Public Works/Finance Committee

Regular Meeting ~Minutes~	Laurie M. Hopkins City Clerk
www.ci.moscow.id.us	208.883.7015

Monday March 12, 2018	4:00 PM	Council Chambers 206 E. Third St.

The meeting was called to order at 4:00 PM

PRESENT: Kathryn Bonzo Chair, Jim Boland Councilmember, Anne Zabala Councilmember

ABSENT: Brandy Sullivan Councilmember

OTHERS: Councilmember Art Bettge

STAFF: Les MacDonald, Alisa Anderson, Sarah Banks, Laurie M. Hopkins

1. Approval of Public Works/Finance Committee February 26, 2018 Minutes – Laurie M. Hopkins

RESULT:	**ACCEPTED [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Anne Zabala
ABSENT:	Brandy Sullivan

2. Disbursement Report for February 2018 - Sarah Banks

Staff will present the Accounts Payable Report for the month ending February 2018. This was reviewed, signed and recommended for approval by the Public Works/Finance Committee on March 12, 2018.

ACTION: Approve the Disbursements Report for the month of February 2018.

Banks went through the major expenditures. The Committee approved and signed the Disbursements Report.

RESULT:	**APPROVED [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Anne Zabala
ABSENT:	Brandy Sullivan

3. Fourth Quarter Financial Report July 1, 2017 to September 30, 2017 for FY2017 - Sarah Banks

Staff will present the financial report for the fourth quarter of fiscal year 2017 (July 1, 2017 to September 30, 2017). This was reviewed and recommended for approval by the Public Works/Finance Committee on March 12, 2018.

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

Banks presented the report. The Committee recommended approval and that it be placed on the Council consent agenda.

RESULT:	**APPROVED [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Anne Zabala
ABSENT:	Brandy Sullivan

4. **FY18 Local Strategic Initiatives Program - Grant Award - LHTAC/Local Agreement - Les MacDonald**
The funding for a state grant opportunity called Local Strategic Initiative (LSI) was established in 2017 as part of the Idaho State Surplus Eliminator Program. The program is designed to fund "shovel ready" maintenance projects that address safety and mobility and can be ready for bid within 90 days of the grant award acceptance. City staff submitted a grant request for the LSI program in December 2017 requesting $477,450 to fund the 2018 Pavement Preservation Project. The proposed project included the application of approximately 269,200 square yards of slurry seal on city streets at various locations throughout Moscow. On February 21, 2018, the City received a letter of award detailing project implementation instructions and a Local Agreement with the Local Highway Technical Assistance Council (LHTAC), Program Administrator. The award is for the full amount requested of $477,450 with no match requirements. This was reviewed and recommended for approval by the Public Works/Finance Committee on March 12, 2018.

PROPOSED ACTIONS: Forward to the City Council with a recommendation to accept the Local Strategic Initiatives grant award and execute the LHTAC/Local Agreement for $477,450 for the 2018 Pavement Preservation Program or provide staff further direction.

MacDonald presented the item explaining the funding and the shovel ready 90 day project requirement. The City Council previously approved this application to be applied for and this contract is based on the award letter. The project will include three areas of Moscow and MacDonald described the areas. The Committee recommended approval and that it be placed on the Council regular agenda.

RESULT:	**RECOMMENDED TO COUNCIL REGULAR [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Anne Zabala
ABSENT:	Brandy Sullivan

5. **FTA Master Agreement and FY2018 Certifications and Assurances - Alisa Anderson**
In order to receive grant funding from the Federal Transit Administration (FTA) as a direct recipient or a sub-recipient through the Idaho Transportation Department (ITD), the City must review, acknowledge, and approve the FTA Master Agreement and the affirm and execute the FY2018 Certifications and Assurances on an annual basis. This was reviewed and recommended for approval by the Public Works/Finance Committee on March 12, 2018.

PROPOSED ACTIONS: Recommend approval of the FTA Master Agreement and to affirm and execute the FY2018 Certifications and Assurances or provide staff further direction.

This item was heard as Item #2.

Anderson introduced the item and described the changes in the agreement. MacDonald suggested a memo to include in the Council packet to explain what has changed. The Committee recommended approval and that it be placed on the Council consent agenda.

Anderson also informed the Committee that Moscow was not selected for the Tiger Grant. Most of the projects approved were highway projects. The Mayor and Riedner are in Washington DC and have a meeting Tuesday with the Department of Transportation and Anderson has informed them so that they can discuss.

RESULT:	**RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Anne Zabala
ABSENT:	Brandy Sullivan

6. **6th and Mountain View Stop Sign Warrant Study - Les MacDonald**
   There has been discussion of the possible installation of a 4-Way stop at the intersection of 6th Street and Mountain View Road for some time. In 2017, the Public Works Department conducted a traffic warrant analysis in accordance with the City's adopted Policy and Procedure for Stop Sign Installation and Removal Requests and the Manual on Uniform Traffic Control Devices (MUTCD). Of the six criteria listed in the MUTCD, only one was met, and the analysis concluded that the installation of a four-way stop was not warranted under MUTCD guidelines or the adopted City Stop Sign Policy.

   This item was presented to the Public Works/Finance Committee on February 26, 2018. The Committee requested additional information regarding a longer history of vehicular accidents at the intersection, bicycle and pedestrian counts, the option to include turn lanes on Sixth Street, and details about the warrant analysis. Additional information pertaining to these items was presented to the Committee at their meeting on March 12, 2018. At that meeting, the Committee agreed with the recommendation of Staff based on the traffic warrant analysis that no changes to traffic control be made at the intersection at this time.

   PROPOSED ACTIONS: Receive the report and provide staff with further direction.

MacDonald presented a brief history of the intersection and policies as written above and as discussed at the last meeting. Staff reviewed the Manual on Uniform Traffic Control Devices (MUTCD) for specific details on requirements for hours and it was vague. Staff used 11:00 a.m. to 6:00 p.m. in this specific assessment. There was no data available on bicycle pedestrian counts. There is a turn lane on the west side of the intersection but there is not enough width for a turn lane on the east side. In a 10 year period, there were 17 accidents at this intersection. For the intersection to warrant a four-way stop, the MUTCD looks for five or more accidents within 12 months. The largest accident per 12 month period was 3 accidents in 2012. The Mountain View and D Street intersection did not warrant a four-way stop but City Council decided to have it installed due to Moscow School District urging and high pedestrian and busses.

The Committee is recommending no stop sign be installed as the intersection because it doesn't meet warrants, an additional east-west connector is scheduled to be built this year and a round-about at this intersection is scheduled to be built in the next five years.

Adjourn
The meeting was closed at 4:47 PM

Minutes Approved On
March 26, 2018
(Clerk Signature)