

Public Works / Finance Committee



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, March 10, 2025

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 February 10, 2025 Minutes (ACTION ITEM) - Laurie M. Hopkins

2. 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 Village Center Cinemas Eastside are in the process of obtaining an alcohol license. 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 Village Center is within 300 feet of a church, specifically Real Life. The state license has been issued. The county license has been applied for and is pending approval. Alcohol will be allowed in one auditorium which will be 21 and over only. Patrons will be required to present valid identification for age verification. Those who are 21 years of age or older will receive a wristband, which must be worn to purchase and consume alcohol. A letter of request for waiver has been submitted and is included in the meeting packet. Village Center also received letters of support from The Jubilee School and Real Life.

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 the county license; or provide staff further direction.

3. Disbursement Report February 2025 (ACTION ITEM) - Sarah Decker

Presentation of the Accounts Payable Report for the month ending February, 2025.

ACTION: Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of February 2025.

4. Fourth Quarter Financial Report July 1, 2024 to September 30, 2024 for FY2024 (ACTION ITEM) - Sarah Decker

Presentation of the financial report for the fourth quarter of Fiscal Year 2024 (July 1, 2024 to September 30, 2024).

PROPOSED ACTIONS: Approve the FY2024 Fourth Quarter Report, or provide staff with further direction.

5. White Ave Pavement Preservation Project - Bid Results & Contract Award (ACTION ITEM) - Luke Hajda

The White Avenue Pavement Restoration Project extends from the intersection of SH8/Troy Road to Mountain View Road along White Ave. This project includes the removal and replacement of an approximately two-inch thick section of asphalt for the entirety of White Avenue within the project boundaries, as well as the installation of a ten-foot shared-use path to continue the existing path near the south Fairgrounds entrance east to Mountain View Road. The City published an advertisement for bids on February 8, 2025, and the Engineer's Estimate for construction was \$568,207.50. Bids were opened on February 25, 2025, at which three (3) bids were received. The bids ranged from \$458,764.00 to \$755,890.00. Of those bids, the lowest responsive bid received was submitted by Motley-Motley, Inc. of Pullman, WA with a bid of \$458,764.00. A bid tabulation is included in the packet.

PROPOSED ACTIONS: Recommend acceptance of the bid from Motley-Motley, Inc., award the contract in the amount of \$458,764.00 and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount, or provide staff with further direction.

6. Slurry Seal Project 2025 - Bid Results & Contract Award (ACTION ITEM) - Bob Buvel

This project's scope includes the application of approximately 132,000 square yards of slurry seal street surface treatment. The City advertised for bids on February 8, 2025 and February 15, 2025, and the project was budgeted for \$250,000. The engineer's estimate for construction was \$265,196.00. Bids were opened on February 25, 2025, at which four (4) bids were received. The bids ranged from \$318,235.20 to \$393,816.06. Of those bids, the lowest responsive bid received was submitted by Blackline Inc. of Vancouver, WA with a bid of \$318,235.20. A bid tabulation is included in the packet.

PROPOSED ACTIONS: Recommend acceptance of the bid from Blackline Inc., award the contract in the amount of \$318,235.20, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount, or provide staff with further direction.

7. Electrical Franchise Agreement Temporary Extension Memorandum of Agreement (ACTION ITEM) - Bill Belknap

The City of Moscow originally entered into a non-exclusive electrical franchise agreement dated September 8, 1998, with the Washington Water Power Company pursuant to Ordinance 98-31. Avista Utilities purchased Washington Water Power Company on January 1, 1999, and became the successor to the agreement and was assigned all rights, privileges, responsibilities and the franchise under the agreement. The original franchise agreement contained an initial ten-year term with an automatic renewal of fifteen years from the expiration of the initial term. The agreement has now expired and the City and Avista wish to continue operating under the original agreement until a new franchise agreement can be executed by both parties. Staff has prepared a Memorandum of Agreement to continue to operate under the prior agreement for 12 months or until a new agreement is executed by both parties.

PROPOSED ACTIONS: Recommend approval of the Memorandum of Agreement with Avista Utilities; or provide staff further direction.

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.