

Public Works / Finance Committee



Regular Meeting
~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, August 23, 2021

3:00 PM

Council Chambers
206 E. Third St.

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

PRESENT: Maureen Laflin, Anne Zabala, Art Bettge

OTHERS: Mayor Bill Lambert, Council Member Sandra Kelly

STAFF: Bill Belknap, Todd Drage, Nate Suhr, Jen Pfiffner, Megan Cherry, Amanda Argona, Taylor Riedner

REGULAR AGENDA

1. Approval of August 9, 2021 Public Works/Finance Committee Minutes (ACTION ITEM) - Taylor Riedner

The minutes were approved as presented.

2. Harvest Hills Lot 1 Block 1 PUD Development Agreement (ACTION ITEM) - Todd Drage

Phil Reingans, on behalf of Harvest Hills Development Corporation, has submitted to the City a revised final plat for the development of the property at the northeast corner of the intersection of 3rd St. and Mountain View Road. On May 17, 2021 the City Council approved the preliminary plat for this property. The final plat is titled Harvest Hills Lot 1, Block 1 PUD and will be presented for City Council approval on September 7th. If the final plat is approved by the City Council, a development agreement is necessary to address construction of public improvements, parkland dedication, and as-constructed drawings. The agreement included in the packet covers these items.

PROPOSED ACTIONS: Recommend approval of the Development Agreement with Harvest Hills Development Corporation for Harvest Hills Lot 1, Block 1 PUD, or provide staff further direction.

Drage introduced the item as written above and explained the development is proposed for 15 individual lots. The development agreement is a standard agreement outlining public improvements, security for the improvements, a warranty period, and as-constructed drawings submitted by the developer. No phasing is specified for this project and no parkland dedication is required. No major changes have been made since the preliminary was approved. Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

3. Harvest Hills Lot 1, Block 1 PUD Monumentation Agreement (ACTION ITEM) - Todd Drage

Phil Reingans, on behalf of Harvest Hills Development Corporation, has submitted to the City a revised final plat for the development of the property at the northeast corner of the intersection of 3rd Street and Mountain View Road. On May 17th, 2021 the City Council approved the preliminary plat for this property. The final plat is titled Harvest Hills Lot 1, Block 1 PUD and will be presented for City Council approval on September 7th. 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: Recommend approval of the monumentation agreement with Harvest Hills Development Corporation for Harvest Hills Lot 1, Block 1 PUD, or provide staff further direction.

Drage introduced the item as written above and reviewed the City standard agreement. Without further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

4. Harvest Hills Second Addition Development Agreement (ACTION ITEM) - Todd Drage

Phil Reingans, on behalf of Harvest Hills Development Corporation, has submitted to the City a final plat for the development of the property at the current eastern end of Third Street and, the Harvest Hills First Addition Subdivision. On May 17th, 2021, the City Council approved the preliminary plat for this property. The final plat is titled Harvest Hills Second Addition and will be presented for City Council approval on September 7th. If the final plat is approved by the City Council, a development agreement is necessary to address construction of public improvements, parkland dedication, and as-constructed drawings. The agreement included in the packet covers these items.

PROPOSED ACTIONS: Recommend approval of the Development Agreement with Harvest Hills Development Corporation for Harvest Hills Second Addition, or provide staff further direction.

Drage introduced the item as written above and mentioned this is similar to the previous development agreement listed above with the City standard agreement. An addition to the agreement is to require public improvements on the undeveloped portion of Jansen north of the proposed addition. Without further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

5. Harvest Hills Second Addition Monumentation Agreement (ACTION ITEM) - Todd Drage

Phil Reingans, on behalf of Harvest Hills Development Corporation, has submitted to the City a final plat for the development of the property located east of Mountain View Road and the current eastern extent of Third Street. On May 17th, 2021, the City Council approved the preliminary plat for this property. The final plat is titled Harvest Hills Second Addition and will be presented for City Council approval on September 7th. If the 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: Recommend approval of the monumentation agreement with Harvest Hills Development Corporation for Harvest Hills Second Addition; or provide staff further direction.

Drage introduced the item as written above and mentioned this is similar to the previous monumentation agreement listed above with the City standard agreement. A change between the previous agreement is to increase the security due to the larger workload. Without further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

6. Local Professional Services Agreement for Design Services of the Public Avenue Corridor Safety Improvements (ACTION ITEM) - Nate Suhr / Alisa Anderson

The City of Moscow's Public Ave Corridor Safety Improvement project is located in northeast Moscow and includes a 1,100 foot corridor on Public Avenue from Polk Street to Lincoln Street. The project is designed to address a high rate of crashes causing injuries and a fatality in the project area. The project includes the installation of a concrete splitter island at the intersection of Polk Avenue and Public Avenue. The road section will be upgraded to include 12-foot vehicle lanes and 5-foot bicycle lanes. The project will also include the installation of approximately 2,200 linear feet of curb, gutter, and a 5-foot sidewalk. The improvements will widen the roadway and eliminate roadside ditches, creating a more navigable corridor for both vehicles and pedestrians. The total cost of the project is estimated at \$880,000 with a maximum federal participation of \$815,408. The local match requirement is 7.34% (\$64,592) of which \$3,000 was previously paid with the State/Local Agreement for Design and Construction that was executed in July, 2020. The Idaho Transportation Department (ITD) has requested the City execute a Local Professional Services Agreement to complete the Design Services phase prior to construction.

To engage a design professional, a request for information (RFI) was issued by LHTAC for design services on March 31, 2021, and three qualified engineering firms responded. HMM, LLC of Nampa, Idaho, has been selected to perform the design services work on this project. The LHTAC and City staff have negotiated an agreement with HMM, LLC to perform these services for \$96,078.00. The amount equates to 15% of the estimated construction amount which both the LHTAC and City Staff deem

reasonable for these services on a federal-aid project. The design is expected to be completed by January 31, 2022, and it is anticipated the project will be advertised for construction immediately following LHTAC's and ITD's approval. Construction is expected to occur during the spring of 2022.

PROPOSED ACTIONS: Recommend approval to execute the Local Professional Services Agreement for Design Services of the Public Avenue Corridor Safety Improvements Project No. A022 (402), or provide staff further direction.

Suhr introduced the item as written above. The overhead included in the assumption is average for these types of projects. Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

7. **Vandal Town Block Party Alcohol Use Request (ACTION ITEM) - Amanda Argona**

The City of Moscow, in partnership with the University of Idaho and Moscow Chamber of Commerce, is hosting the annual Vandal Town Block Party on September 16, 2021 in downtown Moscow. The event will welcome back students while celebrating our important community partnerships. The block party is scheduled to be held on Main Street between 3rd and 5th Streets and features live music, games, and local vendors. With the creation of the Entertainment District, the Vandal Town Block Party is requesting a temporary suspension of the open container law by resolution and has secured two licensed alcohol Vendors to host a beer tent and a wine tent. Per Moscow City Code, Section 10-1-12; a draft resolution has been prepared for Council's consideration.

PROPOSE ACTIONS: Recommend approval of the resolution allowing for the temporary suspension of the open container law within the event footprint of the Vandal Town Block Party for the duration of the event; or provide staff further direction.

Argona introduced the item as written above. This event would be the first event using the Entertainment District and was canceled last year due to COVID. The event must specify the location and times that the temporary suspension will be used. The draft resolution includes a map of the event and the area it will be covering. The Committee recommended approval and that it be placed on the Council consent agenda.

REPORTS

2021 Gallery Update - Megan Cherry

Art Galleries and exhibition programs include the Third Street Gallery, Palouse Plein Air, and the new Box Gallery. The use of Submittable has eased operations for each of these programs. The 2021 Third Street Gallery consisted of Dear Moscow from December to April, Silver and Gold from April to July, Control+P, which is currently up and will be until October 8, and finally Sculpted Spaces, Wild Lives, starting October 21 to January 7. Over 100 artists have already been involved with the program both online and in person.

The 2022 quarterly schedule is Un-Fancy from January 20 to April 8, Restoration from April 21 to July 8, Obsession from July 21 to October 7, and Larkin/Herbold from October 20 to January 6.

The new Box Gallery is a micro-gallery made of six-sided rooms located outside of the Arts Director's office on the first floor of City Hall. This gallery holds a looser schedule and allows artists to display a couple of weeks at a time.

Palouse Plein Air has just finalized the exhibition location and will be displayed at the new Prichard Art Gallery in the old Moscow Police Building. Artists from all around show up to the Palouse, paint outside, and show their work during the gallery on Main street. 2019 had the most artists sign up with 36 participants and this year already has 25 registrants. More information can be found on the *Let's Stay Connected!* flyers located in City Hall.

Staff Report (if needed)

ADJOURN

The meeting adjourned at 3:21 p.m.

