

## Public Works / Finance Committee



### Regular Meeting ~Minutes~

Laurie M. Hopkins  
City Clerk

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**Monday  
October 10, 2022**

**4:00 PM**

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

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**The meeting was called to order at 4:00 p.m.**

PRESENT: Hailey Lewis, Gina Taruscio, Maureen Laflin

OTHERS: Mayor Arthur Bettge, Council Member Sandra Kelly, Council Member Julia Parker

STAFF: Bill Belknap, Cody Riddle, Sarah Banks, Mia Bautista, David Schott, Todd Drage, Mike Ray, Taylor Riedner

### REGULAR AGENDA

**1. Approval of Public Works/Finance Committee September 26, 2022 Minutes (ACTION ITEM) - Taylor Riedner**

The minutes were approved as presented.

**2. Disbursement Report September 2022 (ACTION ITEM) - Sarah Banks**

Presentation of the Accounts Payable Report for the month ending September, 2022.

**ACTION:** Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of September 2022.

Banks introduced the item by highlighting major expenditures including a Booster Station Phase 2 payment, 5 payments for ARPA non-profit agreements, police facility construction payment #22, Ice Rink \$1 million contribution, purchase of a new dump bed and sander vehicle with a 10" conveyor spreader, D St and Mountain View, and B St and Cleveland improvements, payments for asphalt rubber chip seal, Indian Hills Park restroom purchase, water and street improvements to 6th St bridge. The Committee authorized the use of digital signatures, recommended approval and that it be placed on the Council consent agenda.

**3. Woodbury 1st Addition Final Planned Unit Development and Final Plat (ACTION ITEM) - Mike Ray**

On September 20, 2021, City Council approved the Woodbury 1st Addition annexation, Comprehensive Plan land use designation, zoning designation, and PUD with no conditions and approved the preliminary plat with three conditions. On September 1, 2022, the applicant submitted the final plat and final PUD to be reviewed by the Planning and Zoning Commission and City Council. As the City's consultant HDR's water modeling memorandums indicates, additional water distribution infrastructure will be required if/when Phase III of the 1st Addition and future Additions are constructed. Additionally, as demonstrated in the Comprehensive Sewer System Plan, a segment of sewer main will require correcting as a part of the 1st Addition's Phase III construction and for future Woodbury Additions. The completion of these water and sewer components prior to Phase III has been specified in the subdivision's civil design plan set and will be a condition of the Woodbury 1st Addition Development Agreement. The Planning and Zoning Commission reviewed the final subdivision plat and final PUD at their meeting on September 28, 2022 and recommended approval to City Council with the condition that the developer shall design and construct all necessary infrastructure and will not proceed until said infrastructure is completed, installed, and accepted by the City for each phase of the subdivision in accordance with the approved development agreement.

**PROPOSED ACTIONS:** Recommend approval of the Woodbury 1st Addition Final PUD and Final Plat with the condition that the developer shall design and construct all necessary infrastructure and will not proceed until said infrastructure is completed, installed, and accepted by the City for each phase of the subdivision in accordance with the approved development agreement; or take such other action deemed appropriate.

Ray introduced the item as written above and provided background on the project to date. The final subdivision has increased from 74 to 79 total lots. The four lot types include Neighborhood Business, Cottage, Garden Lots and Estate Lots. Additional 25 off-street public parking spaces have been included as well. The park and other green spaces in the development will be maintained by a Home Owners Association (HOA) making it a private park but still accessible by the public. Ashton Lane on the south end of the development has been changed from a private one-way street to a public one-way street. The stormwater detention pond to the southwest corner will help direct water run-off.

Mark Wintz (Developer) explained the transition from Ashton Circle being a private lane to a public one-way. Local residents have shared concern regarding heavy equipment through residential areas. Wintz recalled there being no requirement to have vehicles accessing the development in a certain route and they will take what is easiest. Finally, he explained the "water-wise" landscaping or xeroscaping intentions with each of the lots.

The Committee recommended approval and that it be placed on the Council regular agenda.

#### **4. Woodbury 1st Addition Monumentation Agreement (ACTION ITEM) - Todd Drage**

Woodbury Land LLC, has submitted to the City a final plat for the development of a property at the current northern extent of Slonaker Drive. On September 20, 2021, the City Council approved the preliminary plat for this property. The final plat is titled Woodbury 1st Addition and will be presented for City Council approval on Monday, October 10, 2022. 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 Woodbury Land LLC for Woodbury 1st Addition; or provide staff further direction.

Drage introduced the item as written above and reviewed the standard language agreement. Belknap reviewed the purpose of having a monumentation agreement with the development. Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agreement.

#### **5. Woodbury 1st Addition Development Agreement (ACTION ITEM) - Todd Drage**

Woodbury Land LLC, has submitted to the City a final plat for the development of a property at the current northern extent of Slonaker Drive. On September 20, 2021, the City Council approved the preliminary plat for this property. The final plat is titled Woodbury 1st Addition and will be presented for City Council approval on Monday, October 10, 2022. 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 Woodbury Land LLC for the Woodbury 1st Addition; or provide staff further direction.

Drage introduced the item as written above and shared the standard language agreement. Some additions include parkland dedication, left turn lane from Mountain View Rd to Slonaker, roadway and frontage improvements, and the sewer and water infrastructure improvements as mentioned during item 3. The Committee recommended approval and that it be placed on the Council consent agenda.

**6. Virgil Phillips Farm Property Lease Agreement Renewal (ACTION ITEM) - David Schott**

The City of Moscow owns Virgil Phillips Farm. However, Latah County has leased the property "for the benefit and use of the children of Moscow, Idaho for recreational purposes" since April 19, 2000. The property is currently managed by Latah County Parks and Recreation. City of Moscow staff have been happy with this arrangement and have drafted a lease agreement for the next five years from October 1, 2022, through September 30, 2027. In exchange for Latah County Parks and Recreation managing the property, the City agrees to pay \$5,000 per year to assist with the expenses related to the maintenance and operation of Virgil Phillips Farm.

**PROPOSED ACTIONS:** Recommend approval of the proposed lease agreement between the City of Moscow and Latah County to lease Virgil Phillips Park from October 1, 2022 to September 20, 2027; or provide staff further direction.

Schott introduced the item as written above and reviewed the use and management agreement the City has with the County. The new agreement has been reviewed and approved by Latah County and the Latah County Board of Commissioners. Should there ever be a need to install a turning lane to the entrance, the Idaho Transportation Department would be responsible. Currently, Phillips Farm is beginning construction to add bike paths throughout the area. The Committee recommended approval and that it be placed on the Council consent agenda.

**7. Recommendation to Name Pickleball Courts at Ghormley Park "Damon Burton Pickleball Courts" (ACTION ITEM) - David Schott**

The Parks and Recreation Commission received a letter dated February 15, 2022, requesting to recommend officially naming the Ghormley Park pickleball courts the "Damon Burton Pickleball Courts." Resolution 2004-19 allows for facilities within parks (i.e., playgrounds, picnic shelters, etc.) to be named separately from the parks and recreational facilities they are in, subject to general approval. On May 26, 2022, the Parks and Recreation Commission approved the beginning of a 60-day public comment period for the proposed "Damon Burton Pickleball Courts" as required under Resolution 2004-19. The public notice was published in the Daily News on June 18, 2022, and July 16, 2022. No public comments were received. The Parks and Recreation Commission considered and recommended approval to officially name the pickleball courts at Ghormley Park the "Damon Burton Pickleball Courts" during their August 25, 2022 meeting.

**PROPOSED ACTIONS:** Recommend approval to officially name the pickleball courts at Ghormley Park the "Damon Burton Pickleball Courts"; or provide staff further direction.

Schott introduced the item as written above and shared Damon Burton's involvement with the community and 30 years of dedication to the Parks and Recreation Commission. Fiscal impact for this item includes installation of a new sign which will come from the Parks budget. The Committee recommended approval and that it be placed on the Council consent agenda.

**REPORTS**

**Staff Report (if needed)**

No report needed.

**ADJOURN**

The meeting adjourned at 4:50 p.m.

