

Administrative Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
May 9, 2022

4:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 4:30 p.m.

PRESENT: Hailey Lewis, Julia Parker, Anne Zabala

OTHERS: Mayor Art Bettge

STAFF: Bill Belknap, Mia Bautista, David Schott, Jen Pfiffner, Megan Cherry, Taylor Riedner

REGULAR AGENDA

1. Approval of Administrative Committee February 14, 2022 Minutes (ACTION ITEM) - Laurie M. Hopkins

The minutes were approved as presented.

2. Camp Moscowanna Alcohol Use Request in Entertainment District (ACTION ITEM) - Amanda Argona

The Moscow Chamber of Commerce + Visitor Center is hosting Camp Moscowanna on Saturday, June 4th, from 4 pm to 8 pm on Main Street between 3rd and 6th Streets. This summer camp-themed event is designed to evoke the nostalgia of family-friendly gatherings and features: corn-hole, a children's fishing hole, sing-a-long log, relay race, scavenger hunt, live music, up to ten local food vendors, and up to nine beer/wine vendors. The event has been reviewed and approved by staff as of April 13, 2022. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, Camp Moscowanna is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Section 10-1-12, a draft resolution has been prepared for the Council's consideration.

PROPOSED ACTIONS: Recommend approval of the resolution allowing for the temporary suspension of the open container law within the event footprint of Camp Moscowanna for the duration of the event; or provide staff with further direction.

Pfiffner introduced the item as written above. The first bay in the Jackson Street parking lot will have extra restrooms. Sam Martinet, Chamber of Commerce Executive Director said this is the third event of a series of themed block parties. Winterfest was a larger footprint but she will be monitoring how many vendors register and will reduce the footprint to 3rd and 5th should vendors be minimal. There are more tickets available than there were for Winterfest. Because of this, event planners felt more restrooms should be added. There was some confusion as to where the alcohol boundary was in regards to the downtown restrooms. Therefore, the first bay and the area of the downtown restroom were added to the footprint of the event. The Committee recommended approval and that it be placed on the Council consent agenda.

3. Idaho Commission on the Arts ARPA Grant (ACTION ITEM) - Megan Cherry

The Idaho Commission on the Arts (ICA) announced an American Rescue Plan Act (ARPA): Relief for Arts Nonprofits grant opportunity on April 22, 2022, with a deadline of May 9, 2022. This opportunity is for a one-time, non-matching grant available to arts organizations throughout Idaho. Grant funding for this program originates from federal ARPA funds, with award amounts based upon a formula similar to the ICA's annual Public Programs in the Arts grant. Staff anticipates up to \$8000 in funds awarded through this program. If received, the revenue would offset existing full-time personnel costs. Due to

the short time between the announcement and the deadline for applications, the Arts Department submitted an application on behalf of the City of Moscow Arts Department on May 4, 2022, and is seeking ratification of that application.

PROPOSED ACTIONS: Recommend ratification of the ICA ARPA grant funds application made May 4, 2022, or provide staff further direction.

Cherry introduced the item as written above. Zabala would have liked to see the grant go towards arts programming. Belknap said operation budgets are appropriations for that fiscal year and if not expended, would go into the unanticipated fund balance and rolled over to the next budget year. Cherry added there are certain requirements for the expense of the grant funds. The personnel option was the simplest reporting. The Committee recommended approval and that it be placed on the Council consent agenda.

4. Rendezvous in the Park Beer and Wine Garden Request (ACTION ITEM) - David Schott

Rendezvous in Moscow, Inc. is requesting City Council approve a Resolution allowing them to have a beer garden provided by a licensed vendor in East City Park for Rendezvous in the Park 2022 between the hours of 3:00 p.m. and 10:00 p.m. local time from July 13, 2022, through July 17, 2022. The event is open to the public, and there have been no issues related to this request since the first beer and wine garden was approved. The location of the beer garden has changed this year. The beer and wine garden in 2022 will be on the east side of East City Park. Security will be provided by Allied Universal Security Services again this year. The Chief of Police has reviewed the request and the safety requirements addressed in the Resolution and had no issue with the request.

PROPOSED ACTIONS: Recommend approval of the Resolution authorizing the beer and wine garden request for Rendezvous in the Park 2022; or provide staff with further direction.

Lewis disclosed she is an active member of the Rendezvous board and would be abstaining from the conversation. Schott introduced the item as written above and said there have not been any issues in the past. Having no questions, the Committee recommended approval and that it be placed on the Council consent agenda.

REPORTS

Staff Report (if needed)

No report.

ADJOURN

The meeting closed at 4:11 p.m.

