

Administrative Committee



Regular Meeting ~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, February 25, 2019

4:30 PM

Council Chambers
206 E. Third St.

REGULAR AGENDA

The meeting was called to order at 4:30.

PRESENT: Gina Taruscio, Kathryn Bonzo, Brandy Sullivan

OTHERS: Mayor Bill Lambert

STAFF: Mia Vowels, Bill Belknap, Dwight Curtis, Mike Ray, Jen Pfiffner, Caylee Birge, Laurie M. Hopkins

1. Approval of Administrative Committee January 14, 2019 Minutes (ACTION ITEM) - Laurie M. Hopkins

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes, amend minutes, or provide staff further direction

The minutes were approved as presented.

2. Request Authorization for Beer Garden for Renaissance Fair 2019 (ACTION ITEM) - Dwight Curtis

In accordance with Moscow City Code 5-13-4(B), Renaissance Fair 2019 is requesting that the City Council pass a Resolution allowing them to have a beer garden catered by a licensed vendor in East City Park for Renaissance Fair on May 4, 2019 between 11:30 a.m. and 7:30 p.m., and May 5, 2019, from 12:00 p.m. and 5:00 p.m. The event is open to the public and there have been no issues related to this request since the first beer garden request was approved in 2016.

PROPOSED ACTIONS: Recommend approval if the beer garden request for 2019 Moscow Renaissance Fair per the attached Resolution, or provide staff further direction.

Curtis introduced the item as written above adding there were no issues from the police. The type of fencing was discussed as well as the location of the beer garden. Dean Pittenger with the Moscow Renaissance Fair was available for questions. The Committee recommended approval and that it be placed on the Council consent agenda.

3. City of Moscow Comprehensive Plan Update (ACTION ITEM) - Mike Ray

In 2017 the Moscow Planning and Zoning Commission initiated the process of updating the 2009 Comprehensive Plan. The Commission went through the entire Plan updating community data, maps, and the objectives and implementation actions. The Planning and Zoning Commission also consulted with other City Commissions to update the sections of the Plan that pertain to those Commissions. On October 24, 2018, the Commission conducted an Open House meeting which coincided with the start of a thirty day public comment period that ran until November 23, 2018. Numerous comments were received during the open comment period and many were subsequently incorporated in the final draft document. Then on January 23, 2019 the Commission conducted a public hearing on the proposed update and recommended approval to City Council with no modifications. This item has been scheduled for public hearing at the Council's upcoming March 4, 2019 meeting.

PROPOSED ACTIONS: Recommend forwarding the item for public hearing upon the proposed update at the Council's upcoming March 4, 2019 meeting; or provide staff further direction.

Ray went through the background for updating the Comprehensive Plan (Plan), with this current update process beginning in 2017. The Plan is organized into eight (8) sections. Community Context Section includes community demographics, floodplain, and global climate conditions. The Community Character Section and land use includes home occupations, districts, and landscaping. Bicycle, vehicle, public art and street tree program are within the Community Mobility Section. Need assessments for existing and future parks were amended within Parks, Recreation, and Open Space Section. The Water and Sewer Comprehensive Plans, as well as the PBAC Water Action Plan, were incorporated into Public Utilities, Services and Growth Capacity. Within the Economic Development Chapter, updates were made to the major employers, top five industries, economic sectors and indicators, and compatible targeted industries. Comment cards from public input were included in the packet.

The Plan is a snapshot of data at the point in time it is implemented and reflects a long-term vision. Updates occur every 5-10 years with a complete revamp every 20 years. The growth rate in Moscow is so small, there is little change in the goals and more so in the implementation actions. The updates are to reflect what the goals were and what has been done towards meeting them. Many documents help inform the Plan and are referenced within it.

Wendy McClure, Planning and Zoning Commission (PZC) Chair, 621 E C St Moscow, said there was quite a bit of interest on climate change and adoption of a community action plan and that is reflected in the Plan. Street designations were also discussed and McClure explained PZC felt all the arterials needed to be considered the same. Ray explained minor arterials are dependent on the community context. In Moscow, minor arterials differ in speed however, they act the same.

Discussion ensued regarding parking issues and the possibility of a goal to explore satellite areas for storage of vehicles. Parking implementation strategies mention pursuing studies but a lot has changed with increase in development. Sullivan suggested looking at different strategies to manage existing parking and include exploration of offsite parking for public purposes, yet parking that can serve the private developments. Therefore benefiting the public for longer term storage which could potentially free up parking downtown. Staff will add a few other options within the

strategies for Council consideration at the meeting Monday.

Mayor Lambert agrees the concerns need to be addressed and will be looked at as they come along.

The Committee recommended the Plan go forward to public hearing with additional language to the parking implementation for Council consideration.

The meeting adjourned at 5:31 p.m.