Public Works / Finance Committee

Regular Meeting
~Minutes~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, June 10, 2024 | **4:00 PM** | **Council Chambers 206 E. Third St.**

The meeting was called to order at 4:00 PM
PRESENT: Hailey Lewis, Gina Taruscio, Bryce Blankenship
OTHERS: Council Member Julia Parker
STAFF: Cody Riddle, Laurie Hopkins, Sarah Decker, Amanda Argona, Brian Nickerson, Mia Bautista, Alisa Anderson, Todd Drage

REGULAR AGENDA

1. **Approval of Public Works/Finance Committee May 13, 2024 Minutes (ACTION ITEM) - Laurie M. Hopkins**

The minutes were approved as presented.

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.

Decker introduced the item and provided the major expenditures including an equipment purchase for underground pipeline inspections, a DEQ water loan payment, sewer construction on Brent Drive, City Shop design services, and second half of the City's insurance premium. The Committee approved and authorized 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.

Argona introduced the item as written above. Having no questions, the Committee recommended approval and that it be placed on the Council consent agenda.

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.

Argona introduced the item as written above. Patty's Kitchen isn't open on Saturday's so won’t be affected by the closure and Taco Time is outside the street closure. Staff is in contact with the University in regards to their HR parking lot. The Committee recommended approval and that it be placed on the Council consent agenda.

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.

Argona introduced the item as written above. This will be the first time closing a street on a Sunday. Lewis asked if there was any concern about events on Saturday and Sunday of the same weekend. Argona responded if there wasn’t enough staff, the Streets Division wouldn't have approved. Chris Schwartz, event representative explained there is a registration page for those wanting to enter a car. The Committee recommended approval and that it be placed on the Council consent agenda.

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.

Drage introduced the item as written about. It is a standard development agreement with the addition of upsizing the watermain to support future growth in the southwest area and City to reimburse $42,200 when completed. Also added is the requirement of a traffic impact study to evaluate the intersections around the development which did not show any necessary mitigation needed with phase 1, 2, or 3. The study did show future potential for a light at Highway 8 and Mountain View Road. The study provided a trip projection and per trip cost analysis. With that information the City recommended that the development per trip cost be included in the agreement. Taruscio likes the additional requirements as it looks into the future. In answer to a question by Lewis, parkland dedication is not required as this isn't a subdivision. The Committee recommended approval and that it be placed on the Council consent agenda.

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.

Drage introduced the item as written above. The corner is secured for a future round about. Lewis was concerned about hodge-pod sidewalks but the street will deadened until there is more development. The Committee recommended approval and that it be placed on the Council consent agenda.

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 the packet.

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

Drage introduced the item as written above adding this is the portion south of Palouse River Drive and wasn't dedicated during the plat process. The street name will be Conestoga Street and that will be corrected in the documents. The Committee recommended approval and that it be placed on the Council consent agenda.

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.

Drage introduced the item as written above and provided the guidelines for naming streets. The proposed name meets the guidelines. Because Mountain View Road turns 90 degrees from east to the north, the name would not continue south. Riddle said staff is discussing having the Planning and Zoning Commission review the guidelines for possible codification. Blankenship said he was uncomfortable with the weight of the word and shared the definitions of the word dominion. Although Dominion Way meets a lot of the requirements, he would rather seek direction. He also reviewed the street directory and no other streets have a name with the weight of dominion. He doesn't want to recommend approval. Lewis agreed, she wants to presenting a more unified Moscow and names have power. Appreciates staff recommendat6ion as it meets the guidelines but would like to see other names by the applicant. Taruscio doesn’t agree that just because we don't like the name doesn’t mean we should not approve it when the name meets the guidelines. The Committee forwarded the item to the full Council for discussion. They asked staff to invite the applicant to the meeting.

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.

Anderson introduced the item as written above. Chief Nickerson explained the water extinguishers are used quite a lot. They have been awarded throughout the years. two for Moscow and a joint grant last year. Nickerson said the Idaho Fire Chiefs Association primarily runs the program and receive about $85,000 per year in grant money. The Committee recommended approval and that it be placed on the Council consent agenda.

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, or provide staff further direction.

Anderson introduced the item as written above. Nickerson said this equipment will replace some of the hydraulic tools. One set was purchased for Rescue 24 with the general fund. The battery operated is more powerful. The plan is to purchase two pieces, the spreader and the cutter, with the grant then budget for the third, which is a ram. The Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting concluded at 4:45 p.m.

Minutes Approved On

July 8, 2024

(Clerk Signature)