

Administrative Committee



Regular Meeting ~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday
January 9, 2023

3:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 3:00 p.m.

PRESENT: Maureen Laflin, Gina Taruscio, Hailey Lewis

OTHERS: Mayor Art Bettge, Council Member Sandra Kelly, Council Member Drew Davis

STAFF: Cody Riddle, Mia Bautista, James Fry, David Schott, Amanda Argona, Megan Cherry, Laura Perrigo, Taylor Riedner

REGULAR AGENDA

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

Council member Hailey Lewis was selected as Chair and Maureen Laflin as Vice Chair.

2. Approval of Administrative Committee July 11, 2022 Minutes (ACTION ITEM) - Taylor Riedner

The minutes were approved as presented.

3. Idaho Commission on the Arts Grant Application: Public Programs in the Arts (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 Public Programs in the Arts (PPA) grant program is intended to provide general operating support for arts organizations in Idaho. These funds will represent off-setting revenue in the production of Arts Department events including Entertainment in the Park and Artwalk. If the application is successful, funds are typically available at the end of the City of Moscow's FY23, and would be deferred for use in FY24.

PROPOSED ACTIONS: Recommend approval of the Public Programs in the Arts (PPA) grant application for the current cycle, or provide staff further direction.

Cherry introduced the item as written above. The funds had previously been used to offset the cost of producing events rather than staff salary expenses. The grant does not require expenditure reporting. The Committee recommended approval and that it be placed on the Council consent agenda.

4. Winterfest Alcohol Use Request in Entertainment District (ACTION ITEM) - Amanda Argona

The Moscow Chamber of Commerce + Visitor Center is hosting its annual Moscow Winterfest on Saturday, February 4th, from 12 pm to 4 pm on Main Street between 3rd and 6th Streets. The annual event is stylized as an 80s themed apres ski block party. The applicant anticipates 9 (nine) licensed beer and/or wine vendors and ten (10) non-alcoholic and/or food vendors. Proposed activities include corn hole, snowball bullseye toss, snowman building contest, Simon Says with skis, oversized Yahtzee and Connect Four, lip-sync battle, and photo booth.

Warming fires may be provided at the event at the determination of the Moscow Volunteer Fire Department.

The event has been reviewed and approved as of December 14, 2022. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, Moscow Winterfest is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Title 10, Chapter 1, Section 1-12; a draft resolution has been prepared for 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 the Entertainment District for Moscow Winterfest for the duration of the event; or provide staff with further direction.

Argona introduced the item as written above and provided a few updates to the list of activities for the event.

Dre Arman (Moscow Chamber of Commerce and Visitor's Center) reviewed the events that will be available and explained they are mostly family-friendly activities. There will no longer be pre-sale ticket purchases to attend the event and the only tickets available would be for those consuming alcohol.

Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

5. Consideration of the Moscow Area Mountain Bike Association License Agreement for the Moscow Mountain Property Trail Proposal (ACTION ITEM) - David Schott

Moscow Area Mountain Bike Association (MAMBA) has reached out to the City of Moscow with a trail proposal for the City's Moscow Mountain Property, located on top of Moscow Mountain near the intersection of Moscow Mountain Road and Rock Creek Road. The proposal includes the construction of a trail system on the Moscow Mountain Property to connect with other existing trails in the surrounding area. Currently, the property is undeveloped and is not managed for recreational purposes. There are currently no future plans for this property. MAMBA intends to apply for an Idaho Department of Parks and Recreation Mountain Bike License Plate Grant, which is due on January 27, 2023. The preliminary estimate provided by MAMBA for trail construction is \$10,000. MAMBA has requested financial participation by the City for matching funds to show community support for the project to the Idaho Department of Parks and Recreation in the amount of \$5,000.

PROPOSED ACTIONS: Recommend approval of the License Agreement for the proposed trail system on the Moscow Mountain Property and financially participate in the amount of \$5,000 as matching funds for the Idaho Department of Parks and Recreation grant; or provide staff with further direction.

Schott introduced the item by reviewing the proposal from the meeting packet and historical information about the Moscow Mountain property that was donated to the city in 1941 for recreational purposes. MAMBA has committed to the long-term maintenance of the trail once it is constructed. A map of the proposed 2-mile trail outline and features was shared. The timeline for the event includes flagging the trail in the spring of 2023 and a grand opening by May of 2025.

Sandra Townsend (MAMBA) shared her experience with other grant processes and MAMBA's trail maintenance practices. They run primarily off of volunteerism including the construction and maintenance of trails. The lifetime of a trail depends on many factors such as moisture, usage,

erosion, soil, etc. MAMBA tries to protect the vegetation as much as possible and does not remove anything unless absolutely necessary and will work with the land owners in those situations. The surrounding Bennett property has shown support and has no conflicts with this project. The proposed license agreement has a 5-year term with a year-to-year renewal after that. The Committee recommended approval and that it be placed on the Council regular agenda.

REPORTS

No report needed.

ADJOURN

The meeting adjourned at 3:27pm.

