

AGENDA
PUBLIC WORKS/FINANCE COMMITTEE

Monday, August 9, 2010

4:30 p.m.

City Hall Council Chambers
206 E. Third Street, Second Floor

1. **Approval of July 26, 2010 Minutes - Stephanie Kalasz**
2. **Disbursements Report for July 2010 - Don Palmer**

ACTION:

Sign the Disbursements Report for the month of July 2010.

3. **North Polk Street Waterline L.I.D. No. 135 Assessment Roll - Ron Crumley**

The North Polk Street Waterline Local Improvement District (LID) No. 135 was created by the Council on July 6th, 2009. Construction was recently completed on the project. The project cost advertised in the Resolution of Intention was \$89,630 to complete the construction and reimburse the City for engineering and administrative (E&A) services. The actual cost of these items was finalized at \$42,651. After evaluating the level of benefit received by each property included in the district, staff compared various methods of distributing the cost, and is prepared to recommend an assessment roll for consideration by the Council through the public hearing process.

ACTION:

Direct staff to prepare, and provide notice of, a public hearing to present the assessment roll at a future City Council meeting. Recommend to Council to accept staff's assessment roll by the above method; or take other action deemed appropriate.

4. **Moscow FY09 ARRA Bus Shelters & Sidewalks Bid Award - Dean Weyen**

Bid opening was July 28th for the Moscow FY09 ARRA Bus Shelters & Sidewalks project. The project consists of installing three bus shelters and the construction of 1,540 feet of concrete sidewalk and related ADA compliant pedestrian ramps. Bus shelters are being installed at the following locations: 1. On the north side of Sixth Street west of Line at the University of Idaho's existing bus stop. 2. On the south side of Third Street immediately west of the Adams (by the high school). 3. On the north side of Styner Avenue immediately west of Hawthorne. New sidewalks are being constructed as follows: 1. 700 feet of new walk along the west side of Orchard Avenue beginning at Vandal Drive and ending 250 feet north of Public Avenue (connects existing sidewalk). 2. 175 feet of new walk along the south side of Sixth Street immediately west of Garfield Street (connects existing sidewalk). 3. 140 feet of new walk along the north side of Sixth Street immediately east of the new bus shelter at Blaine Street (connects existing sidewalk). 4. 525 feet of new walk along the south side of 'F' Street across from the Aquatic Center and HIRC (connects existing sidewalk segments). McCall's Classic Construction

from Clarkston submitted the low bid in the amount of \$198,840.95. The project is 100% funded with an FY2009 American Recovery and Reinvestment Act (ARRA; or Stimulus) grant received by the City of Moscow.

ACTION:

Consider the recommendation of staff and recommend Council approve the award of contract to McCall's Classic Construction in the amount of \$198,840.95 or take other action deemed appropriate.

5. **Anderson First Addition Development Agreement Request - Bill Belknap**

City Staff has received a request from the developer of the Anderson First Addition regarding a proposed phase of the development of the subdivision that would include lots 12-19 of Block 4 of the plat. Upon research into the history of the approval and development of the subject subdivision (which was approved by the City Council on September 20, 1993), it was discovered that the City and developer had not executed a subdivision development agreement that is required to stipulate the responsibilities of the City and developer with regard to the subdivision development and which identifies the approved subdivision development phasing. It appears the subject subdivision has been developed in a series of small phases upon the review and approval of Staff over the last 16 years without the benefit of a development agreement to ensure the completion of all public improvements within the subdivision including approved phasing. During the initial review and approval of the subdivision there was significant consideration by the Planning and Zoning Commission, Council and Staff regarding street connections and access and circulation in the proposed subdivision and the street network layout was changed several times through the approval process in response to hearing body, staff and public input (please see the attached summary included within the memo from City Attorney Randy Fife). The desire to facilitate the extension of Sunnyside Avenue to West Palouse River Drive was articulated in several instances and the developer indicate that it was their intent to do so after the initial early phases of the development. To date that connection has not occurred and there remains approximately 950 feet of Sunnyside yet to be constructed. 56 of the total of 69 lots in the subdivision have been developed, 50 of them currently are occupied with single-family dwellings (one home is occupying two lots), and the remaining lots are vacant. The developer is currently requesting the City's approval to develop the remainder of the subdivision in two phases. The first phase would include lots 12-19 of Block 4 and the second phase would include Lots 22-25 of Block 4 and Lot 1 of Block 5. The developer is requesting that the completion of Sunnyside Avenue occur within Phase 2 of the proposed development plan. City Staff have raised concerns regarding the lack of a development agreement for the subdivision including an approved phase plan, as well as the fact that Sunnyside has not yet been completed. More specifically, the subject request raises two questions for the City. First, under City Code no building permits are to be issued within a subdivision unless all public improvements and other associated requirements have been completed, or a development agreement assuring their completion has been executed. Therefore, it is staff's recommendation that no further development of the subdivision be permitted until a development agreement has been executed. Second, while the completion of Sunnyside Avenue was not identified as a specific condition of approval of the subdivision, it is a required public improvement within the subject plat and there was significant discussion and representation by the developer regarding the shared desire to connect Sunnyside to West Palouse River Drive. Staff has concerns that if the current request is granted that there will be a reduced incentive to complete the construction of Sunnyside in a timely manner. Staff has met with the developer and has identified three potential approaches to the completion of the subdivision. All three approaches would include execution of a development agreement.

ACTION:

Recommend that the City enter into a development agreement with the developer regarding the completion of the development of the Anderson 1st addition to include the Phasing as described above as Option 1; or take such other action as deemed appropriate.

6. **Open Budget for fiscal year 2009-2010 - Don Palmer**

It is necessary for the City to amend Ordinance 2009-18, the appropriation ordinance for the fiscal year beginning October 1, 2009 and ending September 30, 2010 (FY 2010) to accommodate grants, donations and other operational changes which reflect the cost of activities during the course of FY 2010. Thus it is necessary to appropriate monies in the sum of forty eight million three hundred three thousand six hundred fifty one dollars (\$48,303,651) which is the sum of all appropriations when considering the changes.

ACTION:

Accept report and forward to City Council for public hearing set for August 16, 2010.

7. **City of Moscow Multimodal Transportation Plan State/Local Agreement - Kevin Lilly**

The Idaho Transportation Department (ITD), through the Local Highway Technical Assistance Council has funded a federal-aid project in FY 2011 to create a Multimodal Transportation Plan for the City of Moscow. Access to the federal-aid funds requires the execution of a "State/Local Agreement" outlining the responsibilities of both the City of Moscow and the ITD. It is the standard ITD agreement for this purpose, and has been reviewed and approved by the City Attorney. A resolution certifying approval of the agreement and authorizing the mayor to enter into the agreement on behalf of the City is also required. The project was funded in the amount of \$285,000 which consists of \$264,081 federal share (92.66%) and \$20,919 local cash match (7.34%). The ITD requires a payment of \$10,000 to accompany the agreement, which is intended to cover the cost of their administration of the project and their participation in the planning process.

ACTION:

Recommend approval of the agreement and resolution, or take other action deemed appropriate.

8. **FY 2011 City of Moscow Fee Resolution - Gary J. Riedner / Don Palmer**

Staff has prepared the proposed FY 2010-2011 Fee Resolution. According to Idaho law, a public hearing must be held if individual fee increases exceed 5% of the previous year. The FY 2010-2011 budget, reviewed during a budget workshop conducted on July 19 and adoption of the Council Approved Budget on August 16, 2010 is based on the proposed Fee Resolution. Increased fees to utilities include: water and sewer utility fees. Parks and Recreation fees for those programs requiring existing, new and/or special program fees are included in the fee resolution. Some fees listed will increase by 5% or more.

ACTION:

Forward the item to Council for public hearing.

NOTICE: Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.