

Moscow City Council



Regular Meeting ~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

**Tuesday
April 6, 2021**

7:00 PM

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

The meeting was called to order at 7:00 p.m.

PRESENT: Mayor Bill Lambert, Art Bettge, Sandra Kelly, Maureen Laflin, Brandy Sullivan, Gina Taruscio, Anne Zabala

STAFF: Gary J. Riedner, Mia Bautista, Bill Belknap (virtual), Brian Nickerson, Amanda Argona, Greg Morrison, Aimee Hennrich, Tyler Palmer (virtual), Jen Pfiffner (virtual), Alisa Anderson (virtual), Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Mayor Lambert led the Pledge of Allegiance.

PROCLAMATION - FAIR HOUSING

Mayor Lambert read the Fair Housing Proclamation.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council March 15, 2021 Minutes - Laurie M. Hopkins

B. Latah County, Idaho, Multi-Jurisdictional Hazard Mitigation Plan Update 2020 - Alisa Anderson

Latah County has been working with the University of Idaho (UI), Idaho Office of Emergency Management (IOEM), and Federal Emergency Management Agency (FEMA) Region 10 to update the 2011 Latah County All Hazard Mitigation Plan. Members of City staff from Police, Fire, and Grants participated in planning meetings during the development of the new plan which includes several others cities within the County to include Moscow. The updated plan is called the Multi-Jurisdictional Hazard Mitigation Plan (HMP). The HMP identifies both short and long-term policies and actions that help reduce risk and future losses from hazards. In early 2020, City staff received a request from Latah County to identify and prepare a list of hazard mitigation actions the City may pursue to reduce the risk and impact of hazards facing the community. Inclusion of the mitigation actions in the HMP will allow the City to continue to apply for and receive various grant funds for emergency response planning and equipment and will assist the City in pursuing additional grant funding for the identified projects in the future. This was reviewed by the Public Works/Finance Committee on March 22, 2021, and recommended for approval.

ACTION: Adopt the Latah County, Idaho, Multi-Jurisdictional Hazard Mitigation Plan Update 2020 by approval of the proposed Resolution.

C. Monitoring Well Siting Agreement with the Idaho Department of Water Resources - Tyler Palmer

The Idaho Department of Water Resources (IDWR) has funding available to drill monitoring wells in the Palouse Basin. These wells help monitor and track water levels, recharge, and other pertinent information to our basin. There is an interest in better understanding the Northeast edge of the basin. To this end, IDWR approached the City about installing a monitoring well at Mountain View Park.

Staff from Engineering, Water, and Parks met with IDWR staff on-site and agreed on a suitable location. A draft agreement is in the review process for the well, and we anticipate agreement on terms that will protect both parties, and allow for the siting of the well on the Mountain View Park property. If approved, it is anticipated that the well will be drilled before the end of the summer. Staff has finalized an agreement with IDWR and it is included in the Council packet. This was reviewed by the Public Works/Finance Committee on March 22, 2021 and recommended for approval.

ACTION: Approve Monitoring Well Siting Agreement with the Idaho Division of Water Resources.

Bettge moved and Laflin seconded to approve the consent agenda as presented. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REGULAR AGENDA

2. Staff Recognition Report - Gary J. Riedner

None offered.

3. Mayors Appointments (ACTION ITEM)

None offered.

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

Jean Elliott (Viola) suggested a document on how City and County meetings run and when citizens can give input.

David Hall (Moscow) said Moscow needs a water use budget to determine how much water is used by any user and how to balance water use. He believes it was a goal of the City Council years ago, was funded but no program was created.

5. Citizen Commission Report - Fair and Affordable Housing Commission - Aimee Hennrich / Randy Baukol

Hennrich introduced Randy Baukol. Baukol spoke on the duties of the Commission and projects and activities the Commission worked on the last year including tenant rights and responsibilities, fair housing outreach and education, and updating the Analysis of Impediments action item report and addendum.

The Mayor called a recess at 7:25 p.m. The meeting reconvened at 7:28 p.m.

6. Moscow Volunteer Fire Department Annual Report – Brian Nickerson

Nickerson went through the incidents in 2020 which included rescue and EMS, false alarms, and good intent calls. He presented graphs breaking down the details with a comparison between 2019 and 2020. A committee was formed in 2018 to review bylaws. New bylaws were completed in 2020 and passed and approved and went into effect January 2021. The restructure included switching the company model to a station model and electing a CEO, communications officer and 8 board members. Nickerson spoke on Department projects, programs and training.

7. Adoption of Fair Housing Resolution (ACTION ITEM) - Alisa Anderson

As an Idaho Department of Commerce, Idaho Community Development Block Grant (CDBG) Grantee the City is required to follow practices and obligations to Affirmatively Further Fair Housing in Moscow. As a Grantee receiving CDBG funding, the City must certify they will take actions to Affirmatively Further Fair Housing. To comply with this certification, the City at a minimum must complete the following five steps: Step 1 - Designate a Fair Housing Resource Person which is currently Aimee Hennrich, from the Community Planning and Design Department, who is also the staff liaison to the City's Fair and Affordable Housing Commission. Step 2 – Approval and publication of a Fair Housing

Resolution at least one year prior to the CDBG contract execution. Step 3 - Complete the Fair Housing Assessment Form answering questions regarding possible impediments to fair housing, identifying the impediments, and establishing an action plan to overcome or mitigate the impediment or its affects. The City prepares and updates an "Analysis of Impediments to Fair Housing and Fair Housing Acton Plan." Step 4 – Proclaim April as Fair Housing Month through a Fair Housing Proclamation, also on Council Agenda for this meeting. Step 5 – Display Fair Housing information to include an Equal Housing Opportunities Posters (both English and Spanish version) and Good Neighbors & Fair Housing = Strong Communities/ 211 Poster. The Resolution within the Council packet has been prepared by the City Attorney and follows the guidelines provided by the Idaho Department of Commerce. There have been no material changes made to the proposed Resolution from what City Council approved in 2020. The verbiage has remained the same other than the words "familial status" added within the text to standardize each paragraph.

PROPOSED ACTIONS: Adopt the proposed Fair Housing Resolution or take such other action deemed appropriate.

Anderson introduced the item as written above and by giving a history of the resolution. Bettge moved to adopt the Fair Housing Resolution. Taruscio seconded the motion. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

8. Community Events Applications & Permits Update (ACTION ITEM) - Amanda Argona

The Community Events Division is responsible for processing Community Event applications that take place in the public right-of-way (ROW). Such events include marches, demonstrations, block parties, fun runs, etc., and hosted by individuals, organizations, and other City departments and programs. On August 3, 2020, City Council suspended events in the City ROW due to COVID-19. The Community Events Division has begun to receive inquiries about hosting events, in addition to planning for the 2021 Moscow Farmers Market season. Per the State's guidelines, all events expecting more than 50 participants are required to develop a large-gathering plan and submit a required attestation to the Idaho North Central District Public Health office. In addition, last July, the City updated the current City of Moscow Community Event Application to include a specific Hold Harmless Agreement section as approved by the City's Legal Department to include language regarding State COVID-19 regulations. With these updates to State requirements and City process, City staff is looking for further guidance regarding the permitting of community events. This was reviewed by the Administrative Committee on March 22, 2021.

PROPOSED ACTIONS: Recommend the reinstatement of the community events application review process and require that events with fifty (50) or more individuals also include an approved Large Gathering Plan & Attestation from the Public Health Idaho North Central District, provide further direction, or take such other action deemed appropriate.

Argona introduced the item as written above and included a the event process this past year. Community Events is already receiving event applications for 2021 including the Farmers Market and Renaissance Fair. Kelly asked if multiple events can take place at the same time in East City Park. Morrison said no, that once a reservation is made at East City Park, all reservations are closed. Taruscio moved to recommend the reinstatement of the community events application review process and require that events with fifty (50) or more individuals also include an approved Large Gathering Plan & Attestation from the Public Health Idaho North Central District. Laflin seconded the motion. Social media is used when streets are closed and/or if it will impact the flow of the residents. Other outlets can also be used and the organization can send out a press release to promote their event. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

9. 2021 Moscow Farmers Market Operations Proposal (ACTION ITEM) - Amanda Argona

The 2021 Moscow Farmers Market is scheduled to begin on Saturday, May 1. During the 2020 Market season, staff implemented a gradual re-opening of the Moscow Farmers Market, but also limited the types of amenities offered. These included the cancellation of the following programs: Market Entertainment,

POP Club!, youth and performance (aka buskers) vendors, City Commission tabling, and more. Due to the modifications made last year, which affected the atmosphere of the Market and the impact to Vendors and their sales, staff recommended and Council approved a reduction in Vendor fees. For the 2021 Market season, staff is proposing the return of several amenities, including the curbside, pick-up service of Motor-In Moscow Farmers Market. The potential return of a more lively Market atmosphere is beneficial to Vendors and their ability to make sales. Pending which amenities are approved to return, a temporary reduction in fees is recommended by staff. Specifically, if providing entertainment in a modified manner is deemed as not feasible, staff requests waiving registration fees for the 2021 season. In preparation for the start of Market, staff has submitted an attestation to the Idaho North Central Public Health District which was approved on Friday, March 12, 2021 but has not submitted a Community Events application for review. This was reviewed by the Administrative Committee on March 22, 2021.

PROPOSED ACTIONS: Recommend approval of hosting live Market Entertainment return on May 1 with no reduction in Vendor fees, or have live Market Entertainment return on July 3 with a waiver in Vendor registration fees, or take such other action deemed appropriate.

Argona introduced the item as written above and recapped the process for Farmers Market 2020 and presented a map showing logistics for the Market. Discussion regarding placement of live entertainment performers, projection from singing, and the spacing from pedestrians. Vendors input was preference to bring back music, whether it is live or canned. Sullivan commented if the performers were six feet apart it puts them closer to the pedestrians. Kelly feels a band is already in a bubble from practicing and because of that, the need to space 6 feet may not be an issue. Bettge felt the July date may be better as there should be more people inoculated by then. Laflin thinks the July date a little late. Having the musicians clustered together like a pod could create an example for others thinking they can cluster as well. Taruscio feels July 3 is the better date. Taruscio moved to recommend approval of hosting live Market Entertainment on July 3 with waiver of vendor registration fees. Bettge seconded. Kelly asked if everything looked great, could the date be moved up to June. Pfiffner said booking banks short notice is tricky and added the Farmers Market has been vetted through Public Health and approved. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

10. 2021 Hamilton Lowe Aquatic Center Proposal (ACTION ITEM) - Greg Morrison

After careful consideration, Moscow Parks and Recreation is confident in recommending the Hamilton-Lowe Aquatics Center (HLAC) open June 11, 2021, for the regularly scheduled 2021 nine-week season. This proposal is based on an extensive review of the Centers for Disease Control, State of Idaho Rebounds Plan and Related Business Protocols, Public Health – Idaho North Central District (PH-INCD) guidelines, and additional discussions with Carol Moehrle, RN, BSN, District Director for Public Health. This review also included what other pool facilities are planning for the coming season. As a result, with the implementation of appropriate health and safety measures, Parks and Recreation propose the HLAC open for the full season, June 11 through September 12.

PROPOSED ACTIONS: Approve staff's recommendation to open the Hamilton-Lowe Aquatics Center on June 11, 2021, for the regularly scheduled 2021 nine-week season with additional COVID protocols; provide staff further direction; or take such other action deemed appropriate.

Morrison introduced the item as written above. Staff felt a large gathering plan and attestation process was also warranted for the pool. By using the same rules the high school has for athletic events, it would allow 40% occupancy which would be 360 patrons. Morrison detailed protocols including admission, staffing, the sanitation plan, the safety team. See attachment. Vaccinations has not been a requirement for employees. Council members were in support of the plan. Bettge moved to approve staff's recommendation to open the Hamilton-Lowe Aquatics Center on June 11, 2021, for the regularly scheduled 2021 nine-week season with additional COVID protocols. Zabala seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

11. Residential Street Standard Update Proposal (ACTION ITEM) - Bill Belknap

During the most recent update to the City Standard Construction Drawings containing the adopted street standards for the construction and development of new public and private streets within the City, the use of the 28-foot residential street standard was limited to cul-de-sacs and short unextendable streets. The Planning and Zoning Commission is currently working on the development of new subdivision standards which include clustered and traditional development options to provide greater flexibility and allowing compact and innovative developments that would likely benefit from the 28-foot street standard. Narrower streets reduce current and future maintenance and replacement costs, provide traffic calming in residential areas, and facilitate the development of more cohesive neighborhoods. The Transportation Commission reviewed the proposal and concurred with the Planning and Zoning Commission's request and recommended approval to the City Council. Staff has prepared and updated draft of the Standard Construction Drawings that includes the proposed revisions for the Council's review and consideration. This was reviewed by the Public Works/Finance Committee on March 8, 2021 and recommended for approval and presentation to the full City Council.

PROPOSED ACTIONS: Approve the proposed amended Standard Construction Drawings and associated Resolution; or take such other action deemed appropriate.

Belknap gave a background on the street standards for roadways and explained further as written above. Traditional and clustered subdivisions would benefit from a greater use of the 28-foot street standard. Other benefits include reducing the City's future liability for roadway maintenance and replacement costs, traffic calming, reduction in stormwater runoff from less impervious area, and savings in excess of \$500,000 per mile over a 50-year lifecycle when compared to a 36' width roadway (22% savings). Allowing on-street parking on only one side allows snow removal crews to push snow consistently away from parked vehicles and expedite snow removal operations. can save the City. Housing affordability is another benefit as reducing the width of the roadway reduces the cost being passed into the home price. Sullivan said there are so many benefits and there are many reasons to support the change. Taruscio moved to approve the proposed amended Standard Construction Drawings and associated Resolution. Bettge seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

12. Set FY2022 Budget Hearing Date for August 2, 2021 (ACTION ITEM) - Gary J. Riedner

Per Idaho Code 63-802(A) the City is required to notify Latah County of the public hearing date for the City's annual budget no later than April 30th each year. Staff is requesting that the Council officially set the date so the Notification of Budget Hearing form can be completed and returned to the Latah County Auditor's Office by April 30th.

PROPOSED ACTIONS: Set August 2, 2021 as the public hearing date for the City of Moscow FY2022 budget, or take such other action deemed appropriate.

Riedner introduced the item as written above. Riedner said the budget process is underway and outlined the main schedule. Laflin moved to set August 2, 2021 as the public hearing date for the City of Moscow FY2022 budget. Sullivan seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Historic Preservation Commission – Zabala said the Commission reviewed orchid awards nominations.

Palouse Knowledge Corridor – Zabala what they can do to align with city interests and recognize the economic development ecosystem.

Moscow Tree Commission – Zabala said the Commission worked on the planning for the first seed sapling giveaway at the Farmers Market.

Planning & Zoning Commission – Laflin said the Commission discussed the legacy landing development which will have six commercial tenants, one café tenant, and 8 enclosed parking spaces. Second and third floors will have apartments.

Human Rights Commission – Laflin said a panel on restorative justice will be held on April 8.

Moscow Urban Renewal Agency – Sullivan reported the Agency received an annual audit presentation and reviewed the annual report.

Moscow Volunteer Fire Department – Bettge reported they are working on fund raising projects.

SMART Transit – Bettge said they received a grant for \$493,000 for technology funding, new online software for schedules and wait times.

Farmers Market Commission – Bettge said the Commission has another vacancy. They are discussing the possibility of modifying the 200 air miles requirement for selling at the market and approved a contract with Julene Ewart on a branding agreement.

Sustainable Environment Commission - Kelly said the Commission received update reports.

Mayor

Mayor Lambert said he attended the Airport Board meeting where they discussed a third flight beginning May 20. Terminal design public meetings are coming up. A flight to Denver is also being discussed.

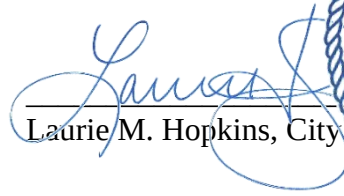
Staff

No reports.

ADJOURN TO EXECUTIVE SESSION PER IDAHO CODE 74-206 (1)(F) - THE MEETING WILL NOT RECONVENE.

Kelly moved and Bettge seconded to adjourn to executive session at 9:27 p.m. per Idaho Code 74-206 (1)(F). Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

ATTEST:


Laurie M. Hopkins, City Clerk




Bill Lambert, Mayor

CITY OF MOSCOW
MINUTES OF CITY COUNCIL EXECUTIVE SESSION
April 6, 2021

Present: Mayor Lambert, Art Bettge, Sandra Kelly, Maureen Laflin, Brandy Sullivan, Gina Taruscio, Anne Zabala

Also Present: Gary J. Riedner, City Supervisor; Mia Bautista, City Attorney,

The executive session was called to order at 9:30 p.m.

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

The executive session was adjourned at 10:04 p.m.

MOSCOW PARKS AND RECREATION HAMILTON-LOWE AQUATICS CENTER

Greg Morrison, M.S., CPRP
Recreation Supervisor
City of Moscow

HLAC SEASON

- Hamilton-Lowe Aquatic Center (HLAC)
 - This proposal is based on an extensive review of the Centers for Disease Control, State of Idaho Rebounds Plan and Related Business Protocols, Public Health – Idaho North Central District (PHINCD) guidelines, and additional discussions with Carol Moehrle, RN, BSN, District Director for Public Health.
 - Implementing of appropriate health and safety measures, Parks and Recreation propose the Hamilton Lowe Aquatics Center open for the full season, June 11 through September 12. (9 week season)
 - This review also included what other pool facilities are planning for the coming season.
- Capacity
 - Following the Recommendations from PHINCD, we should follow the IHSAA to allow 40% occupancy, which would be 360 people.
 - Historically in June we average 310 people per day
 - The Large Gathering Plan and Attestation process administered by the PHINCD provides the structure to meet all state guidelines for pool facilities and large gathering types regardless of the current or future stage of the Idaho Rebounds Plan.

HLAC SEASON

- Admission
 - One ingress and egress
 - Ticket booth will ask if patron(s) have a fever or is feeling unwell
- Entry Fee
 - No recommended changes to daily fee
 - Daily, 3 and under-Free, Child 4-17 \$5.50, Adult 18-64 is \$7.11, 65+ \$5.50
 - Season passes offered WITH caveat buyer agrees to that if capacity is met, admission may not be available

HLAC SEASON

- Staffing
 - Fully Staff both Lifeguards and Concessions along with a Safety Team
 - All staff except lifeguards to wear masks and gloves at all times
 - Lifeguards are physically distanced – No masks except while rotating
- Pools
 - Lap Pool
 - Distance Dots
 - No Blow up Obstacle
 - Activity Pool
 - In-depth review with PHINCD, given the chlorination of all pools, physical distancing requirements are not needed.
 - Slide Pool
 - Distance dots to show spacing for ques for slides.

HLAC SEASON

- Deck
 - Indicate physical distancing with chair grouping and umbrellas.
 - Safety Team to sanitize and reset as needed as patrons come and go.
 - Facility has the capacity to meet physical distancing requirements.
 - Masks not required when seated or physically distanced from others.
 - Showers
 - Educate patrons to come ready to swim – unable to physically distance
 - Restrooms open with regular sanitizing
- Concessions
 - Regular Operation following Health Department guidelines
 - One ingress and one egress with dots
 - Eating spaces sanitized after each use

HLAC SEASON

- Swimming Lessons
 - Open a full lesson plan for the summer in morning
 - Plunge Pool will be available for lap swimming when no lessons are in pool
- Safety Team
 - While patrons are in the facility – every 2 hours:
 - All surfaces to be cleaned regularly
 - Hand sanitizing stations to be located throughout the facility
 - Clean benches after each use
 - End of Day
 - Clean and sanitize all chairs and lounges with wishy-wash
 - Clean and sanitize concession window area and all surfaces inside
 - Clean and sanitize inside and outside of entry to HLAC
 - Clean and sanitize managers room and computers
 - Clean and sanitize all touchpoints
 - Clean and sanitize with wishy-wash deck area
 - Clean and sanitize touch areas and deck of slides and stairs to slides

HLAC SEASON

- Thank you City Council and the community for their patience and understanding as we all worked together to navigate the unprecedented times of 2020. We look forward to seeing everyone at the pool to enjoy a summer of sunshine and swimming!
- Questions?