



## Public Works / Finance Committee

### Regular Meeting

Laurie M. Hopkins

### ~Agenda~

City Clerk

[www.ci.moscow.id.us](http://www.ci.moscow.id.us)

208.883.7015

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**Tuesday**

**4:30 PM**

**Council Chambers**

**November 13, 2018**

**206 E. Third St.**

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### Action Items

**1. Approval Of Public Works/Finance Committee October 22, 2018 Minutes (ACTION ITEM) – Laurie M. Hopkins**

Documents:

[PWF MINUTES OF OCT 22, 2018.PDF](#)

**2. Disbursement Report For October 2018 (ACTION ITEM) - Sarah Banks**

Staff will present the Accounts Payable Report for the month ending October 2018.

**ACTION:** Approve and sign the Disbursements Report for the month of October 2018.

Documents:

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

**3. Public Meeting - Proposed Lot Division At 1045 Alturas Drive (ACTION ITEM) - Leah Carlson**

Stacy Smisek is requesting a lot division for a 5,644 square foot parcel of land located at 1045 Alturas Drive in the City of Moscow. The owner proposed to establish two parcels of approximately 2,730 square feet and 2,912 square feet from the original parcel. The subject property is located within the Multiple Family Residential District (R-4) where the minimum lot size for twinhome dwellings is 2,250 square feet and the minimum lot width is 25'. The two proposed lots meet both minimum lot size and lot width requirements. Property owners within 600 feet of the property have been notified of the proposed division and the site was posted 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.

Documents:

[LOT DIVISION AT 1045 ALTURAS DR.PDF](#)

**4. Request For Hamilton Funds For The Installation Of The Itani Park Playground Equipment (ACTION ITEM) - David Schott**

The Parks and Recreation Department is requesting Hamilton Funds for the installation of the Itani Park playground equipment and safety tile surfacing in an amount not to exceed \$3,000. On June 18, 2018, Council approved the purchase of playground equipment and safety tiles for Itani Park. The funding source was the Hamilton Fund, and was approved through the FY2018 budget. However, funding was not requested for the installation of the playground equipment and tiles at that time. The budgetary line item for expenses will be Capital Projects 350-165-30-770-76. Staff anticipates the concrete pad and accessible pathway to be completed in the spring of 2019 when conditions allow. If approved, the playground and tiles will be installed shortly after.

**PROPOSED ACTIONS:** Recommend approval of Hamilton Funds appropriated in FY19 for the installation of the Itani Park playground equipment and safety tiles not to exceed \$3,000 with funding source from the Hamilton Fund, or provide staff with further direction.

Documents:

[ITANI PARK PLAYGROUND EQUIPMENT INSTALLATION.PDF](#)

**5. Edible Forest Park Professional Services Agreement (ACTION ITEM) - David Schott**

Staff is requesting authorization to retain Bernardo Wills Architects for conceptual planning for the Edible Forest Park at a cost of \$11,395. Services include a kick off and scoping meeting, two (2) public workshops, development of two (2) concepts, preparation of preferred alternative, meetings with the Tree Commission and Parks and Recreation Commission, and preparation of an opinion of probable cost. This unique space is intended to provide educational opportunities and an example to our community of stewardship of a public food forest. This unique space will create a sense of place and community pride for the City of Moscow for generations to come. Council approved the 4.09 acre property parkland exchange and dedication agreement on April 4, 2018. The budgetary line item for the professional service expense will be Parks and Recreation Administration (120-160-30-642-10) in the amount of \$10,000 and Parks and Recreation Parks (120-165-30-642-10) in the amount of \$1,395. If approved, staff anticipates conceptual planning and cost estimating to be completed for inclusion in the FY2020 budget requests.

**PROPOSED ACTIONS:** Recommend approval of Bernardo Wills Architects for conceptual planning for the Edible Forest Park at a cost of \$11,395, or provide staff with further direction.

Documents:

**6. Idaho Airport Aid Program Grant Agreement (ACTION ITEM) - Alisa Anderson**

On behalf of the Moscow-Pullman Airport, the City of Moscow has been offered matching grant assistance from the Idaho Transportation Department (ITD), Division of Aeronautics, in financing improvements to the Airport during the State of Idaho FY2019. The grant is part of ITD's regular program award to further the interest in and aeronautical purposes of public airports by assisting in the development of a statewide system of airports. The City is required to ratify the attached Grant Agreement and Resolution in order to accept the award.

**PROPOSED ACTIONS:** Recommend ratification of the Idaho Transportation Department, Division of Aeronautics, Grant Agreement and Resolution for execution in order to accept the \$7,500 award on behalf of the Moscow-Pullman Airport, or provide staff further direction.

Documents:

[IDAHO AIRPORT AID GRANT AGREEMENT.PDF](#)

**Reports**

**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.