



Administrative Committee

Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
June 25, 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, Anne Zabala Councilmember

OTHERS: Mayor Bill Lambert

STAFF: Gary J. Riedner, Mia Vowels, Les MacDonald, Bill Belknap, Kathleen Burns, Cassie Macy, Meredith Whiteman, Mike Parker, Laurie M. Hopkins

1. Approval of Administrative Committee June 11, 2018 Minutes – Laurie M. Hopkins

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Gina Taruscio, Art Bettge, Anne Zabala

2. Paradise Creek Floodplain Study Application Fee Approval - Bill Belknap

The City and Moscow Urban Renewal Agency have worked collaboratively on a flood study of a portion of Paradise Creek located between the South Main and Highway 8 crossings to update the regulatory floodplain to reflect the removal of several bridge structures which occurred 20 years ago. Staff is seeking authorization to fund the Letter of Map Revision (LOMR) application fee to allow the LOMR application to proceed.

After discussion with the City Supervisor, he is recommending that the additional \$8,000 could be funded from, the Non-Prioritized Projects line item, which has \$15,000 remaining, after prior Council-authorized commitments.

PROPOSED ACTIONS: Recommend authorization of \$8,000 from the Legislative Non-Prioritized Projects line item to fund the LOMR application fee; or provide staff further direction.

Belknap recapped the partnership of the flood study in the area of the south couplet which showed the flood plain map is outdated. The map still shows three bridges that were removed approximately 20 years. He described the steps leading up to this request which included a request to partner with a field study and then an application for a map revision. Based on prior conversations with FEMA the bridges were removed in 1998 and the most current map was published in 2002. Staff believed there would not be a fee as it was an error on FEMA's mapping. After submittal, staff received information that the hydraulic analysis supporting the 2002 map was completed in 1997, prior to the bridges being removed. The state transportation department that completed the bridge removal did not submit a map revision to FEMA. Because of this, the application is a modification of the channel itself which requires a \$8,000 fee. Riedner said there is capacity to fund this. The Committee felt the process needed to continue moving forward and recommended approval.

3. Small Office Commercial Sanitary Sewer Rate Pilot Program - Gary J. Riedner

The commercial sanitary sewer rate structure consists of classifications of rates based upon the type of commercial business, and the effect of the sanitary sewer discharge from that business upon the sanitary sewer system. For instance, the rate structure for a restaurant is based partially upon the discharge of cooking fats, oils and grease (FOG), which requires significant increased levels of treatment, both in the sanitary sewer transmission infrastructure and wastewater treatment. This results in a base sanitary

sewer rate that is charged to each business in that class, and actual use of the system is measured in increments of water usage by the business. For example, a business pays the base sanitary sewer rate monthly, and is charged a volume-based use fee for each additional 100 cubic feet of water use.

This system works well in most cases, as the business use of the sanitary sewer system is typically tied directly to the water used by the business. The one situation which causes inequities is the case where a business does not fluctuate significantly in its year-round use of water, except in its use of irrigation. While the use of water for irrigation is appropriately billed through water rates, the inequity exists because the use of irrigation water does not enter the sanitary sewer system. Under the current rate structure, there is no mechanism for decoupling the use of water to the use of sanitary sewer.

Staff has identified several, mainly office-type businesses, which fall into this category. Typical water use for these businesses range from less than 100 cubic feet per month to approximately 600 cubic feet per month. Staff is proposing creation of a new class of sanitary sewer rate in which all businesses in this class would be billed the base commercial sewer fee, plus use rate equal to 200 cubic feet of water use. This class will be piloted during the current irrigation season, while staff gathers data for analysis for use in proposing continuation of the pilot class rate, or an alternative class rate based upon the experience of the pilot program.

PROPOSED ACTIONS: Authorize staff to proceed with the Small Office Commercial Sanitary Sewer Rate pilot program as outlined, or provide staff further direction.

Riedner introduced the item as written above. Staff identified forty-nine accounts that could fit into this alternative class. Parker explained they reviewed the list multiple times to be sure the accuracy of who to include. Staff did include a water conservation approach in talking to some of the businesses, but some felt having aesthetically pleasing lawns was important to them for their customers. Riedner said the financial impact will not be large as the charge is \$3.50 per 100 cubic feet and the City has 5,600 rate payers. The Committee authorized staff to proceed with the pilot program.

Reports

Poet Laureate Update – Kathleen Burns

Burns said the Poet Laureate was a Moscow Arts Commission (MAC) initiative and are the second city in Idaho to have a poet laureate. The MAC reviewed four local submissions and Susan Hodgins was selected for a three year contract. She will meet with MAC and put together a calendar of events, the Mayor's Arts Awards being the first event, besides her appearance at Art Walk. Susan Hodgins came to the podium and read a poem of thanks.

Artwalk Recap – Kathleen Burns

Burns gave some background on some of the receptions and art openings: the tile installation at the courthouse, mosaic at the library, chalk artist at the Chamber, etc. Hannah Grieser was the winner of the Peoples Choice through the passport. Some exhibits continue through August. Closing reception at City Hall with Erica Wagner is August 2, 2018. Pfiffner commended Burns on her work with Artwalk and how far it has come.

Adjourn

The meeting was closed at 3:34 PM

