



Moscow City Council

Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
December 3, 2018

7:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 7:00 PM

PRESENT: Kathryn Bonzo Council President, Gina Taruscio Council Vice President, Art Bettge Councilmember, Jim Boland Councilmember, Brandy Sullivan Councilmember, Anne Zabala Councilmember, Bill Lambert Mayor

STAFF: Gary J. Riedner, Mia Vowels, Bill Belknap, Tyler Palmer, Kyle Steele, Rick Benjamin, Laurie M. Hopkins

Pledge of Allegiance

Council Member Sullivan led the Pledge of Allegiance.

Riedner handed out an amended version of the November 19, 2018 City Council minutes.

1. Consent Agenda

A. Approval of Moscow City Council November 19, 2018 Minutes – Laurie M. Hopkins

B. City Council Minutes of September 4, 2018 Amendment – Laurie Hopkins

In reviewing past minutes, it came to Staff's attention that two vote results were inadvertently left out of the approved September 4, 2018 minutes. The roll call vote took place and can be reviewed on the meeting video found here: <https://youtu.be/FKRYGujuNKQ>. Due to the fact it is not a simple scrivener's error, Staff felt the City Council should review and reapprove the minutes.

ACTION: Approve the amendment to the September 4, 2018 Moscow City Council minutes.

C. Idaho Office of Highway Safety - 2019 Traffic Enforcement Grant Project Program – Alisa Anderson

The Idaho Transportation Department through the Office of Highway Safety (OHS) administers the Traffic Enforcement Grant Project program. The goal of the program is to eliminate death and serious injuries resulting from motor vehicle crashes and implement programs designed to address driver behavior. The purpose of the program is to provide funding at the state and community level for a highway safety problem that addresses Idaho's and the community's own unique circumstances and particular highway safety needs. The Traffic Enforcement Grant Project program establishes project requirements and a grant funding process to support the enforcement efforts of local law enforcement agencies through dedicated overtime hours and/or traffic enforcement equipment. This was reviewed and recommended for approval by the Administrative Committee on November 26, 2018.

ACTION: Approve the 2019 Traffic Enforcement Grant Project Agreement, Certifications and Assurances, and Risk Assessment for assistance from the Idaho Office of Highway Safety for mobilizations during specified Highway Safety Performance Plan focus area events, campaigns, and/or Mini-Grant requests up to an accumulative amount per program fiscal year of \$50,000 without seeking additional approval.

D. MOU Agreement with University of Idaho Regarding Liability and Responsibility - Mia Vowels

The University of Idaho and the City of Moscow routinely enter into contracts, agreements, and various Memoranda of Understanding (MOU). In every contract, agreement, or MOU there is a provision regarding liability and responsibility that is negotiated between the respective entities. The proposed hold harmless provision in the MOU has been vetted by the University's Legal Counsel, the City's Legal Department and the City's insurance carrier as adequate regarding liability and responsibility and is proposed to be the standard hold harmless default provision that would be used in the routine contracts, agreements and MOU. This was reviewed and recommended for approval by the Administrative Committee on November 26, 2018.

ACTION: Approve the Memorandum of Understanding between the University and City of Moscow regarding Liability and Responsibility.

E. Office Building Lease - Gary J. Riedner

Office space within the Mann Building and City Hall is inadequate for current staff needs. Recently an office space at 203 East Third Street has been vacated by American Insurance. The office is located directly across Third Street from City Hall. The owner of the building, Robin Woods, has offered to lease the space to the City for use as additional offices. Staff is recommending a three year lease term, with two one-year rights to renew at the City's option. The office would be available on or before January 1, 2019. The source of funding for the lease would be the General Fund. This was reviewed and recommended for approval by the Administrative Committee on November 26, 2018.

ACTION: Approve the attached lease with Robin Woods for office space located at 203 East Third Street.

Sullivan moved to approve the consent agenda minus Item 1E. The motion was seconded by Bonzo. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Sullivan said she listened to the Administrative Committee and there was discussion on the dollar per square foot being consistent with market rate but no discussion on escalation. Riedner said 3% is typical for City contracts to keep with inflation. Woods wanted the escalator to keep up with inflation. The 3% was acceptable by both. Bettge moved to approve Item 1E. Taruscio seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Riedner asked for Council consensus to confirm the vote on Item 1A was for the amended minutes. The full Council confirmed.

2. Staff Recognition Report - Gary J. Riedner

The Fleet Department received an award by Government Fleet Magazine. Palmer said this is the third award for the Fleet Department but this one is particularly important because Rick Benjamin, Fleet Supervisor is retiring. Palmer described the recognition program. Of the cities recognized, Moscow is one of the smallest. Mayor Lambert and Palmer presented the award to Benjamin. Benjamin said fleet is behind the scenes and it is special to be recognized for it. Mayor Lambert complimented Benjamin for the innovative operations.

3. Mayors Appointments

None offered.

4. Public Comment and Mayor's Response Period (limit 15 minutes)

Kent Salisbury, 627 N Van Buren Moscow ID, said he is a recent transplant from Idaho Falls. His first impression of the downtown area was there was trash here and there. He spoke with Bettge about this concern and by the end of the week he already saw it get better. He thought the Council could encourage businesses and the public to put their trash in the appropriate receptacle.

5. Palouse Regional Housing Needs Assessment (ACTION ITEM) – Jen Pfiffner

Communities and employers throughout the Palouse have voiced concerns regarding a lack of affordable housing. As housing impacts the well-being and economic security of every individual and family on the Palouse, attending to the region's housing challenges provides a significant opportunity for improving the quality of lives and the economy of the region.

The issue of affordable housing is not unique to Idaho, especially on the Palouse, considering the proximity of Idaho and Washington. Given the regional impacts of the issue, coupled with PEP's commitment and foundation in partnership and the severity of the issue as reported by members of PEP and highlighted in the ALICE Report developed by United Way, the organization looks forward to taking the lead in coordinating a Palouse Regional Housing Needs Assessment.

PEP is requesting the City of Moscow participate in the study and provide a financial commitment of \$10,000. The goal of the assessment is to provide a clear understanding of the affordable housing issue and to provide the information needed to begin working head on to address the problem.

PROPOSED ACTIONS: Approve the financial participation in the Palouse Regional Housing Needs Assessment in the amount of \$10,000 or take such other action deemed appropriate.

Riedner gave a brief history of the item coming before the Council and turned it over to Gina Taruscio. Taruscio explained since being hired at Partnership for Economic Prosperity (PEP), she has spent a lot of time out in the communities listening to what they need. The same refrain seems to be broadband, workforce and housing, which related nationwide as well. Taruscio went through two key reports: Asset Limited Income Constrained Employed (ALICE) from the Harvard's Joint Center for Housing Studies and Out of Reach (HSOR) by JPMorgan Chase & Co. Businesses are finding housing affordability limiting their ability to grow. Housing should be 30% or less of a family's salary. Geography, economics and in some places zoning laws limit the potential for low cost housing to be built in economically prosperous areas. The HSOR report also addresses the cost of housing and how it impacts a family budget. The entire region is affected by this need and are stakeholders. The housing needs assessment includes affordable housing and higher end housing for the entire workforce in the communities. Taruscio introduced Brian Points from Thomas P. Miller and Associates, the main contact for the study.

Points provided a background on himself and the company. He went through the elements of the study: understand clients need; desktop review of existing plans, studies or databases; housing stock, growth, costs; resident demographics; focus group meetings with stakeholders; assess current housing. Points provided examples of projects his company worked on and the results of implementation by the organization. Examples of qualitative items the analysis will look at are what kind of amenities are offered; is the housing next to a bus stop; is it appealing to young, middle, and/or older age citizens. The outcomes of the study will be a quantitative analysis, best practices, benchmarking for communities and recommendations for improvement with completion in approximately May 2019.

Taruscio said PEP will help lead the ideas for solutions by working with stakeholders by implementing change to allow some of the gaps to be filled.

Kimmell said this assessment will bring the information into a sophisticated report. The actionable items will be a burden on all stakeholders with PEP holding everyone accountable.

Bonzo moved and Boland seconded to approve the financial participation in the Palouse Regional Housing Needs Assessment in the amount of \$10,000. Taruscio recused herself from the vote. Roll Call Vote: Ayes: Unanimous (5). Nays: None. Abstentions: None. Motion carried.

6. Stormwater Phase II Draft Permit - Les MacDonald

Palmer explained the Clean Water Act (CWA) began the process for stormwater permitting. The importance of stormwater permitting is because cities in urban areas generate many of the pollutants that end up in the waterways. Moscow's stormwater is currently managed through Streets and don't have the resources to be proactive in monitoring.

Steele said until about 1990, the primary focus of the CWA was on the wastewater discharges and treatment facilities. Steele explained the levels of the Municipal Separate Storm Sewer System (MS4) designations. In 2007 Moscow was notified by Environmental Protection Agency (EPA) as a potential candidate as a small MS4 for Phase I regulation. In 2008, Moscow received the official designation notice and were asked to make application for permit by 2009. The City Council approved the permit application for permit coverage as well as develop a comprehensive stormwater management program to submit to EPA in September 2009. In 2011, Moscow received the draft individual permit but there was a lot of changes at the federal level regarding the regulation. In 2015, Moscow received a draft general permit that would apply statewide. The general permit would affect all small MS4 cities. More changes occurred at the federal level and in July 2018, the general permit was canceled and Moscow received a new individual permit. The stormwater management program (SWMP) must include: public education and outreach, illicit discharge detection and elimination; construction and post construction site runoff control and pollution prevention and good housekeeping. The permit is effective for 5 years but many times permits are extended. Palmer added there will be a lot of activity and staff will come back and update the City Council Members as the process moves along.

The permit begins with a long administrative process where agencies and stakeholders help develop standards by which DEQ makes recommendations to EPA. The draft permit is issued and the public and regulated entity is allowed time to comment on it. Staff reviews the permit and scientific issues and determines whatever limitations are placed on the City, that they can be met. A stormwater consultant has been retained to assist with developing standards with an end goal of a stormwater utility.

Reports

City Council

Building Code Advisory Committee - Bettge said the Committee is discussing tiny home neighborhoods.

SMART Transit - Zabala reported they are discussing extending the term of the Council board position and marketing strategies to increase ridership.

Planning & Zoning Commission - Zabala said the Commission discussed the public comments on updates to the Comprehensive Plan.

Historic Preservation Commission - Sullivan said they are working on the series of interpretative signage and the 1912 Center sign is complete and will be installed in January. The City Hall sign is next with the hopes for installation in the spring.

Mayor

Lambert said he attended MYAC, airport board, and AIC board meetings as well as the holiday parade and firemans ball.

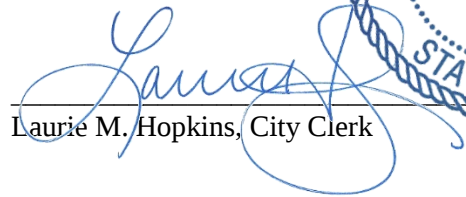
Staff

Riedner reminded the Council of the monthly breakfast meeting and the holiday employee potluck.

Adjourn to Executive Session per Idaho Code 74-206 (1)(C) and (1)(F) - The meeting will not reconvene.

Boland moved and Bettge seconded to adjourn the meeting to Executive Session. Roll Call Vote: Ayes: Unanimous (5). Nays: None. Abstentions: None. Motion carried. The meeting adjourned to Executive Session at 8:40 p.m.

ATTEST:


Laurie M. Hopkins, City Clerk




Bill Lambert, Mayor

**CITY OF MOSCOW
MINUTES OF CITY COUNCIL EXECUTIVE SESSION
November 5, 2018**

Present: Mayor Lambert, Art Bettge, Jim Boland, Kathryn Bonzo, Brandy Sullivan, Gina Taruscio, Anne Zabala

Also Present: Gary J. Riedner, City Supervisor; Mia Vowels, City Attorney; Bill Belknap, Community Development Director

The executive session was called to order at 8:45 p.m.

Item discussed pursuant to I.C. 74-206(1)(c).

The executive session was adjourned at 9:03 p.m.