

Public Works / Finance Committee



Regular Meeting ~Agenda~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, December 9, 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 council committee meetings are televised, videotaped and/or recorded. Links to view the City Council meeting live can be found on the City website and the City's YouTube channel. Thank you for your interest in City government.

REGULAR AGENDA

1. Approval of Public Works/Finance Committee September 9, 2024 Minutes (ACTION ITEM) - Laurie M. Hopkins

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

Presentation of the Accounts Payable Report for the month ending November 2024.

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

3. City Limits Ordinance (ACTION ITEM) - Scott Bontrager

Idaho Code Section 63-215 states that taxing districts that alter their boundaries must prepare and file the legal description and map of the new district boundary within 30 days of the amendment or no later than the tenth day of January of the year following the alteration. The City recently amended the City boundary through the annexations of Pine View subdivision (Juscen) property on May 6, 2024, Wildrose Court Addition subdivision property on May 6, 2024, and South Moscow Business Park (SOMO) property on October 7, 2024. Staff has prepared a new City Limits ordinance which includes the updated legal description and boundary map for the Council's approval and transmission to the State Tax Commission and Latah County Recorder and Assessor offices. This matter has been scheduled for consideration by the Council at the upcoming December 16, 2024 meeting.

PROPOSED ACTIONS: Recommend approval of the Ordinance, or provide staff further direction.

4. Task Order No. 1 City of Moscow Palouse Mall Lift Station Rehabilitation Project (ACTION ITEM)- Evan Timar

The Palouse Mall Lift Station was originally constructed in 1976 and pumps on average 68 million gallons of wastewater per year into the Water Reclamation Facility. Task Order No.1, pursuant to the Master Agreement for Professional Services between City of Moscow and Ardurra Group, consists of design phase services for the rehabilitation of the Palouse Mall Lift

Station. The station requires updates and improvements due to its age and increased operational volumes. Proposed enhancements include the rehabilitation of the existing wet well, the installation of a new valve vault, the replacement of the wet well cover and hatch, the replacement of the dry-well pumps with submersible pumps, the installation of new guide rails, new electrical and control systems, the addition of a flow meter, and the replacement of the existing force main that runs across State Highway 8 to the Headworks building. The Palouse Mall Lift Station is relied upon to maintain a seamless and consistent operation by moving a large area of Moscow's wastewater to the Reclamation Facility.

PROPOSED ACTIONS: Recommend acceptance of the Agreement in the amount of \$215,114.00, or provide staff with 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.

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, September 9, 2024

4:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 4:00 p.m.

PRESENT: Hailey Lewis, Gina Taruscio, Bryce Blankenship

OTHERS: Mayor Art Bettge, Council Member Sandra Kelly, Council Member Drew Davis,
Council Member Julia Parker

STAFF: Bill Belknap, Mia Bautista, Mike Ray, Aimee Hennrich, Todd Drage, Laurie M. Hopkins,

REGULAR AGENDA

1. Approval of Public Works/Finance Committee August 12, 2024 Minutes (ACTION ITEM) - Laurie M. Hopkins

The minutes were approved as presented.

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

Presentation of the Accounts Payable Report for the month ending August 2024.

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

Decker introduced the item by going over the major expenditures including an A Street reconstruction payment and the Whitcom quarterly payment. The Whitcom agreement runs calendar year and is coming due at the end of the year with anticipation of a three year agreement.

3. Request for Waiver for On-Premises Consumption Within 300 Feet of a School or Church per Idaho Code (ACTION ITEM) - Laurie M. Hopkins

The owners of Neat are in the process of obtaining a transfer of location for their alcohol license through the State of Idaho. Idaho Code § 23-913, 23-1011B, and 23-1307A, prohibits any business from selling liquor, beer and/or wine for on-premise consumption within three hundred feet (300') of any church, school or any other place of worship, unless the City Council approves waiver of the requirement. The new location at 524 S. Main St is within 300 feet of a place of worship, specifically the Nuart Theater, where Christ Church holds church services. The state and county licenses have been applied for and are pending approval. A letter of request for waiver has been submitted and is included in the meeting packet.

PROPOSED ACTIONS: Consider applicant's request for City Council to waive the prohibition from selling alcohol for on-premises consumption within three hundred feet (300') of any church, school or any other place of worship and recommend approval contingent on issuance of state and county licenses; or provide staff further direction.

Hopkins introduced the item as written above. Included in the packet was an email from Ben Merkle, minister at Christ Church, stating they support the new location. Having no questions, the Committee

recommended approval and that it be placed on the Council consent agenda.

4. Proposed Lot Line Adjustment at 702 and 718 Public Ave (ACTION ITEM) - Aimee Hennrich

The applicants, Mike and Brooke Lowry and Richard and Dana Hull, are requesting a lot line adjustment between three adjacent parcels. Two of the parcels share the common address of 702 Public Ave and consist of a single-family dwelling on one parcel surrounded by undeveloped land on second parcel. The third parcel is addressed as 718 Public Ave and currently contains a single-family dwelling. The proposed lot line adjustment increases the 702 Public Ave single-family dwelling parcel from 18,619 sf to 4.44 acres, decreases the 702 Public Ave undeveloped parcel from 4.27 acres to 9,600 sf, and decreases the 718 Public Ave parcel from 1.39 to 1.33 acres. The applicants are requesting the lot line adjustment in order to reduce the size of the undeveloped parcel and meet the required street frontage along Public Avenue. All three lots are within the Low Density, Single Family Residential (R-1) Zoning District where all parcels are required to have a minimum lot area of 9,600 sf and have a minimum lot width of 80 feet. All three proposed parcels meet all zoning requirements of the R-1 Zone.

PROPOSED ACTIONS: Recommend approval of the lot line adjustment request; or recommend approval of the lot line adjustment request with conditions; or recommend denial of the lot line adjustment request; or provide staff with further direction.

Hennrich introduced the item as written above. Staff can speculate this situation came about due to tax purposes to separate single family from vacant land but can't be certain. The owner of parcel one needed a little more frontage to meet the lot requirement which is why the lot of parcel 3 is being adjusted as well. The Committee recommended approval and that it be placed on the Council consent agenda.

5. Wildrose Court PUD Addition Development and Monumentation Agreements (ACTION ITEM) - Todd Drage

Ron Struthers, on behalf of Provvidenza, LLC., has submitted to the City a final plat for the development of a property east of the current extent of Wildrose Drive. On May 6, 2024, the City Council approved the preliminary plat for this property. The final plat is titled "Wildrose Court PUD" and will be presented for City Council approval on September 16th. If Council approves the final plat, development and monumentation agreements will be required. The development agreement is necessary to address construction of public improvements, parkland dedication, and as-constructed drawings. The monumentation agreement is required as the interior property corners will not be set until after the final plat has been filed, the earthwork has been completed, and the utilities have been installed. In such instances, an agreement obligating the establishment of these interior corners is required by Idaho Code. Staff has prepared both agreements for the Council's approval.

PROPOSED ACTIONS: Recommend approval of the Development and Monumentation Agreements for the Wildrose Court PUD; or provide staff further direction.

Drage introduced the item as written above. The City will own and operate sanitary sewer and water mains and street and stormwater infrastructure will be owned and operated by the PUD. Included in this development is a dedication of a 20' pathway corridor to connect Wildrose Circle to path from Hampton Court. This pathway satisfies the parkland dedication. The Committee recommended approval and that it be placed on the Council consent agenda.

6. Replat of Lots 12 and 13, Quail Run Addition Development and Monumentation Agreements (ACTION ITEM) - Todd Drage

Stacy Smisek, on behalf of RMR Construction LLC., has submitted to the City a final plat for the

development of a property at the northeast corner of the intersection of Highway 95 and Quail Run Drive. On November 6, 2023, the City Council approved the preliminary plat for this property. The final plat is titled "Replat of Lots 12 & 13 of Block 3 of Quail Run Addition to the City of Moscow" and will be presented for City Council approval on September 16th. If Council approves the final plat, development and monumentation agreements will be required. The development agreement is necessary to address construction of public improvements, warranties, and as-constructed drawings. The monumentation agreement is required as the interior property corners will not be set until after the final plat has been filed, the earthwork has been completed, and the utilities have been installed. In such instances, an agreement obligating the establishment of these interior corners is required by Idaho Code. Staff has prepared both agreements for the Council's approval.

PROPOSED ACTIONS: Recommend approval of the Development and Monumentation Agreements for the Replat of Lots 12 and 13, Quail Run Addition; or provide staff further direction.

Drage introduced the item as written above. Staff explained the use of a hammerhead turnaround. Having no other questions, the Committee recommended approval and that it be placed on the Council consent agenda.

7. Woodbury 1st Addition Development Agreement Amendment (ACTION ITEM) - Todd Drage

Woodbury Land LLC, has submitted to the City a request to modify the phasing for the Woodbury 1st Addition Subdivision. The final plat, titled Woodbury 1st Addition, and the Development Agreement for the Addition was approved by City Council on Monday, October 17, 2022. Section X - Phasing, in the original agreement contained a figure that detailed 17 single family lots being included in a 1st phase, 17 single family lots included in a 2nd phase, and then the remaining 45 lots being included in a 3rd phase. The original agreement was then amended in 2023 requesting a modified phasing plan. Woodbury Land LLC is requesting a 2nd amendment to phase the remaining lots in the development in 6 more phases (7 phases total). The agreement amendment provides a new figure, detailing the 7 phases. The amendment to the agreement along with the original development agreement and the 1st amendment included as attachments to the 2nd amendment have been included with this packet.

PROPOSED ACTIONS: Recommend approval of the Development Agreement amendment with Woodbury Land LLC for the Woodbury 1st Addition; or provide staff with further direction.

Drage introduced the item as written above. Staff is currently reviewing phase 2 civil drawings to be sure there is no drop offs, service to utilities and emergency services. Taruscio liked there was a wider demographic of lots. In answer to a question from Lewis, Belknap explained the city code does allow the opportunity for developments to mitigate the park demand their development would create by creating their own city parks and this development would be responsible for maintaining it. Lewis was surprised to see the park being the last part of the development. There is a second open space in the development. The City requires all improvements be complete before a building permit can be issued so phasing allows less capital costs upfront and building permits to be issued per phase. The Committee recommended approval and that it be placed on the Council consent agenda.

8. Replat of Lot 12 and Lot 13, Block 3 of the Quail Run Addition Final Plat (ACTION ITEM) - Mike Ray

On November 6, 2023, Moscow City Council approved the Replat of Lot 12 and Lot 13, Block 3 of the Quail Run Addition preliminary plat with no conditions. On August 14, 2024, the applicant submitted the final subdivision plat to be reviewed by the Planning and Zoning Commission and City Council. The Planning and Zoning Commission reviewed the final subdivision plat at their meeting on August 28, 2024 and recommended approval to City Council.

PROPOSED ACTIONS: Recommend approval of the Replat of Lot 12 and Lot 13, Block 3 of the

Quail Run Addition Final Plat; or provide staff further direction.

Ray introduced the item as written above and provided an illustration. Stormwater is shared and is south of the homes and conveys into Pintail Lane. Having no questions, the Committee recommended approval and that it be placed on the Council consent agenda.

9. Wildrose Court Final Plat and Final PUD (ACTION ITEM) - Mike Ray

On May 6, 2024, Moscow City Council approved the annexation, Comprehensive Plan land use designation, zoning designation, preliminary subdivision plat, and preliminary planned unit development (PUD) for the Wildrose Court Addition with six conditions. On August 13, 2024, the applicant submitted the final subdivision plat and final PUD to be reviewed by the Planning and Zoning Commission and City Council. The Planning and Zoning Commission reviewed the final subdivision plat and final PUD at their meeting on August 28, 2024 and recommended approval to City Council with no conditions.

PROPOSED ACTIONS: Recommend approval of the Wildrose Court Addition Final Plat and Final PUD; or provide staff further direction.

Ray introduced the item as written above and provided an illustration of the final plat which includes 16 lots and an open space. A landscape plan was provided per required condition. The plan shows each lot and trees/shrubs along the east side of the development, landscaping at the entrance and for the stormwater detention facility. Blankenship acknowledged he and Lewis voted against the preliminary plat but as it was approved by P&Z and Council, he feels moving forward is the right option. He felt it was too much of a PUD for the small amount of acreage, especially with the concerns from the neighbors. He respects the process and need for more housing. Lewis recognized private land owners have the ability to do what they want to do within the code and the PUD process is a tool. There were enough concerns from the neighbors which is why she voted no to the preliminary plat. She hoped the neighbor's concerns have been addressed. Taruscio said she wasn't immune to the concerns of the neighbors. She agrees with Lewis about land owners being able to do what they would like and trusts the process. She understands change is difficult and growth can be painful. She does feel this is a good development and supports approval. The Committee recommended approval and that it be placed on the Council regular agenda.

ADJOURN

It was mutually agreed upon to adjourn at 4:35 p.m.

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, December 9, 2024



AGENDA ITEM TITLE

Disbursement Report November 2024 (ACTION ITEM) - Sarah Decker

RESPONSIBLE STAFF

Sarah Decker, Director of Finance & Employee Services

ADDITIONAL PRESENTER(S)

DESCRIPTION

Accounts Payable Report for the month ending November 30, 2024. A summary of the major expenditures has been approximated by category and represents 97% of the total expenditure of \$3,535,175.01.

Payroll	\$1,771,178.00
Professional Services	\$145,635.00
Sanitation	\$479,999.00
Capital Outlay	\$210,990.00
Capital Outlay-Improvements	110,113.00
Supplies	\$113,539.00
Contractual Payments	\$540,519.00
ACH Wells Fargo	\$43,079.00
Total	\$3,415,052.00

REVIEWED BY

PROPOSED ACTIONS

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

STAFF RECOMMENDATION

Approve the disbursement report and use of digital signatures to sign the Disbursements Report for the month of November 2024.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. November Revenue Report 2024
2. Cash & Investments Balances - November 2024
3. Disbursement Report - November 2024
4. Major Expenditures Report November 2024

RECEIPTS REPORT FOR NOVEMBER 2024

Fund #	FUND NAME	Taxes	Franchise Fees	Licenses & Permits	Intergovernmental	Charges for Services	Fines & Penalties	Investment Income	Refunds & Reimbursements	Contributions & Donations	Other	Grand Total
101	GENERAL	8,077.86	113,160.01	77,838.64	0.00	150,918.61	15,895.36	290,201.97	1,389.00	0.00	5,382.48	662,863.93
105	STREETS	1,175.86	0.00	0.00	0.00	0.00	0.00	0.00	-200.00	0.00	0.00	975.86
120	RECREATION AND CULTURE	0.00	0.00	0.00	0.00	11,148.81	0.00	0.00	210.94	0.00	0.00	11,359.75
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	9,068.75	0.00	0.00	0.00	0.00	0.00	0.00	9,068.75
123	1912 CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	TRANSIT CENTER	0.00	0.00	0.00	0.00	1,770.59	0.00	0.00	0.00	0.00	0.00	1,770.59
220	WATER	0.00	0.00	0.00	0.00	633,143.84	0.00	1,515.45	2,201.80	0.00	0.00	636,861.09
230	SEWER	0.00	0.00	0.00	0.00	785,814.64	0.00	1,913.51	184.16	0.00	0.00	787,912.31
235	STORMWATER	0.00	0.00	0.00	0.00	49,084.34	0.00	0.00	0.00	0.00	0.00	49,084.34
240	SANITATION	0.00	0.00	0.00	0.00	504,876.53	0.00	0.00	10,317.94	0.00	0.00	515,194.47
290	FLEET	0.00	0.00	0.00	0.00	77,017.16	0.00	0.00	0.00	0.00	0.00	77,017.16
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	139,456.59	0.00	0.00	0.00	0.00	0.00	139,456.59
320	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330	SEWER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
335	STORMWATER CAPITAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
340	SANITATION CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350	CAPITAL PROJECTS	0.00	0.00	2,800.00	0.00	0.00	0.00	30,845.91	0.00	500.00	0.00	34,145.91
355	LID CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
380	HAMILTON P&R	0.00	0.00	0.00	0.00	0.00	0.00	3,179.21	0.00	0.00	0.00	3,179.21
590	BOND & INTEREST	1,164.27	0.00	0.00	0.00	0.00	0.00	308.48	0.00	0.00	0.00	1,472.75
595	LID FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL	10,417.99	113,160.01	80,638.64	9,068.75	2,353,231.11	15,895.36	327,964.63	14,103.84	500.00	5,382.48	2,930,362.71

City of Moscow Cash and Investments Balances as of 11/30/2024		
Fund	Year to Date Balance	
General Fund	\$	4,056,279.73
Street Fund	\$	1,770,639.19
Recreation & Culture	\$	1,482,636.51
MSDCP	\$	124,674.88
1912 Fund	\$	58,708.08
Transit Center	\$	79,163.47
Water Fund	\$	3,379,588.74
Sewer Fund	\$	4,093,555.19
Stormwater Fund	\$	426,562.12
Sanitation Fund	\$	2,031,964.29
Fleet Fund	\$	6,570,092.01
Information Systems	\$	3,452,256.32
Water Capital	\$	6,833,311.54
Sewer Capital	\$	22,365,057.03
Stormwater Capital	\$	211,981.08
Capital Projects	\$	17,370,108.11
Sanitation Capital	\$	10,478,608.87
LID Construction	\$	218.29
Hamilton	\$	794,300.78
Bond & Interest	\$	561,941.46
LID Funds	\$	29,675.95
Payroll Service	\$	1,170,262.58
Total Cash & Investments	\$	87,341,586.22

DISBURSEMENTS REPORT FOR NOVEMBER 2024												
	FUND NAME	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	WELLSFARGO CC ACH	ACCOUNTS PAYABLE ACH	VOID CHECKS	PAYROLL	PAYROLL	PAYROLL	GRAND TOTALS
DATE		11/7/2024	11/14/2024	11/21/2024	11/27/2024	11/12/2024 11/21/2024	11/8/2024 11/21/2024		11/1/2024	11/15/2024	11/29/2024	
BATCH #		AP 11.8.2024	AP 11.15.2024	AP 11.22.2024	AP 11.27.2024	12/3/2024 AP 11.1.2024 AP 11.16.2024 AP 11.29.2024	11/27/2024 AP 11.8.2024 AP 11.22.2024 AP 11.27.2024		PR 121	PR 122	PR 123	
CHECK #'s		110895-110962	110963-111039	111040-111108	111109-111171	Novermber CC ACH's	Novermber ACH's		21631	21632	21633	
Fund #												
101	GENERAL	50,333.39	10,008.66	124,680.77	90,479.18	13,405.51			347,084.68	378,463.72	321,222.00	1,335,677.91
105	STREETS	260.92	3,136.44	23,820.02	989.28	804.17			29,930.86	32,161.88	25,761.76	116,865.33
120	RECREATION AND CULTURE	4,161.02	2,352.21	44,773.66	2,083.98	8,128.20			60,081.35	56,589.59	48,644.11	226,814.12
121	MSD COMM. PLAY FIELDS		80.20	1,158.56		264.60			1,913.29	1,973.01	1,642.08	7,031.74
123	1912 CENTER	10,750.00										10,750.00
128	TRANSIT CENTER	1,028.37	25.56	1,550.20	244.43							2,848.56
220	WATER	12,721.85	19,471.58	54,022.38	9,820.12	4,690.65	134,111.04		51,580.45	51,962.47	43,489.70	381,870.24
230	SEWER	33,172.80	49,369.41	99,563.96	21,882.19	3,941.68	21,488.37		47,987.57	52,527.91	44,590.72	374,524.61
235	STORMWATER	109.92	205.25	10,353.00	145.40	170.50			18,076.44	18,108.73	15,187.65	62,356.89
240	SANITATION	144,372.60	7.10	3,525.73	226.19	95.40	316,857.91		8,126.08	8,294.09	7,112.65	488,617.75
290	FLEET	4,013.76	7,655.97	30,996.96		128.65			13,431.58	14,152.67	12,265.80	82,645.39
295	INFORMATION SYSTEMS	20,191.33	192,744.90	817.96	1,458.75	11,449.79			20,269.77	20,958.76	17,587.00	285,478.26
320	WATER CAPITAL PROJECTS	27,920.77	1,949.07				192.42					30,062.26
330	SEWER CAPITAL PROJECTS	20,124.74	1,949.07	32,544.12	175.00		192.42					54,985.35
335	SANITATION CAPITAL PROJECTS		205.16									205.16
340	SANITATION CAPITAL PROJECTS											0.00
350	CAPITAL PROJECTS	53,159.89	7,915.72	2,880.34	500.00		9,985.49					74,441.44
355	LID CONSTRUCTION											0.00
380	HAMILTON - PARKS & REC											0.00
590	BONDS & INTEREST											0.00
	TOTAL	382,321.36	297,076.30	430,687.66	128,004.52	43,079.15	482,827.65	0.00	598,482.07	635,192.83	537,503.47	3,535,175.01

Gina Taruscio

Hailey Lewis

Bryce Blankenship

Sarah L. Decker, Director of Finance & Employee Services

Major Expenditures for November 2024

[illegible]

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, December 9, 2024



AGENDA ITEM TITLE

City Limits Ordinance (ACTION ITEM) - Scott Bontrager

RESPONSIBLE STAFF

Scott Bontrager, City Engineer

ADDITIONAL PRESENTER(S)

Cody Riddle, Deputy City Supervisor - Community Development

DESCRIPTION

Idaho Code Section 63-215 states that taxing districts that alter their boundaries must prepare and file the legal description and map of the new district boundary within 30 days of the amendment or no later than the tenth day of January of the year following the alteration. The City recently amended the City boundary through the annexations of Pine View subdivision (Juscen) property on May 6, 2024, Wildrose Court Addition subdivision property on May 6, 2024, and South Moscow Business Park (SOMO) property on October 7, 2024. Staff has prepared a new City Limits ordinance which includes the updated legal description and boundary map for the Council's approval and transmission to the State Tax Commission and Latah County Recorder and Assessor offices. This matter has been scheduled for consideration by the Council at the upcoming December 16, 2024 meeting.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Recommend approval of the Ordinance, or provide staff further direction.

STAFF RECOMMENDATION

Recommend approval of the Ordinance.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Ordinance 2024- City Limit (end 2024)_final

ORDINANCE NO. 2024-__

AN ORDINANCE AMENDING ORDINANCE NO. 2024-03 OF THE CITY OF MOSCOW, IDAHO, ESTABLISHING AND DECLARING IN THIS ORDINANCE THE CORPORATE LIMITS OF THE CITY OF MOSCOW, LATAH COUNTY, IDAHO, IN ACCORDANCE WITH THE PROVISIONS OF THE LAWS OF THE STATE OF IDAHO RELATING TO THE ESTABLISHMENT OF THE BOUNDARIES AND THE ANNEXATION OF ADJACENT AND CONTIGUOUS TERRITORY; PROVIDING FOR REPEAL OF ANY OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING A SEVERANCE AND SAVINGS CLAUSE; AND PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF MOSCOW, IDAHO, AS FOLLOWS:

SECTION 1: The City of Moscow, Latah County, Idaho, shall embrace, include and contain within its corporate limits all the territory embraced, included and encompassed within the lines and boundaries of this Ordinance bounded and described herein.

SECTION 2: The boundaries and corporate limits of the City of Moscow, Latah County, State of Idaho, are hereby established and ordained to be as follows:

Beginning at the southwest corner of Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho; thence N89°34'31"E 2661.74 feet, along the south line of said Section 16; thence N00°02'41"E 388.57 feet along the centerline of a vacated 80' wide right-of-way situated between Lot 60 and Lot 61 of the Plat of Section 16 recorded in Book 2 of Plats at page 36, records of Latah County; thence N89°22'43"E 664.76 feet along a line parallel with and 271.5 feet south, measured perpendicularly, of the north line of said Lot 61 to the east boundary of said Lot 61; thence N00°14'20"W 1229.03 feet along the east boundaries of said Lot 61, Lot 52, and Lot 45 of said Plat of Section 16 to a point on the southerly right-of-way line of State Highway 8; thence along said State Highway right-of-way line, easterly 347.39 feet along a curve concave to the north, said curve having a radius of 3850.00 feet, a central angle of 05°10'11", and a chord bearing N68°54'52"E 347.27 feet; thence continuing along said southerly right-of-way line, N66°19'47"E 398.81 feet; thence leaving said southerly right-of-way line, N23°40'13"W 70.00 feet, perpendicular to said line, to the northerly right-of-way line of said State Highway 8; thence N00°33'03"W 254.28 feet along the centerline of a vacated 80 foot wide right-of-way situated between Lot 34 and Lot 35 of said Plat of Section 16 to a point on the property as described in Annexation Ordinance 2024-08 Instrument No. 634191; thence N76°32'07"E 141.49 feet ; thence S89°45'08"E, 70.0 feet; thence N68°02'08"E, 111.46 feet; thence N00°20'53"E, 371.04 feet; thence N89°45'01"W, 85.21 feet ; thence S00°19'09"W, 125.00 feet; thence S87°11'15"W, 139.31 feet; thence N06°42'42"W, 7.50 feet; thence N00°19'45"E, 125.0 feet; thence N89°45'01"W, 85.31 feet leaving the property as described in Annexation Ordinance 2024-08 Instrument No. 634191; thence North 650.00 feet along the centerline of a vacated 80 foot wide right-of-way situated between Lot 30 and Lot 31 of said Plat of Section 16; thence East 660.00 feet along the south boundary of said Lot 18; thence North

620.00 feet along the east boundary of said Lot 18; thence continuing North 80.00 feet to the northern right-of-way line of a vacated 80.00 foot wide East and West right-of-way and the southwest corner of Lot 16 of said Section 16; thence along the south line of said Lot 16, S89°44'48"E, 67.50 feet; thence N38°51'29"E, 453.99 feet; thence 196.95 feet along a curve to the right, said curve having a Delta 56°25'19", Radius 200.00 feet, Chord 189.09 feet, and a Chord Bearing N22°55'51"W; thence 33.38 feet along a curve to the left, said curve having a Delta 54°38'37", Radius 35.00 feet, Chord 32.13 feet, and a Chord Bearing N22°02'40"W; thence N49°22'09"W, 41.82 to the southeasterly right-of-way line of Robinson Park Road; thence along said southeasterly right-of-way line the following four courses to the west line of said lot 16: thence S44°33'34"W 23.38 feet; thence S48°51'41"W 95.93 feet; thence S51°33'54"W 162.26 feet; thence S52°25'47"W 19.77 feet; thence along said west line of Lot 16 N0°30'12"E 62.52 feet; thence along the northerly right-of-way of Robinson Park Road the following 5 courses, thence S52°25'20"W, 134.10 feet; thence S55°14'23"W, 91.29 feet; thence S57°37'02"W, 89.50 feet; thence S61°12'19"W, 169.28; thence S64°18'07"W, 253.35 feet to a point on the easterly boundary of Moser Estates Fifth Addition to the City of Moscow, as shown on the plat of said addition recorded as Instrument No. 410298, records of Latah County, Idaho; thence N00°38'27"E 12.69 feet along the easterly boundary of said Moser Estates Fifth Addition to a point on the northerly right-of-way line of Robinson Park Road; thence southwesterly along said northerly right-of-way line 35.00 feet along a curve concave to the northwest, said curve having a radius of 1210.00 feet, a central angle of 1°39'27", and a chord bearing S69°11'12"W 35.00 feet; thence N14°43'57"E 133.79 feet along said easterly boundary of the Moser Estates Fifth Addition to a point on the easterly right-of-way line of a dedicated 80.00 foot wide public right-of-way as shown on the original plat of said Section 16, Township 39 North, Range 5 East, Boise Meridian, as recorded in Book 2 of Plats, Page 36 in the office of said Latah County Recorder; thence N00°38'27"E 1140.78 feet along said easterly right-of-way line, said line also being the westerly boundary line of the Hyden tract as described in Instrument Number 386319 recorded with said Recorder's office to the north line of said Section 16; thence N89°29'38"W, 40.66 feet along said north line to the southeast corner of the southwest quarter of the southeast quarter of Section 9, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho; thence N00°29'30"E 1313.64 feet along the east line of said SW1/4 SE1/4 Section 9 to the northeast corner of said SW1/4 SE1/4; thence continuing N00°29'30"E 11.47 feet along the east line of the NW1/4 SE1/4 of said Section 9; thence southwesterly along the northerly boundary of a parcel of land annexed by Ordinance No.2009-11 the following courses: S81°16'20"W 63.83 feet, S77°18'21"W 57.22 feet, and S69°12'15"W 132.71 feet; thence N89°30'22"W 310.84' feet along a line southerly of, parallel with, and 60.00 feet distant (as measured perpendicularly) of the north line of said SW1/4 SE1/4 Section 9 to a point on the property as described in Annexation Ordinance 2024-06 Instrument No. 634189; thence 88.86 feet along a curve to the left said curve having a Delta 27°31'11" Radius 185.00 feet, Chord 70.93 feet, and a Chord Bearing N26°38'56"E; thence N12°53'20"E, 117.05 feet; thence 71.77 feet along a curve to the left, said curve having a Delta 30°27'27" Radius 135.00 feet, Chord 88.01feet, and Chord Bearing N73°54'15"E; thence N58°40'27"E, 145.37 feet; thence N66°55'34"E, 165.62 feet; thence N58°10'31"E, 175.00 feet; thence N00°29'32"W, 313.03 feet; thence S51°16'00"E, 73.49 feet; thence N00°00'02"E, 236.44 feet; thence N28°29'58"W, 190.43 feet; thence N77°26'57"W, 198.73 feet ; thence N00°32'34"E, 208.00 feet; thence N89°36'45"W, 311.60 feet ; thence S00°32'24"W, 653.79 feet; thence N89°33'46"W, 660.62 feet to a point on the Moscow City Limits leaving the property described in Annexation Ordinance 2024-06 Instrument No. 634189;

thence N00°43'51"E, along said west line, 504.28 feet to the southwest corner of a parcel of land described in Book of Deeds No. 145, page 61, records of Latah County, Idaho; thence S89°30'00" E 150.00 feet to the southeast corner of said parcel; thence N00°31'21"E, 120.00 feet to the northeast corner of said parcel, said corner also being on the south right-of-way line of "D" Street; thence, continuing North 60.00 feet, to the north right-of-way line of "D" Street; thence N89°30'W 150.00 feet, along said north right-of-way line, to the southeast corner of Lot "H" of Schumacher's Addition to the City of Moscow, Latah County, Idaho as recorded in Book 3 of Plats, page 9 in the office of the County Recorder of said county and state, said southeast corner also being the southeast corner of Lot 2, Block 8 of Val Halla Addition to the City of Moscow, Latah County, Idaho as recorded in Book 6 of Plats, page 4, in the office of the County Recorder of said county and state and also being on the longitudinal centerline of Section 9, Township 39 North, Range 5 West, Boise Meridian; thence N00°03'30"W 1004.70 feet, along said centerline, to a point S89°26'E 79.13 feet of the southeast corner of Stokes Addition to the City of Moscow, Latah County, Idaho as recorded in Book 6 of Plats, page 29 in the office of the County Recorder of said county and state, said point also being the northeast corner of Lot "H" and/or the southeast corner of Lot "G" of said Schumacher's Addition and also being the southeast corner of the William A. Flack (City of Moscow, Idaho) property; thence N00°03'30"W 253.44 feet, along the east line of said Lot "G" and/or said longitudinal centerline to the northeast corner of said Lot "G" to the South Line of the Northwest Quarter of the Northeast Quarter of Section 9; thence S89°29'31"E along said south line a distance of 994.53 feet, said point also being the southeast corner of property described in Instrument No. 577606, records of Latah County, Idaho; thence N00°08'23"E a distance of 1314.96 feet, along the eastern boundary of said property to a point on the north line of Section 9; thence N89°22'17"W along north line of Section 9 a distance of 834.55 feet; thence S00°37'43"W a distance of 105.07 feet; thence S80°49'46"W a distance of 20.30 feet, thence N00°37'43"E a distance of 108.53 feet to a point on the north line of Section 9, thence N89°22'17"W along north line of Section 9 a distance of 140.00 feet, said point being a brass cap monument marking the North Quarter Corner of Section 9; thence S00°03'30"E 30.00 feet to the quarter corner on the north line of Section 9, Township 39 North, Range 5 West, Boise Meridian, said point also being the south quarter corner of Section 4, Township 39 North, Range 5 West, Boise Meridian and also being on the centerline of Mountain View Road; thence N00°20'44"W 30.00 feet along the longitudinal centerline of said Section 4, to an intersection with the north right-of-way line of Mountain View Road extended; thence N89°15'49"W 699.96 feet , along said extension and along said right-of-way line and 30.00 feet North of and parallel to the south line of said Section 4;; thence South 773.73 feet to an intersection with the north line of said Stokes Addition; thence N89°15'49"W 298.00 feet, along said north line, to an intersection with the east line of Paradise Meadows Addition to the City of Moscow, Latah County, Idaho as recorded in Book 6 of Plats, page 38 in the office of the County Recorder of said county and state, said and also being the northwest corner of said Stokes Addition; thence North 535.00 feet, said point also being the southeast corner of Lot "F" of said Schumacher's Addition; thence N89°15'49"W 990.0 feet to the southwest corner of said Lot "F", said corner also being an east corner of Lot 12 of the Cosner Subdivision of Portions of Lots "D" and "E" of the Schumacher's Addition to Latah County, Idaho as recorded in Book 5 of Plats, page 1 in the office of the County Recorder of said county and state; thence North 118.76 feet, along the west line of said Lot "F" and/or the east line of said Lot 12, to the northeast corner of said Lot 12; thence N89°15'49"W 315.12 feet, along the north line of said Lot 12 and the north line of Lot 11 of said Cosner Subdivision; thence North 118.92 feet, to the intersection with the south right-of-

way line of Mountain View Road; thence North 60.00 feet to the north right-of-way line of Mountain View Road; thence N89°15'49"W 13.40 feet along said north right-of-way line; thence N00°06'33"E 1292.18 feet along the east boundary of the Slonaker tract as recorded in Warranty Deed No. 464459 to a point on the north boundary of the southwest quarter of the southwest quarter of said Section 4; thence along said north boundary of the southwest quarter of the southwest quarter of said Section 4 S89°15'49"E 128.60 feet; thence leaving said north boundary of the southwest quarter of the southwest quarter of said Section 4, N11°46'56"E, 451.41 feet; thence N06°49'06"W 178.24 feet; thence N00°01'38", 101.20 feet; thence N33°59'44"W 362.10 feet; thence N52°37'35"W 93.86 feet; thence S44°30'49"W 116.84 feet; thence N43°24'33"W 221.88 feet; thence N88°29'08"W 67.38 feet; thence S65°18'17"W 205.20 feet; thence S46°22'38"W 136.09 feet; thence S46°22'35"W 140.72 feet; thence N33°52'04"W 15.65 feet; thence S56°07'56"W 28.37 feet; thence S30°45'45"E 34.23 feet; thence S00°01'35"W 385.00 feet; thence S32°54'25"E 209.16 feet; thence S00°48'15"W 125.90 feet; thence S84°54'56"E 10.83 feet; thence S03°36'03"W 178.24 feet, to a point on the north boundary of the southwest quarter of the southwest quarter of said Section 5; thence West 159.34 feet, along the north line of said southeast quarter of the southeast quarter; thence N37°48'19"W 797.04 feet, along the westerly boundary of the Trail Tract as described in Instrument No. 268495 as recorded in said office of the Latah County Recorder; thence North 480.75 feet, along the west line of said Trail Tract, to the south right-of-way line of Arborcrest Road; thence East 99.00 feet, along said right-of-way line; thence North 944.52 feet, along the east right-of-way line of said Arborcrest Road; thence N58°46'54"E 270.11 feet, along the northerly boundary of said Trail tract to a point on the southerly right-of-way line of Trail Road; thence North 29.23 feet to a point on the centerline of said Trail road; thence North 1534.50 feet, along the west boundary of said Trail Tract, to the north line of said Section 5, thence West 660.00 feet to the northwest corner of the northeast quarter of the northeast quarter of said Section 5; thence continuing West, along said north line, 30.00 feet to the west right-of-way line of Orchard Avenue; thence South 1452.00 feet along said west right-of-way line, parallel to and 30.00 feet West of the west line of the west half of the northeast quarter of said Section 5; thence East 5.00 feet, along said west right-of-way line; thence South 495.00 feet, along said west right-of-way line; parallel to and 25.00 feet West of the west line of the southeast quarter of the northeast quarter of said Section 5; thence West 8.00 feet, along said west right-of-way line; thence South 495.00 feet along said west right-of-way line, parallel to and 33.00 feet West of said west line of the southeast quarter of the northeast quarter to a point on the north line of the northwest quarter of the southeast quarter of said Section 5; thence N89°39'37"W 1282.38 feet to the northwest corner of the NW1/4 SE1/4 of said Section 5, said point being a brass cap monument; thence N89°39'37"W 1010.70 feet along the north line of the southwest quarter of said Section 5 to a point on the North Polk Extension Water and Sewer District boundary; thence North 200.00 feet along said district boundary; thence N89°39'37"W 229.43 feet along said district boundary to the centerline of North Polk Street; thence S01°34'23"W 67.38 feet along said centerline; thence N88°58'06"W 25.25'; thence N83°51'55"W 38.85'; thence S77°45'57"W 20.30'; thence S50°01'38"W 42.82'; thence S38°18'17"W 24.98'; thence S06°05'15"W 86.51 feet to a point on the north line of said southwest quarter of Section 5; thence N89°39'37"W 1261.75 feet along said north line to the northwest corner of said southwest quarter of Section 5; thence N89°14'23"W 72.56 feet to the west right-of-way line of U.S. Highway 95; thence S01°04'52"W 1135.91 feet along said right-of-way line; thence leaving said highway right-of-way line N78°52'45"W 83.00 feet to a point on the easterly line of an abandoned railroad right-of-way; thence N03°23'45"E 135.00 feet

along said railroad right-of-way line; thence N42°08'28"W 311.50 feet; thence S89°52'15"W 986.78 feet; thence S00°51'15"W 1334.92 feet to a point, said point on a line parallel with and 124.67 feet northeasterly (as measured perpendicularly) distant from the easterly right-of-way line of North Almon Street; thence N35°09'45"W 149.77 feet along said parallel line, to a southeast corner of the KRPL, Inc. property as described in Instrument No. 254326, records of Latah County, Idaho; thence North 324.90 feet; thence S86°30'W 224.78 feet, to a point on a non-tangent curve on the east right-of-way line of North Almon Street, said point being the northwest corner of said KRPL, Inc. property; thence southerly 35.79 feet, along a curve concave to the east, said curve having a radius of 425.00 feet, a central angle of 04°49'30", and a chord bearing S00°35'36"E 35.78 feet; thence S03°01'E 116.23 feet, along said east right-of-way line, to a point of curvature of a tangent curve; thence southeasterly 158.39 feet along a curve concave to the east, said curve having a radius of 275.00 feet, a central angle of 33°00', and a chord bearing S19°31'E 156.21; thence S36°01'E 472.78 feet, along said east right-of-way line; thence S37°41'E 110.37 feet, along said east right-of-way line; thence leaving said right-of-way line, S86°30'W 72.53 feet to a point on the westerly right-of-way line of said North Almon Street and the northeast corner of the Harry Lee tract described in Warranty Deed No.309520 as recorded in said office of the Latah County Recorder; thence continuing S86°30'W 924.27 feet to the northwest corner of said Harry Lee tract; thence S03°30'E 209.06 feet along the west boundary of said tract to a point on the north line of Section 7, Township 39 North, Range 5 West, Boise Meridian; thence S86°30'W 411.00 feet along said north line to the north 1/4 corner said Section 7; thence S00°10'E 1323.70 feet on the longitudinal centerline of said Section 7 to the southwest corner of the NW1/4 NE1/4 of said Section 7; said point also being the northeast corner of an easement described in Instrument No.223148 filed with said County Recorder; thence S86°24'W 1354.21 feet to the northwest corner of the SE1/4 NW1/4 of said Section 7; thence South 556.80 feet along the west boundary line of said SE1/4 NW1/4; thence S86°27'W 1355.77 feet, parallel with the south line of the SW 1/4 NW 1/4 of said Section 7, to a point on the west boundary line of said SW1/4 NW1/4; thence S88°35'30"W 1194.84 feet parallel with the north boundary line of the Palouse Empire Mall property; thence South 845.45 feet; thence West 1035.00 feet; thence North 820.00 feet; thence S88°35'30"W 413.24 feet to the longitudinal centerline of Section 12, Township 39 North, Range 6 West, Boise Meridian; thence S00°08'36"E 725.45 feet, along said centerline, to the northwest corner of a 20 foot wide private road described in Warranty Deed No.225351, records of Latah County; thence N89°51'24"E 20.00 feet, along the north line of said private road; thence S00°08'36"E 966.49 feet, along the east boundary of said private road; thence S89°51'24"W 20.00 feet to the northeast corner of the U-Haul Company tract, said point also being a point on the longitudinal centerline of Section 12, Township 39 North, Range 6 West, Boise Meridian, and also being an east corner of a tract annexed by Ordinance No. 83-13; thence N00°08'36"W 933.49 feet, along said centerline and/or the east line of the tract annexed by said Ordinance No. 83-13, to the northeast corner of said tract, said corner being a point on the latitudinal centerline of Section 12, Township 39 North, Range 6 West, Boise Meridian; thence S89°56'48"W 764.34 feet, along said centerline and/or the north line of said tract, to a point being the southeast corner of a tract annexed by Ordinance No. 2017-03; thence N30°49'55"E 500.70 feet, to a point being the northeast corner of said tract; thence N89°01'11"W 1127.75 feet, to a point being the northwest corner of said tract and also being a point on the Idaho-Washington state line; thence S00°58'04"W 434.48 feet, along said state line to the west 1/4 corner of said Section 12; thence S00°12'02"E 1460.87 feet, along said state line, to an intersection with the north right-of-way line of State Highway No. 8, said point being the

southwest corner of the Appaloosa Horse Club tract; thence S00°12'02"E 140.00 feet, crossing said highway, to an intersection with the south right-of-way of said highway; thence S00°12'02"E, along said state line, 169.83 feet to the south right-of-way line of the Burlington Northern Railway; thence S00°12'02"E, continuing along said state line, 3470.77 feet to the northwest corner of the southwest quarter of Section 13, Township 39 North, Range 6 West, Boise Meridian; thence N89°31'16"E 4048.56 feet to the east quarter corner of said Section 13; thence S00°10'E, 2622.00 feet to the southeast corner of said Section 13; thence N87°08'E 803.10 feet, along the north boundary of the Gadwa tract described in Warranty Deed No.447149, records of Latah County, said boundary being along the south line of Section 18, Township 39 North, Range 5 West, Boise Meridian; thence S00°24'00"E 419.23 feet, along the east boundary of said Gadwa tract, to the north right-of-way line of Palouse River Drive; thence S82°54'54"W 175.25 feet, along said north right-of-way line; thence continuing along said right-of-way line, 234.58 feet along a curve to the right, said curve having a radius of 1238.11 feet, a central angle of 10°51'21", and a chord bearing S88°20'34"W 234.23 feet; thence continuing along said right-of-way line, N86°13'45"W 354.67 feet; thence leaving said right-of-way line, feet to a point on the west line of Section 19; thence along said west line of Section 19 S00°05'50"E 127.18 feet. Thence along said west line of Section S00°04'52"W 1346.19'; thence leaving said west line of Section 19 N89°53'16"E 444.18'; Thence N31°02'30"E 467.38'; Thence N21°01'42"W 349.08'; thence N42°59'48"W 154.47 feet; thence N39°49'22"E 89.57 feet; thence N86°12'55"E 60.64 feet; thence S12°42'46"E 92.76 feet; thence S42°19'15"E 321.05 feet; thence S23°58'51"E 286.66 feet; thence S30°06'10"E 267.43 feet; thence S00°05'27"E 924.82 feet; thence S61°57'36"W 1200.03 feet to a point on the west line of Section 19; thence along said west line of Section 19 S00°04'50"E 1997.15 feet to the Northwest corner of Section 30; thence along the west line of Section 30 S00°00'13"E 658.53 feet; thence departing the west line of section 30 N86°35'15"E 1631.19 feet; thence N00°31'32"W 669.64 feet to a point on the north line of Section 30; thence along the south line of section 19 N86°06'52"E 1067.81 feet to the southwest corner of the southeast quarter of said Section 19; thence along the south line of said Section 19, S89°48'44"E, 1292.13 feet to the west right-of-way line of US Highway 95; thence north along west right-of-way line of US Highway 95 N10°02'37"E, 167.76 feet to the southeast corner of parcel of land described in Warranty Deed, Record No. 579983 in the records of Latah County, Idaho; thence along the south line of said parcel N78°03'33"W, 186.11 feet, thence along southwest line of said parcel N25°36'20"W, 39.50 feet, thence along west line to the northwest corner of said parcel N03°13'01"W, 322.09 feet; thence along the north line of said parcel N83°24'08"E, 295.28 feet to the west right-of-way line of U.S. Highway 95; thence leaving said right-of-way line S79°57'23"E, 125.00 feet to the east line of U.S. Highway 95; thence N10°02'37"E, 114.81 feet along east line of U.S. Highway 95; thence continuing along east line of U.S. Highway 95 N79°57'23"W, 25.00 feet to highway station 1299+50, 50.00 feet right; thence continuing along east line of U.S. Highway 95 N10°02'37"E, 2403.5 feet to a point on the property as described in Annexation Ordinance 2024-18, Instrument No. 636650; thence S10°06'56"W, 396.00 feet; thence S89°51'55"E, 328.61 feet; thence S24°51'22"E, 113.53 feet; thence S24°45'38"E, 747.26 feet; thence S25°19'34"E, 119.52 feet; thence S25°20'51"E, 117.40 feet; thence N64°43'45"E, 314.60 feet; thence N11°29'21"W, 292.04 feet; thence N05°08'59"E, 515.41 feet; thence S88°29'41"E 1,034.41 feet following along the South line of the Southwest 1/4 of the Northwest 1/4 of section 20, to the center of Section 20.; thence N00°55'41"E, 731.48 feet along the East Line of the Southwest 1/4 of the Northwest 1/4 of said Section 20; thence S71°36'39"W, 566.11 feet; thence S82°47'39"W, 401.86 feet; thence N53°00'21"W, 242.55 feet; thence N11°31'21"W, 201.80 feet; thence; N79°56'59"W 674.81 feet; thence

N11°35'37"W, 82.14 feet; thence N11°42'24"W, 144.09 feet to a found 3" diameter right-of-way brass disk in concrete stamped "344+50.00 100.00 RT" and "PLS 10559" and "2021"; thence N8°24'54"W, 105.96 feet to a found 3" diameter right-of-way brass disk in concrete stamped "345+60.00 93.00 RT" and "PLS 10559" and "2021"; thence N2°32'22"E, 157.28; thence N9°10'52"E, 114.84 feet; thence S79°00'24"E, 364.30 feet to a point on the southeast corner of that parcel of land described in Quitclaim Deed No. 590472, and a found 5/8" diameter rebar with aluminum cap stamped "LS 17534", leaving the property as described in Annexation Ordinance 2024-18, Instrument No. 636650; thence along the south line of said parcel S87°46'37"W, 138.10 feet to a point on said western right-of-way line of U.S. Highway 95; Thence leaving said east line and continuing along in the following two courses; thence S72°24'11"E, 136.50 feet; thence S34°49'19"E 102.26 feet to the east line of Section 19, Township 39 North, Range 5 West, Boise Meridian; thence continuing N01°06'54"E, 571.99 feet to a point on the north line of a parcel described in Warranty Deed, Instrument No. 618608; thence N01°06'54"E, 301.80 feet. Thence S72°15'E 1205.47 feet; thence N87°45'E 1537.60 feet, to a point on the longitudinal centerline of Section 20, Township 39 North, Range 5 West, Boise Meridian; thence N00°03'W 757.41 feet to the north 1/4 corner of said Section 20; thence S89°30'24"E 2659.84 feet along the south line of Section 17, Township 39 North, Range 5 West, Boise Meridian, to the southeast corner of said Section 17 and the point of beginning of the land herein described. Said corporate boundary, including the following described exceptions, contains 4,843 acres, more or less.

Excepting therefrom the following described parcel;

A tract of land located in the south half of the southwest quarter of Section 18 and the north half of the northwest quarter of Section 19, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho, and being more particularly described as follows:

Beginning at the southeast corner of the southwest quarter of said Section 18; thence S87°08'00"W 576.90 feet along the south line of said Section 18 to a point on the easterly boundary of the Kirkland Subdivision plat recorded as Instrument No. 404133, records of Latah County, and the TRUE POINT OF BEGINNING of this exception description; thence along said easterly boundary, S00°04'40"W 270.13 feet to the northerly right-of-way line of Palouse River Drive; thence along said northerly right-of-way line, S78°56'12"W 408.24 feet; thence continuing along said right-of-way line, S79°46'32"W 9.41 feet; thence along the westerly boundary of said Kirkland Subdivision, N00°02'37"W 330.07 feet to a point on the south line of said Section 18; thence continuing along said westerly boundary of the Kirkland Subdivision, N00°02'37"W 219.82 feet; thence along the northerly boundary of said subdivision, N86°58'47"E 411.73 feet; thence along the easterly boundary of said subdivision, S00°07'08"W 221.45 feet to the TRUE POINT OF BEGINNING. Said exception tract contains 4.91 acres, more or less.

Also excepting therefrom the following described parcel;

A tract of land located in the northwest quarter of the southeast quarter of Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho, and being more particularly described as follows:

Beginning at the southwest corner of Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho; thence N89°34'31"E 2661.74 feet, along the south line of said Section 16; thence N00°02'41"E 388.57 feet along the centerline of a vacated 80' wide right-

of-way situated between Lot 60 and Lot 61 of the Plat of Section 16 recorded in Book 2 of Plats at page 36, records of Latah County; thence N89°22'43"E 664.76 feet along a line parallel with and 271.5 feet south, measured perpendicularly, of the north line of said Lot 61 to the east boundary of said Lot 61; thence N00°14'20"W 1229.03 feet along the east boundaries of said Lot 61, Lot 52, and Lot 45 of said Plat of Section 16 to a point on the southerly right-of-way line of State Highway 8; thence continuing along the east boundary of said Lot 45, N00°14'20"W 73.79 feet to a point on the northerly right-of-way line of State Highway 8, and the TRUE POINT OF BEGINNING of this exception description; thence westerly along said State Highway right-of-way line, 354.22 feet along a curve concave to the north, said curve having a radius of 3780.00 feet, a central angle of 05°22'09", and a chord bearing S73°45'33"W 354.09 feet to the west line of the Cann Tract; thence N00°14'20"W, along said west line, 283.32 feet to the northwest corner of said Cann Tract; thence N89°45'40"E, along the north line of said Cann Tract, 225.37 feet to the intersection with the west line of the Mullalley Tract; thence N00°14'20"W along said west line 5.00 feet to the northwest corner of said Mullalley Tract; thence N89°45'40"E along the north line of said Mullalley Tract 115.00 feet to the east line of Lot 45 of said Section 16; thence S00°14'20"E 190.71' along said east line to the TRUE POINT OF BEGINNING. Said exception tract contains 1.87 acres, more or less.

The net area of the above described Corporate limits is 4,836 acres, more or less.

SECTION 3: All that territory bounded and included within the lines set forth in Section 2 of this Ordinance is hereby declared and ordained to be within the Corporate limits of the City of Moscow, and to be and constitute the territory subject to the jurisdiction of the municipality of the City of Moscow, County of Latah, State of Idaho, as shown on Attachment "A" attached hereto and hereby incorporated by this reference .

SECTION 4: This Ordinance is an amendment to Ordinance 2024-03 of the Ordinances of the City of Moscow, Idaho.

SECTION 5: This Ordinance repeals all ordinances or parts of ordinances in conflict with this Ordinance, insofar as said Ordinances in any way conflict with this Ordinance and are hereby repealed.

SECTION 6: If any section, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of this Ordinance, or the Ordinance as an entirety, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of such section, sentence, clause or phrase.

SECTION 7: This Ordinance shall be in full force and effect from and after the date of its passage, approval and first publication thereof.

PASSED on Motion by the Following Vote:

	Aye	Nay	Abstain	Absent
Hailey Lewis	_____	_____	_____	_____
Sandra Kelly	_____	_____	_____	_____
Gina Taruscio	_____	_____	_____	_____
Bruce Blankenship	_____	_____	_____	_____
Julia Parker	_____	_____	_____	_____
Drew Davis	_____	_____	_____	_____

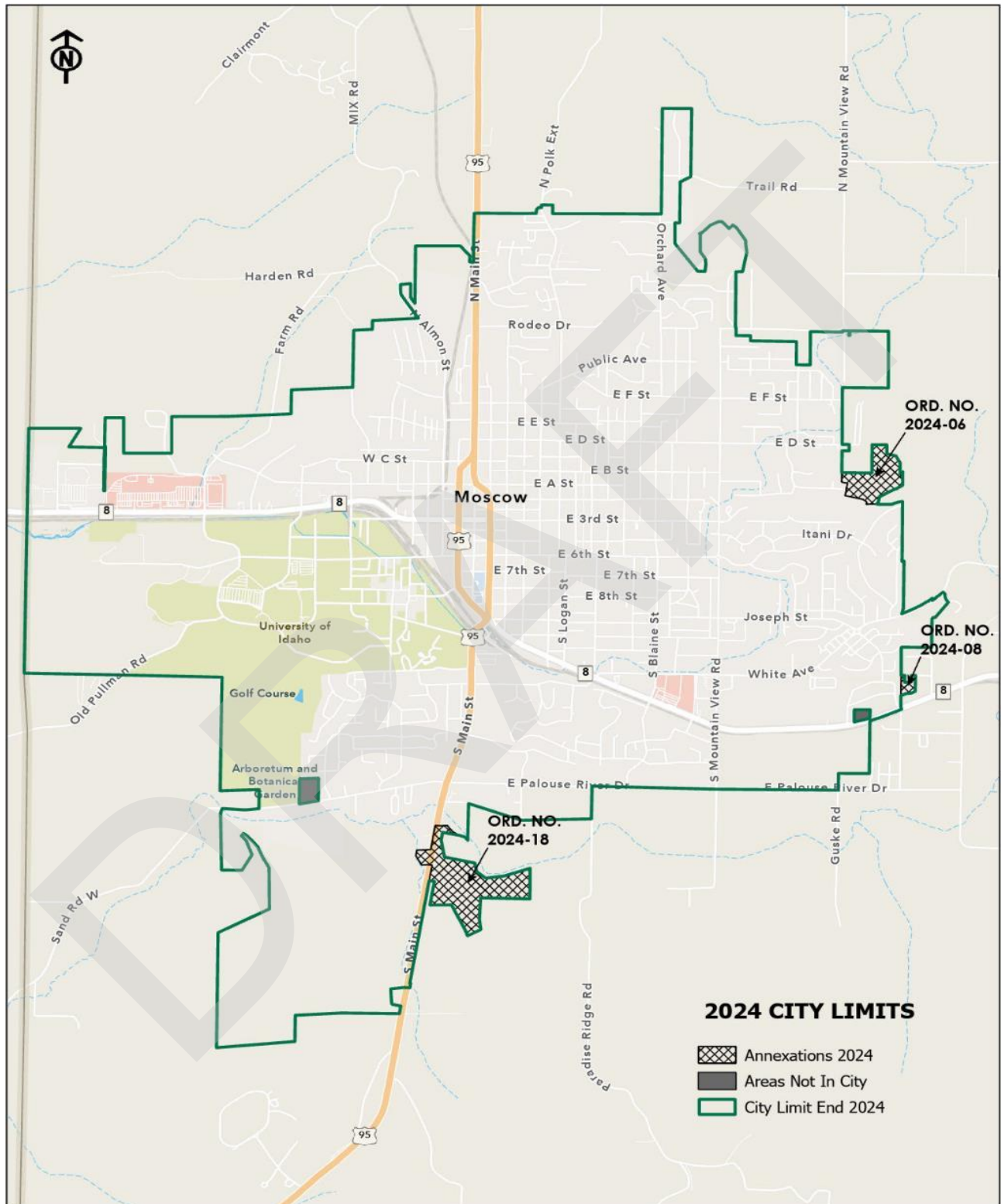
ADOPTED by the City Council of the City of Moscow, Idaho and **APPROVED** by the Mayor of the City of Moscow, Idaho this _____ day of December, 2024.

Arthur D. Bettge, Mayor

CERTIFICATION and ATTESTATION. I hereby certify that the above is a true copy of an Ordinance passed at a regular meeting of the City Council, City of Moscow, held on _____, 2024 and attest to the Mayor's signature.

Laurie M. Hopkins, City Clerk

Attachment "A"



COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, December 9, 2024



AGENDA ITEM TITLE

Task Order No. 1 City of Moscow Palouse Mall Lift Station Rehabilitation Project (ACTION ITEM)-
Evan Timar

RESPONSIBLE STAFF

Scott Bontrager, City Engineer, Evan Timar

ADDITIONAL PRESENTER(S)

DESCRIPTION

The Palouse Mall Lift Station was originally constructed in 1976 and pumps on average 68 million gallons of wastewater per year into the Water Reclamation Facility. Task Order No.1, pursuant to the Master Agreement for Professional Services between City of Moscow and Ardurra Group, consists of design phase services for the rehabilitation of the Palouse Mall Lift Station. The station requires updates and improvements due to its age and increased operational volumes. Proposed enhancements include the rehabilitation of the existing wet well, the installation of a new valve vault, the replacement of the wet well cover and hatch, the replacement of the dry-well pumps with submersible pumps, the installation of new guide rails, new electrical and control systems, the addition of a flow meter, and the replacement of the existing force main that runs across State Highway 8 to the Headworks building. The Palouse Mall Lift Station is relied upon to maintain a seamless and consistent operation by moving a large area of Moscow's wastewater to the Reclamation Facility.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Recommend acceptance of the Agreement in the amount of \$215,114.00, or provide staff with further direction.

STAFF RECOMMENDATION

Recommend acceptance of Task Order No. 1, award the Agreement in the amount of \$215,114.00.

OTHER RESOURCES

FISCAL IMPACT

Funds for Task Order No. 1 City of Moscow Palouse Mall Lift Station Rehabilitation Project will be expended from the Sewer Lift Station Renovations Program (330-230-770-69).

PERSONNEL IMPACT

ATTACHMENTS

1. Task Order 01 - City of Moscow_Palouse Mall LS_Ardurra_final

TASK ORDER NO. 01

Pursuant to the

MASTER AGREEMENT FOR PROFESSIONAL SERVICES
(Categories 1a, 2a)
BETWEEN CITY OF MOSCOW, IDAHO AND
ARDURRA GROUP, LLC.

This Task Order No. 01 is made this ____ day of _____, 2024, and entered into by and between the City of Moscow, a municipal corporation of the State of Idaho (hereinafter “CITY”), and Ardurra Group, LLC (hereinafter “ENGINEER”), pursuant to the mutual promises, covenants, terms and conditions contained in the Master Agreement (Categories 1a, 2a) between City of Moscow, Idaho and Ardurra Group, LLC dated the 1st day of March, 2024. The Project Name for this Supplemental Task Order No. 01 is as follows:

CITY OF MOSCOW
PALOUSE MALL LIFT STATION REHABILITATION PROJECT

PROJECT UNDERSTANDING

CITY is implementing improvements to their collection system as outlined in the Wastewater Comprehensive Sewer Plan prepared by Keller Associates dated September 28, 2011, including rehabilitation of the Palouse Mall Lift Station. Improvements include rehabilitation of the existing wet well, installation of a new valve vault, replacement of the wet well cover and hatch, replacement of the pumps with submersible pumps, installation of new guide rails, new electrical/control, addition of a flow meter, and replacement of the existing force main across State Highway 8 to CITY’s Headworks building.

SCOPE OF WORK

ENGINEER’s services under this Task Order No. 1 are limited to the following tasks. Any other items necessary to plan and implement the Project, including but not limited to those specifically listed in “CITY Provided Work and Additional Services”, are the responsibility of CITY.

A. TASK 1 –PROJECT MANAGEMENT AND COORDINATION

1. Project Management:

Conduct daily management of the Project and administrative tasks of a general nature as required over the duration of the Project.

- a. This task includes efforts for design coordination, quality control, communications, and general Project management to maintain continuity and flexibility.
- b. This task also includes time for monthly billings and monitoring budget items.

2. Coordination with IDEQ:
ENGINEER will provide coordination with Idaho Department of Environmental Quality (IDEQ) as necessary to determine requirements for submittal of preliminary engineering report and final design plans and specs to IDEQ. This scope of work assumes one (1) comment and revision cycle.
3. Coordination with CITY:
 - a. ENGINEER will submit three (3) design reviews (30%, 60%, 90%) to CITY.
 - i. One submittal will be for overall site plan and pump design review.
 - ii. The second submittal will be for site visit and preliminary design review.
 - iii. The third submittal will be for final design.
 - b. Each submittal assumes time for addressing any comments provided by CITY.
 - i. This scope includes time for one (1) in-person site visit to review 60% plans.
 - ii. This task also includes general coordination with CITY representatives throughout the duration of the design phase of the Project.
4. Coordination with ITD & Other Utilities:
 - a. ENGINEER to coordinate with Idaho Transportation Department (ITD) to complete requirements for right-of-way encroachment.
 - b. ENGINEER to coordinate with Avista and applicable utilities for possible relocation of utilities.
 - c. ENGINEER will complete the required application and submit with preliminary plans to ITD and other Utilities.
 - d. ENGINEER will coordinate with affected utility companies and ITD to determine the requirements for removal of an existing tree outside the fence line of the lift station. It is assumed that the tree can be removed to place a valve vault in its place.
 - e. Utility relocation and electrical and control technical support will be provided by a sub-consultant to ENGINEER .

B. TASK 2 –TOPOGRAPHIC AND EXISTING FEATURES MAPPING

1. Notice of Entry:
 - a. The work will be performed within existing public rights-of-way as well as privately held parcels.
 - b. Per Idaho Code, ENGINEER will send Notice of Entry for access to private property to approximately four parcels where work will need to be performed.
2. Project Survey Control and Monuments - Research and Setup:
 - a. ENGINEER will set approximately four (4) control points within the Project area.
 - b. Coordinates will be based on a ground projection of the Idaho State Plane grid, West Zone 1103.

- c. All control will be referenced vertically to the North American Vertical Datum (NAVD) 88.
 - d. All survey control information will be included in the base drawing.
- 3. Field Reconnaissance, Right-of-Way Monuments and Primary Project Monumentation:
 - a. ENGINEER will search for, recover and measure right-of-way monuments adjacent to the Project area, as required by Idaho Code.
 - b. Horizontal control stations will also serve as vertical benchmarks.
 - c. Practicable, control monuments will be set just outside the proposed limits of construction.
- 4. Compute Project Survey Control:
 - a. ENGINEER will reduce, analyze, and (vertically) adjust all field information and observations as necessary.
 - b. ENGINEER will prepare a Project Point Database.
 - c. The Project control points and Project coordinate system control metadata will be added to the CAD drawing file for the design mapping.
 - d. An Excel file with all control stations will be sent to CITY before finalizing the design.
- 5. Control and Right-of-Way Monuments:
 - a. ENGINEER will include control as well as any found (right-of-way) monuments in the base mapping file.
 - b. A control metadata statement including the established datum (horizontal and vertical) and a point list in tabular form will also be provided to CITY.
 - c. Products:
 - i. Establish/set Project Control monuments.
 - ii. Measure and report any found Right-of-Way Monuments in CAD format.
 - iii. Reduce, compute and compile Project Survey Control in base drawing.
 - iv. Excel file with Project Control.
 - v. Control metadata statement.
 - vi. No Control Sheet will be prepared.
- 6. Topographic, Existing Features, and Utilities Survey - Develop Topography and Existing Features Base Map:
 - a. ENGINEER will measure any structures, features, and ground topography within the Project area as well as approximately four (4) manhole structures upstream of the existing sewer lift station.
 - b. The Project area will be flown with ENGINEER's unmanned aerial vehicle (UAV) to collect data related to surface utility markings and obtain high-resolution color orthophotography.
 - c. This imagery will be georeferenced to the Project coordinate system and available as "reference" files within the CAD base drawings.

- d. ENGINEER will create an electronic Base Map (CAD DWG) anticipated to be at a scale of 1"=20'.
 - e. Products:
 - i. Base file will be in CAD/ DWG format.
 - ii. A point text file of all points, in the following coding format: point name, northing, easting, elevation, and feature code.
 - iii. High-resolution color orthophotography of the Project area.
7. Utilities Survey and Base Map:
- a. ENGINEER will retain the services of a private utilities locating company to mark the ground surface over any sub-surface utility facilities.
 - b. These markings will then be measured by ENGINEER and added to the Utilities Base Map.
 - c. Any readily available general utility location maps/sketches in CITY possession will also be provided to ENGINEER to be used as an aid in the base mapping.
 - d. Products: Develop separate Utilities Base Map file (CAD DWG).
8. Assumptions:
- a. The control as stated in Task 2 is necessary for right-of-way monument searching and measurements, design mapping and utilities mapping.
 - b. Traffic control will not be required.
 - c. Per Idaho Code, right-of-way monuments and parcel corner monuments will be searched for (near the future construction/intersection areas) measured and reported in the base drawing. The existing right-of-way at the intersections will not be developed.
 - d. All survey-related fieldwork will be performed when there is no snow or ice on the ground, during daylight hours and when the ground is reasonably dry.
 - e. For safety and other reasons, a minimum of two people will be necessary for all design survey work.
 - f. Provide base mapping within the Project area.
 - g. All utilities providers will cooperate, and all utilities will be marked.
 - h. Measurement of any structures located via Hydrovac excavation (potholing) is not included as part of this Scope of Work.

C. TASK 3 –EXISTING RIGHT-OF-WAY DEVELOPMENT

1. Research – Right-of-Way:
- a. ENGINEER will research and obtain any existing right-of-way plans, subdivision plats, records of survey, Latah County Assessor maps, and existing deeds for parcels within the Project area.
 - b. ENGINEER will obtain from the Latah County Assessor's records parcel owner information including county assessor parcel numbers, names and addresses of owners.

- c. ENGINEER will order and obtain the following two Title Reports: (1) the University of Idaho parcel on the north side of State Highway 8 and (2) the MC Gregor Company parcel along the north side of the CITY parcel.
2. Fieldwork – Right-of-Way:
 - a. ENGINEER will search for and measure any (found) monuments along each right-of-way line of W. Pullman Rd./Highway 8.
 - b. Preliminary research indicates it will also be necessary for ENGINEER to search for and measure nearby the Public Land Survey System (PLSS) corner monuments and property corner monuments as the existing right-of-way of said W. Pullman Rd./Highway 8 is referenced to them.
3. Existing Right-of-Way development:

Using existing deeds of record, subdivision plats, records of survey and the position of various found monuments, ENGINEER will develop the existing right-of-way of W. Pullman Rd/Highway 8 and existing parcel boundaries within the Project area.
4. Assumptions:
 - a. No record of survey will be prepared unless CITY elects to proceed with the Optional Task 4.0 below.
 - b. No monuments will be set unless CITY elects to proceed with the Optional Task 4.0.
 - c. No title reports will be ordered or obtained unless CITY elects to proceed with the Optional Task 4.0 below.
 - d. Easements will be shown for the two parcels listed above under 2.b.
 - e. W. Pullman Rd./Highway 8 is either a dedicated right-of-way or was acquired in fee.
 - f. W. Pullman Rd./Highway 8 is not prescriptive right-of-way.
5. Products:
 - a. An existing right-of-way base file in CAD DWG format.
 - b. A point text file of all points, in the following coding format: point name, northing, easting, elevation, and feature code

D. TASK 4 –EASEMENT DESCRIPTION, SKETCH EXHIBIT, MONUMENTATION, AND RECORD OF SURVEY (OPTIONAL)

1. Easement Description and Sketch Exhibit:
 - a. If the existing easement cannot be used for the new sewer alignment, a new easement will be required. Easements listed within the Title Report(s) will be used to determine the location of the existing easement.
 - b. Using the previously created right-of-way base file, ENGINEER will create legal descriptions and exhibits for a new sewer easement.

- c. The location of said new easement will be located based on preliminary designs. From preliminary research on Latah County Assessors Maps, it appears two separate easement descriptions will be required.
 - d. Products:
 - i. Monuments at easement corners and geometry points.
 - ii. Signed and sealed legal description(s) and exhibit(s).
- 2. Record of Survey:
 - a. Per the Idaho Code, a Record of Survey is required to be filed if new monuments are set.
 - b. ENGINEER will create a Record of Survey showing the new easement location and associated monumentation.
 - c. Additionally, per Idaho Code, any Public Land Survey System (PLSS) Corners shown on the Record of Survey may need to be brought up to current standard and Corner Perpetuation and Filing Record(s) (CP&FR) may need to be filed.
- 3. Final Easement Monuments:
 - a. Per the Idaho Board of Professional Engineers and Professional Land Surveyors, monumentation of the new sewer easement is required.
 - b. ENGINEER will set monuments at any angle points of the easement, as practicable
 - c. Products:
 - i. Sealed, signed and filed Record of Survey.
 - ii. Sealed, signed and filed CP&FR(s), as required.
- 4. Assumptions:
 - a. No easement documents will be prepared.
 - b. CITY will be responsible for recordation of documents.
 - c. Easement revisions needed based on design changes will result in additional fees.
 - d. Consultant will mail the Record of Survey and CP&FR(s) for filing with the Latah County Recorder.
 - e. Necessary PLSS monuments are extant and in good condition.

E. TASK 5 –PRELIMINARY DESIGN – LIFT STATION

- 1. Construction Drawings:
 - a. ENGINEER will prepare construction drawings for the Project.
 - b. Construction drawings will consist of details for rehabilitation of the lift station that includes, preparation of the construction drawings showing aerial photos, approximate property lines, proposed lift station modifications, and existing utility locations based on CITY provided Record Drawings, site survey, and documents from other utility companies and CITY resources.
 - c. Construction drawings will include details on lift station modifications and upgrades including wet well rehabilitation, pump replacement, valve vault construction, dry pit and wet well cover demolition, yard piping, new fence

modifications, new electrical/control, odor control with blower and carbon barrel filters, new flow meter, new pump rails and mechanical piping, and new wet well precast concrete top with new embedded hatch.

- d. All construction drawings will include details of pumping system replacements and standard construction details and notes meeting the requirements of the Idaho Standards for Public Works Construction (ISPWC) and IDEQ rules. Design of Electrical and Control upgrades will be provided by a sub-consultant to ENGINEER .
- e. The preliminary design will be submitted to CITY for review and conceptual approval prior to commencing with the final design. One (1) joint review meeting with CITY Engineering Division to review the details and construction drawings is included.

2. Preliminary Engineering Report:

- a. This item includes preparation of a preliminary engineering report referring to CITY's Comprehensive Sewer Plan, prepared by Keller Associates and approved by IDEQ on September 28, 2011.
- b. It is assumed that the pumps will be replaced in kind for capacity with what is currently installed at the Project site.
- c. The buildout capacity of the lift station will remain the same as existing. ENGINEER will survey the existing force main route and wet well dimensions to aid in hydraulic calculations necessary to confirm the required pumps.
- d. ENGINEER will prepare preliminary opinions of probable cost of construction including design support during construction for rehabilitation of all existing components and to bring the lift station up to current CITY and IDAPA standards including the addition of bypass pumping provisions, odor control and installation of a flow meter.

F. TASK 6 – PRELIMINARY DESIGN – NEW 15” FORCE MAIN (OPTIONAL)

1. Construction Drawings:

- a. ENGINEER will prepare construction drawings for approximately 375 LF of new 15” force main from the lift station to the wastewater treatment plant's headworks.
- b. Construction drawings will consist of details for trenching along proposed 15” force main alignment, installation of proposed 15” force main including bedding, backfill, and appropriate surface repair.
- c. Preparation of the construction drawings showing aerial photos, approximate property lines, proposed force main modifications, and existing utility locations based on CITY provided Record Drawings, site survey, and documents from other utility companies and CITY resources.
- d. ENGINEER will prepare preliminary opinions of probable cost of construction including design support during construction for 15” force main.

2. This task is separated from the rest of the fee for design services and will only be utilized after written authorization from CITY, if necessary.

G. TASK 7 – PRELIMINARY DESIGN – WET WELL DESIGN (OPTIONAL)

1. Construction Drawings:
 - a. The existing sewer model is currently being updated by others to determine build out flow to the lift station.
 - b. ENGINEER will prepare construction drawings for a larger wet well in the event that the existing wet well cannot accommodate additional capacity defined in the latest sewer model provided to CITY.
 - c. ENGINEER will evaluate the lift station utilizing the model's design flows for build out for the lift station to size the new wet well.
 - d. Construction drawings will include the new wet well location, details for the existing wet well, yard piping reconfiguration and site plan, mechanical drawings, utility relocation requirements, and associated standard details and notes.
2. This task is separated from the rest of the fee for design services and will only be utilized after written authorization from CITY, if necessary.

H. TASK 8 – FINAL DESIGN, BIDDING, AND CONTRACT DOCUMENTS

1. Specifications:
 - a. Prepare any additional specifications necessary that are not covered by the latest edition of the ISPWC.
 - b. ENGINEER to complete a comparison review of CITY's and ENGINEER's standard front-end documents.
 - c. Final front end documents for the Project will utilize the most current and conservative standards determined from both sources.
 - d. One review and revision cycle is included to incorporate any comments CITY and IDEQ have for the Final Design prior to CITY's approval.
 - e. Development of Electrical and Control upgrades specifications will be provided by a sub-consultant to ENGINEER.

The following "Add Alternates" will be added to the contract documents for bidding in the subsequent order:

- a. Full replacement of all electrical and controls.
 - b. Installation of 15" force main.
 - c. Palouse Mall lighting electrical relocation.
2. Final Construction Plans:
 - a. Incorporate preliminary design comments from CITY and prepare final construction plans and specifications.
 - b. Plans will be prepared in adequate detail for bidding and construction.

- c. Design of Electrical and Control upgrades will be provided by a sub-consultant to ENGINEER.
- 3. Erosion and Sediment Control Plan:
Prepare erosion and sediment control plan for the Project area.
- 4. Bidding and Contract Documents:
 - a. Prepare bidding and construction documents for the Project elements.
 - b. Complete bidding and contract documents will be prepared and refer to the requirements of the ISPWC and CITY.
 - c. Includes preparation of final quantity calculations and ENGINEER's opinion of probable construction costs.
 - d. ENGINEER's subconsultant will prepare an opinion of probable construction cost.
- 5. IDEQ Submittal / Review & Approval:
A package will be prepared for submittal to IDEQ for review and approval.
- 6. Final Design Review:
The final construction plans and specifications will be submitted to CITY for review.
- 7. Revise and Resubmit Contract Documents:
 - a. One review and revision cycle is included to incorporate any comments CITY has for the Final Design.
 - b. Revise and resubmit for final CITY approval prior to bidding.

I. TASK 9 – FINAL DESIGN – NEW 15” FORCE MAIN (OPTIONAL)

- 1. Construction Drawings:
 - a. Incorporate preliminary design comments from CITY and prepare final construction plans and specifications.
 - b. Plans will be prepared in adequate detail for bidding and construction.
 - c. Construction drawings will include Traffic Control Plans. One (1) field visit is included.
 - d. This task is separated from the rest of the fee for design services and will only be utilized after written authorization from CITY, if necessary.
- 2. Geotechnical Exploration:
 - a. Groundwater monitoring will be provided by a sub-consultant to ENGINEER.
 - b. Groundwater piezometers will be installed on each side of Paradise Creek starting fall 2024 to monitor groundwater levels monthly.
 - c. This data will be included in the Project contract documents for bidding.
- 3. Wetland Delineation:

- a. Perform a site visit and develop a Wetland Delineation Report with associated exhibit for the Project.
 - b. The Wetland Delineation Report will detail the presence or absence of aquatic/wetland features within the subject parcels and define the boundaries of any wetland areas present.
 - c. The study area for the wetland delineation will consist of an approximately 100-foot-wide corridor centered along the proposed force main crossing of Paradise Creek.
4. Joint Application for Permits/Agency Coordination:
- a. Preparation and submittal of compiled Joint Application for Permits to the US Army Corps of Engineers (USACE) and the Idaho Department of Water Resources (IDWR).
 - b. This task includes pre-application coordination meetings and ongoing permit coordination with USACE and IDWR to ensure permit issuance.

J. TASK 10 – FINAL DESIGN – WET WELL DESIGN (OPTIONAL)

- 1. Construction Drawings:
 - a. Incorporate preliminary design comments from CITY and prepare final construction plans and specifications.
 - b. Plans will be prepared in adequate detail for bidding and construction.
- 2. This task is separated from the rest of the fee for design services and will only be utilized after written authorization from CITY, if necessary.

K. TASK 11 – MANAGEMENT RESERVE FUND

- 1. The Management Reserve Fund establishes a pre-authorized budget for additional design tasks that may have been unforeseen or requested by CITY's Authorized Representative.
- 2. Scope, budget, and schedule for additional tasks shall be defined and agreed by ENGINEER and CITY per written approval prior to initiating tasks and pre-authorized budget is utilized.
- 3. Additional task amount shall not exceed pre-authorized budget without written approval from CITY.

L. ASSUMPTIONS

The following assumptions are made for this Scope of Services:

- 1. IDEQ will require a Preliminary Engineering Report for the lift station modifications and force main replacement.
- 2. CITY's Comprehensive Sewer Plan was approved by IDEQ on September 28, 2011.

3. CITY shall be responsible for payment of all agency review and/or application fees.
4. Compaction testing services will be provided by CITY selected contractor.
5. The existing wet well will be re-used.
6. Attendance at CITY's Council meetings is not included but can be added at CITY's request.
7. Construction observation during construction is not included, but can be added at a later date.
8. A Storm Water Pollution Prevention Plan (SWPPP) will be required. Contractor will implement SWPPP including filing all necessary Notice of Intent's (NOI).
9. CITY Staff will provide coordination with the Public during design, if necessary.
10. A CITY selected contractor will provide Traffic Control Plans. Preparation of Traffic Control Plans is not included as part of this Task Order.
11. Scope includes Preliminary Design and Final Design.
12. ENGINEER's subconsultant will provide engineering services related to electrical and control.
13. ENGINEER's subconsultant will provide geotechnical services related to groundwater monitoring.
14. Pressure and leakage testing services will be conducted by the contractor as part of the construction contract.
15. The existing capacity and service area of CITY's wastewater system will not change, and rehabilitations will be with same capacity equipment.
16. The contractor will be responsible for bypass pumping where necessary throughout construction and will submit a bypass pumping plan.
17. CITY's staff will provide design guidance including any CITY specific rules including any landscaping requirements and recommendations for disturbance of existing vegetation on the site.
18. Entry onto private property will be required to conduct the survey.
19. The survey crew can easily locate and access the lift station via direction from CITY Staff, or by specific location information provided.
20. Utility locates will be provided based on a single ticket submitted to Digline. The additional effort required to obtain locates may incur additional costs.
21. Access to the lift station will be available during separate construction projects being completed in the immediate Project vicinity.
22. Additional emergency storage is not required due to the lift station's connection to an external generator.
23. The CITY selected construction contractor of the Project in the immediate area will be installing a rolled curb alongside the lift station.
24. Section 404 of EPA's water quality permitting will fall under a general permit authorization and will not require an individual permit and associated alternatives analysis.
25. The existing 8" force main is an asbestos cement pipe.
26. Adding an alternate force main design will be part of the same Project and not a separate set of bid or contract documents.

M. EXCLUSIONS

The following services are specifically excluded from this Task Order, but may be added by written authorization of CITY:

1. Contract bidding and construction administration.
2. Master Planning and/or Capital Improvement Planning.
3. Preparation of environmental studies such as wetlands delineation, biological assessment, endangered species documentation, environmental assessment, or environmental impact statements.
4. Landscape design.
5. Architectural or structural services.
6. Laboratory fees.
7. Preparation of stormwater report.
8. Legal services.
9. Agency submittal fees, review fees or permit fees.
10. Client inspired changes or unforeseen changes arising due to regulatory decisions.
11. Any services, product or professional responsibility not specifically described above.

CITY PROVIDED WORK AND ADDITIONAL SERVICES

CITY-Provided Work: CITY is responsible for completing, or authorizing others to complete, all tasks not specifically included above in “Scope of Work” that may be required for the Project including, but not limited to:

1. Providing build out design flows for the Project per the most recent CITY Comprehensive Sewer Plan during the design phase of the Project.
2. Provide updated ranking of “Add Alternates” for the contract documents, if necessary.

TIME OF COMPLETION AND COMPENSATION SCHEDULE

- A.** CITY shall pay ENGINEER for the identified Services in “Scope of Work” as follows:
1. For Lump Sum fees: The portion of the Lump Sum amount billed for ENGINEER’s services will be based upon ENGINEER’S estimate of the percentage of the total services actually completed during the billing period.
 2. ENGINEER may alter the distribution of compensation between individual tasks to be consistent with services actually rendered while not exceeding the total project amount.
- B.** Period of Service: If the period of service for the task identified above is extended beyond six (6) months past the Notice to Proceed, the compensation amount for ENGINEER’s services may be appropriately adjusted to account for salary adjustments and extended duration of project management and administrative services.
- C.** CITY acknowledges that the ENGINEER will not be responsible for impacts to the schedule by actions of others over which ENGINEER has no control.

- D. The following table summarizes the fees and anticipated schedule for the services identified in “Scope of Work”.

COMPENSATION AND COMPLETION SCHEDULE				
Task	Task Name	Fee Type	Amount	Anticipated Schedule*
1	Project Management/Coordination	Lump Sum	\$27,169.00	Ongoing throughout design phase of Project.
2	Topographic and Existing Features Mapping	Lump Sum	\$7,510.00	Begin survey March 2025 when site conditions allow for full site access.
3	Existing Right of Way Development	Lump Sum	\$4,690.00	
4	Easement Description, Sketch Monumentation, and Record of Survey (Optional)	Lump Sum	\$5,250.00	
5	Preliminary Design – Lift Station	Lump Sum	\$22,830.00	Preliminary design - May 2025
6	Preliminary Design – New 15” Force Main (Optional)	Lump Sum	\$11,940.00	
7	Preliminary Design – Wet Well Design (Optional)	Lump Sum	\$10,650.00	
8	Final Design, Bidding and Contract Documents	Lump Sum	\$33,615.00	Final design - August 2025.
9	Final Design – New 15” Force Main (Optional)	Lump Sum	\$25,040.00	
10	Final Design – Wet Well Design (Optional)	Lump Sum	\$4,525.00	
11	Management Reserve Fund	Lump Sum	\$19,555.00	
12	Subconsultants	Lump Sum	\$42,340.00	
TASK ORDER TOTAL: \$215,114.00				
*Assumes all tasks, including those noted as “Optional”, are integrated into anticipated schedule.				

The Not-To-Exceed amount to complete all services listed above for this Task Order No. 01 is Two-Hundred Fifteen Thousand, One Hundred Fourteen Dollars **(\$215,114.00)**. No compensation will be paid nor will work be performed over the Not-To-Exceed amount without prior written approval by CITY in the form of a Change Order. Monthly invoices shall be billed as a percentage of work completed. Any and all travel will only be reimbursed if pre-approved by the Project Manager, and only per CITY Travel Policy. Reimbursable expenses will be paid at cost and only if pre-approved by the Project Manager and accompanied by an itemized receipt. Any travel and/or

reimbursables paid will be paid as part of the Not-To-Exceed Task Order Total per the Compensation and Completion Schedule above.

Except as expressly set forth in this Task Order No. 01, the Master Agreement otherwise is unmodified and remains in full force and effect following this Task Order No. 01.

APPROVALS, ACCEPTANCE, AND SEVERABILITY

Approval and Acceptance of this Scope of Work shall incorporate this Task Order No. 01 as part of the Master Agreement. ENGINEER is authorized to begin performance upon ENGINEER's receipt of a copy of the Task Order signed by CITY. The terms and conditions of this Task Order No. 01 shall be deemed severable. If any part of this Task Order No. 01 is held invalid or unenforceable, the remaining portions of this Task Order No. 01 shall remain in full force and effect so long as the remainder of this Task Order No. 01 is reasonably capable of completion.

This Task Order No. 01 may also be executed by the use of electronic signatures pursuant to Idaho Code § 28-50-107. If electronic signatures are utilized, the acknowledgement before a notary is not required.

IN WITNESS WHEREOF, the Parties have executed this Task Order No. 01 as of the date last signed below.

I, Zach Thompson, certify under penalty of perjury pursuant to the law of the State of Idaho, that the foregoing is true and correct and that I am an authorized agent to bind Ardurra Group, LLC into this Task Order No. 01. If signing this document utilizing an electronic signature, I understand that my electronic signature is valid and binding upon me to the same force and effect as a handwritten signature.

ENGINEER

Ardurra Group, LLC

Zach Thompson, Project Manager

Date

PM's Approval

CITY

City of Moscow, Idaho

Bill Belknap, City Administrator

Date

ATTEST:

Laurie M. Hopkins, City Clerk

ACKNOWLEDGMENT

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 2024, before me, a Notary Public in and for said State, appeared Zach Thompson, known to me to be the person named above and acknowledged that they executed the foregoing document as the duly authorized representative of Ardurra Group, LLC.

Notary Public for the State of _____
Residing at _____
My commission expires _____