13, 2019

Last Updated Date: Jun 18, 2020

Original Closing Date for Applications: Applications are accepted on a continuing basis and processed as received.

Current Closing Date for Applications: Applications are accepted on a continuing basis and processed as received.

Archive Date:

Estimated Total Program Funding:

Award Ceiling: \$587,000,000

Award Floor: \$0

ELIGIBILITY

Eligible Applicants:

State governments
City or township governments
Public and State controlled institutions of higher education
Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
Others (see text field entitled "Additional Information on Eligibility" for clarification)
Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
Special district governments
Native American tribal governments (Federally recognized)
County governments
Private institutions of higher education

Additional Information on Eligibility: Pursuant to the Public Works and Economic Development Act of 1965 (PWEDA), an eligible applicant for and eligible recipient of EDA investment assistance under this announcement include a(n): (1) District Organization; (2) Indian Tribe or a consortium of Indian Tribes; (3) State, city or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; (4) institution of higher education or a consortium of institutions of higher education; or (5) public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State. See section 3 of PWEDA (42 U.S.C. § 3122) and 13 C.F.R. § 300.3. EDA is not authorized to provide grants to individuals or to for-profit entities seeking to start or expand a private business. Such requests may be referred to State or local agencies, or to non profit economic development organizations.

ADDITIONAL INFORMATION

Agency Name: Economic Development Administration

Description:

EDA announces general policies and application procedures for the Disaster Supplemental NOFO. Subject to the availability of funds, this investment assistance will help communities and regions devise and implement long-term economic recovery strategies through a variety of non-construction and construction projects, as appropriate, to address economic challenges in areas where a Presidential declaration of a major disaster was issued under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. § 5121 et seq.) (Stafford Act) "as a result of Hurricanes Florence, Michael, and Lane, Typhoons Yutu and Mangkhut, and of wildfires, volcanic eruptions, earthquakes and other natural disasters occurring in calendar year 2018, and tornadoes and floods occurring in calendar year 2019...". To be competitive, applications must clearly incorporate principles for enhancing the resilience (as defined under Section A.4, below) of the relevant community/region or demonstrate the integration of resilience principles into the investment project itself. Resilience is an essential component of any strategy for mitigating the potential for future disaster-related losses and adverse economic impacts for communities. Therefore, inclusion of resilience principles in the project is a necessary step to improve the capacity of the region to recover more quickly from future disaster events. Applicants must include a narrative attachment as a part of their application materials, describing in detail the nexus between their proposed project scope of work and disaster recovery and resilience efforts. The strength of the nexus to the disaster is drawn from the consequences of the relevant disaster(s) and the intended project outcomes that fulfill the community's specific post-disaster needs.

Link to Additional Information: www.eda.gov

Grantor Contact Information: If you have difficulty accessing the full announcement electronically, please contact:

www.eda.gov/contact

www.eda.gov/contact

