Public Works / Finance Committee

Regular Meeting
~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday March 11, 2024	**4:00 PM**	**Council Chambers 206 E. Third St.**

The meeting was called to order at 4:00 p.m.
PRESENT: Julia Parker, Gina Taruscio, Drew Davis
OTHERS:
STAFF: Cody Riddle, Amanda Argona, Sarah Decker, Taylor Riedner

REGULAR AGENDA

1. **Approval of Public Works/Finance Committee February 13, 2024 Minutes (ACTION ITEM) - Taylor Riedner**

The minutes were approved as presented.

2. **Disbursement Report February 2024 (ACTION ITEM) - Sarah Decker**

   Presentation of the Accounts Payable Report for the month ending February, 2024.

   ACTION: Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of February 2024.

   Decker introduced the item by highlighting major expenditures including a payment to the airport and booster station phase 2. Needing no further discussion, Committee approved the report, authorized the use of digital signatures, and place it on Council consent agenda.

3. **Fourth Quarter Financial Report July 1, 2023 to September 30, 2023 for FY2023 (ACTION ITEM) - Sarah Decker**

   Presentation of the financial report for the fourth quarter of Fiscal Year 2023 (July 1, 2023 to September 30, 2023).

   PROPOSED ACTIONS: Approve the FY2023 Fourth Quarter Report, or provide staff with further direction

Decker explained that most items should be around 100% other than year-end transfers that include unanticipated fund balances. Line items that were over expensed were still covered by funds in that particular budget as a whole. The Committee recommended approval and place it on Council consent agenda.

4. **Earth Day Celebration Alcohol Use Request in East City Park (ACTION ITEM) - Amanda Argona**

   Inland North Waste is sponsoring an Earth Day Celebration on Saturday, April 19th, from 3 to 7 pm in East City Park. The annual event honors the ways our community protects and preserves our environment and is offered free of charge. Live music and eco-minded organizations are part of this event, in addition to food and a beer garden. The applicant anticipates 1 (one) licensed beer and/or wine vendor in the beer garden, which is estimated to be 25'x25' in size. Following standard operating procedures for events with alcohol within a City Park, Inland North Waste is requesting the allowance of attendees to possess and consume alcoholic beverages within the 25'x25' beer garden during the aforementioned date and time. 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.

PROPOSED ACTIONS: Recommend approval of the resolution allowing for the possession and consumption of alcoholic beverages in the designated beer garden in East City Park for Earth Day Celebration for the duration of the event; or provide staff with further direction.

Argona introduced the item by reviewing the 2 previous Earth Day Celebrations and the process it takes to approve such events.

Stevie (Inland North Waste) shared that the intent of the event is to be family friendly and therefore the beer garden will only be a smaller area of the park. The only alcohol vendor will be Shattuck Brewery. There will also be non-profit organizations and arts and crafts staged throughout the event footprint.

Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

5. **Personal Delivery Devices License Agreement-Starship Technologies (ACTION ITEM) - Cody Riddle**

   Starship Technologies is seeking a three-year, non-exclusive license agreement to continue operation of personal delivery devices in the public right-of-way.

   PROPOSED ACTIONS: Recommend approval of the proposed license agreement; or provide staff further direction.

Riddle introduced the item by reflecting on the original agreement with Starship and the success of operations over the last year. There have been no conflicts to report to date. If approved, Starship will pay the $250 per year fee upfront. Approximately 14,000 orders were made using these devices and 14,670 cumulative miles that were driven. The number of devices in allowed in the agreement will not change and is set at a maximum of 30. However, there are only 13 devices currently deployed. The Committee recommended approval and that it be placed on the Council consent agenda.

6. **Consideration of Financial Participation in the Bill Chipman Trail Bridge Replacement Project (ACTION ITEM) - Tyler Palmer**

   On August 19, 2023, the Bill Chipman Trail Bridge #5 was badly damaged by an arson fire. Based on a consulting engineer hired by Whitman County, the bridge cannot be repaired and requires replacement. Whitman County estimates a replacement cost of $250,000. This bridge was not covered under Whitman County's liability insurance coverage, consistent with all bridges in their transportation network. The Whitman County Commissioners have sent a letter requesting financial participation for replacement costs for the bridge from each of the five (5) entities of the Palouse Trail Committee.

   PROPOSED ACTIONS: Recommend approval to financially participate in the replacement cost of bridge #5 along the Bill Chipman Trail in an amount not to exceed $40,000; or provide staff with further direction.

   Riddle presented the item as written above. There would be a detour provided while the project is ongoing which may take a couple of months. The City of Moscow, City of Pullman, Whitman County, Washington State University, and the University of Idaho entered into an agreement in 1997 to share costs of operating and maintaining the Chipman Trail. Whitman County has committed to pay any costs beyond the estimated $250,000. The city's contribution of $40,000 would be expensed from the Parks Capital Projects Fund. Committee recommended staff to review the current 1997 agreement and insurance of the trails. The Committee recommended approval and that it be placed on the consent agenda.

ADJOURN

The meeting adjourned at 4:22 p.m.

Minutes Approved On
APRIL 8, 2024
Taylor Riedner
(Clerk Signature)