

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

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Monday
January 23, 2023

4:00 PM

Council Chambers
206 E. Third St.

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

PRESENT: Julia Parker, Sandra Kelly, Drew Davis

OTHERS: Mayor Art Bettge, Councilmember Gina Taruscio, Council Member Maureen Laflin, Council Member Hailey Lewis

STAFF: Bill Belknap, Scott Bontrager, Sarah Banks, Aimee Hennrich, Cody Riddle, Mia Bautista, Taylor Riedner

REGULAR AGENDA

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

The minutes were approved as presented.

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.

Banks introduced the item as written above and reflected on historical practices. Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

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.

Hennrich introduced the item as written above and reviewed the subject property and proposed divisions. Augustine Avenue is a proposed road that will connect to Edington Street and allow driveway access to the new lots. No public comment was offered. The Committee recommended approval with no conditions and that it be placed on the Council consent agenda.

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.

Hennrich introduced the item as written above and reviewed the subject property and surrounding parcels.

Linda Jellum (Moscow) reflected on an email that was sent to council regarding concerns for the houses that would be built and the amount of traffic and noise these developments would bring in. Smaller lot sizes may bring in taller houses and there is a concern that the houses behind them would lose part of their view. Additional zoning and compliance questions were also brought up.

Tonya Blue (Moscow) shared concerns regarding property values and decreasing the values of the surrounding homes. Additional traffic issues will occur and it will bring in more cars using that area to pass through. The original plat did not include smaller homes such as the proposed.

Eric Billings (Moscow) shared the concern for more cars coming through with all the kids that live and play in the area. Southview is also a main drop off area for Palouse Prairie School so there are a lot of other kids crossing the street. There is a concern for taller buildings coming to the area and blocking views of other houses.

Lee Jellum (Moscow) shared concerns for the larger surrounding lots and the decrease in value and view for those homes.

Scott Becker (Hodgin Associates) shared that the lots are all owned by one individual and should maintain similar housing styles. The owner's intent for the division was to provide smaller and possibly more affordable homes. There are height limits on the proposed developments and houses cannot be taller than 35 feet.

Committee members agreed there is a need of greater enforcement of speed limits in the area. The community is growing and current edge of town will not always be the edge of town. The availability of more affordable housing would be appealing. All the proper steps to perform the division have been taken. The committee recommended approval and that it be placed on the Council regular agenda.

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.

Hennrich introduced the item as written above and reviewed the subject property and proposed adjustment.

Scott Becker (Hodgin Associates) shared the grade of the lot makes it really difficult to provide access to lot 7 which has already been proposed to have a commercial building on it. He anticipates that some kind of medical office would come in there and would not attract too much traffic. The Committee recommended approval and that it be placed on the Council consent agenda.

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.

Bontrager introduced the item as written above and reflected on the previous bid that was received. Big Sky Corporation worked with the City on a project in 2013 and the closest office is located in Coeur d'Alene. Contractors have expressed more interest in projects as cost of materials are starting to return to normalcy. The Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting adjourned at 4:44 p.m.

