

Moscow City Council



Regular Meeting ~Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, August 2, 2021

7:00 PM

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

The Moscow Mayor, City Council and Staff welcome you to tonight's meeting. The meeting is open to the public but due to the continued presence of COVID-19 cases in our area, we encourage those that have not received the COVID-19 vaccination, to continue to keep 6-foot physical distance from non-household members and wear face coverings when distance is unable to be maintained. We appreciate and encourage public participation. The formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so during the public comment item on the agenda. For regular agenda items the public will usually have the opportunity for comment on that agenda item after the staff presentation. These agenda items do not include the consent agenda and reports. Please limit any remarks to three (3) minutes or less. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Citizens wishing to comment on business on the agenda may also communicate with the City Council through email (council@ci.moscow.id.us). Please note that Moscow City Council meetings are televised, videotaped and/or recorded. The meeting is streamed on YouTube and Spectrum Cable 1301. A link to stream the meeting can be found on the City website (www.ci.moscow.id.us). Thank you for your interest in City government.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council July 19, 2021 Minutes - Laurie M. Hopkins

B. Personnel Policy Updates - Jen Pfiffner

Updates to the City of Moscow Personnel Policies continue. Discipline, Grievance, Name Clearing Sections include updates to current policies and a new proposed policy. Updates to language throughout are included in the presented drafts. A new proposed Name Clearing Policy is also included for consideration. Policy sections will continue to be presented for review. As policies are approved they will be compiled into an updated document to be implemented at one time. Timeline for completion for all policies to be updated, reviewed and approved is estimated to be completed by September 2021. This was reviewed by Administrative Committee on July 26, 2021, and recommended for approval.

ACTION: Approve the proposed personnel policies.

C. South US95 Sewer Water Extension Bid Award - Bob Buvel

This project consists of the extension of public water and sewer mains south of the S. Fork Palouse River prior to the construction of the Idaho Transportation Dept. U.S. 95 Thorn Creek Project. The goal of the project is to install approximately 1,900 linear feet of sanitary sewer main and 950 linear feet of water main along the U.S. 95 right-of-way prior to construction of the ITD project to ensure utility services are available for expected future development in south Moscow and preventing future disruption to highway traffic and expensive surface restoration in the future once the highway

project is complete.

Bids were opened on Thursday, July 8, 2021. Four bids were received, ranging from \$679,671 to \$1,285,543. Upon review, the apparent low bid from Western Construction was withdrawn by the bidder due to a mathematical error in their bid. Of the remaining responsive bids received, ML Albright & Sons, Inc was found to be the lowest responsive bid, with a bid total of \$1,208,190.40. The full bid tabulation and the non-responsive bid letter sent to Western Construction are attached.

This was reviewed by Public Works/Finance Committee on July 26, 2021 and recommended for approval.

ACTION: Accept the low bid from ML Albright & Sons, Inc., award the contract for the bid amount of \$1,208,190.40, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

REGULAR AGENDA

2. Staff Recognition Report - Gary J. Riedner

3. Mayors Appointments (ACTION ITEM)

4. Public Comment and Mayor's Response Period (limit 15 minutes)

5. PUBLIC HEARING: City of Moscow's FY2022 Annual Budget (ACTION ITEM) - Gary J. Riedner

Prior to the public hearing, staff will present the proposed City of Moscow FY2022 balanced budget in the amount of \$102,415,356, which was considered by the City Council at a workshop held July 12, 2021. Increase in property taxes from FY2021 include the following: a property tax levy of an estimated \$5.08 per \$1,000 of assessed valuation, reflecting a 3% increase, plus 90% of new construction valuation placed on the tax rolls, which is estimated at \$68,869 and 90% of annexations, which is estimated at \$4,292. Included for City Council consideration is the FY2022 Annual Appropriation Ordinance, and the L-2 property tax certification in the aggregate amount of \$7,537,647.

PROPOSED ACTIONS: Conduct the public hearing upon the FY2022 City of Moscow Annual Appropriation Ordinance and upon consideration of testimony presented:

A. Approve the 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 and that it be read by title; or reject the Ordinance; or take such other action deemed appropriate.

B. Authorize the Mayor's execution of the L-2 property tax certification in the aggregate amount of \$7,537,647; or take such other action deemed appropriate.

6. PUBLIC HEARING: Sale of Current Police Station to University of Idaho (ACTION ITEM) - Gary J. Riedner

On May 21, 2019, citizens of Moscow approved the City of Moscow's proposal to issue municipal bonds to construct a new police services facility, remodel the current police facility for use as an office building, and make minor improvements to the Paul Mann Building located to the west of City Hall. On June 15, 2020, the City of Moscow purchased the Haddock Building, located at the southeast corner of Washington and Fifth Street, from Gritman Medical Park, LLC, for the price of \$875,000. The purchase of the Haddock Building includes off street parking and represents significant savings over the estimated remodel costs of the current police facility. With the purchase of the Haddock Building, City Council expressed interest in selling the existing police facility since it would no longer serve the needs of the City, and was approached by representatives of the University of Idaho.

Idaho Code Title 50, Municipal Corporations, Chapter 14, Conveyance of Property, allows a city to convey real property to another governmental entity without the requirement of holding an auction if the City Council determines it is in the city's best interest to convey the property. The University of Idaho, which qualifies as a tax supported governmental unit per the requirements of I.C. 50-1403(4),

has transmitted a letter of intent to the City of Moscow, noting an interest to purchase the property.

On July 6, 2021, the City Council declared its intent to sell the property for the appraised value of \$975,000. The City Clerk published a summary of the action and notice of a public hearing to take place August 2, 2021 in the official newspaper of the City (Moscow-Pullman Daily News). Pursuant to Idaho Code 50-1403, after the public hearing has been conducted, the City Council may declare that it is in the best interests of the City to convey the property to the University of Idaho for the appraised price of \$975,000.

PROPOSED ACTIONS: After the public hearing has been conducted, declare that it is in the City's best interest to convey the current Moscow Police Station facility located at 118 E Fourth Street to the University of Idaho for the appraised value of \$975,000, and authorize such conveyance, or take such other action deemed appropriate.

7. Lot Division at 2209 Shelby Lane (ACTION ITEM) - Aimee Hennrich

The applicant, Wesley Michaels, is requesting a lot division located at 2209 Shelby Lane. The existing lot is 24,325 sf in size and the applicant is proposing to divide the lot into two lots of approximately 12,039 sf and 12,229sf in size. The subject property is currently vacant and is located within the Low Density, Single Family Residential Zoning District (R-1). Within the R-1 Zoning District lots are required to be no less than 9,600 square feet in size and each lot must have a minimum lot width of 80 feet. Flag lots are required to be at least 20 feet wide and no more than 150 feet long for the flag pole portion of the lot. The proposed lots meet all of the minimum standards for lots located within the R-1 Zone. This item was reviewed by the Public Works and Finance Committee on July 26, 2021 and recommended for approval.

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

REPORTS

City Council

Mayor

Staff

ADJOURN

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