



Administrative Committee Regular Meeting

Laurie M. Hopkins

~Agenda~

City Clerk

www.ci.moscow.id.us

208.883.7015

Monday

3:00 PM

Council Chambers

September 10, 2018

206 E. Third St.

Action Items

1. Approval Of Administrative Committee August 27, 2018 Minutes (ACTION ITEM) – Laurie M. Hopkins

Documents:

[ADMIN MINUTES OF AUG 27, 2018.PDF](#)

2. Funding Request From Sojourners' Alliance (ACTION ITEM) - Gary J. Riedner

The City of Moscow has received a request from Sojourner's Alliance for one-time funding assistance. Sojourner's Alliance provides transitional housing as described in the attached memo. The request is for \$7,000 for assistance with the purchase and installation of security systems to be installed at Sojourner's facilities. These additional security systems will assist in the safety of Sojourner's staff and residents, as well as preventing potential damage to the facilities.

Staff is requesting direction from the City Council to fund Sojourner's request for financial assistance for the installation of security systems in the amount of \$7,000 from Legislative Non-Prioritized Projects 101-010-10-670-16. The remaining balance available is \$7,651.00

PROPOSED ACTIONS: Receive request and provide Staff direction.

Documents:

[SOJOURNERS ALLIANCE REQUEST.PDF](#)

3. Walmart Foundation - Community Grant Program - Shop With A Cop (ACTION ITEM) - Alisa Anderson / James Fry

The Moscow Police Department is seeking approval to submit a request to the Walmart Foundation under their Community Grant Program for \$2,500 to host the third annual Shop with a Cop event to assist less fortunate children that live in Latah County purchase gifts for their families for Christmas. This

program will not only make resources available for children to purchase gifts, but will also encourage community collaboration among local businesses, families and law enforcement. If awarded the grant request, the event is scheduled to be held at the Moscow Walmart on December 8, 2018. The City of Moscow has applied and been awarded \$2,500 for this event in 2016 and 2017.

PROPOSED ACTIONS: Recommend approval to submit a grant request to the Walmart Foundation Community Grant Program for \$2,500 to host the third annual Shop with a Cop event in Moscow, or provide Staff further direction.

Documents:

[SHOP WITH A COP GRANT.PDF](#)

4. Styner/Hwy 8 Billboard Lease Termination Request (ACTION ITEM) - Dwight Curtis

There is an advertisement billboard at the corner of Styner Avenue and State Highway 8, situated on City pathway property (see attached photo). The billboard was originally installed when the property belonged to Palouse River and Coulee City Railroad, Inc., under a 20 year lease agreement with Northwest Outdoor Advertising, inc. The City acquired the property in 2005, maintaining the lease. There was discussion at the time of the City's acquisition of the property, to terminate the advertising lease at the end of its present term; October 31, 2018. The current billboard is a preexisting non-conforming use; under current City zoning regulations, a billboard could not be constructed on the current site.

PROPOSED ACTIONS: Recommend termination of the existing billboard lease agreement with Northwest Outdoor Advertising, effective October 31, 2018, including the removal of the structure as per the lease agreement, or provide Staff further direction.

Documents:

[BILLBOARD LEASE.PDF](#)

5. Pedestrian Easement Memorandum Of Understanding With Blum Enterprises Inc. (ACTION ITEM) – Gary J. Riedner

Mr. Noel Blum recently purchased the former Dumas Seed Warehouse property located between Almon and Asbury Streets and adjacent to A Street. During a recent transaction to sell the brick powerhouse building and property (as proposed in the recently approved lot division) it was discovered that there was a unique easement that was granted via a quit claim deed dated in 1932, which granted an irregular shaped 16 foot wide easement for both private and public use as a public thoroughfare. Based upon the shape of the legal description of the easement, it appears that the easement might have been intended to extend a private alley between Asbury and Almon Streets out to Almon Street. Mr. Blum anticipates the need to pursue a quiet title action to extinguish the easement and remove the encumbrance from the property and is seeking the City's support. Mr. Blum is proposing to relocate the easement to a location along the southern property boundary to provide a pedestrian easement to cross the subject property providing an easement of

much greater utility in creating a pedestrian route east-west from First Street to the east and Lillian Woodworth Otness Park to the west. In exchange, the City would provide a letter of support to Mr. Blum supporting the termination of the 1932 easement and any interest that the City may have in the easement. The City Attorney and Mr. Blum's attorney have prepared a Memorandum of Understanding (MOU) documenting this agreement for the Council's consideration.

PROPOSED ACTIONS: Recommend approval of the proposed Memorandum of Understanding with Blum Enterprises Inc., or provide Staff further direction.

Documents:

[BLUM PED EASEMENT MOU.PDF](#)

6. Educational Uses In Central Business District Survey (ACTION ITEM) - Gary J. Riedner

During the recent Zoning Code update that was approved by the City Council on May 21, 2018, questions were raised by the Council regarding the allowance of Educational Institutions (colleges and universities) within the Central Business Zoning District (CBZD). The City Council approved the Zoning Code amendment as presented, but requested that the Administrative Committee of the City Council continue the discussion regarding the allowance of educational uses within the CBZD. On August 20, 2018, staff provided a presentation upon the history of the CBZD and the 2005 City Code amendment that addressed educational uses including schools, commercial schools and educational institutions within the CBZD to City Council. At that meeting, Council provided direction to staff to develop a survey for the community and property owners and businesses operating within the CBZD. A draft of that survey instrument has been prepared for the Committee's review. The draft survey instrument includes questions designed to gauge the perceptions of the community and property owners and businesses operating within the CBZD in regards to a) current public/private universities and colleges in the CBZD and b) additional or expanded public/private universities and colleges in the CBZD.

PROPOSED ACTIONS: Receive draft survey instrument and provide Staff direction.

Documents:

[EDUCATIONAL USES CBD SURVEY.PDF](#)

Reports

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