

Moscow City Council



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, April 4, 2022

7:00 PM

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

The Moscow Mayor, City Council and Staff welcome you to tonight's meeting. This meeting is open to the public. We appreciate and encourage public participation. For regular agenda items, an opportunity for public comment is sometimes provided after the staff report. However, 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. 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. Please note that Moscow City Council meetings are televised, videotaped and/or recorded. Links to view the City Council meeting live can be found on the City website, YouTube, Facebook and Spectrum Cable 1301. Thank you for your interest in City government.

PLEDGE OF ALLEGIANCE

PROCLAMATION

Fair Housing Proclamation

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council March 21, 2022 Minutes - Laurie M. Hopkins

B. Amendment to Add Executive Session Information to the Moscow City Council February 7, 2022 Minutes - Laurie M. Hopkins

C. KN 13014; Mountain View Rd - Professional Services Agreement for Construction Engineering and Inspection - Scott Bontrager

The Idaho Transportation Department (ITD), through the Local Highway Technical Assistance Council (LHTAC), funded a federal-aid project for FY2022 to improve a segment of Mountain View Road from Sixth St to Joseph St. The construction contract for the project was awarded by the Idaho Transportation Board last December to Western Construction of Lewiston, Idaho in the amount of \$2,188,016.60. A request for qualifications was issued by ITD for construction engineering and inspection on December 1, 2021, and one qualified engineering firm responded by the December 14th deadline. A five-person panel (two LHTAC engineers and three City Staff) independently rated the statement of qualification and a consensus was reached on the selection of J-U-B Engineers, Inc. The professional services agreement between the City of Moscow and J-U-B Engineers, Inc. was negotiated on Tuesday, March 1, 2022 in the amount of \$247,167.00. This amount equates to 11.3% of the construction contract amount, which both the LHTAC and City Staff deem reasonable for contract administration and construction inspection on a federal-aid project of this complexity. The

agreement has been reviewed and approved by the City Attorney. This was reviewed by the Public Works / Finance Committee March 28, 2022 and recommended for approval.

ACTION: Approve the Professional Services Agreement with J-U-B Engineers, Inc.

D. Child Pedestrian Safety Grant Award - Nate Suhr / Alisa Anderson

In 2021, the Local Highway Technical Assistance Council (LHTAC), a State organization, announced a new round of grant funding under the Children Pedestrian Safety (CPS) Program. This program requested shovel ready projects with a maximum award set at \$250,000. City staff identified the area around Moscow Middle School as an excellent candidate for the grant and submitted an application in December 2021. The project includes pedestrian improvements at the intersection of 'D' Street and Mountain View Road and the intersection of 'B' Street and Cleveland Street. On February 23, 2022, the City was notified the request ranked 5th out of 50 applications and was recommended for approval. The attached agreement outlines the conditions of the award. This was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Approve the execution of the LHTAC/Local Agreement - 2021 Children Pedestrian Safety (CPS) Program Mountain View Corridor, City of Moscow, CPS#5.

E. Transportation Alternatives Program South Main Pedestrian Underpass State/Local Agreement - Nate Suhr / Alisa Anderson

In 2018, the City and the Moscow Urban Renewal Agency (MURA) jointly funded a study to assess the feasibility of the construction of a pedestrian underpass on South Main/U.S. 95 just south of the US Hwy. 95/S.H. 8 intersection. In February of 2020, the City applied for a Transportation Alternatives Program (TAP) grant administered by the Idaho Transportation Department (ITD). On March 18, 2020, ITD announced the City received a notification of award to receive federal funding of \$499,644 for the project. The awarded project will construct a bike/pedestrian underpass in the existing stream banks of Paradise Creek at the US Hwy. 95 crossing. The underpass will allow pedestrians and bicyclists to cross under US Hwy. 95 on a new Paradise Path connection without needing to cross US Hwy. 95, disrupting traffic flow on a busy section of the highway. The underpass will significantly improve pedestrian connectivity and safety and be constructed similar to the recently completed Styner/White underpass on Hwy. 8. The new path extension will be 710 feet long and 10 feet wide connecting to an existing route on Paradise Path leading to the Intermodal Transit Center, University of Idaho campus with adjacent connections to Gritman Medical Center, student housing and downtown Moscow. The project is scheduled to be designed in 2022 and construction during the summer of 2023. This item was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Approve the execution of the State/Local Agreement (Design and Construction) Project No. A022(943) Key 22943 US-Highway 95 Pedestrian Underpass and the corresponding Resolution.

F. Consideration of Janitorial Services Bid Results – David Schott

The City published an invitation to bid for custodial services for certain City buildings on February 19, 2022 and February 26, 2022. In addition to the published invitation to bid, seven (7) custodial services were sent the invitation to bid. Moreover, the invitation to bid was posted on the City website. Bid opening for custodial services took place on March 9, 2022, at which time two (2) bids were received. The Garson Group, LLC was the low bidder for Module #1, Module #2, Module #3, Module #5, and Module #6 in the amount of \$315,600 for the three (3) year proposed agreement from October 1, 2022 through September 30, 2025. EVCAR, Inc. dba Service Master Building Maintenance was the low bidder for Module #4 in the amount of \$30,847.56 for the three (3) year

proposed agreement from October 1, 2022 through September 30, 2025. This was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Accept the low bid from The Garson Group, LLC for Module #1, Module #2, Module #3, Module #5, and Module #6 in the amount of \$315,600 and accept the low bid from EVCAR, Inc. dba Service Master Building Maintenance in the amount of \$30,847.56 for Module #4.

G. Moscow Renaissance Fair Beer and Wine Garden Request – David Schott

Moscow Renaissance Fair is requesting that the City Council approve a Resolution allowing them to have a beer and wine garden provided by a licensed vendor in East City Park for Moscow Renaissance Fair 2022, between the hours of 11:00 a.m. and 7:30 p.m. local time on April 30, 2022, and 11:00 a.m. and 5:00 p.m. local time on May 1, 2022. The event is open to the public. The location of the beer garden is located northeast of the stage at the north end of the asphalt. The Moscow Police Department has reviewed the request and require two (2) security personnel on site during the permitted event as described in the proposed Resolution. No City police officers are required. This was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Approve the Resolution authorizing the beer and wine garden request for Moscow Renaissance Fair 2022.

H. Earth Day Celebration Beer and Wine Garden Request – David Schott

Inland North Waste is requesting that the City Council approve a Resolution allowing them to have a beer and wine garden provided by a licensed vendor in East City Park for Earth Day 2022, between the hours of 4:00 p.m. and 7:00 p.m. local time on April 22, 2022. The event is open to the public and is the first beer and wine garden request from Inland North Waste. The location of the beer garden is located to the southwest of the stage. The Moscow Police Department has reviewed the request and require two (2) security personnel on site during the permitted event as described in the proposed Resolution. No City police officers are required. This was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Approve the Resolution authorizing the beer and wine garden request for Earth Day 2022.

REGULAR AGENDA

2. Mayors Appointments (ACTION ITEM)

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

4. Citizen Commission Report - Fair and Affordable Housing Commission - Aimee Hennrich / Randy Baukol

5. Moscow Volunteer Fire Dept Annual Report – Brian Nickerson

6. American Rescue Plan Act (ARPA) Small Business and Non-Profit COVID-19 Recovery Grant Program (ACTION ITEM) - ARPA Review Committee

Resolution 2021-30, approved by City Council on December 20, 2021, established the ARPA Small Business and Non-Profit COVID-19 Recovery Grant Program. This program identified a maximum grant award of up to \$15,000 for eligible small businesses and \$25,000 for community and social service non-profits, located in the City of Moscow. The Program established a three-member Review Committee to review requests for compliance and make recommendations to City Council. The Committee is recommending denial of two (2) and approval of three (3) small business grant requests, as well as

approval of two (2) non-profit grants.

PROPOSED ACTIONS: Staff recommends separate actions as follows:

1. Denial of the College Cabs and Pour Company (ineligible) grant applications; and
2. Individual approval and funding amounts or other actions as stated in the attached Memo for each of the following:
 - a. Deep Roots Farm
 - b. Healing Point
 - c. Café Artista
 - d. Moscow Food Bank
 - e. Latah Recovery Center
3. Or provide staff further direction.

7. Reaffirm Fair Housing Resolution No. 2021 - 06 (ACTION ITEM) - Alisa Anderson

As an Idaho Department of Commerce, Idaho Community Development Block Grant (CDBG) Grantee, the City is required to follow practices and obligations to Affirmatively Further Fair Housing in Moscow. As a Grantee receiving CDBG funding, the City must certify they will take actions to Affirmatively Further Fair Housing, including issuing a proclamation declaring April as Fair Housing Month and adoption of a resolution to this effect. This item was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

PROPOSED ACTIONS: Reaffirm the Fair Housing Resolution No. 2021-06; or take other action deemed appropriate.

8. Set FY2023 Budget Hearing Date (ACTION ITEM) - Bill Belknap

Per Idaho Code 63-802(A) the City is required to notify Latah County of the public hearing date for the City's annual budget no later than April 30 each year. Staff is requesting that the Council officially set the date for the FY2023 Budget hearing for August 1, 2022 so the Notification of Budget Hearing form can be completed and returned to the Latah County Auditor's Office as required.

PROPOSED ACTIONS: Set August 1, 2022 as the public hearing date for the City of Moscow FY2023 budget, or take other action deemed appropriate.

REPORTS

City Council

Mayor

Staff

ADJOURN

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