

Public Works / Finance Committee



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, June 10, 2024

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 May 13, 2024 Minutes (ACTION ITEM) - Laurie M. Hopkins

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

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

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

3. Rendezvous in the Park Alcohol Use Request in East City Park (ACTION ITEM) - Amanda Argona

Rendezvous in Moscow, Inc. is hosting its annual music and arts festival, Rendezvous in the Park, on July 19-20, 2024, in East City Park. The festival features live, family-friendly concerts in the evenings, a two-day arts festival for children during the mornings, food vendors, and one licensed beer/wine vendor. Following standard operating procedures for events with alcohol within a City Park, Rendezvous in Moscow, Inc. is requesting the allowance of attendees to possess and consume alcoholic beverages within the event footprint during the hours of 4:30 p.m. and 10 p.m. during the aforementioned dates. 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.

PROPOSED ACTIONS: Recommend approval of the resolution allowing for the possession and consumption of alcoholic beverages in East City Park within the event footprint of Rendezvous in the Park during the listed times and dates of the event; or provide staff further direction.

4. Pour Company Keg, Cork & Fork Fest Alcohol Use Request in Entertainment District (ACTION ITEM) - Amanda Argona

Pour Company is hosting Keg, Cork & Fork Fest on Saturday, July 13 from 4 to 8 pm on Sixth Street between Deakin Avenue and Asbury Street. This event was previously hosted annually at the Latah County Fairgrounds under the moniker Artisan Grains Beer Fest. This is Pour Company's second event utilizing this section of Moscow's Entertainment District. The applicant is anticipating up to six beer vendors, four wine vendors, and three food trucks. Live music is

scheduled to be a part of the festivities. In similar fashion to other approved Entertainment District events, alcohol is not permitted outside the approved event footprint, and a check-i.d. station will be utilized for the distribution of wristbands and event containers to participants 21 years of age or older. This event has been reviewed and approved as of May 23, 2024. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, Keg, Cork & Fork 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.

PROPOSED ACTIONS: Recommend approval of the resolution allowing for the temporary suspension of the open container law within the event footprint of Keg, Cork & Fork for the duration of the event; or provide staff with further direction.

5. MoscAuto Festival Alcohol Use Request in Entertainment District (ACTION ITEM) - Amanda Argona

Northwest Wado-ryu LLC is hosting MoscAuto Festival on Sunday, July 14 from 9:30 am to 3:30 pm on Main Street between 3rd and 6th Streets, and portions of 4th and 5th Streets. This event, which is stylized as a classic car and motorcycle show, is a new event to the Entertainment District, with the applicant intending for the event to be hosted annually. The applicant is anticipating up to four licensed beer and/or wine vendors, three food trucks, and a variety of automobiles and vehicles. Live music is scheduled to be a part of the festivities in the form of a band or DJ. This event has been reviewed and approved as of June 3, 2024. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, MoscAuto Festival 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.

PROPOSED ACTIONS: Recommend approval of the resolution allowing for the temporary suspension of the open container law within the event footprint of MoscAuto Festival for the duration of the event; or provide staff with further direction.

6. Indian Hills II Apartments Development Agreement (ACTION ITEM) - Todd Drage

Blum Enterprises - 4 LLC. is in the process of the development of a 10.5 acre parcel at the northwest corner of the intersection of Palouse River Drive and Mountain View Road. The Project will develop the parcel into 15 separate apartment buildings which collectively total 240 individual 1, 2, and 3 bedroom units. The Project includes the installation of public utilities to serve the development and half-width frontage improvements along Palouse River Drive and Mountain View Road. For the project, a development agreement is necessary to address construction of public improvements, project warranty, securities, and as-constructed drawings. The agreement included in the packet covers these items.

PROPOSED ACTIONS: Recommend approval of the Development Agreement with Blum Enterprises - 4 LLC. Inc., or provide staff with further direction.

7. Indian Hills II Apartments Right-of-Way Dedication (ACTION ITEM) - Todd Drage

The Indian Hills II Apartment Project consists of the development of a 10.5 acre parcel at the northwest corner of the intersection of Palouse River Drive and Mountain View Road. The Project will develop the parcel into 15 separate apartment buildings which collectively total 240 individual 1, 2, and 3 bedroom units. Additionally, the Project will complete half-width frontage improvements to include asphalt pavement widening (which include a 5' bike lane), curb and gutter, greenstrip, and a 6' wide sidewalk along approximately 800 linear feet of Palouse River Drive and, 560 linear feet of Mountain View Road. Per the City's Thoroughfare Plan, both Palouse River Drive and Mountain View Road are designated as minor arterials which, per City Standard Drawing 1f, require a half road right-of-way width of 45 feet. Currently, neither road's

half width ROW totals 45 feet. As a result, the dedication of additional ROW for the portions of the Project adjacent to both streets is necessary. The Deed of Dedication to do so, which includes a record of the survey, has been included in this packet.

PROPOSED ACTIONS: Recommend approval of the Deed of Dedication, or provide staff with further direction.

8. Conestoga Street Extension Right-of-Way Dedication (ACTION ITEM) - Todd Drage

During the development of the Edington 1st Addition Subdivision, Conestoga Street was extended through City Park Property from its intersection with Palouse River Drive south to the subdivision. Conestoga was extended as a 70-foot wide collector street per the City's Thoroughfare Plan to accommodate public travel and other secondary street purposes such as the extension of utilities. As the subdivision nears completion, it is necessary to transfer the ownership from the City as park property to the City as public right-of-way. The Deed of Dedication to do so, which includes a record of the survey, has been included in this packet.

PROPOSED ACTIONS: Recommend approval of the Deed of Dedication, or provide staff with further direction.

9. Dominion Way Street Name Approval (ACTION ITEM) - Todd Drage

On June 6, 2016, Faith Ministries Inc. (DBA Logos School) filed an application for a Conditional Use Permit (CUP) to construct a school and church on a 30-acre property located at 1515 N. Mountain View Road. The Moscow Board of Adjustment approved the CUP in August of 2016. The CUP detailed that the project would include the construction of public improvements to support the development. The associated public improvements include the construction of a new public street adjacent to the development. The City's standard process for the creation of street names is for Council to approve them with the approval of a Final Plat. As this street is being created through right-of-way dedication, the street name was not approved through the platting process. This agenda item is being presented to request Council officially approve the street name "Dominion Way", as requested by the project proponent. A location figure and plan view figures from the Project's civil plan set have been included in this packet.

PROPOSED ACTIONS: Recommend approval of the street name Dominion Way, or provide staff with further direction.

10. Idaho Fire Fighter's License Plate Grant Program (ACTION ITEM) - Alisa Anderson / Brian Nickerson

The Idaho Fire Chief's Association (IFCA) sponsors the Fire Fighter License Plate (FFLP) grant program on an annual basis. Grant requests must comply with the legislated guidelines to be used "exclusively for fire safety education" of firefighters, fire chiefs, and the general public. Grants are general capped at a maximum possible award of \$2,500 to \$3,500. The Moscow Volunteer Fire Department (MVFD) conducts 15-20 fire extinguisher classes per year to the community to include the University of Idaho (UI) Greek housing. Training conducted off-site from a firehouse is accomplished with the use of a LP gas fire prop and 2.5-gallon water extinguishers. The MVFD is requesting to submit a grant request to purchase six (6) 2.5 Gallon Amerex Brand water extinguishers estimated to cost \$190.00 each. The MVFD is also requesting to purchase fire prevention materials to be distributed to the community at trainings estimated to cost \$500. The total grant request will not exceed \$1,800.00. The grant application is due June 28, 2024. No match is required for this request.

PROPOSED ACTIONS: Recommend approval for the MVFD to submit a grant application to the Idaho Fire Chief's Association Fire Fighter License grant program in an amount not to exceed \$1,800 for the purchase of six (6) 2.5 Gallon Amerex Brand water extinguishers and community training materials, or provide staff further direction.

11. Firehouse Subs Grant Application (ACTION ITEM) - Alisa Anderson / Brian Nickerson

The Moscow Volunteer Fire Department (MVFD) is requesting to submit a grant application to the Firehouse Subs Public Safety Foundation (Foundation). This Foundation assists first responders and public safety organizations by providing lifesaving equipment and needed resources to help them be better prepared to save lives in the communities they serve. The funding request to Firehouse Subs is for the purchase of new extraction equipment used to cut through tough materials, helping to open tight spaces and provide stabilization. The MVFD is requesting to submit a grant request in an amount not to exceed \$30,000.

PROPOSED ACTIONS: Recommend approval for the MVFD to submit a grant application to Firehouse Subs Foundation in an amount not to exceed \$30,000 for extraction equipment, 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.