



Administrative Committee Regular Meeting

Laurie M. Hopkins

~Agenda~

City Clerk

www.ci.moscow.id.us

208.883.7015

Monday

3:00 PM

Council Chambers

March 26, 2018

206 E. Third St.

Action Items

1. Approval Of Administrative Committee February 26, 2018 Minutes – Laurie M. Hopkins

Documents:

[ADMIN COMMITTEE MINUTES OF 2-26-18.PDF](#)

2. Indian Hills Trading Company Parkland Dedication Property Exchange Request - Dwight Curtis

Indian Hills Trading Company, LLC, is requesting a parkland exchange and dedication with the City of Moscow for parkland associated with the Indian Hills 8th Addition Subdivision and remaining unplatted Indian Hills Trading Company property. The exchange involves trading a previous 1.74 acre parkland dedication parcel for a 4.09 acre parcel.

The property exchange request was reviewed by the Parks and Recreation Commission, Pathways Commission and Tree Commission, and each recommended Council approval.

PROPOSED ACTIONS: Recommend City Council approval of the parkland exchange and dedication agreement between Indian Hills Trading Company LLC, and the City of Moscow, regarding parkland for the Indian Hills 8th Addition subdivision and the remaining adjacent unplatted Indian Hills Trading Company property or provide staff further direction.

Documents:

[INDIAN HILLS TRADING CO PARKLAND DEDICATION PROPERTY EXCHANGE.PDF](#)

3. Legacy Crossing Urban Renewal District Main Street Expansion Eligibility Study - Bill Belknap

During the Moscow Urban Renewal Agency's recent strategic planning

process and joint meetings with the Moscow City Council, the expansion of the Legacy Crossing District Boundary to include Main Street was identified as a priority project for both the City Council and the Agency. In the City's 2015 Strategic Plan, the City Council identified the deteriorating public infrastructure within the Downtown as a major challenge area. Amending the boundary would allow the Agency to partner with the City in future downtown streetscape and public infrastructure improvements. The first step in the process is to update the prior eligibility study that was completed in 2007. The Agency has completed the eligibility study update which documents the deteriorating public infrastructure and concludes that the study area is a deteriorating area and appropriate for an urban renewal project. The study was reviewed by the Moscow Urban Renewal Agency Board (MURA) on March 1, 2018 at which time the Board approved transmittal of the study the City Council by Resolution for the Council's consideration. If the Council concurs with the study's conclusion, the Council can authorize the MURA to begin the development of the amendment to the Legacy Crossing Urban Renewal Plan.

**PROPOSED
ACTIONS:**

Receive the eligibility study and authorize the Moscow Urban Renewal Agency to proceed with development of the amendment to the Legacy Crossing Urban Renewal Plan; or take other action as deemed appropriate.

Documents:

[LEGACY CROSSING URBAN RENEWAL DISTRICT MAIN ST
EXPANSION ELIG STUDY.PDF](#)

4. Discussion Of Waiver Of Mobile Home Installation Fees - Gary J. Riedner

The Community Development Department has received an inquiry regarding re-location of mobile homes from Syringa Mobile Home Park, located in Latah County, to locations within the City. If the individual mobile home meets the State of Idaho requirements for relocation, fees would be required for installation of the mobile home. Those fees as contained in the FY2018 Fee Resolution include the following:

- Mobile Home Installation - \$55.00
- Mobile Home Electrical Connection - \$66.50
- Mobile Home Gas Connection - \$32.00
- Mobile Home Plumbing Connection - \$47.25

Because of the situation involving the Syringa Mobile Home Park and the desire of some residents to relocate from the Park, waiver of mobile home installation fees has been requested. Because of the potential for multiple requests for waiver, staff is seeking direction from City Council.

ACTION:

Provide staff direction relating to requests for mobile home installation fees.

Documents:

DISCUSSION OF WAIVER OF MOBILE HOME INSTALLATION
FEES.PDF

Reports

1. Public Library Public Art Project Update - Kathleen Burns

NOTICE: Moscow City Council and committee meetings are 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.