



Public Works / Finance Committee

Regular Meeting

Laurie M. Hopkins

~Amended Agenda~

City Clerk

www.ci.moscow.id.us

208.883.7015

Monday

Council Chambers

3:00 PM

January 14, 2019

206 E. Third St.

Action Items

1. Selection Of Committee Chair And Vice Chair (ACTION ITEM)
2. Approval Of Public Works/Finance Committee December 10, 2018 Minutes (ACTION ITEM) – Laurie M. Hopkins

Documents:

[PWF MINUTES OF 12-10-18.PDF](#)

3. Disbursement Report For December 2018 (ACTION ITEM) - Sarah Banks
Staff will present the Accounts Payable Report for the month ending December 2018.

ACTION: Sign the Disbursements Report for the month of December 2018.

Documents:

[DISBURSEMENT REPORT FOR DECEMBER 2018.PDF](#)

4. First Quarter Financial Report (10/1/2018 - 12/31/2018) For FY2019 (ACTION ITEM) - Sarah Banks
Staff will present the financial report for the first quarter of fiscal year 2019 (10/1/2018 - 12/31/2018).

PROPOSED ACTIONS: Approve the report or provide staff further direction.

Documents:

[FIRST QUARTER FINANCIAL REPORT.PDF](#)

5. ~~REMOVED ITEM-Public Meeting - Proposed Lot Division At 433 Southview Avenue (ACTION ITEM) - Leah Carlson~~

~~Nils Peterson and the Moscow Affordable Housing Trust are requesting a lot division for a 9,247 square foot parcel of land located at 334 Southview~~

~~Avenue in the City of Moscow. The owner proposes to establish three townhouse lots of approximately 3,258 sf, 2,591 sf, and 3,398 sf from the original parcel. The subject property is located within the Medium Density (R-3) Zoning District. The minimum lot size for a townhouse lot in the R-3 Zoning District is 2,000 sf and the minimum lot width is 20 feet. The three proposed lots are sufficiently sized to meet these requirements. Property owners within 600 feet of the subject property have been notified of the proposed division and notice of the public meeting was posted on site seven (7) days prior to the public meeting date.~~

~~**PROPOSED ACTIONS:** Take public comment if applicable and recommend approval of the lot division request with no conditions; or recommend approval of the lot division request with conditions; or recommend denial of the lot division request; or provide staff further direction.~~

6. 710 Pullman Road & 805 West A Street Lot Line Adjustment (ACTION ITEM) - Leah Carlson

The applicant, Whipple Consulting Engineers, is proposing a lot line adjustment between two parcels located at 710 Pullman Road and 805 West A Street. The owner is proposing to reduce the parcel addressed 710 Pullman Road from 41,208 square feet to 34,415 square feet and expand the parcel addressed 805 West A Street from 21,506 square feet to 28,303 square feet. This proposal follows a lot division that was approved on April 2, 2018 for the same property, which split the original 62,714 square foot parcel into two parcels of 21,506 square feet and 41,208 square feet in size. The applicant is now requesting a lot line adjustment to better accommodate for the proposed buildings. Both subject properties are located within the Motor Business (MB) Zoning District, where no minimum lot size or lot width exist.

PROPOSED ACTIONS: Recommend approval of the lot line adjustment 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 further instruction.

Documents:

[LOT LINE ADJUSTMENT 710 PULLMAN RD AND A STREET.PDF](#)

7. Stormwater Phase II Agreement With Aspect Consulting (ACTION ITEM) - Kyle Steele

In October 2016, the firm Cardno-GS (now Aspect Consulting) of Yakima, Washington was selected to assist the City of Moscow in the structuring and eventual implementation of a Storm Water Utility. Due to budget limitations at the time, the work to accomplish this goal was planned to be conducted in phases with two professional services agreements. The work under this agreement will accomplish the remaining tasks, toward formation of the utility, that were not completed under Phase I of the project. It will include the preparation of a storm water utility customer billing database, a final storm water management program budget and financial plan, development of a storm water user fee ordinance, and technical assistance with various public involvement meetings and workshops. The attached Task Order 2 for professional services in the amount of \$185,000 is for Aspect Consulting to perform this work. The cost of the Task Order exceeds the amount budgeted in the FY2019 budget for the project. Because of the impending approval of

the EPA NPDES Storm Water Permit, staff is recommending that City Council approve the Task Order in order move the project forward. The additional funding will be reallocated from the Sewer Fund's FY2019 Professional Services fund in accordance with the attached memo.

PROPOSED ACTIONS: Recommend approval of Task Order 2 for the professional services of Aspect Consulting in an amount not to exceed \$185,000 or provide staff further direction.

Documents:

[STORMWATER PHASE II AGREEMENT.PDF](#)

8. Local Highway Safety Improvement Program (LSHIP) FY21 Grant Application (ACTION ITEM) - Alisa Anderson

The Highway Safety Improvement Program (HSIP) is a federally funded program aimed at reducing Fatal and Serious Injury crashes on the roadway systems. Local Highway Jurisdictions (LHJs) receive approximately \$8.5 million of the state HSIP funds through the Local Highway Safety Improvement Program (LHSIP), a program administered through the Local Highway Technical Assistance Council (LHTAC). LHJs, such as the City of Moscow, with a Fatal and/or Serious (Type A) crash from 2013 - 2017 are eligible for the program. This federally funded program requires a local match not to exceed 7.34%.

In review and analysis of the citywide crash and accident data for 2013 - 2017, staff has identified a project located on Public Avenue designed to address the high rate of injury crashes and a fatality in this corridor. The project will provide systemic improvements on Public Avenue to extend 2,200 feet from Polk Street to Orchard Avenue. This proposed project will include widening of both lanes from approximately 12 feet with minimal shoulder and adjacent ditch to a full road cross section that includes a 17 foot travel lane (12 feet vehicle and 5 foot bicycle), 5 foot green strip, and 5 foot sidewalk. The project will include the installation of a storm sewer pipe to underground drainage areas that are currently located in roadside ditches, wider asphalt lanes, curb and gutter, green strip, and sidewalk. Additional work may include minor utility adjustments and retaining wall installation where necessary. Total project costs are estimated not exceed to \$1,850,000 requesting \$1,714,000 in federal funding with a local match of 7.34% not to exceed \$136,000.

PROPOSED ACTIONS: Approve submittal of the grant request for the Local Highway Safety Improvement Program (LHSIP) FY21 Application for the Public Avenue Safety Improvement Project with total project costs estimated not exceed to \$1,850,000, federal funding request of \$1,714,000 with a local match of 7.34% not to exceed \$136,000 or provide staff further direction.

Documents:

[LSHIP FY21 GRANT APPLICATION.PDF](#)

Reports

1. 3rd Street Pedestrian/Bicycle Bridge Update - Tyler Palmer

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.