

FAIR & AFFORDABLE HOUSING COMMISSION



Randy Baukol
Commission Chair

FAHC@ci.moscow.id.us

Regular Meeting
~Agenda~

Aimee Hennrich
Staff Liaison
208.883.7095

<http://www.ci.moscow.id.us/358/Fair-Affordable-Housing-Commission>

Thursday
March 3, 2022

5:15 PM

Council Chambers
206 E Third Street

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Approval of February 3, 2021 Minutes (ACTION ITEM)

Presentation of minutes for approval.

PROPOSED ACTIONS: Approve minutes as presented; approve minutes with amendments; or provide staff further direction.

2. Student Presentation from Palouse Prairie Middle School – Greg Pierce

3. 2022 Wellness Fair Planning Discussion

PROPOSED ACTION: Discuss topic and provide staff with direction as deemed appropriate.

4. Farmers Market Tabling Discussion

PROPOSED ACTION: Discuss topic and provide staff with direction as deemed appropriate.

REPORTS

ANNOUNCEMENTS

UPCOMING EVENTS / MEETINGS

Next regular meeting scheduled for Thursday, April 7, 2022.

ADJOURN

NOTICE: Moscow City Council and Commission meetings can be televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

FAIR & AFFORDABLE HOUSING COMMISSION



Randy Baukol
Commission Chair

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Regular Meeting

~Minutes~

Aimee Hennrich
Staff Liaison

208.883.7095

<https://www.ci.moscow.id.us/358/Fair-Affordable-Housing-Commission>

Thursday
February 3, 2022

5:15 PM

Haddock Building
504 S Washington Street

The meeting was called to order at 5:23 PM

MEMBERS PRESENT: Randy Baukol, Chair; Jo Ellen Force (virtual), Casey Holcomb-Hawkes, Linda Pike (virtual), Bruce Pitman, Olivia Sivula (virtual)

OTHERS: Julia Parker (virtual)

STAFF: Aimee Hennrich

REGULAR AGENDA

1. Approval of January 6, 2022 Minutes (ACTION ITEM)

Presentation of minutes for approval.

Holcomb-Hawkes moved for approval of the minutes as presented, seconded by Pitman. Vote by Acclamation; Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

2. Analysis of Impediments Discussion – Survey Deliverability (ACTION ITEM)

Staff reported back to the Commission regarding the sample size request made at the previous meeting. The Commission could send out only 300 surveys now, due to budget constraints, or wait until the broader City survey is sent out next year with a sample size of approximately 1200. Commissioners discussed their options and decided to move forward with the current survey and sample 300 people now. There was some conversation about using the current survey as a way to examine survey questions for next year's City-wide survey, in anticipation of participating in both. Commissioners expressed disappointment regarding the limitations and feasibility of sending the survey out to more participants now.

Holcomb-Hawkes made a motion to proceed with surveying 300 respondents at this time, seconded by Pitman. Vote by Acclamation; Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

3. 2022 Wellness Fair Planning Discussion

The Commission discussed the upcoming Wellness Fair and Staff distributed the proposed floor chart for the FAHC table location. Staff requested additional participation for table coverage.

4. 2023 Budget Request (ACTION ITEM)

The City is currently preparing the 2023 budget and the Commission will need to submit their request by the end of February.

The Commissioners discussed the previous year's budget request and decided to keep the same costs of \$300 for supplies and \$1500 for Fair Housing Training Sponsorships, in hopes that the event will return to in-person by 2023.

Holcomb-Hawkes motioned to approve the 2023 FAHC Budget Request, and Pitman seconded. Vote by Acclamation; Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

REPORTS

The Commission requested Staff reach out to Idaho Fair Housing Association (IFHA) to find out how many people have applied for Emergency Rental Assistance and how many people have been awarded.

ANNOUNCEMENTS

Affordable Housing Grant Awards

Staff reported on the two Affordable Housing Grants that were awarded by the City of Moscow.

UPCOMING EVENTS / MEETINGS

Next regular meeting scheduled for Thursday, March 3rd, 2022 – Council Chambers

Staff reminded the Commissioners of the Palouse Prairie Charter School presentation set for March 3rd in Council Chambers.

The meeting adjourned at 5:55 PM

Randy Baukol, Chair

SPRING INTO HEALTH!



March 10th, 2022 | 11am - 6pm
Latah Fair and Events Center



MOSCOW FARMERS MARKET



Commission Tabling Guidelines

The Community Events Division welcomes City of Moscow Commissions to host a table at the Moscow Farmers Market to conduct public outreach.

All City Commissions must adhere to the following:

- Conduct tabling hours between **9 am and 12 pm** within the confines of the tabling space next to the **bus shelter in Friendship Square**.
- Be responsible for the transportation of their tabling materials.
- Submit date requests no later than April 1 each year for priority consideration.
- Include a brief description on outreach initiative for inclusion in weekly press release, social media, and monthly e-newsletter.

The following items will always be provided and set-up by Community Events Staff for Commissions:

- One, six (6) foot table
- City of Moscow tablecloth
- Shade umbrella with weighted stand (a pop-up tent with tent weights is supplied during inclement weather)
- Two chairs

Commissions that are unable to table on their assigned day must inform their City staff liaisons. Staff liaisons are to contact the Community Events Division regarding such cancelations and to reschedule if possible. Office hours during the Moscow Farmers Market season are Tues. through Fri., 8 am to 5 pm.

MOSCOW FARMERS MARKET



Department & Commission Tabling Request Form

The Moscow Farmers Market averages 10,000 visitors per Market day, with many of these individuals residing within Latah and Whitman County. In an effort to promote collaboration between City departments and divisions, and bring awareness to citizens about special projects and initiatives, the Community Events Division invites City Commissions and Departments to host a table during the Market season. Select the City-affiliated Commission or Department you are representing and up to five dates for tabling at the Market. Community Events Division staff will sign a minimum of two dates per requestor. **Selection of dates on this form does not guarantee assignment.** Liaisons will be notified of the final tabling schedule by early- to mid-April.

- | | |
|---|---|
| ☐ Board of Adjustment | ☐ Moscow Arts Commission |
| ☐ Fair & Affordable Housing Commission | ☐ Moscow Pathways Commission |
| ☐ Farmers Market Commission | ☐ Sustainable Environment Commission |
| ☐ Historic Preservation Commission | ☐ Transportation Commission |
| ☐ Human Rights Commission | ☐ Tree Commission |
| ☐ Parks & Recreation Commission | ☐ City Department or Division |
| ☐ Planning & Zoning Commission | _____ |

MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
☐ 7	☐ 4	☐ 2	☐ 6	☐ 3	☒ 1
☒ 14	☐ 11	☐ 9	☐ 13	☒ 10	☐ 8
☐ 21	☐ 18	☐ 16	☐ 20	☐ 17	☐ 15
☐ 28	☐ 25	☒ 23	☐ 27	☐ 24	☐ 22
		☐ 30			☐ 29

Provide a one to two sentence description of outreach efforts for weekly press release, social media, and e-newsletter. Additional follow-up may be required if descriptions are vague.

Contact for Outreach Events:

First Name

Last Name

Cellphone Number

Email

City Staff Liaison Signature: _____ **Date:** _____

By signing this form, City Staff Liaison acknowledges they are aware of their Commission's outreach efforts and are responsible for collecting items at the end of Market day if Commission members fail to do so.

For office use only

Request Form received on: _____

MM/DD/YYYY