



Administrative Committee

Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
September 10, 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, Council Member Brandy Sullivan

STAFF: Gary J. Riedner, Mia Vowels, Alisa Anderson, Kathleen Burns, Dwight Curtis, Ryan Snyder, James Fry, Mike Ray, Jen Pfiffner, Laurie M. Hopkins

1. Approval of Administrative Committee August 27, 2018 Minutes – Laurie M. Hopkins

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

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.

Riedner introduced Steve Bonnar and explained the organization believes security cameras are needed due to incidents over the past year. Bonnar said security cameras were installed on the main house that had the fire. This request is for cameras on the four main buildings. Bonnar is anticipating the cameras will discourage future incidents. The number of cameras and the cost of installation was discussed. Bonnar said Sojourners will cover the difference if the installation exceeds \$7,000.

Bettge understands the need for security for entire facility but is concerned on how much benefit it will be to the City. He would like Sojourners to be more forward thinking on the special projects because last minute requests seem common. Bonnar responded with the installation of cameras police intervention and support will diminish.

Taruscio felt if keeping people out was the goal, perhaps a fence would be less expensive. Bonnar said it is more about people coming to visit. If there are issues, they can be addressed immediately as the facts cannot be disputed.

Zabala asked if Bonnar had explored other funding options. He responded there are not any grants in the near future he can apply for.

Bettge is inclined to support if it encourages good behavior and reduces police support. Taruscio is not convinced this is the only solution. Zabala would feel more comfortable if Sojourners attempted other resources as well. The Committee forwarded the item to the full Council.

RESULT:	RECOMMENDED TO COUNCIL REGULAR [UNANIMOUS]
AYES:	Gina Taruscio, Art Bettge, Anne Zabala

3. Walmart Foundation - Community Grant Program - Shop with a Cop - Alisa Anderson

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.

Anderson introduced the item as written above. Fry introduced Officer Ryan Snyder who ran the program last year. Snyder said it is a fun program to put together with lots of collaboration with other organizations. Moscow was awarded the full \$2500 last year and Latah County contributed \$500 through the grant as well. Counselors from the County elementary school suggest children. The children receive a \$75 gift card to pick a present for themselves and presents for family members. Approximately 25 officers participate in the event. The Committee recommended approval and that it be placed on the Council consent agenda.

RESULT:	RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]
AYES:	Gina Taruscio, Art Bettge, Anne Zabala

4. Styner/Hwy 8 Billboard Lease Termination Request - 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.

Curtis introduced the item as written above adding Northwest Outdoor Advertising would take the sign down. Bettge felt this was the opportunity to alleviate a nonconforming structure that does not enhance esthetics in the area. The Committee recommended approval of the termination and that it be placed on the Council consent agenda.

RESULT:	RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]
AYES:	Gina Taruscio, Art Bettge, Anne Zabala

5. Pedestrian Easement Memorandum of Understanding with Blum Enterprises Inc. - Bill Belknap

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.

Riedner introduced the item as written above adding the City never accepted the easement as a dedication. With the benefit to the public for a pedestrian easement along the south side, the Committee strongly supported approval of the MOU and asked it be placed on the consent agenda.

RESULT:	RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]
AYES:	Gina Taruscio, Art Bettge, Anne Zabala

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 Council'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.

Riedner introduced the item as written above. A certain amount of returns are needed to make the survey valid. However, a two page survey should have a good amount of returns. Bettge asked for additional information on what conditional use permits allow and may require for mitigation. It also mentions input from P&Z and Council, but leaves out input from BOA. Staff discussed how much detail to include without becoming a pamphlet that citizens do not want to fill out. Taruscio felt the list of conditional use permits within the background section was confusing and asked for some sort of delineation between the two entities. This survey will be separate from the biennial citizen survey but the same process will be used.

Staff will bring the corrected survey to the full Council on September 17, 2018.

RESULT:	RECOMMENDED TO COUNCIL REGULAR [UNANIMOUS]
AYES:	Gina Taruscio, Art Bettge, Anne Zabala

Reports

NoWPAC Conference Update - Kathleen Burns

Burns said the Northwest Regional Public Art Administrators Conference has never been hosted in the inland northwest. It is taking place at City Hall September 18 and 19. There are approximately 60 attendees and there will be speakers from all over the northwest. Burns went through the partnerships of organizations and local community. Registration is at 8:00 a.m. with presentations and tours beginning at 9:00 a.m. Evenings will include a wine tasting and the ACLU mural launch, dinners and trivia at Tapped. Topics will include the rewards of public art, social issues, best practices for collections, maintenance challenges for public art, community engagement and others.

Adjourn

The meeting was closed at 3:48 PM

