



## Administrative Committee

### Regular Meeting ~Minutes~

Laurie M. Hopkins  
City Clerk

[www.ci.moscow.id.us](http://www.ci.moscow.id.us)

208.883.7015

**Tuesday  
May 29, 2018**

**3:00 PM**

**Council Chambers  
206 E. Third St.**

**The meeting was called to order at 3:00 PM**

**PRESENT:** Gina Taruscio Chair, Art Bettge Councilmember

**ABSENT:** Anne Zabala Councilmember

**OTHERS:** Mayor Bill Lambert, Airport Manager Tony Bean

**STAFF:** Gary J. Riedner, Dwight Curtis, Laurie M. Hopkins

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

**RESULT:** ACCEPTED [UNANIMOUS]

**AYES:** Gina Taruscio, Art Bettge

**ABSENT:** Anne Zabala

**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.

Riedner introduced Tony Bean to explain the grant as written above. This grant will take care of the remainder of the funding to construct the runway and the design of the taxi-way. Another grant will come forward for airport creek and taxi-way construction. October 10, 2019 is still the project end date. The Committee recommended approval and that it be placed on the Council regular agenda.

**RESULT:** RECOMMENDED APPROVAL TO COUNCIL REGULAR [UNANIMOUS]

**AYES:** Gina Taruscio, Art Bettge

**ABSENT:** Anne Zabala

**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.

Pfiffner explained the Farmers Market policies were approved by the Council on March 5, 2018. However, in the past, the policies have been accepted by resolution. The major change to these policies is the fee adjustment. The Committee felt the time vendors can begin setting up their booth should be included as well as the resolution regarding the free speech wall. The Committee recommended approval with the two additions and asked that it be placed on the Council regular agenda.

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|----------------|----------------------------------------------------------|
| <b>RESULT:</b> | <b>RECOMMEND APPROVAL TO COUNCIL REGULAR [UNANIMOUS]</b> |
| <b>AYES:</b>   | Gina Taruscio, Art Bettge                                |
| <b>ABSENT:</b> | Anne Zabala                                              |

**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.

Pfiffner explained the item as written above adding it is difficult to manage nicotine on an individual basis. The Commission looked at the Department of Health and Welfare for signage and education options to assist with the transition. The Committee felt more than nicotine can be put in the vapor pens and because some substances are illegal in Idaho, this is a good idea. Another concern of the Committee is smoking and vaping in the sidewalk cafes. Riedner said staff can report back but did not think smoking was allowed in the sidewalk cafes as they are extensions of the business. The Committee recommended approval and that it be placed on the Council regular agenda.

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|----------------|----------------------------------------------------------|
| <b>RESULT:</b> | <b>RECOMMEND APPROVAL TO COUNCIL REGULAR [UNANIMOUS]</b> |
| <b>AYES:</b>   | Gina Taruscio, Art Bettge                                |
| <b>ABSENT:</b> | Anne Zabala                                              |

**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.

Pfiffner introduced the item as written above. There were fifteen incidents last year concerning pets and explanation of policy seemed confusing. Issues that arise have been safety, unfriendly dogs, sanitation and dogs are at the same level with food. With sidewalk cafes allowing pets, this would provide a good balance. Staff tries to provide education and signage to prevent the negative aspects of pets in the market. Taruscio doesn't feel this solves the safety concern. Pfiffner explained this will preclude transit of the market through intersections. The Committee will recommend approval but wants the full Council to discuss.

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|----------------|----------------------------------------------------------|
| <b>RESULT:</b> | <b>RECOMMEND APPROVAL TO COUNCIL REGULAR [UNANIMOUS]</b> |
| <b>AYES:</b>   | Gina Taruscio, Art Bettge                                |
| <b>ABSENT:</b> | Anne Zabala                                              |

### **Adjourn**

The meeting was closed at 3:20 PM

