



Public Works/Finance Committee

Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

**Monday
December 10, 2018**

4:30 PM

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

The meeting was called to order at 4:30 PM

PRESENT: Kathryn Bonzo Chair, Jim Boland Councilmember, Brandy Sullivan Councilmember

OTHERS: Mayor Bill Lambert

STAFF: Gary J. Riedner, Sarah Banks, Nate Suhr, Bill Belknap, Tyler Palmer, Laurie M. Hopkins

1. Approval of Public Works/Finance Committee November 13, 2018 Minutes – Laurie M. Hopkins

The Committee approved the minutes.

2. Disbursement Report for November 2018 – Sarah Banks

The Accounts Payable Report for the month ending November 2018. This was reviewed, signed and approved by the Public Works/Finance Committee on December 10, 2018.

ACTION: Approve the Disbursements Report for the month of November 2018.

Banks went through the major expenses. Having no questions, the Committee approved and signed the report.

3. ITD State/Local Agreement - 6Th Street LHSIP Project Construction – Alisa Anderson

On May 16, 2016, staff received notification from the Local Highway Technical Assistance Council (LHTAC) that the City was awarded funding through the Local Highway Safety Improvement Program (LHSIP) for the 6th Street Pedestrian Safety Improvements request with total project costs of \$154,409. The design of the project was completed in September 2018 and construction is scheduled for the summer of 2019. The project is located on East 6th Street from Asbury to Jefferson. The safety improvements include ADA compliant curb extensions, ADA pedestrian ramps, and high visibility thermoplastic crosswalks to support existing traffic calming measures implemented by the University of Idaho further west on 6th Street. The City has received the State/Local Agreement and the corresponding Resolution for construction. This was reviewed and recommended for approval by the Administrative Committee on December 10, 2018.

ACTION: Approve the State/Local Agreement and corresponding Resolution for "Construction" of the 6th Street Pedestrian Improvement, Project No. A020 (109), Key No. 20109.

Suhr said the design is complete and created an estimate which allows the City to proceed with the agreement. Six intersections will be improved with pedestrian ramps and curb extensions. Staff anticipates bidding and construction next spring. The Committee recommended approval and that it be placed on the Council consent agenda.

4. 2019 City Limits Designation – Kevin Lilly

Idaho State Code requires that all cities within the State of Idaho designate their legal corporate limits each year. In order to accomplish this, a new legal description of the corporate limits is developed at the beginning of the year that incorporates any and all changes to the City boundary that have occurred during the last calendar year. Because there were no annexations during 2018, it is not necessary to modify the legal description for the City's corporate limits. A simple acknowledgement that the limits remain the same as those adopted in 2018 under Ordinance 2018-04 will be sufficient to comply with state requirements. This was reviewed and recommended for approval by the Public Works/Finance Committee on December 10, 2018.

ACTION: Acknowledge the City of Moscow corporate limits for 2019 remain unchanged.

Palmer said there were no annexations this past year so only have to recognize that the boundaries are the same. Having no questions, the Committee recommended approval and that it be placed on the Council consent agenda.

5. Gotcha Mobility Bike Share Program (ACTION ITEM) – Tyler Palmer

Over the last several years the University of Idaho and the City of Moscow have researched and considered implementation of a Bike Share Program within the City. Consider request to enter into an agreement with the University of Idaho and Gotcha Mobility for an e-bike share program. Gotcha Mobility has been selected as the best-fit shared mobility provider for the University and City of Moscow. Gotcha Mobility provides a complete shared mobility package, including pedal assist e-bikes, e-scooters, and rideshare, which may allow for expanded shared mobility services in the future. The annual cost for 50 Gotcha branded e-bikes is \$45,000 and is proposed that this program expense be shared between the University of Idaho and the City of Moscow. Funding was not appropriated in the FY2019 budget. If approved, funding is proposed to come from overrunning the Non-departmental Public Transit line item (101-140-10-625-12), which would be addressed in the annual open-budget process. This was reviewed and recommended for approval by the Public Works/Finance Committee on December 10, 2018.

PROPOSED ACTIONS: Approve entering into an agreement with the University of Idaho and Gotcha Mobility for an e-bike share program and authorize funding from Non-departmental Public Transit line item (101-140-10-625-12); or take other such action deemed appropriate.

Palmer said the City and U of I have been looking at a bike sharing program for quite some time, including signed proposal that fell through. Have now identified a proposal from Gotcha for a pilot program with 50 e-bikes. The community pays would pay \$75.00 per Gotcha-branded bike per month. Each entity would pay \$22,500 for a one year pilot program then regroup and reassess. Gotcha seeks out corporate sponsorships to diminish the amount of the City's commitment. Couch added with the addition of scooters, the cost of each bike drops.

Riedner explained this was not budgeted however Non-Departmental in the General Fund has some flexibility should the Council wish to proceed.

The system is dockless and bikes can be left within the geofenced area. The bikes have GPS and can be tracked. This will allow drop off points to be adjusted accordingly. The contract is for functioning bikes and Gotcha will rotate bikes out as they need replaced or fixed. Every user is required to take a quiz and answer questions within the app. The City and U of I can customize the app with information we want users to be required to look at. More than one bike can be checked out at one time and helmets will be offered. A U of I affiliate can have 30 minutes free daily. Other citizens and visitors have to pay an annual membership or per minute. Once the pilot program data is reviewed those arrangements are adjustable. The target launch date is April 1. The Committee recommended approval and asked it be placed on the Council regular agenda with authority to move forward and negotiate an agreement.

Reports

Third Street Bicycle/Pedestrian Bridge Report - Tyler Palmer

Palmer said staff has identified the best option and placed an order with True North Steel with a delivery in March or April. Geotech work is complete and staff anticipates an early spring installation. The options for alignment of the bridge will be presented to the Transportation Commission on Thursday. The Commission will send a recommendation on to Council. Alignment in the middle could maintain on-street parking and could make installation less expensive. Alignment on the north side assists with future alignment for a multi-modal bridge. The least amount of changes for the network the better. Palmer said by February, the excavation and footings should be complete. Boland requested a monthly update until such time as it is completed.

Adjourn

The meeting was closed at 5:01 PM

