

**AGENDA
ADMINISTRATIVE COMMITTEE
SPECIAL MEETING**

Monday, August 30, 2010

3:00 p.m.

**City Hall Council Chambers
206 E. Third Street, Second Floor**

The minutes will be delayed for approval at the next regular Administrative Committee meeting.

1. Idaho Humanities Council Grant Request - Alisa Stone/Kathleen Burns

The Idaho Humanities Council (IHC) offers a grant program that would enable the City to apply for funding to commemorate the 100th year anniversary of Moscow City Hall. Staff is requesting approval to submit a request to IHC for funding to prepare historical exhibits, host a lecturer series, and celebratory gatherings that would be held in May and June of 2011. The maximum request is \$10,000 and requires a 100% match which will be met through in-kind contributions, donations and funding approved in the Arts Department and Commission budgets. The grant application is due January 15, 2011, however; draft applications can be submitted 30 days prior to the due date for a pre-review and input from IHC staff. Information regarding the IHC program and the grant requirements are attached.

ACTION:

Approval to submit a grant request to Idaho Humanities Council, not to exceed \$10,000, for activities in commemoration of the 100th year anniversary of City Hall or take other such action as deemed appropriate.

2. Redraft of Weed Control Ordinance - Randy Fife

Staff recently suggested changes to the Weeds Chapter of the City Code because of an increased number of requests for high grass and weed waivers. The City currently allows a person with a deliberate plan to maintain landscape with non-traditional grasses and growths to receive a waiver as long as such growths and grasses are not prohibited by the noxious weed title of the State Code. On August 16, 2010, City Council, after considering staff's recommended changes, directed staff to redraft the ordinance. The redrafted ordinance eliminates references to grasses and growths, eliminates the waiver for noxious weeds, re-titles the Chapter to Noxious Weeds, and creates the responsibility for those in charge of real property within City limits to eliminate all noxious weeds (as those are determined by the State and Latah County) during the entire year. The changes, as proposed, also eliminate the necessity of submitting a plan for non-traditional landscaping and eliminates a waiver and appeal process for such a plan (because nuisances will be handled elsewhere in the Code, as already established). Police, Fire, Parks, and Legal staff support the proposed changes. Considered at Administrative Committee on July 26 and August 9, 2010 and City Council on August 16, 2010.

ACTION:

Approve the Ordinance language and forward this to Council with a recommendation to pass the Ordinance under suspension of the rules requiring three (3) complete and separate readings and that it be read and published by title only; or direct staff to amend the proposed language; or reject the draft ordinance; or take other action deemed appropriate.

3. **Columbia Grain Property Purchase Agreement - Bill Belknap/Dwight Curtis**

As requested by the Council, Staff contacted Columbia Grain regarding the potential acquisition of two parcels of land located between Lilly and Asbury Streets just south of 'A' Street that were previously occupied by the historic northern Burlington Northern rail line and more recently served as a private spur to serve the Dumas seed warehouse. Parcel 1 is approximately 7,499 square feet in size and Parcel 2 is approximately 15,599 square feet in size. The City's interest in the properties primarily relate to the preservation of the storm water conveyance of Hogg Creek and development of a potential pedestrian pathway/pocket park for the surrounding area. This corridor has been heavily used by pedestrians from north of the subject properties to reach the University of Idaho campus and commercial services along the Pullman Road corridor. The subject properties also contain a section of Hogg Creek that serves as an important component of the City's storm water conveyance system. The pocket park that would include an improved riparian area on Hogg Creek, an improved pedestrian pathway and tot-lot play set. Staff has negotiated a purchase price of \$68,265 for the two parcels with five contingencies identified in the attached purchase agreement, one of which is the City's ability to complete a Phase I environmental assessment of the property to identify any potential environmental contamination on the subject properties. The agreement also provides that the City would cover up to \$1,500 in closing costs and prepare the purchase agreement and deed. Total acquisition costs would include the property purchase price of \$68,265, \$3,423 for the Phase I assessment, and \$1,500 in potential closing costs for a total of \$73,188.

ACTION:

Recommend approval of the agreement to purchase real property; or take such other action deemed appropriate.

REPORTS:

Bus Shelters at Friendship Square - Dean Weyen

2nd Street (Washington to Jefferson) Reconstruction Quotes - Dean Weyen

Third Street Bridge Traffic Modeling Study Kevin Lilly

Citizen Survey Tool/Process - Jen Pfiffner, Assistant to the City Supervisor

NOTICE: 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.