

Moscow City Council



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

**Monday
April 17, 2023**

7:00 PM

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

The Moscow Mayor, City Council and Staff welcome you to tonight's meeting. This meeting is open to the public. 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; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so during the public comment item on the agenda. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Moscow City Council meetings are televised, videotaped and/or recorded. Links to view the City Council meeting live can be found on the City website, YouTube, Facebook and Spectrum Cable 1301. Thank you for your interest in City government.

PLEDGE OF ALLEGIANCE

PROCLAMATION

Earth Day

Arbor Day

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council April 3, 2023 Minutes - Laurie M. Hopkins

B. Disbursement Report March 2023 - Sarah Banks

Staff presented the March 2023 Accounts Payable Report to the Public Works / Finance Committee on April 10th, 2023. The Committee received the report and approved the disbursements as presented.

ACTION: Accept the Disbursements Report for the month of March 2023.

C. Second Quarter Financial Report January 1, 2023 to March 31, 2023 for FY2023 - Sarah Banks

Staff presented the second quarter financial report of Fiscal Year 2023 (January 1, 2023 to March 31, 2023) to the Public Works / Finance Committee on April 10th, 2023. The Committee received the financial report and approved it as presented.

ACTION: Accept the FY2023 Second Quarter Financial Report.

D. Recycling Services Agreement Between City of Moscow and University of Idaho - Tim Davis

The University of Idaho is committed to begin a single stream recycling program on campus with collection of recyclables performed in-house by Facilities staff. The City of Moscow implemented a single stream recycling program in 2016 for residential and multi-family customers. The City later made the single stream recycling program available to commercial customers in 2018. The City of Moscow has a long history of supporting recycling as a part of an overall sanitation strategy including owning the Moscow Recycling Center where all recyclables collected in Moscow are delivered and processed. The City of Moscow supports the University's commitment to begin a single stream recycling program on campus and is committed to accept, process and ultimately ship the University's single stream recycling materials to a Material Recovery Facility. This was reviewed by the Public Works/Finance Committee on April 10, 2023 and recommended for approval.

ACTION: Approve the Services Agreement between the City of Moscow, Idaho and University of Idaho for single stream recycling program as presented.

E. Asphalt Rubber Chip - 2023 Bid Results and Contract Award - Todd Drage

The Pavement Preservation Program for FY2023 includes Asphalt Rubber (AR) Chip Seal road treatments to address multiple locations throughout the City. The City published an advertisement for bids for the project on March 11, 2023. Bids were opened on Tuesday, March 28, 2023. One responsive bid was received from Doolittle Construction LLC of Snoqualmie Washington for the amount of \$433,962.33. This was reviewed by the Public Works/Finance Committee on April 10, 2023, and recommended for approval.

ACTION: Accept the low bid from Doolittle Construction, award the contract in the amount of \$433,962.33, and authorize staff approval for construction change orders in an amount not to exceed 10% of the contract amount.

F. Palouse Mall AC Water Main Replacement Bid Results and Contract Award - Nate Suhr

The Palouse Mall AC Water Main Replacement project consists of the removal and replacement of approximately 740 feet of 12-inch asbestos cement (AC) water main located behind the northeast corner of the Palouse Empire Mall. This project will also replace various drainage structures, water valves, and fire hydrants as needed. The replacement is necessary due to the brittle nature of AC pipe which is of high concern, especially when located near a production well where it will see daily pressure fluctuations due to well operation. This was reviewed by the Public Works/Finance Committee on Monday April 10, 2023 and recommended for approval.

ACTION: Accept the bid from M.L. Albright & Sons, Inc., award the contract in the amount of \$422,530.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

G. Artwalk Season Finale Alcohol Use Request in Entertainment District - Amanda Argona

The City of Moscow Arts Department is hosting the Artwalk Season Finale on Thursday, June 15th, from 4 pm to 8 pm on Main Street between 3rd and 6th Streets. This annual event concludes the 2022-2023 Artwalk Season in an artistic and festive manner. As a City-hosted event, the Arts Department has facilitated the registration of Main Street vendors and demonstrators, as well as business and non-profit host locations. No more than 5 (five) beer/wine vendors will be authorized for beer/wine sales, and a variety of activities will take place including live music, Kidwalk, food sales, art demonstrations, and more. The event has been reviewed and approved as of March 1, 2023. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, Artwalk is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Section 10-1-12; a draft resolution has been prepared for Council's consideration. This was reviewed by the Public Works/Finance Committee on April 10,

2023 and recommended for approval.

ACTION: Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of the Artwalk Season Finale for the duration of the event.

H. Moscow Renaissance Fair Alcohol Use Request in East City Park - Amanda Argona

Moscow Renaissance Fair LLC is hosting the annual Moscow Renaissance Fair on Saturday, May 6 and Sunday, May 7 in East City Park. The annual event is a community celebration of spring. Live music, artisans, kid-friendly activities, food vendors, and a beer garden are traditional aspects of this event. The applicant anticipates 1 (one) licensed beer and/or wine vendor in the beer garden, which is estimated to be 30'x20' in size. Following standard operating procedures for events with alcohol within a City Park, Moscow Renaissance Fair LLC is requesting the allowance of attendees to possess and consume alcoholic beverages within the 30'x20' beer garden from 12:00-7:30 pm on Sat., May 6 and 12:00-5:00 pm on Sun., May 7. Per Moscow City Code, Section 5-13-4, a draft resolution has been prepared by the Community Events Division and reviewed by the Legal Department for the Council's consideration to permit this typically prohibited activity. This was reviewed by the Public Works/Finance Committee on April 10, 2023 and recommended for approval.

ACTION: Approve the resolution allowing for the possession and consumption of alcoholic beverages in the designated beer garden in East City Park for Moscow Renaissance Fair for the listed dates and times during the event.

REGULAR AGENDA

2. Staff Recognition

3. Mayors Appointments (ACTION ITEM)

4. Public Comment and Mayor's Response Period (limit 15 minutes)

5. Mayor's Earth Day Awards

6. Appeal of Conditional Use Permit at 2518 Itani Drive (ACTION ITEM) - Aimee Hennrich

On January 6, 2023, John and Candis Write applied for a Conditional Use Permit (CUP) to allow a Bed and Breakfast Inn, utilizing two of the four existing bedrooms in the single family home at 2518 Itani Drive. The Board of Adjustment conducted a public hearing for the proposed CUP on February 7, 2023, and subsequently voted to approve the CUP application with the condition that the applicant provide six (6) off-street parking spaces on the property. Under current City standards, a single-family home would require two (2) off-street parking spaces and a two (2) bedroom Bed and Breakfast would require one (1) additional parking space for a total of three (3) off-street parking spaces. On February 23, 2023, the Community Development Department received an appeal from John and Candis Write, stating that they wish to appeal the Board of Adjustment's decision to City Council in order to eliminate the condition of approval.

PROPOSED ACTIONS:

1. After considering the record and appeal request; sustain the decision of the Board in whole or in part; reverse the decision of the Board in whole or in part; or remand the matter in whole or in part to the Board with comments and/or instructions for further consideration by the Board; or take other such action deemed appropriate.
2. Direct staff to prepare a written decision based on the Council's action.

7. Public Hearing: Idaho Community Development Block Grant - Status of Grant Funded Project Activities for Fire Truck Acquisition (ACTION ITEM) - Alisa Anderson

In April of 2022, the City of Moscow received an Idaho Community Development Block Grant (ICDBG) in the amount of Three Hundred Thirty-Five Thousand Dollars (\$335,000) from the Idaho Department of Commerce. This funding is allocated to the State of Idaho from the U.S. Department of Housing and Urban Development. The funds are currently being used to purchase a new Pumper Fire Engine for the Moscow Volunteer Fire Department. The hearing will include a review of project activities and accomplishments to date, a summary of all expenditures to date, a general description of remaining work and any changes made to the scope of work, budget, schedule, location or beneficiaries. Verbal and written questions and comments will be accepted at the public hearing.

PROPOSED ACTIONS: Conduct a public hearing regarding project activities and accomplishments to date, a summary of all expenditures to date, a general description of remaining work and any changes made to the scope of work, budget, schedule, location or beneficiaries. Accept verbal and written comments and questions at the public hearing.

REPORTS

City Council

Mayor

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.