Moscow City Council

Regular Meeting
~Agenda~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday **September 18, 2023**	**7:00 PM**	**Council Chambers** **206 E. Third St.**

The Moscow Mayor, City Council and Staff welcome you to tonight's meeting. This meeting is open to the public. 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; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so during the public comment item on the agenda. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Moscow City Council meetings are televised, videotaped and/or recorded. Links to view the City Council meeting live can be found on the City website, YouTube, Facebook and Spectrum Cable 1301. Thank you for your interest in City government.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council September 5, 2023 Minutes - Laurie M. Hopkins

B. Disbursement Report August 2023 - Sarah Banks

Staff presented the August 2023 Accounts Payable Report to the Public Works / Finance Committee on September 11th, 2023. The Committee received the report and approved the disbursements as presented.

ACTION: Accept the Disbursements Report for the month of August 2023.

C. Proposed Lot Line Adjustment at 1020 Palouse River Drive and 2000 S Mountain View Rd (ACTION ITEM) – Aimee Hennrich

The applicant, Blum Enterprises 4, LLC, is requesting a lot line adjustment between two properties located at 1020 Palouse River Drive and 2000 S Mountain View Rd. The proposed lot line adjustment would increase 1020 Palouse River Drive from 7.03 acres to 8.85 acres and decrease 2000 S Mountain View Rd from 12.24 acres to 10.42 acres. The parcel addressed 2000 S Mountain View Rd is currently vacant land which was recently rezoned to the Multiple Family Residential (R-4) Zoning District, while 1020 Palouse River Drive contains a single-family home and is within the Farm Ranch Outdoor Recreation (FR) Zoning District. Within the R-4 Zoning District, lots are required to be a minimum of 5,000 sf and a minimum lot width of 50 feet. Within the FR Zoning District, the minimum lot area is 3 acres and the minimum lot width is 100 feet. The proposed lot line adjustment meets all zoning code requirements including building setbacks. This was reviewed and recommended for approval by the Public Works and Finance Committee on September 11, 2023.

ACTION: Approve the lot line adjustment request.

D. Moscowberfest Alcohol Use Request in Entertainment District - Amanda Argona

The Moscow Chamber of Commerce is hosting the third annual Moscowberfest on Saturday, October 7th, from 4 pm to 8 pm on Main Street between 3rd and 6th Streets. This annual event is stylized in the spirit of fall folk festivals. The applicant anticipates no more than ten (10) licensed beer and/or wine vendors, up to six (6) food vendor tents, and up to six (6) vendors facilitating street games, activities, and competitions. The event has been reviewed and approved as of August 7, 2023. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, Moscowberfest is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Section 10-1-12; a draft resolution has been prepared for Council's consideration. This was reviewed by the Public Works/Finance Committee on September 11, 2023 and recommended for approval.

ACTION: Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of Moscowberfest for the duration of the event.

REGULAR AGENDA

2. **Mayors Appointments (ACTION ITEM)**

3. **Public Comment and Mayor's Response Period (limit 15 minutes)**

4. **Mayor's Golf Tournament Check Presentation**

REPORTS

City Council

Mayor

ADJOURN TO EXECUTIVE SESSION PER IDAHO CODE 74-206 (1)(F) - THE MEETING WILL NOT RECONVENE.

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.

Moscow City Council

Regular Meeting
~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Tuesday **September 5, 2023**	**7:00 PM**	**Council Chambers** **206 E. Third St.**

The meeting was called to order at 7:00 p.m.
PRESENT: Mayor Art Bettge, Drew Davis, Sandra Kelly, Maureen Laflin, Julia Parker
ABSENT: Hailey Lewis, Gina Taruscio
STAFF: Bill Belknap, Mia Bautista, Cody Riddle, Amanda Argona, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council President Laflin led the Pledge of Allegiance.

PROCLAMATION

National Service Dog Month
Mayor Bettge read the proclamation.

CONSENT AGENDA

1. **All Consent Items (ACTION ITEM)**

   A. Approval of Moscow City Council August 21, 2023 Minutes - Laurie M. Hopkins

   B. Proposed Lot Line Adjustment at 1998 Ben Gifford Ct and 1974 Sunnyside Ave - Aimee Hennrich

   The applicant, Jim Swift, is requesting a lot line adjustment between 1998 Ben Gifford Ct and 1974 Sunnyside Ave. The proposed lot line adjustment would increase 1974 Sunnyside Ave from 10,627 sf to 11,697 sf, and decrease 1998 Ben Gifford Ct from 21,378 sf to 20,308 sf. 1998 Ben Gifford Ct is currently a vacant lot and a single-family home is currently under construction at 1974 Sunnyside Ave. The applicant is requesting the lot line adjustment in order to make more symmetrical rear property lines to improve landscaping and maintenance. The subject properties are currently within the Medium Density Residential (R-3) Zoning District, where the minimum lot size is 6,000 sf and the minimum lot width is 60 feet. All proposed lots meet the minimum lot size and width requirements of the R-3 Zone, and the single-family dwelling currently under construction will meet all setback requirements. This proposal was heard on August 28, 2023 at the Administrative Committee meeting and was recommended for approval.

   ACTION: Approve the lot line adjustment with no conditions.

   C. Pour Company Homecoming Block Party Alcohol Use Request in Ghormley Park - Amanda Argona

   Pour Company is requesting an alcohol use permit in Ghormley Park for their Homecoming Block Party on Sat., Oct. 14 from 1-6 p.m. This event is the first of its kind for the Ghormley Park location with the potential to be an annual function. The applicant anticipates no more than four licensed beer/wine vendors and up to three food trucks, as well as live music. In similar fashion to

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Rendezvous in the Park, the event footprint will act as the beer garden with barriers structured in such a way as to ensure no individuals may pass under or over the barriers and there is a single entry check-in point to control open container access. Following standard operating procedures for events with alcohol within a City Park, Pour Company is requesting the allowance of attendees to possess and consume alcoholic beverages within the event footprint during the hours of 1 to 6 p.m. during the aforementioned date. Per Moscow City Code, Section 5-13-4, a draft resolution has been prepared by the Community Events Division and reviewed by the Legal Department for the Council's consideration. This was reviewed by the Administrative Committee on August 28, 2023 and recommended for approval.

ACTION: Approve the resolution allowing for the possession and consumption of alcoholic beverages in Ghormley Park within the event footprint of Homecoming Block Party during the listed time and date of the event.

D. Health Insurance Consulting Group Contract Renewal - Bonnie Dennler / Sarah Banks

The City of Moscow has utilized the Murray Group, Inc. for a number of years to provide consulting services for strategic benefits planning and support for the city's employee benefits program. Services provided by the Murray Group include Health insurance and benefits planning and design, vendor management and administration, day-to-day administrative issues, COBRA administration, actuarial services, Employee Navigator (benefits platform) administration, as well as other necessary consulting and services. In order to effectively manage and administer the city's employee health benefit programs, as well as maintain compliance with benefit and employment law surrounding ERISA, COBRA, HIPAA, ACA, Section 125, and other benefit administration requirements, approval is needed to renew contract agreements with the Murray Group for the 2023-2024 benefits plan year which began on August 1, 2023. This was reviewed by the Administrative Committee on August 28, 2023 and recommended for approval.

ACTION: Approve the Murray Group Consulting agreement, Murray Group Business Associate Agreement, and Employee Navigator Client Agreement.

Kelly moved and Laflin seconded to approve the consent agenda as presented. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REGULAR AGENDA

2. Staff Recognition

Mayor Bettge recognized Laurie Hopkins, City Clerk for receiving her Idaho Advanced Certificate.

3. Mayors Appointments (ACTION ITEM)

Mayor Bettge presented to the City Council for consideration the appointment of Ivy Dickinson to the Board of Adjustment. Kelly moved and Laflin seconded approval of the appointment. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried. Ivy Dickinson introduced herself and thanked the Council for the appointment. She is excited to be volunteering for the community.

4. Public Comment and Mayor's Response Period (limit 15 minutes)

None offered.

5. Citizen Commission Report - Farmers Market Commission - Amanda Argona / Jamie Hill

Argona introduced Jamie Hill, chair of the Farmers Market Commission. Hill went through the mission statement which is read at the beginning of each meeting. The Commission has one opening. There are 149 vendors this year, 38 of which were new. There is a wait list for any openings that may come up and there are already 72 vendors asking about availability for next year. Customer counts were approximately same as last year but are now increasing. Argona went through some metrics for vendors.

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REPORTS

City Council

Parks and Recreation Commission – Davis said the Commission received a report for the pool where it was reported the pool had the most staff they have ever had and hope to retain it for next year. Howling at the Hamilton is next weekend.

Fair and Affordable Housing Commission – Davis said the Commission had a short meeting and Council members spoke on events they attended.

Mayor

No reports.

ADJOURN

It was moved, seconded and mutually agreed upon to adjourn at 7:27 p.m.

Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

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COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 18, 2023

AGENDA ITEM TITLE

Disbursement Report August 2023 - Sarah Banks

RESPONSIBLE STAFF

Sarah Banks, Finance Director

ADDITIONAL PRESENTER(S)

DESCRIPTION

Accounts Payable Report for the month ending August 31, 2023. A summary of the major expenditures has been approximated by category and represents 95% of the total expenditure of $3,811,837.01.

Payroll	$1,362,197.00
Professional Services	$263,799.00
Sanitation	$311,963.00
Capital Outlay	$191,749.00
Capital Outlay-Vehicles	$54,075.00
Capital Outlay-Improvements	$887,006.00
Minor Equipment	$9,560.00
Supplies	$140,958.00
Utilities	$81,138.00
Contractual Payments	$275,242.00
ACH Wells Fargo	$48,039.00
Total	**$3,625,726.00**

REVIEWED BY

The Public Works/Finance Committee received the report and approved the disbursements as presented.

PROPOSED ACTIONS

ACTION: Accept the Disbursements Report for the month of August 2023.

STAFF RECOMMENDATION

Accept the Disbursements Report for the month of August 2023.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. August Revenue Report 2023
2. Cash & Investments Balances August 2023
3. Disbursement Report August 2023
4. Major Expenditures August 2023

RECEIPTS REPORT FOR AUGUST 2023

Fund #	FUND NAME	Taxes	Franchise Fees	Licenses & Permits	Intergovernmental	Charges for Services	Fines & Penalties	Investment Income	Refunds & Reimbursements	Contributions & Donations	Other	Grand Total
101	GENERAL	67,290.45	84,851.47	57,524.12	882,025.03	141,031.29	19,561.12	238,899.96	12,236.99	0.00	4,912.08	1,508,332.51
105	STREETS	9,008.94	0.00	0.00	0.00	24,882.53	0.00	0.00	2,079.70	0.00	0.00	35,971.17
120	RECREATION AND CULTURE	0.00	0.00	0.00	0.00	75,758.91	0.00	0.00	-100.83	4,286.00	-5.00	79,939.08
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	6,579.60	1,100.00	0.00	0.00	0.00	0.00	0.00	7,679.60
123	1912 CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	TRANSIT CENTER	0.00	0.00	0.00	0.00	1,582.24	0.00	0.00	0.00	0.00	0.00	1,582.24
220	WATER	0.00	0.00	0.00	0.00	826,802.07	0.00	1,396.24	0.00	0.00	0.00	828,198.31
230	SEWER	0.00	0.00	0.00	0.00	677,811.40	0.00	1,762.99	352.16	0.00	0.00	679,926.55
235	STORMWATER	0.00	0.00	0.00	0.00	49,215.28	0.00	0.00	0.00	0.00	0.00	49,215.28
240	SANITATION	0.00	0.00	0.00	0.00	508,997.41	0.00	0.00	0.00	0.00	0.00	508,997.41
290	FLEET	0.00	0.00	0.00	0.00	82,109.92	0.00	0.00	0.00	0.00	0.00	82,109.92
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	139,503.00	0.00	0.00	0.00	0.00	0.00	139,503.00
320	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330	SEWER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
335	STORMWATER CAPITAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
340	SANITATION CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350	CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	27,370.66	0.00	0.00	0.00	27,370.66
355	LID CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
380	HAMILTON P&R	0.00	0.00	0.00	0.00	0.00	0.00	3,090.49	0.00	0.00	0.00	3,090.49
590	BOND & INTEREST	10,183.37	0.00	0.00	0.00	0.00	0.00	2,513.44	0.00	0.00	0.00	12,696.81
595	LID FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL	**86,482.76**	**84,851.47**	**57,524.12**	**888,604.63**	**2,528,794.05**	**19,561.12**	**275,033.78**	**14,568.02**	**4,286.00**	**4,907.08**	**3,964,613.03**

City of Moscow
Cash and Investments
Balances as of 8/31/2023

Fund		Year to Date Balance
General Fund	$	9,482,769.88
Street Fund	$	2,379,433.06
Recreation & Culture	$	1,695,903.22
MSDCP	$	125,865.99
1912 Fund	$	66,330.08
Transit Center	$	51,729.91
Water	$	3,701,585.82
Sewer	$	4,458,454.05
Stormwater	$	259,144.95
Sanitation	$	4,002,189.31
Fleet	$	5,746,954.69
Information Systems	$	5,265,758.64
Water Capital	$	6,290,072.38
Sewer Capital	$	17,791,055.63
Stormwater Capital	$	467,104.10
Capital Projects	$	8,454,798.42
Sanitation Capital	$	7,049,322.92
LID Construction	$	2,440.93
Hamilton	$	785,199.81
Bond & Interest	$	500,043.27
LID Funds	$	35,611.11
Payroll Service	$	1,128,925.05
Total Cash & Investments	**$**	**79,740,693.22**

DISBURSEMENTS REPORT FOR AUGUST 2023

	FUND NAME	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	WELLSFARGO CC ACH	ACCOUNTS PAYABLE ACH	VOID CHECKS	PAYROLL	PAYROLL	GRAND TOTALS
DATE		8.3.2023	8/10/2023	8/17/2023	8/24/2023	8/31/2023	8/15/2023 8/29/2023	8/17/2023	8/21/2023	8/11/2023	8/25/2023	
BATCH #		AP 8.4.2023	AP 8.1.2023	AP 8.18.2023	AP 8.25.2023	AP 8.31.2023	AP 8.11.2023 AP 8.18.2023	AP 8.18.2023	AP 8.21.2023	PR 78	PR 79	
CHECK #'s		106177-106242	106243-106312	106313-106374	106375-106474	106475-106540	August's CC ACH's	August's ACH's	106212	21582	21583	
Fund #												
101	GENERAL	15,326.68	21,374.96	218,533.15	53,747.60	23,185.32	25,652.24		(2,845.60)	347,620.38	375,774.26	**1,078,368.99**
105	STREETS	39,994.55	2,549.27	113,819.14	18,758.94	9,401.04	138.04			31,037.77	28,780.81	**244,479.56**
120	RECREATION AND CULTURE	15,228.78	18,297.06	20,078.90	7,060.05	17,595.19	11,077.97			127,967.54	116,943.34	**334,248.83**
121	MSD COMM. PLAY FIELDS	375.27	127.27	2,339.14	10,342.16					4,874.44	3,731.20	**21,789.48**
123	1912 CENTER	10,750.00										**10,750.00**
128	TRANSIT CENTER	150.12				59.42						**209.54**
220	WATER	41,128.95	4,195.18	16,809.99	37,777.74	4,764.85	3,415.64			50,005.54	53,582.12	**211,680.01**
230	SEWER	28,687.30	25,264.53	4,586.64	14,699.16	11,844.28	3,491.63	19,083.27		52,690.34	54,722.44	**215,069.59**
235	STORMWATER	1,055.98	5,549.69	4,325.15	67.65	5,462.28	579.43			17,489.42	17,778.22	**52,307.82**
240	SANITATION	0.63	110,904.57		1,783.71		273.61	183,427.25		7,682.10	7,880.09	**311,951.96**
290	FLEET	14,689.11	35,436.81	39,044.99	19,787.90	1,038.71	532.57			10,621.59	10,805.75	**131,957.43**
295	INFORMATION SYSTEMS		7,493.65	1,452.00	16,421.49	45,245.82	2,878.21			20,656.04	21,553.78	**115,700.99**
320	WATER CAPITAL PROJECTS		80,037.50	304.00	14,118.77							**94,460.27**
330	SEWER CAPITAL PROJECTS	82,776.45	243.70		554,147.10	28.00						**637,195.25**
335	STORMWATER CAPITAL PROJECTS				13,780.46							**13,780.46**
340	SANITATION CAPITAL PROJ											**0.00**
350	CAPITAL PROJECTS		18,053.31	86,031.03	193,649.27	40,153.22						**337,886.83**
355	LID CONSTRUCTION											**0.00**
380	HAMILTON - PARKS & REC											**0.00**
590	BONDS & INTEREST											**0.00**
	TOTAL	**250,163.82**	**329,527.50**	**507,324.13**	**956,142.00**	**158,778.13**	**48,039.34**	**202,510.52**	**(2,845.60)**	**670,645.16**	**691,552.01**	**3,811,837.01**

Julia Parker

Sandra Kelly

Drew Davis

Sarah L. Banks, Finance Director

Major Expenditures for August 2023

Professional Service

Schweitzer Engineering Laboratories Grading & Erosion Control Security Deposit Refund	$ 7,200.00
Western States Equipment, Co. Generator repair and maintenance	$ 3,466.65
Clements, Brown & Mcnichols, P.A. Utility Billing lawsuit attorney fees	$ 6,098.50
GG Gutters, Inc. MPD, HIRC &EYC custodial services from July 16th - July 31st, 2023	$ 2,923.75
Malwarebytes, Inc. Malwarebytes Endpoint Protection Renewal 9/1/2023 - 8/31/2024	$ 7,196.10
Youmans Excavation Service, LLC Emergency Sewer Repair - Deakin Alley	$ 21,980.00
Curtis Concrete Construction, Inc. Joseph Street Headwall concrete work - July 2023	$ 6,200.00
Germer Construction, Inc. 110' Extension of Roadway Work West of Logos (Mtn View) Roundabout	$ 30,250.00
GG Gutters, Inc. Janirotial services: MPD, HIRC & EYC - August 1st - August 15th , 2023	$ 3,069.66
Idaho State Police ILETS - Whitcom	$ 3,231.25
Knox Concrete, LLC Lewis & Logan Curb Replacement	$ 5,000.00
POE Asphalt Paving, Inc. Remove existing failed asphalt and repave Logan/Lewis	$ 39,000.00
POE Asphalt Paving, Inc. Over excavate additional soft subgrade area at Logan/Lewis	$ 31,920.00
Pullman Softball Officials Association Yout tball, coach pitch and soccer officials	$ 2,988.00
Electronic Data Collection Corp. AIMS-Support: October 2023-September 2024	$ 10,500.00
Owen Equipment, Inc. Vac rental 7.4.23 - 7.28.23	$ 16,065.95
A. Jenkins Per Diem Request for POST Basic Academy from Sept. to Dec.	$ 3,513.00
Andy Dodge Labor to pour concrete slab for Building B	$ 4,800.00
GG Gutters, Inc. PD, RD, YC - Janitorial Services - August 16th - August 31st, 2023	$ 3,069.66
Horizon Shop Irrigation	$ 5,620.18
Motorola Solutions, Inc. ERS Fire & EMS Records Interface MNT, Evidence Barcode & Auditing MNT, Statelink	$ 23,898.45
Ziply Fiber January through August 2023	$ 25,808.23
	$ 263,799.38

Capital Outlay-Improvement

Cretex Specialty Products Riser rings for Catch Basins and man holes	$ 6,615.33
Germer Construction, Inc. Waterline work for Edington Subdivision	$ 10,580.00
J-U-B Engineers, Inc. 6th Street Bridge - JUB - CE&I Tasks 1 and 3, May Invoice 2023	$ 29,154.53
Motley-Motley, Inc. Pay App 2 for N Jackson Street Parking Lot Reconstruction Project	$ 56,876.50
Big Sky Development, Inc. Pay App 3 for Lilly Street Reconstruction * $400,000 being paid out of URA *	$ 123,577.16
Motley-Motley, Inc. Almon Asbury Alley Project - Pay App 3 (& 4)	$ 586,817.85
Welch-Comer Engineers Lilly Street Recon - July Invoice 2023 - Task 1	$ 45,200.00
Motley-Motley, Inc. Pay App 1 for the Good Sam Pathway Reconstruction Project Aug 2023	$ 28,184.60
	$ 887,005.97

Sanitation

Finley Buttes Landfill MSW Transport & Disposal - July 2023	$ 107,381.89
Finley Buttes Landfill Fuel relief July 2023	$ 2,070.66
Latah Sanitation (ACH Payment) Monthly LSI Billing for July 2023	$ 202,510.52
	$ 311,963.07

Supplies

Avista Utilities ESA - Logos lights for the roundabout	$ 8,696.00
Les Schwab Tire Centers New tires for #1-48 (Collections)	$ 6,696.04
Oxarc, Inc. Chlorine	$ 3,353.57
The Smoke Ring Employee Picnic meal	$ 3,560.00
B & L Bicycles Order of E Bike, down payment	$ 2,800.00
Four Star Supply, Inc. Diesel fuel (4,001 gals @ $2.81/ea)	$ 11,241.40
Four Star Supply, Inc. Unleaded fuel (6,001 gals # $3.723/ea)	$ 22,343.39
Idaho Forest Group, LLC Parks Groundcovering	$ 2,860.00
Intermountain Playground, Co. Ghormley playground fix	$ 3,783.80
Uniforms2Grear, Inc. Vests: Waters, House, Payne	$ 4,004.64
J.R. Simplot Company Glystar Plus	$ 7,049.00
Oxarc, Inc. Chlorine	$ 2,643.73
Consolidated Supply, Co. Valves & tees for Pullman Road project	$ 5,988.75
Dell Marketing, L.P. Dell XPS 13 9315 2-in-1 Laptops for Parks and City Clerk	$ 5,921.49
Geveko Markings, Inc. White line for Pavement markings (60 pkg @ $88.20/ea)	$ 5,292.00
H.D Fowler Company Alpha fittings to repair 10" mains	$ 2,572.62
H.D Fowler Company Parts to replace tee & valves at Eisenhower	$ 6,069.69
Phillip R. Stradley MSD Playfield ballfield pump, parts, labor	$ 5,218.91
Phillip R. Stradley MSD Playfield field pump, parts, service hours	$ 5,123.25
L.N. Curtis & Sons 1-set replacement nozzles	$ 6,541.23
Motley-Motley, Inc. Hot mix Asphalt from 7/18 - 7/26 (76.13 tons @ $95.00/ea)	$ 7,803.71
Oxarc, Inc. Chlorine, SO2 and Sodium Hypochlorite	$ 4,024.85
Ennis-Flint, Inc. White and yellow paint for pavement markings	$ 7,370.00
	$ 140,958.07

Minor Equipment

L.N. Curtis & Sons Annual SCBA bottle replacement	$ 6,267.31
Dykman Electrical, Inc. Toshiba Motors SE Lift Station	$ 3,292.61
	$ 9,559.92

Utilities

Avista Utilities July 2023	$ 81,137.79
	$ 81,137.79

Payroll

	$ 1,362,197.17

Contractual Payments

Moscow Volunteer Fire Department	$ 1,750.00
Alta Science and Engineering, Inc.	$ 16,150.61
Humane Society of the Palouse	$ 4,568.00
Whitcom 911	$ 200,816.00
Moscow Chamber of Commerce, Inc.	$ 5,000.00
Infosend, Inc.	$ 3,663.45
Heart of the Arts, Inc.	$ 10,750.00
Regional Public Transportation, Inc.	$ 32,543.75
	$ 275,241.81

ACH Wells Fargo

Commercial Card Expense - August 4th	$ 12,618.78
Commercial Card Expense - August 11th	$ 9,666.46
Commercial Card Expense - August 18th	$ 8,737.71
Commercial Card Expense - August 25th	$ 17,016.39
	$ 48,039.34

Capital Outlay-Vehicles

Joe Hall Ford New ford F350 #2-13 (Streets) with trade-in	$ 38,625.00
Cobalt Truck Equipment, LLC 2nd payment for Dump body on new #1-27 upfit	$ 15,450.00
	$ 54,075.00

Capital Outlay

Big Sky Development, Inc. Contractor's Pay App 1 - Lincoln South of Public Sewer Project	$ 81,976.45
T M L Contruction, Inc. Pay App 9 for Booster Stations Phase II	$ 80,037.50
J-U-B Engineers, Inc. Booster Station Phase II - Task 2 July 2023	$ 6,197.31
McKinney Construction Milton Arthur Park Playground Installation pay App#1	$ 11,768.62
McKinney Construction Milton Arthur Park Playground Installation Pay App #2	$ 11,768.62
	$ 191,748.50

Major Expenditures $ 3,625,726.02 95% of the total expenditures of $3,811,837.01

Large Expenditures

Germer Construction, Inc. 110' Extension of Roadway Work West of Logos (Mtn View) Roundabout	$ 30,250.00
POE Asphalt Paving, Inc. Remove existing failed asphalt and repave Logan/Lewis	$ 39,000.00
POE Asphalt Paving, Inc. Over excavate additional soft subgrade area at Logan/Lewis	$ 31,920.00
Whitcom 911 July - September User fees	$ 200,816.00
Big Sky Development, Inc. Contractor's Pay App 1 - Lincoln South of Public Sewer Project	$ 81,976.45
Ziply Fiber January through August 2023	$ 25,808.23
J-U-B Engineers, Inc. 6th Street Bridge - JUB - CE&I Tasks 1 and 3, May Invoice 2023	$ 29,154.53
Motley-Motley, Inc. Pay App 2 for N Jackson Street Parking Lot Reconstruction Project	$ 56,876.50
Regional Public Transportation, Inc. FY23 Quarter 4 SMART Transit Pledge	$ 32,543.75
Joe Hall Ford New ford F350 #2-13 (Streets) with trade-in	$ 38,625.00
Big Sky Development, Inc. Pay App 3 for Lilly Street Reconstruction * $400,000 being paid out of URA *	$ 123,577.16
Motley-Motley, Inc. Almon Asbury Alley Project - Pay App 3 (& 4)	$ 586,817.85
Welch-Comer Engineers Lilly Street Recon - July Invoice 2023 - Task 1	$ 45,200.00
Motley-Motley, Inc. Pay App 1 for the Good Sam Pathway Reconstruction Project Aug 2023	$ 28,184.60
T M L Contruction, Inc. Pay App 9 for Booster Stations Phase II	$ 80,037.50
	Large Expenditures total: $ 1,430,787.57

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 18, 2023

AGENDA ITEM TITLE

Proposed Lot Line Adjustment at 1020 Palouse River Drive and 2000 S Mountain View Rd – Aimee Hennrich

RESPONSIBLE STAFF

Aimee Hennrich, Planner I

ADDITIONAL PRESENTER(S)

DESCRIPTION

The applicant, Blum Enterprises 4, LLC, is requesting a lot line adjustment between two properties located at 1020 Palouse River Drive and 2000 S Mountain View Rd. The proposed lot line adjustment would increase 1020 Palouse River Drive from 7.03 acres to 8.85 acres and decrease 2000 S Mountain View Rd from 12.24 acres to 10.42 acres. The parcel addressed 2000 S Mountain View Rd is currently vacant land which was recently rezoned to the Multiple Family Residential (R-4) Zoning District, while 1020 Palouse River Drive contains a single-family home and is within the Farm Ranch Outdoor Recreation (FR) Zoning District. Within the R-4 Zoning District, lots are required to be a minimum of 5,000 sf and a minimum lot width of 50 feet. Within the FR Zoning District, the minimum lot area is 3 acres and the minimum lot width is 100 feet. The proposed lot line adjustment meets all zoning code requirements including building setbacks. This was reviewed and recommended for approval by the Public Works and Finance Committee on September 11, 2023.

REVIEWED BY

PROPOSED ACTIONS

ACTION: Approve the lot line adjustment request.

STAFF RECOMMENDATION

Approve the lot line adjustment request.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Application Materials - Legal Desc and Exhibits

SUSAN R. WILSON — ATTORNEY AT LAW, PLLC
208 S. Main St., Ste 2, Moscow, ID 83843
Ph: 208-882-8060 ~ Fx: (866) 221-9397 ~ sw2@moscow.com

August 10, 2023

City of Moscow
Honorable Mayor and Councilmembers
Moscow, Idaho 83843

RE: Request for Approval of Lot Line Adjustment – Indian Hills Drive, Moscow

Dear Mayor and Councilmembers,

I am working with Blum Enterprises – 4, LLC and Shelley Bennett, who is the power of attorney for Delores Bennett, the Trustee of the Frank R. Bennett Family 1978 Trust. Blum Enterprises – 4, LLC has entered into an agreement to sell the West 150 feet of its property to the Bennett Trust, which owns the adjacent property.

The portion of the property under contract is identified as Tract 2 on the attached Exhibit A. Blum Enterprises – 4, LLC currently owns the property described as Tract 1 and Tract 2 on the attached Exhibit A. Legal descriptions for Tract 1 and Tract 2 are set forth on Exhibit B.

In consideration of this request for a lot line adjustment, please consider the following:

1. Lot Size, Width and Depth:
   BEFORE ADJUSTMENT: Blum Enterprises – 4, LLC: Lot size is 12.24 acres, approximately 860 feet of Indian Hills Drive frontage and approximately 556 feet deep. See attached Exhibit A.
   AFTER ADJUSTMENT: Blum Enterprises – 4, LLC: Lot size is 10.42 acres, approximately 710 feet of Indian Hills Drive frontage and approximately 556 feet deep. See attached Exhibit A.
2. Public Street Frontage and Lot Access: Indian Hills Drive and Palouse River Drive
3. Location of Utilities and City Services: Existing unchanged
4. Required Street Improvements: Not applicable
5. Park Land Dedication: Not applicable
6. Off-Street Parking: Not applicable
7. Right-of-way dedication and/or Easement Issues: None
8. Building Setbacks: See attached survey.

Also enclosed please find the following:

A. A survey with dimensions, property lines, adjacent streets.
B. A check for the Community Development Application Fee and Engineering Review Fee.

Because there is a pending purchase and sale agreement with both parties desiring to close quickly, the parties are asking that this application be reviewed and put on the City's agenda as soon as possible. If you have any further questions or concerns, please contact me at 208-882-8060.

Respectfully,

Susan R. Wilson
Attorney at Law

RECEIVED
AUG 14 2023
By: .....

Received 08-14-2023

CONSENT TO LOT LINE ADJUSTMENT

I, Shelley L. Bennett, power of attorney for Delores Rae Bennett, Trustee of the Frank R. Bennett 1978 Trust, the owner of the property at Palouse River Drive, Moscow, and the applicant hereby consent to the Lot Line Adjustment to extend the east property line by 150 feet as further set forth in the application.

BENNETT TRUST:

_____

DELORES RAE BENNETT, Trustee

_____

SHELLEY L. BENNETT, POA

CONSENT TO LOT LINE ADJUSTMENT

I, Stacy Blum, Member of Blum Enterprises – 4, LLC, the owner of the property on Indian Hills Drive and as shown on Exhibit A, hereby consents to the Lot Line Adjustment to reduce my property by moving my west property line 150 feet east as further set forth in the application.

BLUM ENTERPRISES – 4, LLC:

Stacy Blum

STACY BLUM, Member

RECEIVED
AUG 14 2023
By: .....

Received 08-14-2023

CONSENT TO LOT LINE ADJUSTMENT

I, Shelley L. Bennett, power of attorney for Delores Rae Bennett, Trustee of the Frank R. Bennett 1978 Trust, the owner of the property at Palouse River Drive, Moscow, and the applicant hereby consent to the Lot Line Adjustment to extend the east property line by 150 feet as further set forth in the application.

BENNETT TRUST:

Shelley Bennett

DELORES RAE BENNETT, Trustee

Shelley L. Bennett (Aug 11, 2023 18:22 PDT)

SHELLEY L. BENNETT, POA

CONSENT TO LOT LINE ADJUSTMENT

I, Stacy Blum, Member of Blum Enterprises – 4, LLC, the owner of the property on Indian Hills Drive and as shown on Exhibit A, hereby consents to the Lot Line Adjustment to reduce my property by moving my west property line 150 feet east as further set forth in the application.

BLUM ENTERPRISES – 4, LLC:

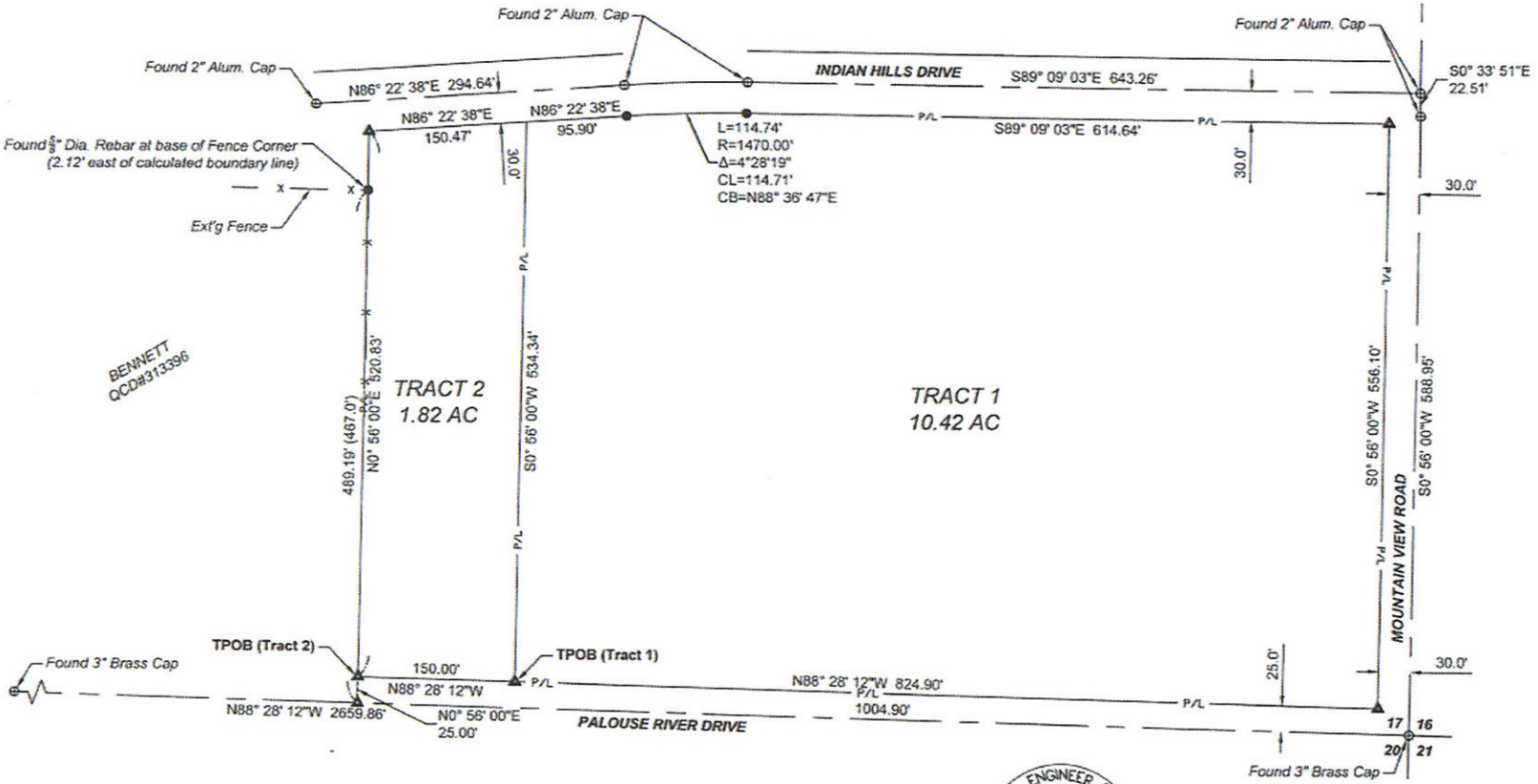
STACY BLUM, Member

RECEIVED
AUG 14 2023
By: .....

Received 08-14-2023

EXHIBIT A

Exhibit A



PROFESSIONAL ENGINEER REGISTERED LAND SURVEYOR #2102 STATE OF IDAHO JACK S. HAMMOND

6/12/23

HEDCO

HAMMOND ENGINEERING & DEVELOPMENT CO.
23020 Penny Lane, Juliaetta, Idaho 83535
(208) 843-9303

RECEIVED
AUG 14 2023
By: .....

Received 08-14-2023

EXHIBIT B

Legal Description Tract 1

TRACT 1

A Parcel of land, located in the SE¼, SE¼ of Section 17, T.39N., R.5W., Boise Meridian, Latah County, Moscow, Idaho, more particularly described as follows:

Commencing at the SE Corner of Section 17 located at the intersection of Palouse River Drive and Mountain View Road; thence continuing along the South Line of said Section 17 N88°28'12"W 1004.90 feet; thence N0°56'00"E 25.00 feet to a point on the northerly right-of-way line of said Palouse River Drive; thence continuing along said right-of-way line S88°28'12"E 150.00 feet to a point and the TRUE POINT OF BEGINNING for this description.

thence on a line parallel to Mountain View Road N0°56'00"E 534.34 feet to a point on the southerly right-of-way line of Indian Hills Drive;

thence continuing along said right-of-way line N86°22'38"E 95.90 feet to a Point of Curvature;

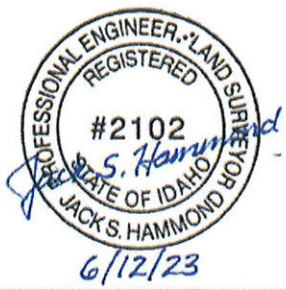
thence continuing along said right-of-way line 114.74 feet which is a curve to the right having a radius of 1470.00 feet, a central angle of 4°28'19", and chord length of 114.71 feet bearing N88°36'47"E;

thence continuing along said right-of-way line S89°09'03"E 614.64 feet to a point on the westerly right-of-way line of Mountain View Road;

thence continuing along said right -of-way line S0°56'00"W 556.10 feet to a point on the northerly right-of-way line of said Palouse River Drive;

thence continuing along said right-of-way line N88°28'12"W 824.90 feet to the TRUE POINT OF BEGINNING for this description.

Said Parcel contains 10.42 Acres, more or less.



RECEIVED
AUG 14 2023
By: .....

Received 08-14-2023

EXHIBIT B

Legal Description Tract 2

TRACT 2

A Parcel of land, located in the SE¼, SE¼ of Section 17, T.39N., R.5W., Boise Meridian, Latah County, Moscow, Idaho, more particularly described as follows:

Commencing at the SE Corner of Section 17 located at the intersection of Palouse River Drive and Mountain View Road; thence continuing along the South Line of said Section 17 N88°28'12"W 1004.90 feet; thence N0°56'00"E 25.00 feet to a point on the northerly right-of-way line of said Palouse River Drive and the TRUE POINT OF BEGINNING for this description.

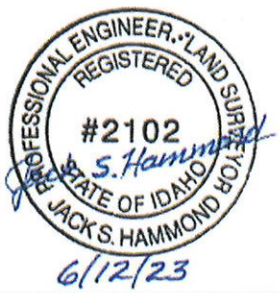
thence on a line parallel to Mountain View Road N0°56'00"E 520.83 feet to a point on the southerly right-of-way line of Indian Hills Drive;

thence continuing along said right-of-way line N86°22'38"E 150.47 feet;

thence on a line parallel to Said Mountain View Road S0°56'00"W 534.34 feet to a point on the northerly right-of-way line of said Palouse River Drive;

thence continuing along said right-of-way line N88°28'12"W 150.00 feet to the TRUE POINT OF BEGINNING for this description.

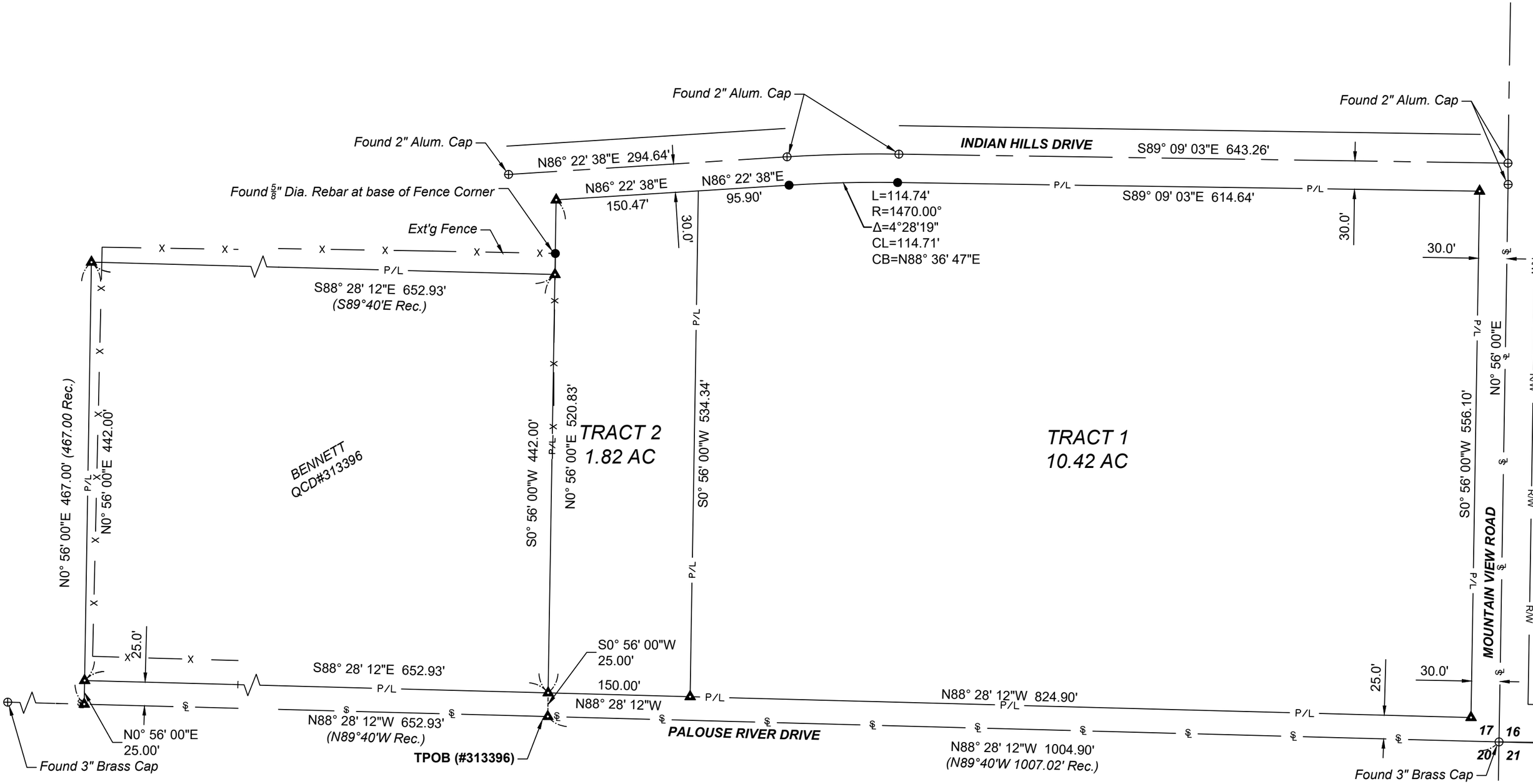
Said Parcel contains 1.82 Acres, more or less.



RECEIVED
AUG 14 2023
By: .....

Received 08-14-2023

LUP2023-0016



HEDCO

HAMMOND ENGINEERING & DEVELOPMENT CO.
23020 Penny Lane, Juliaetta, Idaho 83535
(208) 843-9303

Received 08-29-2023

NO 628773
AT THE REQUEST OF
PIONEER TITLE CO OF LATAH COUN
DATE AND HOUR
04-28-2023 04:17:40 PM
Julie Fry
LATAH COUNTY RECORDER
Fee:$15.00 BY Larinda Valdon Deputy

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

Susan R. Wilson
Attorney at Law, PLLC
208 S. Main St. Ste 2
Moscow, ID 83843

829651

Space Above For Recorder's Use)

PIONEER

QUITCLAIM DEED

COPY

This Quitclaim Deed is made between BLUM ENTERPRISES – 4 LLC, an Idaho limited liability company, ("**Grantor**"), and DELORES RAE BENNETT, Trustee of the FRANK R. BENNETT FAMILY 1978 TRUST, executed the 25th day of October, 1978, ("**Grantee**"), with an address of 1020 E. Palouse River Drive, Moscow, ID 83843.

Grantor, for good and valuable consideration, the receipt and sufficiency whereof is hereby acknowledged, does by these presents remise, release and forever quitclaim unto Grantee and to Grantee's successors and assigns, for the purposes of a boundary line adjustment, all right, title and interest in that certain real property situate, lying, and being in the County of Latah, State of Idaho, and legally described on the attached Exhibit A.

Together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining, the reversion and reversions, remainder or remainders, rents, issues, and profits thereof. To have and to hold all and singular and to its successors and assigns forever.

IN WITNESS WHEREOF, the Grantor has executed this instrument on this 28th day of April, 2023.

GRANTOR:
BLUM ENTERPRISES – 4 LLC

J. Curtis Blum

J. Curtis Blum, Member

Stacy Blum

Stacy Blum, Member

Received 08-14-2023

628773

State of IDAHO)
) ss.
County of LATAH)

On this 28th day of April, 2023, before me, the undersigned, a Notary Public, in and for said State, personally appeared **J CURTIS BLUM and STACY BLUM**, known to me, and/or identified to me on the basis of satisfactory evidence, to be the Members of BLUM ENTERPRISES – 4 LLC, an Idaho limited liability company, the company whose name is subscribed to the within instrument and acknowledged to me that they executed the same on behalf of said company.

CORINNE A KINMAN
COMMISSION NO. 63242
NOTARY PUBLIC
STATE OF IDAHO

Corinne A Kinman

Notary Public In and For the State of Idaho
Residing at: Moscow
My Commission Expires: 3-13-2026

UNOFFICIAL COPY

Received 08-14-2023

628773

EXHIBIT A
LEGAL DESCRIPTION

A parcel of land, located in the SE¼ SE¼ of Section 17, T.39N., R.5W., Boise Meridian, Latah County, Moscow, Idaho, more particularly described as follows:

Commencing at the SE Corner of Section 17 located at the intersection of Palouse River Drive and Mountain View Road; thence continuing along the South Line of said Section 17 N88°28'12" W 1007.02 feet; thence N0°56'00"E 25.00 feet to a point on the northerly right-of-way line of said Palouse River Drive and the TRUE POINT OF BEGINNING for this description.

thence N0°56'00" E 520.64 feet to a point on the southerly right-of-way line of Indian Hills Drive;

thence continuing along said right-of-way line N86°22'38" E 2.13 feet;

thence S0°56'00" W 520.83 feet to a point on the northerly right-of-way line of said Palouse River Drive;

thence continuing along said right-of-way line N88°28'12" W 2.12 feet to the TRUE POINT OF BEGINNING for this description.

UNOFFICIAL COPY

Received 08-14-2023

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 18, 2023

AGENDA ITEM TITLE

Moscowberfest Alcohol Use Request in Entertainment District - Amanda Argona

RESPONSIBLE STAFF

Amanda Argona, Community Events Manager

ADDITIONAL PRESENTER(S)

Cody Riddle, Deputy City Supervisor - Community Development

DESCRIPTION

The Moscow Chamber of Commerce is hosting the third annual Moscowberfest on Saturday, October 7th, from 4 pm to 8 pm on Main Street between 3rd and 6th Streets. This annual event is stylized in the spirit of fall folk festivals. The applicant anticipates no more than ten (10) licensed beer and/or wine vendors, up to six (6) food vendor tents, and up to six (6) vendors facilitating street games, activities, and competitions. The event has been reviewed and approved as of August 7, 2023. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, Moscowberfest is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Section 10-1-12; a draft resolution has been prepared for Council's consideration. This was reviewed by the Public Works/Finance Committee on September 11, 2023 and recommended for approval.

REVIEWED BY

This was reviewed by the Public Works/Finance Committee on September 11, 2023 and recommended for approval.

PROPOSED ACTIONS

ACTION: Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of Moscowberfest for the duration of the event.

STAFF RECOMMENDATION

Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of Moscowberfest for the duration of the event.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Resolution 2023 - Beer-Wine_The Entertainment District_Moscowberfest_final

RESOLUTION NO. 2023 - ___

A RESOLUTION OF THE CITY OF MOSCOW, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, TO ALLOW FOR THE TEMPORARY VENDING OF BEER AND/OR WINE AND EXEMPTION TO THE OPEN CONTAINER PROHIBITION IN THE ENTERTAINMENT DISTRICT UNDER SPECIFIC REGULATIONS AND UNDER CERTAIN LIMITED CONDITIONS PURSUANT TO MOSCOW CITY CODE 10-1-12; PROVIDING THIS RESOLUTION TO BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL.

WHEREAS, Moscow City Code 9-6-35 and 9-8-17 prohibit any person from selling, serving, giving away, dispensing, consuming or carrying any beer or wine in open containers on or in any public street, highway, alley, lane, sidewalk, public or private parking lot, conveyance, or primary and secondary school facility in the City of Moscow, Idaho (hereinafter "City") except in accordance with specific regulations adopted by the Council by Resolution; and

WHEREAS, The Entertainment District is defined in Moscow City Code 10-1-12 as an exemption to the Open Containers Prohibition (hereinafter "The Entertainment District"); and

WHEREAS, Moscow Chamber of Commerce and Visitor Center (hereinafter "the Event Sponsor") desires to have its sponsored event, Moscowberfest (hereinafter "the Permitted Event"), in The Entertainment District (see Attachment "A"); and

WHEREAS, the Permitted Event (see Attachment "B") is an event or series of events sponsored by the Event Sponsor, intended to promote family and community fellowship; and

WHEREAS, Council wishes to allow for the vending and responsible consumption of beer and/or wine under certain conditions, contained herein and during limited hours during the Permitted Event; and

WHEREAS, Council wishes to prohibit the sale and/or consumption of liquor during the Permitted Event; and

WHEREAS, Council believes the regulations contained herein are appropriate; and

WHEREAS, Council believes that the specific regulations contained herein balance health and safety concerns of citizens with the desire to promote responsible use of alcoholic beverages; and

WHEREAS, nothing contained in this Resolution is intended to waive other laws and regulations applicable to the sale and consumption of alcohol within City limits (including a requirement for a catering permit; a beer and wine permit for benevolent, charitable and public purpose events; or a winery sponsored event permit); and

WHEREAS, nothing contained within this Resolution is intended to endorse or support any particular belief, philosophy, or political position of the Event Sponsor or of the Permitted Event, and/or its affiliates, associations, contributors, supporters, participants, etc.;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow, Idaho that all matters stated above are true and correct and are incorporated herein by reference as if copied in their entirety and shall be adopted with the following:

SPECIFIC REGULATIONS ON THE SALE AND/OR CONSUMPTION OF BEER AND/OR WINE DURING MOSCOWBERFEST 2023:

Intent:

This Resolution is intended to allow the sale and consumption of beer and wine only (not liquor), pursuant to these specific regulations and is not intended to amend or expand the Moscow City Code or any other applicable law or regulation beyond the scope of the particulars of this Resolution or beyond the hours of the Permitted Event. Other than as specifically provided herein, park, sanitary, health, litter, police, fire, sidewalk café, alcohol vending, and other laws and regulations shall be unaffected by this Resolution. This Resolution is not a waiver of any State, County, or local requirement of a permit or licensure related to sales and/or distribution of alcohol including a requirement for a catering permit; a beer and wine permit for benevolent, charitable and public purpose events; or a winery sponsored event permit. This Resolution shall not establish precedent nor shall it apply to any event other than the Permitted Event held on the 7th day of October, 2023, from 4:00 p.m. to 8:00 p.m.

Liability, Insurance and Safety:

1. No less than ten (10) days prior to the Permitted Event at which the licensed vendor(s) will sell beer and/or wine, the Event Sponsor shall deliver to the Community Events Division one (1) copy of written proof that the licensed vendor(s) has current, paid up, off-premise liquor liability insurance or special event insurance in an amount not less than One Million Dollars ($1,000,000) combined single limits.
2. No less than ten (10) days prior to the first activity of the Permitted Event herein described, the Event Sponsor shall deliver to the Community Events Division one (1) copy of written proof that the Permitted Event has obtained current, paid up, general liability insurance or special event insurance in an amount not less than One Million Dollars ($1,000,000) combined single limits. Such general liability insurance or special event insurance policy shall be primary to any other insurance related to these events and to that of any potential party subject to a claim related to the Permitted Event. City shall be named as an additional insured on the insurance policy of the licensed vendor.
3. The Moscow Police Chief or designee is hereby empowered to order the immediate cessation of all activities allowed under this Resolution at any time they reasonably determine that it is in the best interest of City to do so. There shall be no appeal from a determination by the Moscow Police Chief or his designee to terminate all or part of the Permitted Event.

Vendor/Event Sponsor:

1. There shall be no more than ten (10) licensed vendors selling beer and/or wine at the Permitted Event.
2. All beer and/or wine shall be sold only by a licensed vendor.
3. Every licensed vendor shall obtain and shall comply with all alcohol related laws and regulations, including, but not limited to, the City requirement of a City catering permit; a State beer and wine permit for benevolent, charitable, or public purpose events; or a winery sponsored event permit.

4. The City shall play no role in determining which vendor shall be selected to sell alcoholic beverages in the Entertainment District during the Permitted Event, unless it is a City sponsored event.
5. The Event Sponsor shall provide at least two (2) persons to check proper identification for those who shall be sold beer and/or wine during the Permitted Event. These persons shall be clearly identified and shall be stationed at a central identification checking station where they shall issue one (1) wristband per individual twenty-one (21) years of age or older.
6. The Event Sponsor shall provide at least two (2) law enforcement officers or two (2) guards from a recognized private security firm to provide security for the Permitted Event. Such officers or guards shall be clearly identified as such and shall be on duty at all times beer and/or wine is being served during the Permitted Event. The Chief of Police shall make the determination of whether law enforcement officers are required and in the event the Chief of Police approves the use of a private security firm, the Event Sponsor shall obtain written permission for use of said private security firm by the Chief of Police or designee.
7. The Event Sponsor and City both specifically understand and acknowledge that the Event Sponsor shall be solely responsible for any and all liability resulting from action or inaction, and/or negligence, and/or gross negligence by security provided by the Event Sponsor for the Permitted Event.

Sales and Consumption:

1. No less than ten (10) days prior to the Permitted Event at which the licensed vendors will sell beer and/or wine, the Event Sponsor shall deliver to the Community Events Division a finalized site map which shall be drawn to show the locations, dimensions of, and relative distances between the following within the Entertainment District: (a) the beer and/or wine sales area; and (b) the boundaries where the beer and/or wine shall be consumed. Said site design and any subsequent alterations shall be approved in writing by Moscow Deputy City Supervisor – Community Development or their designee, and by the Moscow Chief of Police prior to the Permitted Event.
2. All beer and/or wine sales and dispensing shall take place within the area designated by the Event Sponsor and as shown on the site map required by this Resolution.
3. The Event Sponsor shall include an identification checking station and its general location on Event Site Map.
4. No person shall be allowed to purchase beer and/or wine other than within the area designated for beer and/or wine sales and dispensing as shown on the map required by this Resolution and only persons with a designated wristband shall be allowed to purchase, possess, and consume beer and/or wine.
5. All beer and/or wine shall be dispensed in and consumed from the designated Event container. Such container shall be a readily identifiable container not more than sixteen ounces (16 oz.) in size which shall not bear a logo of an alcoholic beverage.
6. Every occupant within The Entertainment District shall provide identification to law enforcement officers or City employees at any point in time or location when requested to do so.
7. No person under twenty-one (21) years of age shall be allowed to wear the designated wristband at any time during the Permitted Event.
8. A sign shall be prominently posted at or near the area designated for beer and/or wine sales and dispensing stating that service to persons under twenty-one (21) years of age is prohibited.

9. Beer and/or wine shall be sold only within the designated area in The Entertainment District and only between the hours of 4:00 p.m. and 8:00 p.m. local time on the 7th day of October, 2023, during the Permitted Event.
10. Beer and/or wine shall be consumed only within The Entertainment District between the hours of 4:00 p.m. and 8:00 p.m. local time on the 7th day of October, 2023, during the Permitted Event.
11. No person shall carry or consume any alcoholic beverage within The Entertainment District which is not purchased or dispensed from the licensed vendor(s) at the Permitted Event. Consumption of alcohol outside of The Entertainment District, in any public street, highway, alley, lane, sidewalk, public or private parking lot, conveyance, or primary and secondary school facility in the City of Moscow, shall be considered a violation of the City's open container ordinance.

Fee:

The Event Sponsor shall submit to the Community Events Division, within ten (10) days of the event, any remaining required fees established by Council that is associated with this Resolution.

Failure To Comply:

Failure to comply with this Resolution shall expose any such person to all relevant civil and criminal consequences and may result in denial of subsequent applications for alcohol permits in public right-of-ways for a period of no less than five (5) years.

PASSED on Motion by the Following Vote:

		Aye		Nay		Abstain		Absent
Hailey Lewis								
Gina Taruscio								
Sandra Kelly								
Maureen Laflin								
Andrew Davis								
Julia Parker								

ADOPTED by the City Council of the City of Moscow, Idaho and **APPROVED** by the Mayor of the City of Moscow, Idaho this ____ day of _____, 2023.

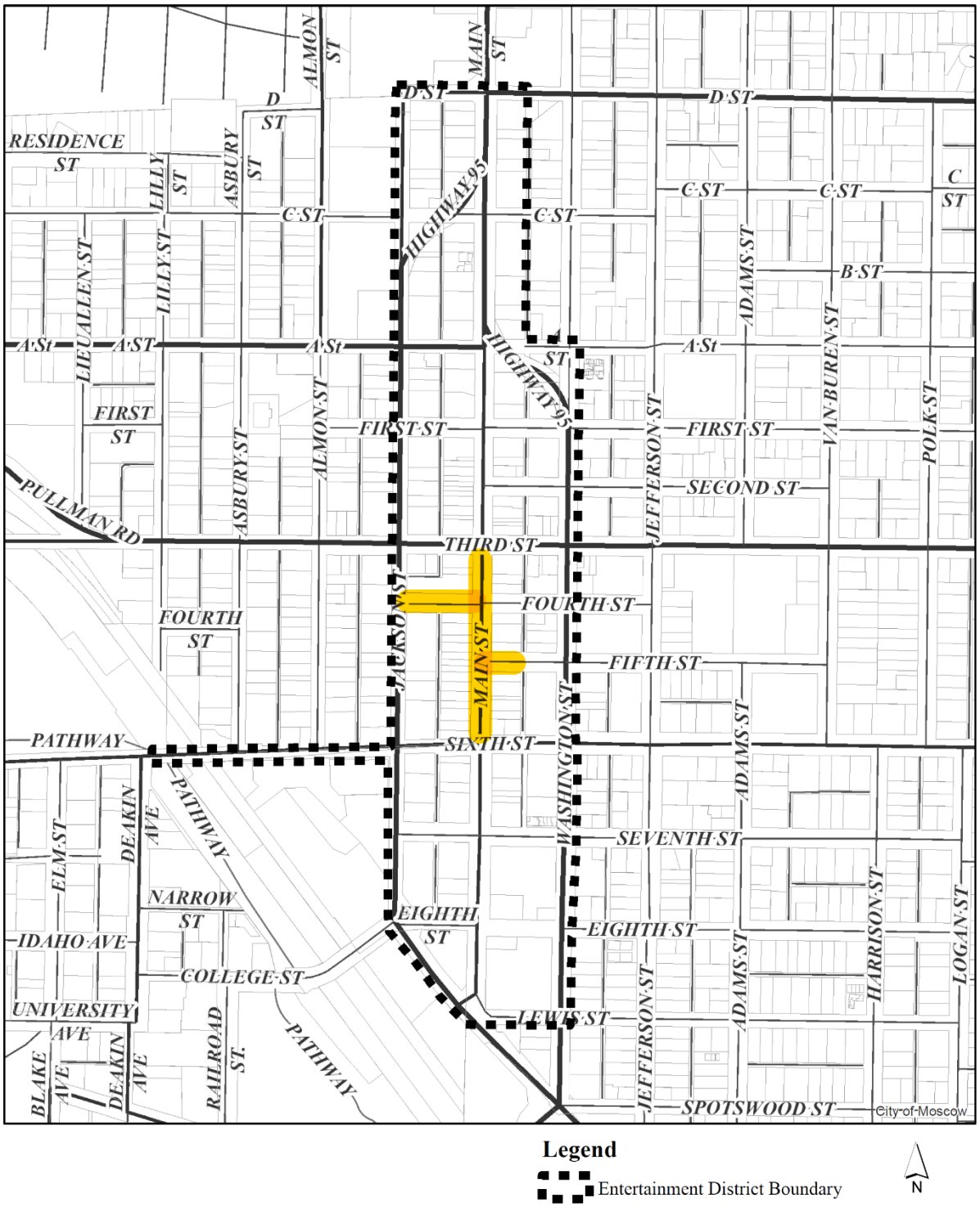
_____
Arthur D. Bettge, Mayor

CERTIFICATION and ATTESTATION. I hereby certify that the above is a true copy of a Resolution passed at a regular meeting of the City Council, City of Moscow, held on _____ _____, 2023 and attest to the Mayor's signature.

_____
Laurie M. Hopkins, City Clerk

Attachment "A"

Exhibit 'A' - Entertainment District Boundary



Attachment "B"

City of Moscow Community Events Division
EVENT APPLICATION

Thank you for your interest in organizing/sponsoring an Event in the City of Moscow!
Events by local citizens add to the cultural wealth of our town and may range from fun runs to political marches, neighborhood block parties to street fairs.

Submit completed forms electronically or physically to the Community Events office: communityevents@ci.moscow.id.us or 221 East 2nd Street, Moscow. All applications must be legible.

The City reserves the right to request additional information reasonably necessary to make a fair determination as to issuance of a permit. Permits are issued on a first-come, first-served basis. According to Moscow City Code Title10, Chapter 17, Section 17-4, event applications for regular or recurring events must be submitted at least sixty (60) days and not more than one hundred eighty (180) days before the proposed date of the event. Event applications for single, non-recurring events must be submitted at least ten (10) days and not more than one hundred eighty (180) days before the proposed date of the event.

Events with alcohol are to be submitted at least two (2) months prior to the event date to allow for adequate review and presentation to Administrative Committee and City Council. Administrative Committee meets on the 2nd and 4th Monday of each month and City Council meets on the 1st and 3rd Monday of each month pending no holiday delays or rescheduling of meetings.

1. Name of Event: Moscowberfest
2. Event Date(s): 10/07/2023
3. Event Location: Main St. from 3rd- 6th, 5th St. from Main St to Alley
4. Are you requesting a street closure for Event? Yes (●) No ( )

If yes, provide street closure location(s). List cross streets, intersections, building addresses, etc. Include these details on your site map (see item 27.)

Main St. from 3rd- 6th, 5th St. from Main St to Alley
First bay on Jackson St Parking Lot

5. Do you require parking restrictions for the Event? Yes (●) No ( )

If yes, list parking restrictions (i.e. no parking on day of event, parking restricted to a particular area, etc.).

No parking in the footprint of the event for the day.

6. Street Closure set-up/Load-in time: 2:00 PM Event(s) Start time: 4:00 PM
7. Event(s) End time: 8:00 PM Street Closure take-down/Load-out time: 10:00 PM
8. Is this a recurring Event (i.e. every 1st Thurs. or every Sat. May thru Oct.)? Yes ( ) No (●)
9. Is this an annual Event? Yes (●) No ( )
10. Are you planning on having refreshments and/or food? Yes (●) No ( )

If yes, describe your waste and recycling plan. Applicants are responsible for removing all waste from their event footprint and disposing of properly, including emptying permanent trash receptacles in the downtown area. Dumpsters located downtown are for private use.

Additional garbage bins at the event to relieve pressure on the city bins.
Volunteers will work to keep bins and waste cleaned up before, during, and after the event.

11. Are you planning on serving alcohol/having alcohol available for purchase at the Event?

Yes (●) **(continue to Q.12)** No ( ) **(skip to Q.14)**

All events with alcohol are required to have a Catering Permit.
This process is to be handled by your licensed alcohol Vendor.

Catering Permit applications are to be submitted to the City Clerk/Deputy City Clerk for approval.

12. Is the Event taking place in the public right-of-way (i.e. sidewalks, streets, etc.) within the City of Moscow Entertainment District? The Entertainment District allows for a temporary suspension of the Open Container law by Resolution of the City Council. See page 6 for a map of the Entertainment District.

Yes (●) **(continue to Q.13)** No ( ) **(skip to item B.)**

13. Are the Event organizers interested in pursuing a temporary suspension of the Open Container law by City Council Resolution?

Yes (●) **(see item A.)** No ( ) **(skip to item B.)**

A. Event organizers pursuing a temporary suspension by City Council Resolution of the Open Container law for their Event within the public right-of-way of the Entertainment District boundaries must satisfy the following conditions with their Event listed below, in addition to any requirements detailed in the Moscow City Code, as set forth by City Council Resolution, and/or Catering Permit:

☐ Include an identification checking station and its general location on Event Site Map. Identification checking station shall include a minimum of two (2) persons to check proper identification. These persons shall be clearly identified and be responsible for the issuance of wristbands denoting attendees are of legal drinking age.

☐ Submit the Alcohol Use Application and $100 non-refundable fee upon approval of Event.

☐ Be present at City of Moscow Administrative Committee and City Council meetings regarding authorization of alcohol at Event by Resolution.

☐ Post signage and waste receptacles at Event entry and exit points. Signage to clearly state "No Alcohol Permitted Beyond this Area". Additional requirements may be mandated by City Council Resolution.

B. Event organizers requesting for alcohol use for their Event that takes place in the public right-of-way NOT within the Entertainment District boundaries must satisfy the following conditions with their Event, in addition to following any requirements set forth by Resolution and/or Catering Permit. This option is also available to Event organizers who are NOT pursuing a temporary suspension by City Council Resolution of the Open Container law:

- ☐ Include the location and estimated size of the beer garden on Event Site Map. Please note: barricades required for beer gardens are 8' in length.
- ☐ Complete and submit a Barrier Use Contract with this application.
- ☐ Submit the Alcohol Use Application and $100 non-refundable fee upon approval of Event.
- ☐ Be present at City of Moscow Administrative Committee and City Council meetings regarding authorization of alcohol at Event by Resolution.

Upon approval from Council, remaining Event fees will be due, and applicant's vendor(s) are required to submit a Catering Permit application to the City Clerk/Deputy City Clerk. Any additional required paperwork outlined by the City Council Resolution and/or this process will also be due upon approval.

14. Are you planning on having a band or music? Yes ◉ No ○

If yes, describe below any recording equipment, sound amplification equipment, etc. Submit a completed **Noise Exemption Permit Request** with this Event application.

We will have a live band and DJ at Friendship Square.

15. Approximate number of persons, animals, and/or vehicles comprising the Event, the type(s) of animals and description of vehicles, and approximate number of participants and spectators in viewing attendance:

Estimated 2,000 People in attendance

Up to 6 Food vendors - serving brats, beer, wine, hotdogs

Up to 10 Alcohol vendors - serving beer, wine, seltzers.

Up to 6 retail or street game vendors - face painting, knitting, spinning circle, crochet and yarn kids crafts, rubber ninja stars to throw at foam targets, Hammerschlagen, and Steinholding strenght competition (keg lifting from NIAC)

16. Do you plan on having banners, signs, or other attention-getting devices in the Event? Yes ◉ No ○

17. Do you plan on using any designated public facilities or infrastructure for the Event? Yes ◉ No ○

If yes, list public facilities or infrastructure (i.e. public restrooms, picnic shelters, stages, etc.).

City Trash cans
Friendship square bathrooms

18. Are you requesting additional City Police services for escort services, traffic, and/or crowd control?
Yes (●) No ( )

If yes, contact City of Moscow Police Department at 208-883-7059 to discuss and see attached Fee Schedule.

19. Please use this area to include more detail or attach additional pages for additional information about Event that is pertinent for us to know.

20. Organization Sponsoring Event: Moscow Chamber of Commerce + Visitor Center
21. Organization Address: 411 S Main St
22. Organization Officers/Authorized Representatives: Sam Martinet, Alys Lease
23. Individual Responsible for Event Organization: Alys Lease
24. Individual's Address: 411 S Main St
25. Individual's Day, Message, or Cell Phone Number: 208-301-3881/208-882-1800
26. Individual's E-mail: staff@moscowchamber.com
27. City reserves the right to alter your route if the City determines the proposed route will require significant City services and/or severely limit transit opportunities in high traffic areas. Applicant understands and agrees that the City is reserving that right? If answers no, application may be denied. Yes (●) No ( )
28. **Submit a Site Map with this application.** Event Applications without a Site Map will not be processed. Details on a Site Map may include but are not limited to locations of desired street closures, walking routes, assembly points, start and finish points, locations of food and beverage vendors, stages, service areas, etc. A blank map of downtown Moscow is available on page 7.
29. **Residential Neighborhood Block Parties**: Provide Proof of Insurance (Requirement may be waived at Discretion of City)
30. **All other Event Types (except Public Assembly)**: Provide Proof of Insurance (Required – Certificate of Insurance must include the City of Moscow as an Additional Insured and list $500,000 as the minimum amount of general liability or $1,000,000 if alcohol is included.)

City of Moscow Community Events Division
EVENT APPLICATION

HOLD HARMLESS AGREEMENT:

The applicant/group/organization (hereinafter "SPONSOR"), through its duly and specifically authorized agents, hereby releases City of Moscow, Idaho (hereinafter "CITY") and agrees, contracts and covenants not to bring suit and agrees to defend, hold harmless, and indemnify CITY, its officers, employees, agents and representatives from any and all claims, costs, judgments, awards, or liability to any person, including claims by SPONSOR's own agents, officers, employees and representatives, to which SPONSOR might otherwise be immune, arising from the Community Event, Block Party, Public Assembly, Parade or Sidewalk Walking Parade scheduled to occur as indicated on this application (hereinafter "Event"), including any Street Closure permitted under the terms of CITY's Policy on Street Closure. No SPONSOR shall be required to indemnify or hold harmless CITY for claims, actions and demands that arise out of CITY's sole negligence. Inspection, review and/or acceptance by CITY of any activity performed by or during the Event, or any activity or non-activity by CITY Police Officers or other officers, employees, agents or representatives of CITY, shall not be grounds for avoidance of any of the covenants of defense, indemnification or hold harmless by SPONSOR on behalf of CITY.

SPONSOR acknowledges it will abide by any and all Federal, State, or City of Moscow Public Health Directives and/or Regulations in effect at the time of the Event. SPONSOR agrees to comply with any and all Federal, State, or City of Moscow Public Health Directives and/or Regulations in effect at the time of the Event and ensure that all participants comply with said Directives and/or Regulations in effect at the time of the Event. SPONSOR agrees that if CITY determines she/he/they and/or any participant is not in compliance with said Directives and/or Regulations in effect at the time of the Event, CITY reserves the right to revoke the Event permit.

I, SPONSOR, certify under penalty of perjury pursuant to the law of the State of Idaho, that (1) I have read the foregoing Hold Harmless Agreement, understand it and agree with its contents and conditions; (2) I either have had an opportunity to speak with legal counsel or opted not to seek legal counsel prior to either signing this Agreement or electronically signing this Agreement by selecting the box below; and (3) understand that the terms of this Agreement are contractually and legally binding and that no verbal statement to the contrary, by any person, can void or alter the terms of this Agreement. I, SPONSOR, certify under penalty of perjury pursuant the law of the State of Idaho that the foregoing is true and correct and that I have the authority to bind the group or organization, if applicable, to this Agreement.

NAME: Alys Lease **DATE:** 07.13.2023

EVENT SPONSOR ELECTRONIC SIGNATURE:

☑ By checking this box as an electronic signature, **I agree, declare, and certify under penalty of perjury pursuant to the law of the State of Idaho, that the foregoing is true and correct. I agree to all the terms and conditions** that apply to the Community Event /Residential Neighborhood Block Party/Public Assembly/Street Parade/Sidewalk/Pathway Event, Permitting Process, and Hold Harmless Agreement. **I certify under penalty of perjury pursuant to the law of the State of Idaho that I have authority to bind the group or organization, if applicable, to this Agreement.** I am signing this document utilizing an alternative manner of providing an electric signature through agreeing to and checking the above box and understand this electronic signature is valid and binding upon me to the same force and effect as a handwritten signature.

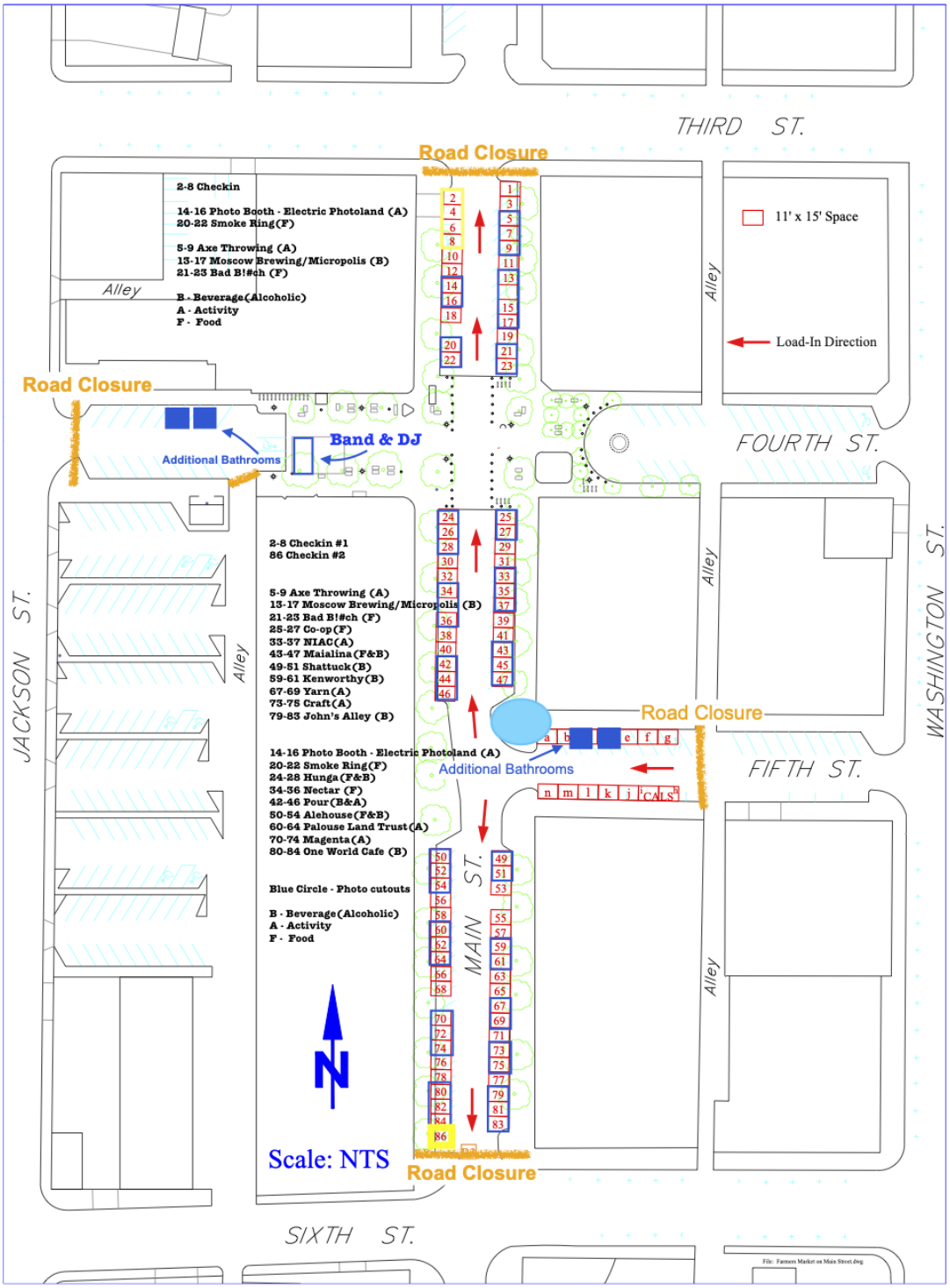
EVENT SPONSOR NON-ELECTRONIC SIGNATURE: _____
(Required only if printing and submitting in person)

The information on this form is Public Record and may be posted to a public website.
Moscow City Code Title 10, Chapter 17 is available from the City Clerk at PO Box 9203, Moscow, ID, 83843, or on the City's web page at https://www.ci.moscow.id.us/393/City-Code.

FOR OFFICE USE ONLY

○ Community Event without alcohol	● Community Event with alcohol	○ Street Parade Event
○ Sidewalk/Pathway Event (fun runs, trail runs, walk-a-thons)	○ Public Assembly – no fee (march, picket, rally, demonstration, etc.)	○ Residential Neighborhood Block Party Event
Date App Rec'd: 7/26/2023	Fees Due:	Fees Paid:

Moscowberfest Layout Map



Admit One
Products

Moscowberfest
est. 2021

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/20/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Amanda Nelson
Troy Insurance Agency Inc 1822 18th Ave P.O. Box 796 Lewiston ID 83501	PHONE (A/C, No, Ext): (208) 743-3541 FAX (A/C, No): (208) 743-3542 E-MAIL ADDRESS: amtroy@troyins.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : United States Liability Insurance Group	
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Moscow Chamber of Commerce
411 South Main St
Moscow ID 83843

COVERAGES **CERTIFICATE NUMBER:** 2023-2024 LIABILITY **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		NBP1563070	01/30/2023	01/30/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Liquor Liability	$ 1,000,000 $ 100,000 $ 5,000 $ $ 2,000,000 $ $ 1,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			NBP1563070	01/30/2023	01/30/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ Included in CGL $ $ $
A	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION $ 0			CUP1567801	01/30/2023	01/30/2024	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					☐ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CITY OF MOSCOW IS LISTED AS ADDITIONAL INSURED ON THE GENERAL LIABILITY POLICY REFERENCED ABOVE.

CERTIFICATE HOLDER

CITY OF MOSCOW
206 E 3RD ST
MOSCOW ID 83843

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03) **The ACORD name and logo are registered marks of ACORD**

NOISE EXEMPTION PERMIT REQUEST

Moscow City Code 10-11-2

(Please allow at least three business days in which to process this request)

Requested Event Date(s): 10/07/2023 Begin time: 4:00 PM End time: 8:00 PM

Event Location: Main St from 3rd to 6th, 5th St from Main St to Alley

Amplified Music (DJ, party, etc.) ☐ No ■ Yes

Alcoholic Beverages Available ☐ No ■ Yes - Purchaser: Multiple Vendors
(Marking this box does not mean your request will be denied) (If hosted or catered, name of serving organization)

Live Band Performing ☐ No ■ Yes - Group: _____

Describe the event: A Bavarian themed block party - Moscow's own Oktoberfest celebration.

_____

(use back of this form if more space is needed)

Name of requesting person/Group/Organization: Moscow Chamber of Commerce + Visitor Center

Person responsible for Group or Organization: Sam Marinet/Alys Lease

Requesting Person's Address: 411 S Main St

Phone Number: 208-882-1800 Email Address: staff@moscowchamber.com
Daytime phone number is required *Permits will be returned by email unless otherwise requested*

Responsible person available **AT AND DURING** this event: Alys Lease

Cell- or contact-phone during event. 208-301-3881

Your signature is unconditional acceptance of all terms and conditions. This permit may be modified or revoked by City at any time if permit conditions are violated. Read the following carefully:

The applicant/group/organization hereby agrees to indemnify and hold harmless City of Moscow, Idaho from all claims, actions and demands of any kind whatsoever related to and/or arising out of the activity(ies) specified in this application and does hereby accept all risk and responsibility for any damage(s) stemming from such activity. Every Applicant requesting a noise Exemption Permit shall cooperate with law enforcement by adjusting the noise level in the event of any citizen complaint(s). In the event of non-compliance, law enforcement may revoke this permit. No applicant/group/organization shall be required to indemnify or hold harmless City of Moscow, Idaho for claims, actions and demands that arise out of City's sole negligence.

Requesting Person's Signature: Alys Lease Date: 07/13/2023

◉ APPROVED ○ DENIED

Date permit valid: 10/07/2023 Hours permit valid: 4pm-8pm

Noise level (dba) shall not exceed 85 dBa at ◉ source at ○ property line

Other Conditions: _____

James Fry Jr.
James Fry Jr. (Aug 1, 2023 13:40 PDT)

Police Chief or Designee (208) 883-7054

Community Events Division Event Application Review

Moscowberfest	10/07/2023	4 - 8 pm
Event Name	**Date(s)/Time(s)**	

DEPARTMENT/DIVISION DESIGNEE — **EVENT(S) APPROVED/DENIED**

James Fry Jr.
James Fry Jr. (Aug 1, 2023 14:00 PDT)

Moscow Police Department — (●) Approve ( ) Deny

Officer presence required? ( ) Yes ( ) No (●) N/A — ***Officers available?*** ( ) Yes ( ) No (●) N/A

Dan Ellinwood
Dan Ellinwood (Jul 28, 2023 13:57 PDT)

Moscow Volunteer Fire Department — (●) Approve ( ) Deny

David R. Schott
David R. Schott (Jul 28, 2023 13:00 PDT)

Parks and Recreation Department — (●) Approve ( ) Deny

Kyle Rainer
Kyle Rainer (Aug 7, 2023 08:57 PDT)

Community Development-Engineering Division — (●) Approve ( ) Deny

Public Works-Environmental Services Division — (●) Approve ( ) Deny

Steve Schulte
Steve Schulte (Jul 28, 2023 14:00 PDT)

Public Works-Streets Department — (●) Approve ( ) Deny

Street closure required? (●) Yes ( ) No ( ) N/A — ***ITD permit required?*** ( ) Yes* (●) No ( ) N/A

**Application will remain pending until ITD grants applicant a permit*

Time of street closure? 2 pm - 10 pm (Start / End) — ***Fees?*** 147.00 — Daytime ( ) Nightime (●)

Laura Perrigo (Aug 8, 2023 14:13 PDT)

City Clerk/Deputy City Clerk

City of Moscow Community Events Division

ALCOHOL USE APPLICATION

Required for Events requesting Alcohol Use in the Moscow Downtown Central Business Zoning District or a Moscow Parks Facility.

City Council has the right to deny this application, but applicants may still move forward with their approved Event without alcohol.

Timeline for requesting Alcohol Use:

1. At least two months prior to Event, applicant submits Event Application or Parks Reservation for review.
2. Upon approval of Application or Reservation, applicant submits:
   a. Alcohol Use application
   b. Pays $100 non-refundable Alcohol Use fee
   c. Name(s) of licensed alcohol provider(s)
   d. Events in a Moscow Park Facility also include:
      i. Location of the beer/wine garden during the event with size dimensions, entry and exit points, and serving location. Provide as much detail as possible.
3. Staff drafts a Resolution according to the Event and communicates with applicant on security and insurance requirements.
4. Applicant must be present at Administrative Committee meeting (meetings are held on the 2nd and 4th Mondays of each month pending no holiday delays).
5. Applicant must be present at City Council meeting (meetings are held on the 1st and 3rd of each month pending no holiday delays).
6. Upon approval, applicant pays any remaining fees.

Event Name: Moscowberfest **Event Date(s):** 10/07/2023

Event Location: Main St. from 3rd - 6th, 5th s. from Main to alley

1st bay of Jackson st. Parking lot

Event Start time: 4:00pm **Event End time:** 8:00pm

Individual responsible per Event Application/Parks Reservation: Alys Lease

By signing this Alcohol Use application, applicant understands that their Event may not have alcohol unless approved by City Council, and that City Council has the right to deny Alcohol Use applications. Applicant also understands that the $100 fee is non-refundable regardless of the decision issued by City Council.

Alyssa Nagaya-Lease 07/13/2023

Signature of Individual responsible for Event ***Date***

Date Received: 7/26/23 Date non-refundable fee paid: [redacted]

CITY OF MOSCOW
206 E. THIRD
MOSCOW, ID 83843
208-883-7000

PERMIT NUMBER: CE2023-24
EVENT DATE: Saturday, October 7, 2023
EVENT TIME: 4:00 – 8:00 pm

THIS IS TO CERTIFY THAT
Moscow Chamber of Commerce + Visitor Center
Alys Lease
411 S. Main St.
Moscow, ID 83843

IS HEREBY GRANTED A CITY OF MOSCOW COMMUNITY EVENT PERMIT FOR THE LOCATION NAMED BELOW WITHIN THE CORPORATE LIMITS OF THE CITY OF MOSCOW, IN CONFORMITY WITH THE PROVISIONS OF CHAPTER 17, TITLE 10 OF THE MOSCOW CITY CODE.

PERMIT TYPE: Community Event with alcohol

PERMIT LOCATION: Main St. from 3rd to 6th, 5th St. from alleyway to Main, 1st bay of Jackson Street parking lot.

I,_____, CERTIFY UNDER PENALTY OF PERJURY PURSUANT TO THE LAWS OF THE STATE OF IDAHO, THAT THE FOREGOING IS TRUE AND CORRECT. I AGREE TO ALL THE TERMS AND CONDITIONS OF MOSCOW CITY CODE TITLE 10, CHAPTER 17 PARADE; PUBLIC ASSEMBLY AND RESOLUTION 2015-05 POLICY AND PROCEDURES FOR RIGHT-OF-WAY PERMITS. DAMAGE TO ANY PUBLIC IMPROVEMENTS ARE THE RESPONSIBILITY OF THE PERMIT HOLDER.

ISSUED THIS____DAY OF_____, 2023

		Aug. 8, 2023	
(SIGNATURE OF LICENSEE)	*DATE*	*(SIGNATURE OF STAFF)*	*DATE*