

Administrative Committee



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208-883-7015

Monday, July 22, 2024

4:00 PM

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

The Moscow Mayor, City Council and Staff welcome you to today's meeting. We appreciate and encourage public participation. For regular agenda items, an opportunity for public comment is sometimes provided after the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item and limitations may be placed on the time allowed for comments. If you plan to address the Committee, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Committee meetings are televised, videotaped and/or recorded. Links to view the Committee meeting live can be found on the City website, YouTube, Facebook and Spectrum Cable 1301. Thank you for your interest in City government.

REGULAR AGENDA

1. Approval of Administrative Committee March 25, 2024 Minutes (ACTION ITEM) - Taylor Riedner

2. Public Meeting: Proposed Lot Division at 322 and 328 Southview Avenue (ACTION ITEM) – Aimee Hennrich

The applicant, John Ficca, is requesting a lot division to create two lots of approximately 4,621 sf and sf, 4,497 sf in size from one existing lot of 9,118 sf in size. The intention of the lot division is to divide the existing twinhome dwelling along its shared common wall in order to allow for the individual sale of each dwelling unit. The subject property is located within the Medium Density (R-3) Zoning District which requires a minimum lot size of 3,250 square feet and a minimum lot width of 30 feet for twinhomes. Both proposed lots meet the minimum lot area and width requirements of the R-3 Zone, and the existing structure will meet all setback requirements. Property owners within 600 feet of the property have been notified of the proposed division and a sign was posted seven (7) days prior to the public meeting date.

PROPOSED ACTIONS: Recommend approval of the lot division with no conditions; or recommend approval of the lot division request with conditions; or recommend denial of the lot division request; or provide staff further direction.

3. Mural at Jackson & A: Selected Artist (ACTION ITEM) - Megan Cherry

During a call for qualifications open to artists from the United States, 52 artist submissions were received for the mural project at Jackson and A Streets. The Selection Panel met to review the submissions on April 22, 2024 and voted during that meeting to recommend three finalists: Jay Rasgorshek, Ernesto Maranje, and Darion Fleming. On May 14, 2024, the MAC voted to recommend the same three finalists, after which point the artists created site-specific designs. The designs were available for public viewing and comment from June 25–27, 2024. Of the 316 public comments received, 210 were in favor of the design submitted by Jay Rasgorshek of Boise, ID. The Selection Panel convened to discuss and score the designs, ultimately voting to recommend Rasgorshek as the selected artist, a recommendation that the MAC echoed in a vote during their regular meeting on Tuesday, July 9. Following Council approval of a recommended artist, staff will proceed with the completion of the artwork commission agreement previously approved by Council on January 16, 2024. Installation of the mural is anticipated to be complete

at the end of September 2024.

PROPOSED ACTIONS: Approve the selection of Jay Rasgorshek and his mural design submission, or provide staff further direction.

4. Pheenix USH, LLC d/b/a Spin-License Agreement for Shared Mobility (ACTION ITEM) - Cody Riddle

Staff will present a proposed one-year license agreement with Spin, for the operation of shared-use scooters within the City. If approved, the agreement will allow deployment of up to 150 shared devices (scooters). The shared mobility program was established through an amendment to Title 11, Chapter 2, of Moscow City Code back in 2022. The current proposal is similar to an agreement previously entered into with Bird Rides. They never deployed their devices and that agreement expired.

As specified by the adopted ordinance, the newly proposed license agreement includes a downtown dismount zone, where riding electric assist devices is prohibited on the sidewalk. Devices can be operated safely on the streets in this area. The mobility provider will geo-fence the designated area to ensure compliance, and the City has installed signage to communicate this standard. This will be especially important for private users whose devices are not regulated by a shared provider. The agreement also includes a no parking zone around Friendship Square, and another adjacent to the Student Union Building on the University of Idaho Campus. Additional provisions applicable on campus include a speed limit of 9mph around the core, a limit to parking devices only within established racks, and a prohibition from riding in the arboretums or on the President's residential property. Finally, the document includes a provision for impounding devices not operated, stored, or maintained in compliance with the ordinance or other agreement standards. If approved, the agreement will be in effect for one year. This will allow for an annual review of the effectiveness of the shared mobility program and inform changes to future agreements if necessary.

PROPOSED ACTIONS: Recommend approval of the License Agreement with Spin, or provide staff with further direction.

5. Proposed Sidewalk Café Standard Amendments (ACTION ITEM) - Bill Belknap

Currently, the City's Sidewalk Café regulations prohibit the service and consumption of liquor within licensed sidewalk cafés unless the establishment is a full-service restaurant. Drinking establishments (such as bars) that are not full-service restaurants are technically allowed to have a sidewalk café so long as liquor is not served or consumed within the sidewalk café area. Due to the challenge presented by policing the consumption of liquor in the sidewalk café areas, the City has historically denied licensing sidewalk cafés to drinking establishments that serve liquor. This has led to a disparity in the allowance of sidewalk cafés downtown. Staff have prepared a proposed ordinance to eliminate the full-service restaurant requirement for liquor service and consumption within the licensed area. The proposed ordinance also includes several other minor amendments to clarify allowed uses within the sidewalk café area and the application and license procedure, specify permitted physical barrier elements, and change violation of the ordinance from a misdemeanor to an infraction for the Council's consideration.

PROPOSED ACTIONS: Recommend approval of the ordinance; or provide staff further direction.

6. Emergency Radio Equipment Purchase Approval (ACTION ITEM) - Bill Belknap

The City's emergency radio equipment is at its end of life and many of the portable radios can no longer be serviced, and replacement parts are no longer available. The City's Emergency Radio Project will replace all existing portable (hand-held) and mobile (vehicle-mounted) radios as well as replace the existing radio repeater system with a new simulcast system with enhanced radio

coverage, as well as encryption for two police channels to protect officer safety during emergency events. The total cost for all radios and accessories is \$1,046,977.55. Per the City's adopted purchasing policy, budgeted purchases over \$150,000 must be approved by the Council. Staff is requesting the Council's approval to move forward with this purchase.

PROPOSED ACTIONS: Recommend approval of the radio purchase, or provide staff further direction.

7. Emergency Radio System Installation Agreement (ACTION ITEM) - Bill Belknap

The City's existing emergency radio system is reaching end of life and service and parts are no longer available. In addition, there are currently several locations within the City where radio coverage is not present and emergency responders are unable to communicate on their radios. The City Council has identified the replacement of the radio system as one of the City's strategic priorities within the City's strategic plan. The City recently solicited bids for the replacement of the emergency radio system and received one responsive bid from RACOM Communications for the project. Staff and RACOM representatives have refined the radio system design and have prepared an agreement for the project. The project will include the installation of a five-channel simulcast VHF radio system with repeaters to be installed on Moscow Mountain, Paradise Ridge, Well #10, City Hall, and the Latah County Courthouse, as well as interconnections with the Whitcom dispatch center. The proposal includes encryption for the Police dispatch and Police tactical channels to improve and enhance officer safety during critical incident response. The total contract cost is \$1,110,167.50. The City budgeted \$2,307,798 in funding for the project. The combined cost of the radio system and replacement portable and mobile radios is currently estimated at \$2,157,145.05, which is \$150,652 under the total project budget. Staff is seeking Council's approval of the agreement with RACOM to replace the City's emergency radio system.

PROPOSED ACTIONS: Recommend approval of the Agreement with RACOM in the amount of \$1,110,167.50, or provide staff further direction.

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.