

Administrative Committee



Regular Meeting ~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, January 24, 2022

4:00 PM

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

REGULAR AGENDA

PRESENT: Anne Zabala, Sandra Kelly, Julia Parker

STAFF: Bill Belknap, Tyler Palmer, Cody Riddle, Mia Bautista, Anthony Dahlinger, Megan Cherry, Taylor Riedner

OTHERS: Mayor Art Bettge, Council Member Gina Taruscio, Paul Kimmell (PBAC)

1. Selection of Committee Chair and Vice Chair (ACTION ITEM)

Elect incoming Administrative Committee Chair and Vice Chair.

ACTION: Approve Committee Chair and Vice Chair.

Chair Zabala, Vice Chair Parker

2. Approval of Administrative Committee December 13, 2021 Minutes (ACTION ITEM) - Taylor Riedner

The minutes were approved as presented.

3 Idaho Commission on the Arts (ICA) Arts Education Annual Project Grant Application . (ACTION ITEM) - Megan Cherry

The Arts Department seeks approval to apply for an annual grant administered by the Idaho Commission on the Arts (ICA). The Arts Education Annual Project is a grant program that supports activities that unite education and the arts. These grant funds will sustain the MAC and Arts Department's MACTivities Toolbox program, which is part of the MAC's fulfillment of the arts education component of their mission. The Toolbox program was initiated during the early days of the 2020 pandemic as a way to support arts education while maintaining social distance. The Toolboxes contain art supplies and National Core Arts Standards-aligned curriculum designed to serve ages 5 - 13+. The Arts Department successfully applied for funding through this grant program in 2021, and funds received in July 2021 were held back to support the program in FY22. The fourth edition of the program is currently in development, with a fifth edition slated to be produced by the end of June 2022. If received, this grant funding would represent off-setting revenue for operations in FY23. The grant request, if approved, will be for \$2500, and the program requires a 1:1 match.

PROPOSED ACTIONS: Recommend approval of the Arts Education Annual Project grant application for the current cycle, or provide staff further direction.

Cherry introduced the item as written above. The Arts Department has distributed the Toolboxes in various ways such as the Farmers Market, pick-up at City Hall, and other events. The maximum grant approval is \$15,000 and the Department feels they are not quite there yet, but hope to build the program each year. The Committee recommended approval and that it be placed on the Council regular (ASK BILL) agenda.

4 Electric Scooter and Shared Mobility Program Code Amendment and License Agreement

. (ACTION ITEM) - Cody Riddle

The City continues to see interest in the deployment of shared mobility devices (E-scooters and E-bikes). In response, Staff has prepared a draft amendment to City Code to address the use of E-bikes, E-scooters and similar devices upon the City's streets, sidewalks and pathways in anticipation of the likely increased use. Additionally, Staff has prepared a draft license agreement for shared mobility providers that would regulate their operations and standards of performance. Both the code amendment and license agreement were reviewed and previously recommended for approval by the Transportation Commission and Administrative Committee. Staff will present the previous draft, provide an update on recent communication with mobility providers, and seek the Committee's review and recommendations.

PROPOSED ACTIONS: Receive report and provide staff with further direction.

Riddle introduced the item and revisited previous meetings that the program was discussed. (SEE PRESENTATION). Staff proposes to update MCC _____ and the new proposed ordinance would outline definitions, operating standards, parking, storage, maintenance, enforcement. The proposed licensing agreement also outlines the contract, reporting structure, maintenance requirements, fees, and explains the annual re-evaluation. Outstanding issues with the program include speed and safety for pedestrians, and ongoing definition updates with the advancement of technologies. The City has proposed a zone downtown that will not allow any riding for safety reasons. Electric wheelchairs are defined within the code as a separate requirement and the dismount zone will be restricted to E-assistance. There has not been a prohibition on riding bikes, but it could be re-evaluated in the future. Should the operator hit something, it would be the liability and a violation of the operator, not the company. The company is required to collect and redistribute the devices on a regular basis. The Committee recommended staff to move forward with suggestions mentioned and that it be placed on the Council regular agenda.

REPORTS

Palouse Basin Aquifer Committee Community Survey Report – Paul Kimmell

Palmer and Paul Kimmell (Latah County Representative for PBAC). Palmer reviewed what the Palouse Basin Aquifer Committee is and HANDED OUT additional documents including Awareness Poll Findings. (Attach to minutes)

Downtown Parking Program Update – Mia Bautista / Anthony Dahlinger

Dahlinger and Bautista reviewed current practices of regulating downtown parking. Previously, code enforcement officers walked all of downtown marking vehicle tires with chalk. In 2019, there was a case in another city that had an individual challenge the process. The result ended in the chalking being a "search" and no longer an option. In October 2021, the Idaho Supreme Court reviewed a case involving a drug dog search and the dog put its nose through the window and ultimately was labeled as a "search". This has triggered other methods of enforcement. A temporary solution includes a product called AIMS with a cell phone application that can log ticket and vehicle information and be able to digitally mark the vehicles. The feedback received was iffy and takes more time by city staff. The U of I uses kiosks as well as the same AIMS program. (Dahlinger handed out a packet and need to get a copy). Pay-to-Park was a suggestion that came up. The license plate reader would provide

the enforcement officers easier maintenance. The quote provided would be for one unit of the proposed program. Each kiosk costs about \$6,500. These costs were not estimated in the FY2022 budget but will need to be considered relatively soon due to the temporary solution of the situation. This proposal will be brought back to committee once more information is received as well as a quote hopefully, in the next few months. Chalking next to the tire on the pavement is not an option due to easy removal and potential weather issues. This system will provide greater efficiency and likely higher revenue. Revenue from this goes towards downtown improvements.

Staff Report (if needed)

None needed.

ADJOURN

The meeting adjourned at 4:54pm.