



Administrative Committee Regular Meeting

Laurie M. Hopkins

~Agenda~

City Clerk

www.ci.moscow.id.us

208.883.7015

Tuesday

3:00 PM

Council Chambers

May 29, 2018

206 E. Third St.

Action Items

1. Approval Of Administrative Committee May 14, 2018 Minutes – Laurie M. Hopkins

Documents:

[MINUTES OF ADMIN 5-14-18.PDF](#)

2. Resolution Accepting FAA Grant For Pullman-Moscow Regional Airport - Gary J. Riedner

It is desirable to apply for a grant from the U.S. Department of Transportation Federal Aviation Administration (FAA) Airport Improvement Program for the purpose of completing Phase 4 of the Runway Realignment Project. The amount of the grant is \$46,000,000 with a local match of \$3,735,200.00 from multiple sources, which includes a possible Washington State Department of Transportation (WSDOT) Aviation Division state grant. To facilitate the FAA grant, it is appropriate to preauthorize its acceptance. The attached resolution has been prepared for that purpose. The resolution also authorizes the execution of related assurances and certifications.

PROPOSED ACTIONS: Recommend adoption of the attached resolution preauthorizing the acceptance of grant offer AIP 3-53-0051-044 from the FAA Airport Improvement Program or provide staff further direction.

Documents:

[FAA GRANT ACCEPTANCE RESOLUTION.PDF](#)

3. Formal Resolution Adopting Farmers Market Handbook - Jen Pfiffner

Historically, as Moscow Farmers Market policies have been developed by staff and later by the Moscow Farmers Market Commission, the final document has been adopted by the Council via resolution. The last time policies were adopted via resolution was in 2012. Since that time no substantive changes were made to the policies until 2018. The Moscow Farmers Market 2018 Vendor Handbook which includes the current policies of the Market was

presented to Council on March 5, 2018 by Daniel Stewart. At that presentation it was noted that the handbook was developed per the adopted Moscow Farmers Market Strategic Plan. Updates to the 2018 season policies included more robust changes than in recent years in order to enhance transparency and understanding and to provide vendors with additional information for the reasoning behind policies. Specifically, the goal of the update was to increase the clarity, quality, consensus on and consistency of policies. The document was reviewed and recommended for approval by the Administrative Committee on February 26, 2018; presented and adopted by the City Council on March 5, 2018. This item is presented at this time to include a formal resolution adopting the current policies.

PROPOSED ACTIONS: Recommend approval of the attached resolution adopting the Farmers Market policies adopted by City Council on March 5, 2018 or provide staff further direction.

Documents:

[RESOLUTION ADOPTING FM HANDBOOK.PDF](#)

4. Moscow Farmers Market Commission Request For Nicotine Free Market - Jen Pfiffner

The Moscow Farmers Market Commission respectfully requests the adoption of a new resolution to prohibit all forms of nicotine use at the Market. This would include the use of vapor pens to eliminate the chance of Market patrons inhaling secondhand vapor as well as chewing tobacco given the residue and waste that can accompany the use of such substances. Specific concerns regarding the negative impact of non-smoking nicotine use in the market includes regular occurrences of broken vapor pens, chewing tobacco pouches and spitting.

PROPOSED ACTIONS: Recommend approval of the attached Resolution or provide staff further direction.

Documents:

[FARMERS MARKET NICOTINE FREE RESOLUTION.PDF](#)

5. Moscow Farmers Market Commission Request To Adjust Regulations Relating To Pets At The Market - Jen Pfiffner

The Moscow Farmers Market Commission respectfully requests the adoption of a new resolution to allow for dogs and other animals and pets to traverse the Market using both the eastern and western sidewalks on Main Street throughout the Market boundaries as opposed to the current policy allowing access only on the eastern sidewalk. As the former policy previously stated, the Commission is in full agreement to maintain the access of service animals throughout the Market, with this suggested amendment being proposed to better balance the intent and access of pets to Main Street during Market.

PROPOSED ACTIONS: Recommend approval of the attached Resolution or provide staff further direction.

Documents:

[FARMERS MARKET PET REGULATIONS RESOLUTION.PDF](#)

Reports

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