

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

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208.883.7015

Monday, August 24, 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, Art Bettge

OTHERS: Mayor Bill Lambert, City Council Members Anne Zabala and Maureen Laflin

STAFF: Gary Riedner, Mia Bautista, Jen Pfiffner, Bill Belknap, Sarah Banks, Tyler Palmer, Alisa Anderson, David Schott, Nathan Suhr, Tim Davis, Laurie Hopkins, Taylor Riedner

**1. Approval of August 10, 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. Open Budget for Fiscal Year 2019-2020 (FY2020) (ACTION ITEM) - Gary J. Riedner / Sarah Banks

The State of Idaho provides a process for cities to amend the original fiscal year budget appropriation ordinance in accordance with Idaho Code section 50-1003. Throughout the year, the City has received additional federal, and/or state, and/or local grant awards, and the City Council has authorized expenditures, including fleet purchases including a Sewer Jet-Vac truck, police body cameras and equipment for employees working remotely and unanticipated capital projects. Staff is proposing to amend Ordinance 2019-09 in the amount of \$2,201,207 to accommodate the authorized appropriations.

PROPOSED ACTIONS: Review the ordinance and forward to the full Council for a public hearing to take place September 8, 2020, or provide staff further direction.

Gary Riedner presented the item as above and explained in detail the unanticipated revenue and expenses authorized by the Council throughout the year and are listed in the packet memo. The Haddock building is mentioned in the packet memo but is not required to be in the ordinance. The Committee forwarded the item to the full Council for a public hearing and recommended approval.

3. Paradise Creek Flood Hazard Mitigation Study Professional Services Agreement (ACTION ITEM) - Bill Belknap

As authorized by City Council, following a flooding event in 2017, the City applied for a Flood Hazard Mitigation Grant to study Paradise Creek from the Troy Highway to Darby Road to assess potential mitigation actions to reduce the risk of property damage within the study area. In January of 2020, the City received notice of award for the grant in the amount of \$295,200. The local

match for the study totals \$98,400 including \$46,800 in cash match and \$51,600 in in-kind staff time for project administration. The City issued a request for statements of qualifications for a consultant to perform the study. Two responses were received and the review committee recommended the selection of Aspect Consulting for the project. Staff and Aspect have negotiated the professional services agreement scope and budget for the Council's review and approval. It is anticipated that the project will take approximately 14 months to complete.

PROPOSED ACTIONS: Recommend approval of the professional services agreement with Aspect Consulting; or provide staff further direction

Belknap introduced the item as written above and included a brief history of the review process for the grant, which resulted in the application shifting to FEMA's Advanced Assistance Program (AAP). The AAP program is intended for communities that do not have the most cost-efficient solutions fully identified for their . Different alternatives may develop including overflow bypass channels, flood storage creation, and flood plain restoration activities to determine their effectiveness. The Committee recommended approval and that it be placed on the Council consent agenda.

4. Community Development Block Grant Application (ACTION ITEM) - Alisa Anderson, Nate Suhr

The City's Capital Improvement Plan (CIP) encourages combining future projects that share common goals to allow for the greatest efficiency and to maximize funding opportunities. These combined projects are excellent candidates for grant funding and if successful, grant funding can be leveraged to complement local funding and allow projects to be constructed ahead of schedule. After analyzing the Parks Department Capital Improvement Plan, staff identified four separate projects at both Mountain View and Indian Hills Parks that align well with the goals of the Idaho Community Development Block Grant (ICDBG) program to enhance ADA access to these public park facilities. Staff will present the proposed park improvements and grant application for the Council's consideration

PROPOSED ACTIONS: Recommend approval of the Community Development Block Grant application for the Mountain View Park and Indian Hills Park ADA Access Projects; or provide staff further direction.

Suhr introduced the item as written above adding the four projects under consideration would be constructed in Spring 2021. Proposed at Indian Hills Park is a bathroom, ADA parking and allowance for future installation of park benches and bike racks. The Mountain View Park project would have an installation of ADA standard pathways to the basketball court and restroom area. Also included at Mountain View Park will be minor updates to the bathroom to bring it up to ADA standards. The total cost estimate will exceed the grant value. Staff proposes Parks Capital accumulation for the excess cost. The eligibility for this grant is based on over 51% low to moderate income for city. The match requirement for the grant is \$225,000 of which \$22,500 is in-kind administration. The application is due September 21st and requires a public hearing. The Indian Hills bathroom will be constructed as a single unisex restroom. The Committee forwarded the application to City Council for the public hearing with a recommendation for approval.

5. Solid Waste Franchise Agreement Amendment (ACTION ITEM) - Tim Davis / Tyler Palmer

There are four areas within the Solid Waste Franchise Agreement between the City of Moscow and Latah Sanitation, Inc. (LSI), being proposed to be amended. LSI has requested financial relief from the City for revenue losses experienced from the operations of the Moscow Recycling Center and additional compensation for necessary extra garbage and recycling routes, resulting from the 2016 decision by City Council, electing not to eliminate residential alley collection of solid waste and recycling, as had been proposed by LSI at that time. The current proposal removes tires and household hazardous waste disposal costs from the current miscellaneous rate. These items would be compensated as they had been prior to 2013, as a direct reimbursement to LSI for actual costs of disposal. The City will also relieve LSI of the majority of the recycling education duties and shift the education role in-house for efficiency and cost savings.

PROPOSED ACTIONS: Recommend approval of the Resolution Amending the Solid Waste Franchise Agreement Exhibits A, C, D E, and G, or provide staff further direction.

Palmer provided a brief history of the disruption of recycling due to China's National Sword policy banning imports of most recyclables. The goal of the amendments is to continue maintaining recycling programs but not take large losses. Davis described the amendments to the exhibits to the franchise agreement. The first amendment will implement a compensation program based on an independent market index and a 10-year average price compared to current year's price. A 10-year average will provide a smoother volatility curve in comparison to different timeframes. If current year falls below the 10-year average, the City will compensate Moscow Recycling 50% of lost revenue. If current year exceeds the 10-year average, Moscow Recycling will share 50% increase in revenue with the City. This formula will be recalculated at the end of each fiscal year. The Committee discussed the volatility of the market. The second amendment is in response of consumers requesting the continuation of alleyway garbage pickup services. LSI has revamped their routes in an attempt to maximize efficiency resulting in an average of 14 hours per week for these pickups. LSI is requesting compensation for the additional hours. Next, the tire and household hazardous waste disposal cost in the miscellaneous rate is no longer covering the entire cost of disposal. LSI is asking these items go to direct reimbursement such as they were prior to 2013. Lastly, now that the City has a sanitation manager and environment education staff, the City will take over public education from LSI to save cost and increase efficiency. The Committee forwarded the resolution amending the Solid Waste Franchise to the Council regular agenda.

6. Downtown Parking Permit Fee Adjustment Discussion (ACTION ITEM) - Bill Belknap

Parking has long been perceived as an issue in the downtown area and the matter has been studied and surveyed on several occasions in the past. In 2009 the Council consolidated the parking permits to one class of permit and the price of that permit was reduced from \$375 per year to \$75 per year. Since 2009, the permit fees have only been increased once to the current rate of \$30 per quarter or \$85 per year. There are currently 155 permits authorized for sale. All permits are sold or in the process of sale, and there is a waiting list of 81 applicants.

At the City's FY2021 budget workshop, the Council expressed a desire to revisit the cost of Parking permits, and staff was directed to bring the item before the Public Works/Finance Committee on July 27, 2020. The matter was discussed at that meeting and requested to be

brought back to the Committee's August 24 meeting.

PROPOSED ACTIONS: Provide staff direction.

Belknap introduced the item as written above. The City Council approved the 2009 Transportation Commission study recommendations to remove the restrictions of overnight parking in certain areas of downtown and reduction of the permit fees as mentioned above. The largest user groups for the downtown parking permits are employees (56%) and residents (30%) followed by customers for the remainder. An increase in permit fees may cause changes in transportation choices and increase use in the Jackson Street lots. Should Council approve a fee increase, staff proposes a phased approach over a span of three years. Any increase greater than 5% would require a Public Hearing prior to implementation. The increase would apply proportionately to the daily, monthly, quarterly and annual permits. The Committee feels demand out ways the supply and a phased price adjustment would bring it in balance. The permits are undervalued compared to the University of Idaho permits. The Committee recommends staff draft a 3-year increase proposal and move forward with a public hearing no sooner than the second meeting in September.

ADJOURN

The meeting adjourned at 4:20 p.m.

