

Public Works / Finance Committee



Regular Meeting ~Agenda~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
January 23, 2023

4:00 PM

Council Chambers
206 E. Third St.

The Moscow Mayor, City Council and Staff welcome you to today's meeting. 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 and limitations may be placed on the time allowed for comments. If you plan to address the Committee, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Committee meetings are televised, videotaped and/or recorded. Links to view the Committee meeting live can be found on the City website, YouTube, Facebook and Spectrum Cable 1301. Thank you for your interest in City government.

REGULAR AGENDA

1. Approval of Public Works/Finance Committee January 9, 2023 Minutes (ACTION ITEM) - Taylor Riedner

2. Request for approval to update authorized signers on the City of Moscow Wells Fargo, Zions and US Bank Accounts (ACTION ITEM) - Sarah Banks

The Finance Department is updating authorized signers on The City of Moscow Wells Fargo, Zions and US Bank accounts. We are removing previous City Supervisor Gary Riedner, previous Mayor William Lambert, and previous Treasury Management Coordinator Julie Fry. We are adding City Supervisor Willard Belknap, Mayor Art Bettge, and Assistant Finance Director Renee Tack.

PROPOSED ACTIONS: Approval to update authorized signers on the City of Moscow Wells Fargo, Zions and US Bank accounts; or provide staff further direction.

3. Public Meeting: Proposed Lot Division generally located southwest of the West Palouse River Drive Ball Fields Property and southwest of the University of Idaho Arboretum (ACTION ITEM) – Aimee Hennrich

The applicant, BBC LLC, is requesting a lot division to create four lots of approximately 23,075 sf (.53 acres), 46,362 sf (1.06 acres), 72,306 sf (1.66 acres), and 457,537 sf (10.50 acres) in size from an existing parcel of 599,277 sf (13.76 acres) in size. The property is generally located southwest of the West Palouse River Drive Ball Fields Property and southwest of the University of Idaho Arboretum and was annexed and rezoned in 2022 to the Residential Office (RO) and Medium Density Residential (R-3) Zoning Districts. The 10.50-acre portion of the subject property that is Zoned R-3 is where the Edington Estates PUD and Preliminary Plat was approved in 2022. Edington Estates will still need to receive final plat and PUD approval before the subdivision is finalized. The intention of the proposed lot division is to separate the Residential Office (RO) Zoned portion from the Medium Density (R-3) Zoned portion of the property, and also divide the RO area into three (3) lots. All proposed lots meet the minimum lot area and frontage requirements of their respective zoning designations. Property owners within 600 feet of the property have been notified of the proposed division and a sign was posted seven (7) days prior to the public meeting date.

PROPOSED ACTIONS: 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; or provide staff with further direction.

4. Public Meeting: Proposed Lot Division and Lot Line Adjustment at 412 and 418 Southview Ave (ACTION ITEM) – Aimee Hennrich

The applicant, Ryan Itani, is requesting a lot division to create three lots of approximately 7,292 sf, 7,695 sf, and 7,975 sf in size from two existing parcels of 11,028 sf and 11,977 sf in size. The properties are addressed as 412 and 418 Southview Ave. The intention of the lot division is to create one additional single-family lot.

The subject properties are located within the Moderate Density, Single Family Residential (R-2) Zoning District which requires a minimum lot size of 7,000 square feet. All proposed lots meet the minimum lot area requirements of the R-2 Zone. Property owners within 600 feet of the property have been notified of the proposed division and a sign was posted seven (7) days prior to the public meeting date.

PROPOSED ACTIONS: Recommend approval of the lot division and lot line adjustment request with no conditions; or recommend approval of the lot division and lot line adjustment request with conditions; or recommend denial of the lot division and lot line adjustment request; or provide staff further direction.

5. Proposed Lot Line Adjustment of Lots 4, 5, and 7, Block 2, of Anderson 7th Addition (ACTION ITEM) – Aimee Hennrich

The applicant, Jim Swift, is requesting a lot line adjustment between three properties legally described as Lots 4, 5, and 7, Block 2, of Anderson 7th Addition. The proposed lot line adjustment would increase Lot 4 from 9,975 sf to 11,400 sf, Lot 5 from 9,975 sf to 11,400 sf, and decrease Lot 7 from 26,565 sf to 23,715 sf. The subject lots are currently vacant land and were previously platted within the Anderson 7th Addition Subdivision. One of the original conditions of approval of the Anderson 7th Addition was that, “Lot 7, Block 2 shall be converted to a flag lot with the flagpole portion providing direct access to Sunnyside Avenue and no vehicular access shall be permitted from Palouse River Drive”. On September 6, 2022 City Council approved a request from the applicant to amend this condition of approval to state that, “Vehicular access to Lot 7, Block 2 shall only be permitted from Palouse River Drive for a commercial use upon the property”. Since a commercial use is anticipated for Lot 7, Block 2, the applicant is proposing to eliminate the flagpole portion of the lot since access to Sunnyside Avenue is no longer needed. The subject lots are currently zoned Multiple Family Residential (R-4). In the R-4 Zone, the minimum lot size is 5,000 sf and the minimum lot width is 50 feet. All proposed lots meet the minimum lot size and width requirements of the R-4 Zone.

PROPOSED ACTIONS: Recommend approval of the lot line adjustment request; or recommend approval of the lot line adjustment request with conditions; or recommend denial of the lot line adjustment request; or provide staff with further direction.

6. Lilly Street Reconstruction 'A' St. to Third St. Rebid - Bid Results & Contract Award (ACTION ITEM) - Scott Bontrager

The Lilly Street Reconstruction project includes the reconstruction of Lilly Street ('A' St to Third St) and First Street (Lieuallen St to Lilly St). The base bid consists of the full replacement of Lilly Street underground utilities, curb and sidewalk, and full-depth roadway replacement. Also included in the base bid is the realignment and daylighting of Hogg Creek and an extension of the existing pathway system along First Street. The Add Alternate bid consists of the reconstruction of First Street pavement, curb, sidewalk, and the installation of a new water main. The City published an advertisement for bids on December 3, 2022, and the Engineer's Estimate for

construction is \$1,805,308.40 for Base Bid and \$153,093.00 for the Add Alternate.

Bids were opened on January 10, 2023, at which three (3) bids were received. The Base Bids ranged from \$1,892,320.25 to \$1,969,698.95 and Add Alternate bids ranged from \$166,354.66 to \$179,609.00. Of those, the lowest responsive bid received was submitted by Big Sky Corporation with a Base Bid of \$1,871,406.50 and an Add Alternate bid of \$174,237.00. A bid analysis is included in the Committee packet. The Moscow Urban Renewal Agency (MURA) had previously committed \$200,000 in project funding in accordance with the Agency's Capital Improvement Plan. Staff has also requested MURA provide an additional \$200,000 to help with cost escalations since the original funding was committed to the project.

PROPOSED ACTIONS: Recommend acceptance of the low bid from Big Sky Corporation, award the contract for the base bid in the amount of \$1,871,406.50 as well as the bid alternate in the amount of \$174,237.00 contingent upon the MURA providing an additional \$200,000, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount, or provide staff further direction.

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.