



Administrative Committee

Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

**Monday
March 26, 2018**

3:00 PM

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

The meeting was called to order at 3:00 PM

PRESENT: Gina Taruscio Chair, Art Bettge Councilmember, Anne Zabala Councilmember

OTHERS: Mayor Lambert, Councilmember Brandy Sullivan

STAFF: Gary J. Riedner, Dwight Curtis, Kathleen Burns, David Schott, Mia Vowels, Bill Belknap, Laurie M. Hopkins

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

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Gina Taruscio, Art Bettge, Anne Zabala

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.

This item was reviewed by the Administrative Committee on March 26, 2018 without a recommendation. The Committee requested staff bring additional impact information to present to the City Council.

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.

Curtis introduced the item as written above providing a map showing the properties. The developer needs the existing parkland for road design. The Parks and Recreation Commission support the exchange as they have been exploring an edible forest which would work on this property. Bettge was concerned this exchange moves the parkland further away from the residents it is intended to serve as well as concerned about the impact of moving the parkland dedication away from the Thompson property to the east. When the original parkland was dedicated in 2008, there was hope there could be a possibility of more land as the Thompson family platted to the east but with a street dividing the properties, there was some concern. Riedner explained when the Grove subdivision was developed, the placement of the parkland was outside the boundaries of the subdivision because there wasn't a way to put it in the subdivision. There is no parkland between Indian Hills Park and Anderson Frontier Park. Bettge suggested communication between

the property owners about the large scheme of development so everything is coordinating to prevent problems in the future.

Belknap explained the Indian Hills 9th Subdivision is on the P&Z agenda for Wednesday but is not ready for Council review. The Council will need to make a decision on the parkland exchange prior to or concurrently with the subdivision as the proposal plats over the current parkland. The P&Z will have to condition any approval of the plat upon the Council agreeing to this property exchange. The Committee recommended this be heard by the full Council on the regular agenda.

RESULT:	RECOMMENDED TO FULL COUNCIL
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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.

Belknap introduced the item with background of the streetscape in downtown, formation process of a urban renewal district and the information above. There are 10 different criteria specified under Idaho Code which assess the condition of infrastructure and site improvements as well as other impediments to development and redevelopment of an area. Belknap went through each criteria and the result of the assessment. The significant deterioration of the public infrastructure documented in the study, among other factors, presents a risk to persons and property within the study area. The study shows this area to be a deteriorated and deteriorating area. See the attached map. The Committee recommended approval the item and that it be placed on the regular agenda for full Council discussion.

RESULT:	RECOMMENDED TO COUNCIL REGULAR [UNANIMOUS]
AYES:	Gina Taruscio, Art Bettge, Anne Zabala

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.

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

Riedner introduced the item as written above adding the City Council has shown interest in supporting Syringa Mobile Home Park in some way. Staff estimates approximately 10 or so requests as some of the structures will not meet the State of Idaho requirements for relocation. The Committee recommend approval of the item and that it be placed on the regular agenda for full Council discussion.

RESULT:	RECOMMENDED TO COUNCIL REGULAR [UNANIMOUS]
AYES:	Gina Taruscio, Art Bettge, Anne Zabala

Reports

Public Library Public Art Project Update - Kathleen Burns

Burns said the public workshops provided the mosaics for the project. Citizens are engaging and excited with this project. The workshops were held March 10, 23 and 24 and saw approximately participants totaling 60 hours of volunteer time. All ages and skill levels participated making clouds, flowers and leaves which will be integrated into panels and installed. Cole was very organized and arrived with all the glass and pieces separated. There will be a map with names so those who participated can find their piece.

Adjourn

The meeting was closed at 3:52 PM



City of Moscow Main Street Public Infrastructure Assessment



Map Legend

- Road Deterioration
- Non-Compliant ADA Crossing
- Deteriorated Curbing
- Deteriorated Sidewalk
- Study Area
- Legacy Crossing Boundary

