Moscow City Council

Regular Meeting
~Amended Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, December 16, 2024	**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 and the City's YouTube channel. 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 December 2, 2024 Minutes - Laurie M. Hopkins

   B. Approval of Claims - Sarah Decker

   C. Disbursement Report for November 2024 - Sarah Decker

   Staff presented the November 2024 Accounts Payable Report to Public Works / Finance Committee on December 9, 2024. The Committee received the report and approved the disbursements as presented.
   ACTION: Accept the Disbursements Report for the month of November 2024.

   D. Task Order No. 1 City of Moscow Palouse Mall Lift Station Rehabilitation Project - Evan Timar

   The Palouse Mall Lift Station was originally constructed in 1976 and pumps on average 68 million gallons of wastewater per year into the Water Reclamation Facility. Task Order No.1, pursuant to the Master Agreement for Professional Services between City of Moscow and Ardurra Group, consists of design phase services for the rehabilitation of the Palouse Mall Lift Station. The station requires updates and improvements due to its age and increased operational volumes. Proposed enhancements include the rehabilitation of the existing wet well, the installation of a new valve vault, the replacement of the wet well cover and hatch, the replacement of the dry-well pumps with submersible pumps, the installation of new guide rails, new electrical and control systems, the addition of a flow meter, and the replacement of

the existing force main that runs across State Highway 8 to the Headworks building. The Palouse Mall Lift Station is relied upon to maintain a seamless and consistent operation by moving a large area of Moscow's wastewater to the Reclamation Facility. This was reviewed by the Public Works/Finance Committee on December 9, 2024 and recommended for approval.

ACTION: Accept Task Order No. 1 and award the Agreement in the amount of $215,114.00.

REGULAR AGENDA

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

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

4. **City Limits Ordinance (ACTION ITEM) - Scott Bontrager**

   Idaho Code Section 63-215 states that taxing districts that alter their boundaries must prepare and file the legal description and map of the new district boundary within 30 days of the amendment or no later than the tenth day of January of the year following the alteration. The City recently amended the City boundary through the annexations of Pine View subdivision (Juscen) property on May 6, 2024, Wildrose Court Addition subdivision property on May 6, 2024, and South Moscow Business Park (SOMO) property on October 7, 2024. Staff has prepared a new City Limits ordinance which includes the updated legal description and boundary map for the Council's approval and transmission to the State Tax Commission and Latah County Recorder and Assessor offices. This was reviewed by the Public Works/Finance Committee on December 9, 2024 and recommended for approval.

   PROPOSED ACTIONS: Approve the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary; or consider the Ordinance on first reading and that it be read by title; or reject the Ordinance; or take such other action deemed appropriate.

5. ***Human Rights Commission Martin Luther King Human Rights Community Breakfast Sponsorship Request (ACTION ITEM) - Anthony Dahlinger***

   The Human Rights Commission is seeking approval to provide a $750 financial sponsorship to the Latah County Human Rights Commission's 2025 Martin Luther King Human Rights Community Breakfast that is scheduled to occur on January 25th at the 1912 Center. The Commission has historically sponsored this event each year. In accordance with the recently adopted Procurement and Purchasing Policy, financial sponsorships or donations to outside entities of $500 or more are required to be approved by the City Council. The sponsorship will be funded from the Human Rights Commission budget line item.

   PROPOSED ACTIONS: *Approve the sponsorship request; deny the sponsorship request; or take other action as deemed appropriate.*

6. **East City Park Stage Project Update (ACTION ITEM) - Cody Riddle**

   On May 6, 2024, City Council approved a contract with Design West Architects to develop a 30% conceptual design and cost estimate for replacement of the East City Park Stage. The design was to build upon a previous design and outreach effort that concluded in 2012, and the subsequent construction of the existing restroom building that was completed in the spring of 2013. The original design effort, and restroom construction, was based on an extensive public outreach effort that dates back to 2010. Staff and the Project Architect, Ned Warnick with Design West Architects, provided the Council with a project update on June 3, 2024. Much of the discussion that followed focused on the need for additional engagement with key stakeholders and outreach with the public,

while honoring the Council's May 6th decision. That decision was to proceed with the development of a 30% concept design and cost estimate for a new stage attached to the existing restroom building. On November 15, 2024, Staff met with a group of stakeholders comprised of the primary users of the stage for some of the community's larger events. Staff will provide a summary of that meeting, feedback received, and a plan for additional outreach.
PROPOSED ACTIONS: Accept report and provide feedback as appropriate.

REPORTS

City Council

Mayor

ADJOURN

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

Monday, December 2, 2024 **7:00 PM** **Council Chambers**
206 E. Third St.

The meeting was called to order at 7:00 p.m.
PRESENT: Bryce Blankenship, Drew Davis, Sandra Kelly, Hailey Lewis, Julia Parker, Gina Taruscio
ABSENT: Mayor Art Bettge
STAFF: Bill Belknap, Mia Bautista, Cody Riddle, Mike Ray, Bonnie Dennler, Steve Schulte, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE
Parker led the Pledge of Allegiance.

CONSENT AGENDA

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

   A. Approval of Moscow City Council November 4, 2024 Minutes - Laurie M. Hopkins

   B. Disbursement Report October 2024 - Sarah Decker

   Staff presented the October 2024 Accounts Payable Report to the Administrative Committee on November 25th, 2024. The Committee received the report and approved the disbursements as presented.

   ACTION: Accept the Disbursements Report for the month of October 2024.

   C. Development Agreement for 2216 S. Main St. (Fountain's Business Park) - Bob Buvel

   On December 18, 2023, City Council approved the annexation of the property at 2216 S. Main, also known as the Fountain Business Park. As part of the annexation, the City of Moscow requested that the subject property be connected to the City water and sewer systems. Joel Cohen has submitted to the City a proposal to connect the property to the City Water and Sewer system. Part of that work would require up-sizing the existing 6-inch water main located in US95 to a 10-inch water main. The water main would be oriented in a way that it could be continued east when Nelson Avenue is extended. Staff has concluded that it is prudent to have the line upgraded at this time and recommends contributing funding to cover the cost difference with up-sizing the existing main. The bid from Cohen's contractor, 4G Contracting, has the work valued at $57,000.00. Staff reached out to a third party contractor for a quote to do the work. M.L. Albright's responded with a quote of $67,880.00. The Development Agreement reflects the recommended funding contribution to have 4G Contracting complete the work. This item was reviewed by the Administrative Committee on November 25, 2024 and recommended for approval.

   ACTION: Approve the Development Agreement with Joel Cohen.

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D. 2025 WHITCOM Emergency Dispatch Agreement - Bill Belknap

The City currently contracts with the WHITCOM joint dispatch center for E911 emergency and non-emergency dispatch services. The proposed agreement would continue those services through the 2025 calendar year. The proposed fee for the dispatch services is the same as in the 2024 agreement, with a total annual cost of $776,874. WHITCOM has prepared the agreement for the Council's review and approval. This was reviewed by the Administrative Committee on November 25, 2024 and recommended for approval.

ACTION: Approve the Emergency Dispatch Services Agreement.

E. Leading Idaho Local Bridge Grant Application - Alisa Anderson

On March 16, 2022, Governor Little signed Senate Bill 1359, a landmark funding bill for local transportation in Idaho. The bill provided $200 million for local bridges. The Local Highway Technical Assistance Council (LHTAC) administers the bridge funds through the Leading Idaho Local Bridge (LILB) Program. On November 18, 2024, Engineering staff received notification that a recent bridge inspection identified a bridge in Moscow that qualifies for the last round of LILB funding. The bridge is located on Mountain View Road over Paradise Creek between 3rd Street and Hillcrest Drive. The grant application requires an executed Memorandum of Understanding and the LILB Grant Application accompanied by a Resolution which is due by December 12, 2024. This item was reviewed by the Administrative Committee on November 25, 2024 and recommended for approval.

ACTION: Approval to submit a grant application for the Leading Idaho Local Bridge Program with the corresponding Memorandum of Understanding and Resolution.

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

REGULAR AGENDA

2. Mayors Appointments (ACTION ITEM)

None offered.

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

Joann Muneta (Moscow) spoke on East City Park and how beautiful the park is. She reminded the Council there is a lot of concern about the stage and where it will be located. She is still waiting for community input and discussion which was talked about this summer.

4. Citizen Commission Report - Historic Preservation Commission - Mike Ray / Nels Reese

Ray introduced Nels Reese. He spoke on the Orchid Awards which took place on Nov 14th. Winners included Cynthia King, Individual, for outstanding public service on the HPC; McConnell Mansion, county agency, for completing Phase 1 of repair; and Evan and Leslie Wilson, private family, for repair and restoration. The Commission is still working on a university historic district. They did just discover Henry Black who designed multiple buildings in Moscow including the Methodist Church and Morrill Hall.

5. Personnel Policy Updates Resolution (ACTION ITEM) - Bonnie Dennler

The Human Resource Department has identified the need to make several updates to the City's adopted Personnel Policies. The proposed amendments to the policy include updates to reflect recent regulatory changes, adding provisions specific to the new Paramedic/Firefighter positions, aligning and formalizing policies with current practice regarding emergency City office closures, and updating

position titles. Staff will present the proposed updates for the Council's consideration. This was reviewed by the Administrative Committee on November 25, 2024 and recommended for approval.

PROPOSED ACTIONS: Approve the proposed Resolution; or take other action deemed appropriate.

Dennler introduced the item as written above and highlighted the major changes. Parker appreciated the concern for employees. Sick leave accruals for paramedics are different as they work 24-hour shifts rather than 8-hour shifts and this change is consistent with other agencies. Lewis is interested in paternal leave increasing to 8 weeks. Dennler said feedback from employees is that they are grateful of the six weeks paternal leave. Blankenship moved, Parker seconded, to approve the proposed resolution. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

6. City Shop Replacement Project Bid Award (ACTION ITEM) - Cody Riddle

The deteriorating condition and deficiencies of the existing shop facility has been identified as one of the City's biggest challenges for years. To address the problem and ensure City Staff can continue to efficiently provide key services in a safe working environment, construction of a new shop was prioritized by City Council in both the FY 2024 and 2025 budgets. Working with Lombard/Conrad Architects (LCA), a design package for a new shop building, dry materials storage shed, and recladding of the existing shop was completed earlier this fall. The project was subsequently advertised for bid on September 28th and October 5th, with a bid opening on November 6th. Seven bids were received. Wellens General Contractors from Enterprise, Oregon was the lowest bidder with a base bid of $6,567,000, Alternate #2 (dry materials storage shed) $177,000, and Alternate #3 (recladding of the existing shop) $504,000, for a total bid of $7,248,000. The bids included a deduct alternate for the exterior cladding system of the new building. While the Wellens proposal would result in savings of $212,000, the finished product would be less durable and not as energy efficient as the system included in the base bid. Given that, Staff is not recommending acceptance of the deduct alternate. The City recently worked with Wellens as the general contractor on the new police station. Their proposal for the shop has been reviewed and found to be complete and accurate by City Staff and the design architect. If awarded, construction is anticipated to commence in the spring of 2025 and be completed by March 1, 2026. This was reviewed by the Administrative Committee on November 25, 2024 and recommended for approval.

PROPOSED ACTIONS: Accept the low bid from Wellens General Contractors, Inc., award the contract for the bid amount of $7,248,000 (Base Bid and Alternates #2 and #3), and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount; or take other action deemed appropriate.

Riddle introduced the item as written above. The City Shop is a critical facility for the delivery of essential services. The current building was constructed in 1968 and is in poor condition. It has inadequate restrooms, unsafe working spaces, and does not provide a professional work environment. During the 2017 and 2019 flooding events, floodwaters entered and flowed through the building. Maintenance functions and fleet have grown over the past several decades and need additional space. Bids were opened on November 6 and bids ranged from $7,248,000 to $11,274,000 with an engineer's estimate of $6,110,570. Accepting this bid is a binding contract for the cost and

Kelly brought up the issue of possible tariffs and if costs increase tremendously does the City have a plan? Riddle said if we rebid, the City would need to look at a plan B. Belknap added that this is a binding bid. The contractor is obligated to deliver this building at this cost.

Lewis confirmed this shop can be constructed with minimal impact on existing operations.

Parker is concerned the bid is $1 million over the anticipated cost and feels the Council needs to think about not including alternative 2 and 3. She recognized the need for a new shop but the cost is far above

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what was anticipated. Staff explained that the materials storage shed is a fabric shelter hut-type structure where the sand and salt for snow removal is exposed to the weather and the shelter is at the end of life. The cost will need to be incurred and this alternate bid came in lower than anticipated. There are benefits having the contractor on site, such as completing recladding on the current structure at the same time installing on the new shop. The roof must be replaced as it leaks. The bid received in 2021 was $300,000. This bid is $500,000 for the entire outside walls and roof. Streets and storm utilities will still be utilizing this building which means the building needs to get another 20-30 years of life. During open budget, there was an additional $3 million of accumulation transferred to capital projects to absorb this additional cost. Staff recognize the increase in cost, but it will not get less expensive and will not be able to take advantage of having a contractor on site to take care of all at the same time.

Kelly thinks it would be a bigger hit if not approved now. She is grateful it can be done at this cost.

Lewis said she has learned what can be done in-house such as outfitting the police vehicles. This isn't just about one department; it is about all departments. The City doesn't spend $7 million on construction every day. She feels for the longevity and the council's fiduciary responsibility to be sure investments being made when purchasing a new plow, sand, etc. are protected.

Lewis moved to accept the low bid from Wellens General Contractors, Inc., award the contract for the bid amount of $7,248,000 which includes the Base Bid and Alternates #2 and #3, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount. Kelly seconded.

Davis said this building keeps the city open and wants to know how to ensure the existing shop doesn't flood again. Staff explained a curb line will be installed on the south side of the property to direct Hogg Creek overflow south of the building following the same path to Van Buren Street. Davis recognized the need for a new facility Staff does a lot with little but accepting a bid that is $1 million dollars over hits him in the gut hard. He would like staff to have a better way to measure along the way of design such as a cost estimator. He wants more accountability from design companies as they move through the process. Lewis confirmed 2016 was a site planning exercise and was a schematic and was much larger building with an estimate of $24 million. In 2022, Staff had Lombard do an updated site plan concept with a cost estimate which was $5.8 million. When design began, the cost was trending up and staff cut some of the elements from the building. Belknap said with three bids so close, Staff feels it is the market price to construct the building.

Lewis pointed out the money for this project is budgeted in capital and use of ARPA funds. She is not comfortable excluding alternates or going out to bid again.

Taruscio doesn't like cost overrides but agrees it is at the base of what can be done. The existing building will be utilized, and capital dollars should be used to fix it. There is no impact on the taxpayer. She doesn't like the extra $1 million but this is the operations of the city, and we need to put the money into making sure the city runs well.

Blankenship said the only way to benefit from the services the City offers is having the infrastructure in place. By using capital and ARPA funds, it doesn't raise taxes. He feels it is shocking to go $1 million over bid but is in favor of approving the bid.

Parker corrected that it is taxpayer money that was already paid into the budget. Taruscio and Blankenship corrected their statement that it isn't new money to the taxpayers. Parker said this is too much, not affordable, and if there is 10% in change orders, it could be $8 million. Davis said he supports the direction

but moving forward there needs to be a resolution. He doesn't like making a decision on Dec 2 for monies that need to be expended by the end of the year.

Roll Call Vote: Ayes: Five (5). Nays: One (Parker). Abstentions: None. Motion carried.

REPORTS – postponed until next meeting

ADJOURN
It was mutually agreed upon to adjourn at 8:37 p.m.

_____
Arthur D. Bettge, Mayor

ATTEST:

_____
Laurie M. Hopkins, City Clerk

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COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, December 16, 2024

AGENDA ITEM TITLE

Approval of Claims - Sarah Decker

RESPONSIBLE STAFF

ADDITIONAL PRESENTER(S)

DESCRIPTION

REVIEWED BY

PROPOSED ACTIONS

STAFF RECOMMENDATION

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Prooflist - December 11th ACH
2. Prooflist December 4th & December 11th

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
LATAH SANITATION, INC.							
November 2024	$244,321.77	Monthly LSI Billing for November 2024					ACH Transaction
			240-000-213-00	Sales Tax	$1,215.74		
			240-240-662-10	Collection Services Inside City	$169,171.20		
			240-250-662-05	Public compost	$8,778.66		
			240-245-662-05	Recycling operations	$12,886.40		
			240-255-662-05	Transfer Station Operations	$49,651.24		
			230-230-653-15	Bio-Solids	$21,488.37		
			240-000-118-03	Production Analysis Remittance	$(89,627.75)		
			240-240-662-10	SS Roll Cart Ops and Maint.	$12,702.54		
			240-255-662-15	Contractual Miscellaneous Rate	$22,576.93		
			240-240-662-10	Locking Mechanisms	$182.07		
			240-240-662-10	SW Monthly Roll Cart Fees	$5,846.42		
			240-240-662-10	SS Ry Roll Cart Fees	$4,704.00		
			240-240-662-10	Apartment SS Ry Base Fee	$16,082.82		
			240-240-662-10	Monthly SS RY Roll Cart Fees	$582.00		
			240-240-662-10	Comm SS RY Roll Cart O & M	$457.40		
			240-240-662-10	Commercial SS RY Base Fee	$3,031.42		
			240-240-662-10	SW Roll Cart Ops and Maint	$4,065.70		
			240-240-662-10	200 Gal SW Carts	$510.54		
			240-240-662-10	200 Gal RY Carts	$6.84		
			240-240-662-10	300 Gal RY Carts	$9.23		
				VENDOR TOTAL:	$244,321.77		

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description	PO #	Pay By Type

Total Amount Being Paid: $244,321.77
Total Number of Checks: 1

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
Aladtec, LLC							
INV00388644	$2,782.50	1/2 OF ALADTEC RENEWAL (volunteers pay other half)					Paper Check
			101-090-642-10	1/2 OF ALADTEC RENEWAL (volunt	$2,782.50		
				VENDOR TOTAL:	$2,782.50		
Alexandra Sceli							
STIPEND	$900.00	STIPEND FOR HOLIDAY COVERAGE FALL 2024					Paper Check
			101-090-642-10	STIPEND FOR HOLIDAY COVERAGE	$900.00		
				VENDOR TOTAL:	$900.00		
ALSCO, INC.							
LSPO2788055	$60.62	Floor mats, shop towels and coveralls					Paper Check
			290-130-632-30	Shop Supplies	$60.62		
LSPO2789947	$41.25	Shop towels and coveralls					Paper Check
			290-130-632-30	Shop Supplies	$41.25		
LSPO2791811	$60.62	Floor mats, shop towels and coveralls					Paper Check
			290-130-632-30	Shop Supplies	$60.62		
LSPO2793672	$41.25	Shop towels and coveralls					Paper Check
			290-130-632-30	Shop Supplies	$41.25		
LSPO2789913	$28.41	City Hall Floor Mats					Paper Check
			101-110-632-40	Department Supplies	$28.41		
LSPO2793649	$34.04	Intermodal Transit Center Floor Mats					Paper Check
			128-198-632-40	Department Supplies	$34.04		
LSPO2793638	$32.29	Mann Building Floor Mats					Paper Check
			101-110-632-40	Department Supplies	$32.29		
LSPO2789912	$32.29	Mann Building Floor Mats					Paper Check
			101-110-632-40	Department Supplies	$32.29		
LSPO2789923	$34.04	Intermodal Transit Center Floor Mats					Paper Check
			128-198-632-40	Department Supplies	$34.04		
LSPO2793639	$28.41	City Hall Floor Mats					Paper Check
			101-110-632-40	Department Supplies	$28.41		
LSPO2788057	$71.40	HIRC November 05 2024 flormats, rags and dust mop					Paper Check
			120-188-632-40	Department Supplies	$71.40		
LSPO2788056	$32.76	Eggan floor mats November 05 2024					Paper Check

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			120-180-632-55	Youth Center Programs	$32.76		
LSPO2790704	$44.41	Mats for St 1 LSPO2790704					Paper Check
			101-090-650-10	Mats for St 1 LSPO2790704	$44.41		
LSPO2790708	$16.34	Mats for St 3 LSPO2790708					Paper Check
			101-090-650-10	Mats for St 3 LSPO2790708	$16.34		
LSPO2791813	$71.40	HIRC Floor mats, rags and dust mats November 19 2024					Paper Check
			120-188-632-40	Department Supplies	$71.40		
LSPO2791812	$32.76	Eggan floor mats November 19 2024					Paper Check
			120-180-632-40	Department Supplies	$32.76		
LSPO2794441	$44.41	Mats for St 1					Paper Check
			101-090-650-10	Janitorial Services & Supplies	$44.41		
LSPO2794445	$16.34	Mats for St 3 LSPO2794445					Paper Check
			101-090-650-10	Mats for St 3 LSPO2794445	$16.34		
				VENDOR TOTAL:	$723.04		
Amazon Capital Services							
1CRX-61PM-TPNK	$169.99	Waterproof jacket for new employee Lydia Nichols					Paper Check
			105-150-632-02	Uniform Expense	$169.99		
1YTJ-YV3X-TYTY	$16.97	Pneumatic air flow control valve					Paper Check
			105-150-632-73	Traffic Control Maintenance	$16.97		
				VENDOR TOTAL:	$186.96		
Anatek Labs, Inc.							
2430188	$210.00	BOD					Paper Check
			230-230-642-10	Professional Services	$210.00		
2430187	$210.00	BOD					Paper Check
			230-230-642-10	Professional Services	$210.00		
2430205	$210.00	BOD					Paper Check
			230-230-642-10	Professional Services	$210.00		
2430397	$336.00	BOD					Paper Check
			230-230-642-10	Professional Services	$336.00		
2430869	$195.00	COD					Paper Check
			230-230-642-10	Professional Services	$195.00		

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
2430625	$200.00	routine bac-t samples as required by DEQ					Paper Check
			220-220-642-10	Professional Services	$200.00		
2430906	$200.00	routine bac-t samples as required by DEQ					Paper Check
			220-220-642-10	Professional Services	$200.00		
				VENDOR TOTAL:	$1,561.00		
Anatek Labs, Inc. - Spokane							
2430541	$420.00	BOD-Spokane					Paper Check
			230-230-642-10	Professional Services	$420.00		
				VENDOR TOTAL:	$420.00		
APPEARANCES MARKETING & PROMOTION							
120624TR	$712.00	"Some Assembly Required" Design & Printing					Paper Check
			120-200-632-13	"Some Assembly Required" Design	$712.00		
				VENDOR TOTAL:	$712.00		
ARTBEAT, INC.							
56487	$676.50	Hats for WRF					Paper Check
			230-230-632-02	Uniform Expense	$676.50		
56488	$306.00	Shirts Evan Timar Employee Uniform expense					Paper Check
			230-230-632-02	Uniform Expense	$306.00		
56211	$13.00	Atkinson, jacket					Paper Check
			101-070-632-02	Uniform Expense	$13.00		
				VENDOR TOTAL:	$995.50		
ASSOCIATION OF IDAHO CITIES							
200012482	$300.00	Fall District AIC Meeting					Paper Check
			101-020-647-10	Fall District AIC Meeting Bettge	$50.00		
			101-010-647-10	Fall District AIC Meeting (4)	$200.00		
			101-030-647-10	Fall District AIC Meeting Belknap	$50.00		
				VENDOR TOTAL:	$300.00		
ATLAS SAND & ROCK, INC							
598645	$2,005.30	rock for re-stock					Paper Check
			220-220-632-40	Department Supplies	$2,005.30		

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
				VENDOR TOTAL:	$2,005.30		
Avista Utilities							
1332420000	$84,623.08	Avista Utilites - November 2024					Paper Check
			220-220-652-10	Wells, Boosters, Pumps	$27,353.81		
			105-150-652-53	Street Lights & Signals	$22,103.50		
			230-230-652-10	WWRF, Lift Stations	$20,266.19		
			101-090-652-10	Fire Stations	$2,553.34		
			101-110-652-10	City Hall, PD, Mann Bldg, Shed	$5,276.09		
			290-130-652-10	City Shop	$1,325.54		
			120-175-652-10	HLAC	$243.89		
			128-198-652-10	ITC	$40.11		
			120-165-652-10	Parks,Restrooms,Sprinklers,	$1,096.18		
			101-110-658-55	Parking Lots	$928.76		
			120-180-652-10	Eggan Youth Center	$524.51		
			101-074-652-10	Animal shelter	$397.21		
			120-188-652-10	Rec & HIRC	$1,929.31		
			120-170-652-10	Courts, Ballfields	$223.74		
			235-235-652-10	Van Buren St. Shed	$360.90		
				VENDOR TOTAL:	$84,623.08		
AVISTA UTILITIES							
270118	$10,178.08	Avista Pole Rental					Paper Check
			295-130-652-20	Utility Expense	$10,178.08		
				VENDOR TOTAL:	$10,178.08		
Axon Enterprises, Inc.							
INUS302714	$1,995.00	AXON investigate pro					Paper Check
			295-130-642-95	Professional Services - IS	$1,995.00		
				VENDOR TOTAL:	$1,995.00		
Backflow Apparatus & Valve Co., Inc							
305256	$153.40	backflow repair parts					Paper Check
			220-220-658-40	R & M - Equipment	$153.40		
				VENDOR TOTAL:	$153.40		
BEST WESTERN PLUS UNIVERSITY INN							
6187	$192.00	Regional Quarterly Breakfast Meeting					Paper Check
			101-030-647-10	Regional Quarterly Breakfast Meetin	$192.00		

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
6186	$143.50	Regional Quarterly Breakfast Meeting					Paper Check
			101-030-647-10	Travel & Meetings	$143.50		
				VENDOR TOTAL:	$335.50		
Blue Logix, LLC							
241108	$160.00	Water Support Time and Expenses					Paper Check
			295-130-642-95	Professional Services - IS	$160.00		
241109	$2,080.00	Wastewater SCADA Screen Updates					Paper Check
			230-230-642-10	Professional Services	$2,080.00		
241110	$400.00	Wastewater Support Time & Expenses					Paper Check
			295-130-642-95	Professional Services - IS	$400.00		
				VENDOR TOTAL:	$2,640.00		
BLUE RIBBON LINEN SUPPLY, INC.							
12022024	$15.25	Tablecloth ironing					Paper Check
			101-072-658-40	R & M - Equipment	$15.25		
12022024	$124.42	November cleaning					Paper Check
			101-070-632-03	Uniform Cleaning	$124.42		
				VENDOR TOTAL:	$139.67		
BRITANI PHELPS							
120624TR	$180.00	December Artwalk Design					Paper Check
			120-200-642-24	December Artwalk Design	$180.00		
				VENDOR TOTAL:	$180.00		
Bruch Creek Trails, LLC							
20241205	$500.00	Light Up the Season Horse and Carriage					Paper Check
			120-210-642-27	Community Event Programs	$500.00		
				VENDOR TOTAL:	$500.00		
Cameron Paquette							
STIPEND	$180.00	STIPEND FOR HOLIDAY COVERAGE FALL 2024					Paper Check
			101-090-642-10	Professional Services	$180.00		
				VENDOR TOTAL:	$180.00		
CANON SOLUTIONS AMERICA, INC.							
6010106250	$21.34	Finance: copier usage and maintenance (25V02167)					Paper Check

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			101-040-658-40	R & M - Equipment	$21.34		
6010106249	$97.95	Finance: copier usage and maintenance (2JH05106)					Paper Check
			101-040-658-40	R & M - Equipment	$97.95		
6010106248	$79.60	WRF Maintenance on copier					Paper Check
			230-230-642-10	Professional Services	$79.60		
6010086479	$168.69	CDV Copier Usage: Haddock 2nd Floor - Nov 2024					Paper Check
			101-120-658-40	R & M - Equipment - 2nd Flr Copier	$168.69		
6010072048	$40.86	CDV Copier Usage: Haddock 1st Floor - Nov 2024					Paper Check
			101-120-658-40	R & M - Equipment - 1st Flr Copier	$40.86		
6010106246	$39.58	HIRC Canon printer November 2024					Paper Check
			120-160-658-40	R & M - Equipment	$39.58		
6010106247	$21.60	copies & maintenance on the Pump House copier 10.31.24 - 11.29.24					Paper Check
			220-220-658-40	R & M - Equipment	$21.60		
6010072328	$37.45	Adm.					Paper Check
			101-071-658-40	R & M - Equipment	$37.45		
3010072047	$36.44	RWR					Paper Check
			101-071-658-40	R & M - Equipment	$36.44		
6010086478	$50.09	Records					Paper Check
			101-071-658-40	R & M - Equipment	$50.09		
6010106251	$48.75	Copier usage St 3 6010106251					Paper Check
			101-090-658-40	Copier usage St 3 6010106251	$48.75		
6010106252	$59.78	Copier usage St 1 6010106252					Paper Check
			101-090-658-40	Copier usage St 1 6010106252	$59.78		
				VENDOR TOTAL:	$702.13		
Claire Romero							
STIPEND	$540.00	STIPEND FOR HOLIDAY COVERAGE FALL 2024					Paper Check
			101-090-642-10	STIPEND FOR HOLIDAY COVERAGE	$540.00		
				VENDOR TOTAL:	$540.00		
Clark Wardle							
39408	$5,217.44	Invoice for professional services					Paper Check
			101-050-642-10	Professional Services	$5,217.44		

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
				VENDOR TOTAL:	$5,217.44		
COEUR D'ALENE SVC STN EQUIP INC							
0101596	$544.18	Annual Line leak detector test - Tank monitor recertification					Paper Check
			290-130-658-30	R & M - Buildings	$544.18		
				VENDOR TOTAL:	$544.18		
COLEMAN OIL CO.							
INV-244734	$3,487.23	Bulk oil (JD Hygard, Delo 5/30 and Delo 15/40)					Paper Check
			290-130-635-20	Motor Fuels & Lubricants	$3,487.23		
CP-0198436	$670.48	Fuel for rented sweeper (191.238 gals @ $3.51/ea)					Paper Check
			290-130-635-20	Motor Fuels & Lubricants	$670.48		
				VENDOR TOTAL:	$4,157.71		
Complete Office LLC							
2316122-0	$875.94	4- breakroom chairs, without arms, for the Pump House Breakroom					Paper Check
			220-220-631-05	Office Supplies	$875.94		
				VENDOR TOTAL:	$875.94		
CONSOLIDATED SUPPLY CO.							
S011909485.002	$1,350.17	Pintail Addition setters					Paper Check
			220-220-770-78	Meters	$1,350.17		
S012121974.002	$13,157.47	Indian Hills Apts. boxes					Paper Check
			220-220-770-78	Meters	$13,157.47		
				VENDOR TOTAL:	$14,507.64		
Crown Enterprises							
2536379	$32.97	Staple gun and staples					Paper Check
			230-230-632-40	Department Supplies	$32.97		
2536339	$41.97	Spray Adhesive					Paper Check
			230-230-632-40	Department Supplies	$41.97		
2536397	$26.36	Flashlights					Paper Check
			230-230-632-40	Department Supplies	$26.36		
				VENDOR TOTAL:	$101.30		
CULLIGAN, LLC							
071719	$14.90	Water bill for Campus Substation for the month of November 2024					Paper Check

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			101-072-632-40	Department Supplies	$14.90		
				VENDOR TOTAL:	$14.90		
Dana Rand							
PerDiem 11-21-24	$28.00	TransportFiretruck back from Pasco on 11/8/24 after maintenance					Paper Check
			290-130-649-10	Professional Development	$28.00		
				VENDOR TOTAL:	$28.00		
DANIEL BRADLEY							
12/03/2024	$47.75	UB refund for account: 130775-000					Paper Check
			220-000-118-00	RES WATER BASE RATE	$20.40		
			240-000-118-00	65 GALLON ROLL	$13.48		
			220-000-118-00	RES WATER CON	$9.89		
			235-000-118-01	STORM RES SMALL	$3.98		
				VENDOR TOTAL:	$47.75		
Darren Burnside							
DBSupply-11.23.24	$99.98	2 pairs work pants for D. Burnside from clothing allowance					Paper Check
			220-220-632-02	Uniform Expense	$99.98		
				VENDOR TOTAL:	$99.98		
DASH MEDICAL GLOVES							
INV1320780	$169.50	nitrile glove					Paper Check
			101-071-631-05	Office Supplies	$169.50		
				VENDOR TOTAL:	$169.50		
Design West Architects							
24035-4	$2,960.00	East City Park Stage Replacement Design Services November 2024 - Outreach Phase					Paper Check
			350-165-770-73	East City Park Stage Outreach Nov	$2,960.00		
				VENDOR TOTAL:	$2,960.00		
Diamond Fields							
REIMBURSEMENT	$59.98	Reimbursemnt for Fire 1 textbooks					Paper Check
			101-090-649-25	Reimbursemnt for Fire 1 textbooks	$59.98		
				VENDOR TOTAL:	$59.98		
Dianna Spellman							
280	$85.00	Waters' Specialty Cake					Paper Check

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			101-070-669-10	Miscellaneous Services & Charges	$85.00		
				VENDOR TOTAL:	$85.00		
DIGLINE, INC.							
0075425-IN	$136.50	monthly locate service for November, 2024					Paper Check
			220-220-642-10	Professional Services	$68.25		
			230-230-642-10	Professional Services	$68.25		
				VENDOR TOTAL:	$136.50		
Drew Davis							
112724TR	$20.50	Monthly City County UI Mtg Reimbursement					Paper Check
			101-010-647-10	Monthly City County UI Mtg Reimbu	$20.50		
				VENDOR TOTAL:	$20.50		
ESO Solutions, Inc.							
ESO-155034	$32,151.05	Sub. for new records management system ESO-155034					Paper Check
			101-090-642-10	Sub. for new records management	$32,151.05		
				VENDOR TOTAL:	$32,151.05		
Ethos Intelligence LLC							
99332F6C-0001	$2,860.00	Basic People-Search Website Data Removal					Paper Check
			295-130-642-95	Professional Services - IS	$2,860.00		
				VENDOR TOTAL:	$2,860.00		
EVCAR, INC.							
60004	$4,630.17	Janitorial - December 2024					Paper Check
			101-110-650-10	Janitorial Services & Supplies	$3,333.42		
			128-198-650-10	Janitorial Services & Supplies	$926.25		
			120-165-650-10	Janitorial Services & Supplies	$123.50		
			105-150-650-10	Janitorial Services & Supplies	$123.50		
			290-130-650-10	Janitorial Services & Supplies	$123.50		
				VENDOR TOTAL:	$4,630.17		
EVCO INC.							
35506	$420.00	RC Fire Monitoring					Paper Check
			120-188-658-30	R & M - Buildings	$420.00		
				VENDOR TOTAL:	$420.00		
Ferguson Waterworks							

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
0060766	$16.58	gasket and nut and bolt set					Paper Check
			230-230-632-40	Department Supplies	$16.58		
				VENDOR TOTAL:	$16.58		
FILTRATION TECHNOLOGY, INC							
9589	$661.91	OX tank level switch for SE Reservoir					Paper Check
			220-220-658-40	R & M - Equipment	$661.91		
9589-2	$287.80	float valve assembly					Paper Check
			220-220-658-40	R & M - Equipment	$287.80		
				VENDOR TOTAL:	$949.71		
FINLEY BUTTES LANDFILL							
11/30/2024	$120,813.20	MSW Transport and Disposal					Paper Check
			240-255-662-16	Waste Connection Trans	$120,813.20		
				VENDOR TOTAL:	$120,813.20		
FIRST STEP INTERNET, LLC							
1789574	$50.00	First Step Internet - moscowdet Broadband Internet Connectivity (monthly) 12/15/2024 - 1/14/2025					Paper Check
			295-130-651-10	Telephones & Communications	$50.00		
				VENDOR TOTAL:	$50.00		
Freedom Mobile Tire Moscow							
7224365	$4,811.60	Tire change out for #1-07 (WRF) (4 @ $1202.90/ea)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$4,811.60		
				VENDOR TOTAL:	$4,811.60		
GG Gutters, Inc.							
578	$6,446.28	Janitiorial Service - December 2024					Paper Check
			101-110-650-10	Janitorial Services & Supplies	$2,597.17		
			120-188-650-10	Janitorial Services & Supplies	$2,546.78		
			120-180-650-10	Janitorial Services & Supplies	$1,302.33		
				VENDOR TOTAL:	$6,446.28		
GORDON TRUCK CENTERS, INC.							
PC001632381.01	$199.75	Front brake pad kit for #5-26 (Fire)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$199.75		

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
				VENDOR TOTAL:	$199.75		
GOVERNMENT FINANCE OFFICERS							
2516497	$225.00	Membership renewal for Sarah L. Decker 2/1/2025 - 1/31/2026					Paper Check
			101-040-648-10	Dues, Subscriptions & Memberships	$225.00		
				VENDOR TOTAL:	$225.00		
GROPP, LLC							
101905	$95.00	Repaired faulty wiring at Moscow Recycling					Paper Check
			240-245-658-20	R & M - Grounds	$95.00		
102404	$2,252.66	FS2 Unit Heater Replacement					Paper Check
			101-110-658-30	R & M - Buildings	$2,252.66		
102378	$4,621.00	YC Electrical Panel Replacement					Paper Check
			120-180-658-30	R & M - Buildings	$4,621.00		
				VENDOR TOTAL:	$6,968.66		
HAHN RENTAL CENTER, INC.							
183288AS-4	$143.00	Eggan Youth Center portable restroom					Paper Check
			120-165-632-40	Eggan Youth Center	$143.00		
183290AR-4	$143.00	Dog Park portable restroom					Paper Check
			120-165-632-40	Dog Park	$143.00		
183292AR-4	$143.00	Indian Hills Park portable restroom					Paper Check
			120-165-632-40	Indian Hill Park	$143.00		
183294AR-4	$143.00	Itani Park portable restroom					Paper Check
			120-165-632-40	Itani Park	$143.00		
183296AS-4	$143.00	Anderson/Frontier portable restroom					Paper Check
			120-165-632-40	Anderson/Frontier	$143.00		
183298AR-4	$143.00	Lola Clyde portable restroom					Paper Check
			120-165-632-40	Lola Clyde	$143.00		
183299AR-4	$143.00	Berman Creekside portable restroom					Paper Check
			120-165-632-40	Berman Creekside	$143.00		
209149T-4	$143.00	Cyclocross portable restroom					Paper Check
			120-165-632-40	Cyclocross	$143.00		
110715CY-4	$95.00	restroom @ Bldg. A					Paper Check

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			220-220-654-10	Rental Property & Equipment	$47.50		
			235-235-654-10	Rental Property & Equipment	$47.50		
235167-1	$43.25	Check valve for #7-16 (Parks)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$43.25		
				VENDOR TOTAL:	$1,282.25		
HEART OF THE ARTS, INC.							
11228	$10,750.00	Heart of the Arts Monthly Term Mgmnt Contract					Paper Check
			123-190-642-10	Professional Services	$7,000.00		
			123-190-652-20	Utility Expense	$3,750.00		
				VENDOR TOTAL:	$10,750.00		
Hells Canyon Upfitting & Sales							
2024-353	$343.50	Bucket seat for new #5-01 (Fire)					Paper Check
			290-132-770-75	Vehicles - Public Safety	$343.50		
2024-352	$1,321.52	Airbag switch for stock and grille for new #5-01 (Fire)					Paper Check
			290-132-770-75	Vehicles - Public Safety	$1,067.12		
			290-130-635-10	Operations & Maintenance Parts	$254.40		
				VENDOR TOTAL:	$1,665.02		
HRA VEBA TRUST							
Jay Waters	$5,423.51	VEBA Sick Leave Payout					Paper Check
			101-140-642-55	VEBA Program	$5,423.51		
				VENDOR TOTAL:	$5,423.51		
ICLEI - LOCAL GOVERNMENTS FOR							
3962	$1,200.00	Annual memebership dues 12.1.21-11.30.25					Paper Check
			220-220-648-10	Dues, Subscriptions & Memberships	$1,200.00		
				VENDOR TOTAL:	$1,200.00		
IDAHO BEVERAGES, INC.							
4399075954	$64.00	HIRC Concessions lemonade					Paper Check
			120-188-632-63	Concession Supplies	$64.00		
				VENDOR TOTAL:	$64.00		
INFOSEND, INC.							
275842	$3,866.76	DECEMBER BILLING STATEMENT					Paper Check

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			101-040-642-10	Professional Services	$3,866.76		
				VENDOR TOTAL:	$3,866.76		
Iron Cross Builders, LLC							
2024-1009-001 (2)	$405.00	2nd, and final, payment for gutter installation for Well #6					Paper Check
			220-220-658-30	R & M - Buildings	$405.00		
				VENDOR TOTAL:	$405.00		
ITRON, INC.							
683739	$7,368.96	Handheld Meter Reading, Itron					Paper Check
			295-130-642-95	MOBILE COLLECTOR 3 LITE	$1,399.20		
			295-130-642-95	ITRON MOBILE RADIO MAINTENAN	$152.64		
			295-130-642-95	FCS SFTW MAINTENANCE	$4,354.32		
			295-130-642-95	IMA DRIVEBY. 5001-10000 ENDPOI	$1,462.80		
				VENDOR TOTAL:	$7,368.96		
Joey Williams							
STIPEND	$450.00	STIPEND FOR HOLIDAY COVERAGE FALL 2024					Paper Check
			101-090-642-10	STIPEND FOR HOLIDAY COVERAGE	$450.00		
				VENDOR TOTAL:	$450.00		
Karen Potter							
11302024	$10.00	Lighted Necklaces - Parade - Cadets					Paper Check
			101-072-669-10	Miscellaneous Services & Charges	$10.00		
				VENDOR TOTAL:	$10.00		
Kimbrel Consulting Services LLC							
391	$1,387.50	Station #2 Generator work-up. Unit #514					Paper Check
			290-132-770-75	Vehicles - Public Safety	$1,387.50		
				VENDOR TOTAL:	$1,387.50		
Knox Company							
KNOX CONNECT	$584.00	Knox cloud management system renewal					Paper Check
			101-090-642-10	Knox cloud management system re	$584.00		
				VENDOR TOTAL:	$584.00		
KRISTINE FITZE							
12/03/2024	$137.22	UB refund for account: 123986-000					Paper Check

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			220-000-118-00	RES WATER CON	$137.22		
				VENDOR TOTAL:	$137.22		
KRPL, INC.							
IN-4-1241116036	$166.65	November Artwalk Ads					Paper Check
			120-200-642-24	November Artwalk Ads	$166.65		
				VENDOR TOTAL:	$166.65		
Kustom Signals, Inc.							
616285	$188.00	Parts to repair Radar board #4-94 (PD)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$188.00		
				VENDOR TOTAL:	$188.00		
Kyle Mallett							
2531007	$48.27	Reimbursement for 2 Pants for Employee Clothing					Paper Check
			120-165-632-02	Uniform Expense	$48.27		
				VENDOR TOTAL:	$48.27		
LATAH COUNTY TAX COLLECTOR							
154432	$2.18	Parcel #RP39N04W303203, shooting range, PD property taxes					Paper Check
			101-072-658-45	Firing Range R & M	$2.18		
156588	$14.60	Taxes for 20 acre Moscow Mountain property					Paper Check
			120-165-658-30	R & M - Buildings	$14.60		
157126	$114.38	Taxes for Phillip Farm Tree Assessment					Paper Check
			120-165-658-30	R & M - Buildings	$114.38		
				VENDOR TOTAL:	$131.16		
LES SCHWAB TIRE CENTERS							
8500967802	$57.58	Flat repair for #2-19 (Streets)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$57.58		
8500969297	$783.96	Tires for #5-05 (Fire)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$783.96		
8500969300	$1,079.96	Tires for #7-26 (Parks)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$1,079.96		
				VENDOR TOTAL:	$1,921.50		
LOCAL HIGHWAY TECHNICAL ASSISTANCE							

City of Moscow
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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
T211072024TCS-2	$1,000.00	Traffic Control Supervisor class in Lewiston on 11/6/24					Paper Check
			105-150-649-10	Professional Development	$600.00		
			101-120-649-10	Professional Development	$400.00		
T211072024AFC-2	$120.00	Flagger class in Lewiston on 11/7/24					Paper Check
			105-150-649-10	Professional Development	$120.00		
				VENDOR TOTAL:	$1,120.00		
LOOKING GLASS							
1013153	$75.09	10-5 gal. water, delivery fee					Paper Check
			220-220-631-05	Office Supplies	$75.09		
1024389	$8.35	cooler rent, Dec. '24					Paper Check
			220-220-631-05	Office Supplies	$8.35		
1025035	$11.50	Monthly cooler rental - December					Paper Check
			235-235-631-05	Office Supplies	$11.50		
1017725	$18.37	Drinking water (2-5gal jugs @ $7.09/ea)					Paper Check
			235-235-631-05	Office Supplies	$18.37		
1010765 - 12.3.24	$18.37	5 gal water delivery for Haddock Building November 2024					Paper Check
			101-120-631-05	5 gal water delivery - Haddock Nov	$18.37		
1014955 - 12.3.24	$32.55	5 gal water delivery for Haddock Building November 2024					Paper Check
			101-120-631-05	5 gal water delivery - Haddock Nov	$32.55		
1017384 - 12.3.24	$18.37	5 gal water delivery for Haddock Building November 2024					Paper Check
			101-120-631-05	5 gal water delivery - Haddock Nov	$18.37		
1020176 - 12.3.24	$32.55	5 gal water delivery for Haddock Building November 2024					Paper Check
			101-120-631-05	5 gal water delivery - Haddock Nov	$32.55		
1023081 - 12.3.24	$11.28	5 gal water delivery for Haddock Building November 2024					Paper Check
			101-120-631-05	5 gal water delivery - Haddock Nov	$11.28		
1024772 - 12.3.24	$23.00	5 gal water cooler rental fee for Haddock Building November 2024					Paper Check
			101-120-631-05	5 gal cooler rental- Haddock Nov 20	$23.00		
				VENDOR TOTAL:	$249.43		
Luca Atencio							
STIPEND	$180.00	STIPEND FOR HOLIDAY COVERAGE FALL 2024					Paper Check
			101-090-642-10	STIPEND FOR HOLIDAY COVERAGE	$180.00		

City of Moscow
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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
				VENDOR TOTAL:	$180.00		
M.A. DeAtley Construction, Inc.							
103101	$8,750.00	Extend Pipe and Approach at Motley/Fountain Properties - South US 95					Paper Check
			320-220-770-73	Improvements - Water	$8,750.00		
				VENDOR TOTAL:	$8,750.00		
MATTHEW CAPLES							
PER DIEM	$88.50	Per diem for trip to National Fire Academy					Paper Check
			101-090-649-10	Per diem for trip to National Fire Ac	$88.50		
				VENDOR TOTAL:	$88.50		
MCCOY PLUMBING & HEATING, INC.							
12142024	$39.90	Plumbing repairs for the Humane Society					Paper Check
			101-074-658-30	R & M - Buildings	$39.90		
				VENDOR TOTAL:	$39.90		
McKinstry CO.,LLC							
10268953	$210.00	FS2 Annual Fire Sprinkler Inspection					Paper Check
			101-110-658-30	R & M - Buildings	$210.00		
10268956	$280.00	FS3 Annual Fire Sprinkler Inspection					Paper Check
			101-110-658-30	R & M - Buildings	$280.00		
10268958	$140.00	ITC Annual Fire Sprinkler Inspection					Paper Check
			128-198-658-30	R & M - Buildings	$140.00		
10268957	$280.00	Fire Hamiliton Rec Center					Paper Check
			120-188-658-30	R & M - Buildings	$280.00		
				VENDOR TOTAL:	$910.00		
METROQUIP, INC.							
P29862	$3,588.70	Sewer Cleaning Components					Paper Check
			230-230-658-40	R & M - Equipment	$3,588.70		
				VENDOR TOTAL:	$3,588.70		
Mike White Ford of Coeur D' Alene							
4-92	$58,835.00	New Training Van #4-92 (PD) Vin #1FBAX9Y84RKB69801					Paper Check
			290-132-770-75	Vehicles - Public Safety	$58,835.00		

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
				VENDOR TOTAL:	$58,835.00		
MOSCOW & PULLMAN BUILDING SUPPLY							
4847600	$3.99	HB Ligh Bulb					Paper Check
			101-110-658-30	R & M - Buildings	$3.99		
4847881	$67.99	Filter Pipe Gallery Cover					Paper Check
			230-230-658-40	R & M - Equipment	$67.99		
4848576	$8.58	YC Metal Chair Caps					Paper Check
			120-180-632-40	Department Supplies	$8.58		
4850157	$26.54	supplies to clean up paint and doors at the Pump house					Paper Check
			220-220-658-30	R & M - Buildings	$26.54		
4853886	$237.49	Toilet for the press Building					Paper Check
			230-230-658-30	R & M - Buildings	$237.49		
4853861	$153.53	Toilet for WRF					Paper Check
			230-230-658-30	R & M - Buildings	$153.53		
344920	$(144.99)	Damaged Toilet Returned					Paper Check
			230-230-658-30	R & M - Buildings	$(144.99)		
4854146	$23.98	Parts for Manhole Repairs					Paper Check
			230-230-658-40	R & M - Equipment	$23.98		
4853652	$35.77	Haddock, ITC & Pickup Stock Supplies					Paper Check
			101-110-632-40	Department Supplies	$16.79		
			128-198-658-30	R & M - Buildings	$18.98		
4854826	$25.49	replacement interior door handle for the Pump House					Paper Check
			220-220-658-30	R & M - Buildings	$25.49		
4854706	$314.69	Shop Tools					Paper Check
			101-110-632-40	Department Supplies	$314.69		
4855497	$57.98	Sand Filter Supplies					Paper Check
			230-230-658-40	R & M - Equipment	$57.98		
4855755	$60.78	GBLG Misc Fasteners					Paper Check
			101-110-632-40	Department Supplies	$60.78		
4856118	$6.45	HB Sink Caulking					Paper Check
			101-110-632-40	Department Supplies	$6.45		
4858770	$956.97	Ice Melt for Plant Pathways					Paper Check

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			230-230-658-40	R & M - Equipment	$956.97		
4858751	$329.99	Shop and Plant Extention Ladder					Paper Check
			230-230-632-40	Department Supplies	$329.99		
4856273	$12.32	Air line fittings					Paper Check
			235-235-658-30	R & M - Buildings	$12.32		
4850753	$8.98	Cyclo Rake					Paper Check
			120-165-632-40	Department Supplies	$8.98		
4858091	$31.23	Pipe cutter and Bit extenstion					Paper Check
			120-165-658-20	R & M - Grounds	$31.23		
4857797	$47.71	Cleaning supplies					Paper Check
			120-165-632-40	Department Supplies	$47.71		
4857593	$15.99	Cleaning Supplies Rotary Bathroom					Paper Check
			120-165-632-40	Department Supplies	$15.99		
4851311	$92.99	Dirt pile tarp at shop					Paper Check
			120-165-658-20	R & M - Grounds	$92.99		
4849921	$71.97	Space Heater for Joseph Field Bathroom					Paper Check
			121-185-658-20	R & M - Grounds	$71.97		
4858703	$308.33	office door at Pump House					Paper Check
			220-220-658-30	R & M - Buildings	$308.33		
4858821	$18.16	mounting bolts for 1-09					Paper Check
			220-220-632-80	Other Miscellaneous Supplies	$18.16		
4859323	$76.47	Shop Supplies					Paper Check
			101-110-632-40	Department Supplies	$76.47		
4856341	$45.01	Clamps and eye bolts for parade stage					Paper Check
			120-180-632-65	Special Events	$45.01		
4854825	$116.10	Wood for shop shelves					Paper Check
			105-150-632-74	Maintenance	$116.10		
4855083	$50.59	Glass cleaner and rags					Paper Check
			105-150-632-74	Maintenance	$50.59		
4857834	$97.53	Screws, construction lags and particle board					Paper Check
			105-150-632-74	Maintenance	$97.53		
345227	$(30.00)	Returned plywood					Paper Check

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			105-150-632-74	Maintenance	$(30.00)		
4857850	$21.00	Plywood					Paper Check
			105-150-632-74	Maintenance	$21.00		
4858436	$66.37	Paint supplies					Paper Check
			105-150-632-74	Maintenance	$66.37		
4859538	$4.26	Key copies made of personnel filing cab and reception cabs 4859538					Paper Check
			101-090-632-40	Key copies made of personnel filing	$4.26		
4859306	$56.53	Shop Stuff					Paper Check
			120-165-632-40	Department Supplies	$56.53		
4854573	$45.76	Vandalism Berman					Paper Check
			120-165-658-20	R & M - Grounds	$45.76		
4859964	$21.97	North Welcome Sign Christmas Lights					Paper Check
			120-165-658-20	R & M - Grounds	$21.97		
4858385	$79.85	North Welcome Sign Christmas Lights					Paper Check
			120-165-658-20	R & M - Grounds	$79.85		
4853624	$72.40	Concrete					Paper Check
			120-165-658-20	R & M - Grounds	$72.40		
4855107	$55.00	Concrete					Paper Check
			120-165-658-20	R & M - Grounds	$55.00		
4860498	$224.00	East City Mountain View Concrete					Paper Check
			120-165-658-20	R & M - Grounds	$224.00		
4860024	$29.13	Bolts for Bench					Paper Check
			120-165-658-20	R & M - Grounds	$29.13		
4859391	$72.62	Hooks,Peg Board for hanging tools in blower building					Paper Check
			230-230-632-40	Department Supplies	$72.62		
4860623	$5.96	bolts for bracket on 1-24					Paper Check
			220-220-632-80	Other Miscellaneous Supplies	$5.96		
4863133	$29.44	Welcome Signs Christmas Lights					Paper Check
			101-110-658-20	R & M - Grounds	$29.44		
4860984	$29.91	Replacement Light Bulbs Rotary Bathroom					Paper Check
			120-165-658-30	R & M - Buildings	$29.91		
4860277	$21.97	Shop Supplies					Paper Check

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			120-165-632-40	Department Supplies	$21.97		
4859948	$4.49	Cold Water Hose					Paper Check
			120-165-632-40	Department Supplies	$4.49		
4859780	$8.76	Repair for steam cleaner					Paper Check
			120-165-632-40	Department Supplies	$8.76		
4862815	$132.74	Welcome sign lights set up West and East					Paper Check
			101-110-658-20	R & M - Grounds	$132.74		
4859416	$29.34	foam spray for 201 N main closet					Paper Check
			220-220-632-80	Other Miscellaneous Supplies	$29.34		
4862392	$32.60	Lumber (10 @ $3.26/ea)					Paper Check
			105-150-632-74	Maintenance	$32.60		
4860137	$25.53	Pipe, paint brush, putty knives and tape					Paper Check
			235-235-632-40	Department Supplies	$25.53		
4859358	$11.98	Velcro tabs					Paper Check
			235-235-631-05	Office Supplies	$11.98		
4859486	$10.44	3V Batteries					Paper Check
			235-235-631-05	Office Supplies	$10.44		
4860500	$200.00	TPDF Anderson Seventh					Paper Check
			350-165-632-61	Subdivision Trees	$200.00		
4860501	$200.00	TPDF Anderson Seventh					Paper Check
			350-165-632-61	Subdivision Trees	$200.00		
4851562	$230.00	Lift Boom					Paper Check
			230-230-654-20	Rental Equipment	$230.00		
				VENDOR TOTAL:	$4,850.66		
MOSCOW MEDICAL, P.A.							
134109	$274.18	MVFD Physical H. Heward					Paper Check
			101-090-642-10	MVFD Physical H. Heward	$274.18		
				VENDOR TOTAL:	$274.18		
MUNDY'S MACHINE & WELDING							
101680	$7.50	Drain Cutting					Paper Check
			120-165-658-20	R & M - Grounds	$7.50		

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
				VENDOR TOTAL:	$7.50		
NATIONAL LEAGUE OF CITIES							
190917	$2,190.00	National League of Cities Membership Renewal					Paper Check
			101-010-648-10	NLC Membership Renewal	$2,190.00		
				VENDOR TOTAL:	$2,190.00		
NORCO, INC.							
42096328989	$231.96	Safety vests					Paper Check
			235-235-632-40	Department Supplies	$231.96		
0076546957-01	$97.12	Hi-Viz Jackets for Operators					Paper Check
			230-230-632-02	Uniform Expense	$97.12		
				VENDOR TOTAL:	$329.08		
NORTH IDAHO CRUSHING, INC.							
95727	$98.44	Rock					Paper Check
			120-165-658-20	R & M - Grounds	$98.44		
95740	$142.63	Rock					Paper Check
			120-165-658-20	R & M - Grounds	$142.63		
				VENDOR TOTAL:	$241.07		
Northwest Autostyles							
53973	$1,250.00	Graphics on car #4-01 (PD)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$1,250.00		
53972	$1,250.00	Graphics on car #4-08 (PD)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$1,250.00		
				VENDOR TOTAL:	$2,500.00		
ODP Business Solutions LLC							
391424290-001	$73.44	Paper Towels in Bulk					Paper Check
			230-230-632-40	Department Supplies	$73.44		
395708962-001	$57.69	11x17 copy paper					Paper Check
			230-230-631-05	Office Supplies	$57.69		
393428742-001	$87.90	Finance: Calendars, binders, air fresheners and highlighters					Paper Check
			101-040-631-05	Office Supplies	$87.90		
396706810-001	$166.32	11x17 copy paper, canned air, hand sanitizer, hand sanitizing wipes					Paper Check

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			220-220-631-05	Office Supplies	$57.69		
			220-220-632-80	Other Miscellaneous Supplies	$108.63		
				VENDOR TOTAL:	$385.35		
OVERHEAD DOOR, INC.							
572498	$(18.00)	Credit for tax charged on inv#571969					Paper Check
			105-150-658-30	R & M - Buildings	$(18.00)		
571969	$418.00	Program 3 remotes for bay doors					Paper Check
			105-150-658-30	R & M - Buildings	$418.00		
				VENDOR TOTAL:	$400.00		
OXARC, INC.							
0032216601	$106.00	sodium hypochloride for disinfection of water mains					Paper Check
			220-220-638-10	Chemicals	$106.00		
0061884295	$269.70	Cylinder Rental Invoice					Paper Check
			230-230-638-10	Chemicals	$269.70		
0061884286	$121.50	Chlorine and s02					Paper Check
			230-230-638-10	Chemicals	$121.50		
				VENDOR TOTAL:	$497.20		
PALOUSE IMAGING CONSULTANTS							
CEB001LO	$55.00	Physical for new hire candidate jade hansen CEB001LO					Paper Check
			101-090-642-10	Physical for new hire candidate jade	$55.00		
				VENDOR TOTAL:	$55.00		
Parkson Corporation							
AR1/51042008	$1,500.00	Field Service					Paper Check
			230-230-642-10	Professional Services	$1,500.00		
				VENDOR TOTAL:	$1,500.00		
Patrick Dahlinger							
PerDiem 11-8-24	$28.00	Transport firetruck from Pasco after maintenance on 11/8/24					Paper Check
			290-130-649-10	Professional Development	$28.00		
				VENDOR TOTAL:	$28.00		
PHILLIP R. STRADLEY							
12902	$4,676.82	Office Sensors					Paper Check

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			230-230-658-40	R & M - Equipment	$4,676.82		
12906	$366.50	Headworks Motor					Paper Check
			230-230-658-40	R & M - Equipment	$366.50		
12909	$3,120.32	Filter Turbidimeters					Paper Check
			230-230-658-40	R & M - Equipment	$3,120.32		
12914	$476.56	302 Motor					Paper Check
			230-230-658-40	R & M - Equipment	$476.56		
12915	$3,310.69	Sample Heat in the Dewatering Building					Paper Check
			230-230-658-40	R & M - Equipment	$3,310.69		
12908	$18,317.42	VFD reapir for Well #6					Paper Check
			220-220-658-40	R & M - Equipment	$18,317.42		
				VENDOR TOTAL:	$30,268.31		
PIZZA PERFECTION							
668079	$242.88	Pizza for fire incident 411 Almon St 668079					Paper Check
			101-090-669-10	Pizza for fire incident 411 Almon St	$242.88		
				VENDOR TOTAL:	$242.88		
Productivity Plus							
5293	$156.70	Exhaust clamp and flex pipe for #2-19 (Streets)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$156.70		
				VENDOR TOTAL:	$156.70		
Prove It Polygraph							
11/29/224-001	$200.00	Jordan Johnson pre-hire polygraph					Paper Check
			101-060-669-20	Recruitment Expense	$200.00		
				VENDOR TOTAL:	$200.00		
Puretone of Idaho							
11252024	$50.00	pre hire hearing exam for Jordan Johnson					Paper Check
			101-060-669-20	Recruitment Expense	$50.00		
				VENDOR TOTAL:	$50.00		
Reece Alfaro							
STIPEND	$450.00	STIPEND FOR HOLIDAY COVERAGE FALL 2024					Paper Check
			101-090-642-10	STIPEND FOR HOLIDAY COVERAGE	$450.00		

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
				VENDOR TOTAL:	$450.00		
REXEL USA, INC.							
5T00934	$82.60	ITC Light Bulbs					Paper Check
			128-198-658-30	R & M - Buildings	$82.60		
5T74312	$8.00	duct seal for Vista Booster					Paper Check
			220-220-658-30	R & M - Buildings	$8.00		
				VENDOR TOTAL:	$90.60		
Rosauers Supermarkets, Inc.							
02-2271448	$60.63	Soda for Build a Parade Float Day					Paper Check
			230-230-632-40	Department Supplies	$12.13		
			220-220-632-80	Other Miscellaneous Supplies	$12.13		
			290-130-631-05	Office Supplies	$12.13		
			105-150-632-74	Maintenance	$12.12		
			120-165-647-10	Travel & Meetings	$12.12		
01-3268559	$43.95	Drinks for fire incident 411 Almon 01-3268559					Paper Check
			101-090-669-10	Drinks for fire incident 411 Almon 0	$43.95		
01-3282720	$29.97	Parade Build for Public Works Float					Paper Check
			230-230-647-10	Travel & Meetings	$29.97		
02-2271476	$48.71	condiments & dish soap for the Pump House breakroom					Paper Check
			220-220-632-80	Other Miscellaneous Supplies	$48.71		
				VENDOR TOTAL:	$183.26		
Shaine Gunderson							
12082024	$230.48	Reimbursement for Salomon Shoes					Paper Check
			101-070-632-02	Uniform Expense	$230.48		
				VENDOR TOTAL:	$230.48		
Shamrock Labels, LLC							
INV0289578	$50.79	evidence labels					Paper Check
			101-071-631-05	Office Supplies	$50.79		
				VENDOR TOTAL:	$50.79		
Shelby Hobbs							
STIPEND	$630.00	STIPEND FOR HOLIDAY COVERAGE FALL 2024					Paper Check

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			101-090-642-10	STIPEND FOR HOLIDAY COVERAGE	$630.00		
				VENDOR TOTAL:	$630.00		
SPENCE HARDWARE & SUPPLY, INC.							
531403	$219.99	Boots for Steve Persell out of clothing allowance					Paper Check
			105-150-632-02	Uniform Expense	$219.99		
531404	$2.49	U-bolt for plow chain					Paper Check
			105-150-632-74	Maintenance	$2.49		
531589	$36.05	Grease, hand brush and bar soap					Paper Check
			235-235-632-40	Department Supplies	$36.05		
531532	$90.97	Large scoop shovels and leaf rake					Paper Check
			235-235-632-40	Department Supplies	$90.97		
531529	$89.98	Extension cords (2 @ $44.99/ea)					Paper Check
			105-150-632-74	Maintenance	$89.98		
532006	$11.99	Wire tie for chains					Paper Check
			105-150-632-74	Maintenance	$11.99		
531720	$1.99	hitch pin to haul trailer with 1-22					Paper Check
			220-220-632-40	Department Supplies	$1.99		
531999	$142.98	Cords for Semi's					Paper Check
			230-230-658-40	R & M - Equipment	$142.98		
531829	$18.96	Tools for WRF					Paper Check
			230-230-632-40	Department Supplies	$18.96		
531593	$40.76	Parts to fix mag tank on #2-18 (Streets)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$40.76		
531383	$27.98	Tape for Joseph Ball Fields					Paper Check
			121-185-632-40	Department Supplies	$27.98		
532178	$45.15	Fasteners					Paper Check
			230-230-632-40	Department Supplies	$45.15		
532307	$3.49	AS Pipe Clamp					Paper Check
			101-110-632-40	Department Supplies	$3.49		
532294	$73.44	Cold weather work gloves					Paper Check
			235-235-632-40	Department Supplies	$73.44		
532189	$195.99	Water seperator, pipe thread paste, air fittings for shop and orbit sander					Paper Check

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			235-235-658-30	R & M - Buildings	$195.99		
532114	$90.06	PVC primer and misc air hose fittings for shop air					Paper Check
			235-235-658-30	R & M - Buildings	$90.06		
531761	$8.57	Trailer Parts					Paper Check
			120-165-632-40	Department Supplies	$8.57		
531788	$16.99	Truck Parts for trailer hitch					Paper Check
			120-165-632-40	Department Supplies	$16.99		
531791	$3.00	Truck Parts for traler Hitch					Paper Check
			120-165-632-40	Department Supplies	$3.00		
532334	$73.68	Ghormley field closed signs					Paper Check
			120-165-658-20	R & M - Grounds	$73.68		
532314	$15.99	Cleaning Supplies Rotary Bathroom					Paper Check
			120-165-632-40	Department Supplies	$15.99		
532176	$17.16	Berman property line signs					Paper Check
			120-165-658-20	R & M - Grounds	$17.16		
532320	$91.98	Tarps (2 @ $45.99/ea)					Paper Check
			105-150-632-74	Maintenance	$91.98		
532070	$65.97	Tarp and bungee cords for shop					Paper Check
			105-150-632-74	Maintenance	$65.97		
532060	$274.98	Overalls and storm boots for new hire Lydia Nichols					Paper Check
			105-150-632-02	Uniform Expense	$274.98		
532338	$11.49	Drain Cutting					Paper Check
			120-165-658-20	R & M - Grounds	$11.49		
532351	$11.49	Adaptor for Drain cutting					Paper Check
			120-165-658-20	R & M - Grounds	$11.49		
532434	$11.14	Fasteners for snow plow shoe mount					Paper Check
			230-230-632-40	Department Supplies	$11.14		
532577	$169.98	Rain Gear for Ryan Triplett					Paper Check
			230-230-632-40	Department Supplies	$169.98		
532512	$17.94	Hose clamps (6 @ $2.99/ea)					Paper Check
			105-150-632-74	Maintenance	$17.94		
532693	$5.49	cap for pressure test trailer					Paper Check

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Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			220-220-658-40	R & M - Equipment	$5.49		
532595	$12.99	ITC Batteries					Paper Check
			128-198-632-40	Department Supplies	$12.99		
532743	$39.98	Gloves for Garbage Truck					Paper Check
			101-110-658-55	Downtown Maintenance	$39.98		
532448	$64.94	Indian Hills Bathroom (Winter)					Paper Check
			120-165-658-30	R & M - Buildings	$64.94		
532467	$35.98	Indian Hills Bathroom					Paper Check
			120-165-658-30	R & M - Buildings	$35.98		
532835	$9.99	Shop vac filter					Paper Check
			290-130-632-30	Shop Supplies	$9.99		
532489	$25.16	Velcro Command strips					Paper Check
			235-235-631-05	Office Supplies	$25.16		
				VENDOR TOTAL:	$2,077.16		
Spence Sales & Service							
64117	$107.88	Flange nuts for mowers					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$107.88		
64298	$520.49	Diagnose/Repair Electric starter on #7-34 (Parks)					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$520.49		
				VENDOR TOTAL:	$628.37		
STAPLES ADVANTAGE							
6018153528	$73.20	Envelopes for ROW vegetation inspections					Paper Check
			105-150-631-05	Office Supplies	$73.20		
6018153531	$63.50	HIRC Department Batteries					Paper Check
			120-160-631-05	Office Supplies	$63.50		
				VENDOR TOTAL:	$136.70		
Stoneway Electric Supply Co.							
S104509595.003	$409.39	Lights (12 @ $31.618/ea)					Paper Check
			105-150-632-73	Traffic Control Maintenance	$409.39		
S104522608.001	$416.71	FS3 Light Bulbs					Paper Check
			101-110-658-30	R & M - Buildings	$416.71		

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
S104522608.002	$(371.14)	FS3 Light Bulbs Credit					Paper Check
			101-110-658-30	R & M - Buildings	$(371.14)		
S104524337.001	$74.03	RC Light Bulb					Paper Check
			120-188-658-30	R & M - Buildings	$74.03		
				VENDOR TOTAL:	$528.99		
STRUNK'S TREE SERVICE							
3188	$2,500.00	Remove maple tree + grind stump in ROW in front of 1026 Mtn View					Paper Check
			105-150-658-51	Development Participation	$2,500.00		
				VENDOR TOTAL:	$2,500.00		
THOMSON REUTERS-WEST							
851139229	$365.88	Subscription Invoice					Paper Check
			101-050-648-05	Professional Publications	$365.88		
851206652	$81.72	Subscription Invoice					Paper Check
			101-050-648-05	Professional Publications	$81.72		
				VENDOR TOTAL:	$447.60		
TRANSUNION RISK AND ALTERNATIVE							
44251-202411-1	$182.60	TLO bill for the month of November 2024					Paper Check
			101-072-632-40	Department Supplies	$182.60		
				VENDOR TOTAL:	$182.60		
TRIBUNE PUBLISHING COMPANY							
180657	$38.88	Ordinance 2024-20 MCC T4C6 Buffer Yard Requirements					Paper Check
			101-030-644-10	Ordinance 2024-20 MCC T4C6 Buffe	$38.88		
				VENDOR TOTAL:	$38.88		
Turner Webb							
STIPEND	$90.00	STIPEND FOR HOLIDAY COVERAGE FALL 2024					Paper Check
			101-090-642-10	Professional Services	$90.00		
				VENDOR TOTAL:	$90.00		
U.S. Postal Service (CMRS-FP)							
120224TR	$490.68	Monthly Metered Postage Reconcile					Paper Check
			101-040-631-10	Finance Postage Expense	$190.44		
			101-050-631-10	Legal Postage Expense	$11.04		

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			101-076-631-10	MPD Parking Postage Expense	$200.79		
			101-071-631-10	Police Postage Expense	$87.72		
			220-220-631-10	Water Postage Expense	$0.69		
				VENDOR TOTAL:	$490.68		
ULINE							
185743990	$1,440.52	cabinets for Well #10					Paper Check
			220-220-632-40	Department Supplies	$1,440.52		
				VENDOR TOTAL:	$1,440.52		
UNIFORMS2GEAR, INC.							
INV/2024/12/0054	$102.01	Fuchs, Flying Cross Jacket					Paper Check
			101-070-632-02	Uniform Expense	$102.01		
INV/2024/12/0129	$141.56	Sieverding, pants and shirt					Paper Check
			101-070-632-02	Uniform Expense	$141.56		
				VENDOR TOTAL:	$243.57		
UNITED PARCEL SERVICE, INC.							
0000XF9935474	$17.60	Oil samples to CTC Analytical					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$17.60		
0000y36y37494	$44.85	shipping property or evidence					Paper Check
			101-071-631-10	Postage Expense	$44.85		
				VENDOR TOTAL:	$62.45		
USABLUEBOOK							
INV00427630	$479.63	- 0.05 on balance due for this invoice per Judy; reagents for the CL17's					Paper Check
			220-220-632-50	Lab Supplies	$479.63		
				VENDOR TOTAL:	$479.63		
Viva Cleaning Company							
270	$4,263.16	WRF AND Water Ops					Paper Check
			230-230-650-10	Janitorial Services & Supplies	$2,725.54		
			220-220-650-10	Janitorial Services & Supplies	$1,537.62		
				VENDOR TOTAL:	$4,263.16		
W.M. SMITH AND ASSOCIATES, INC.							
30926	$7,225.20	SP PH Tablets					Paper Check

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description		PO #	Pay By Type
			120-175-638-10	Chemicals	$7,225.20		
				VENDOR TOTAL:	$7,225.20		
WALTER E. NELSON CO.							
537787	$168.88	HIRC Floor cleaner packets for auto scrubber					Paper Check
			120-188-632-40	Department Supplies	$168.88		
536720	$269.92	YC Janitorial Supplies					Paper Check
			120-180-632-40	Department Supplies	$269.92		
537250	$85.04	ITC Janitorial Supplies					Paper Check
			128-198-632-40	Department Supplies	$85.04		
28359	$156.02	GBLG Janitorial Supplies					Paper Check
			101-110-632-40	Department Supplies	$156.02		
534814	$135.97	YC Auto scrubber part					Paper Check
			120-180-658-40	R & M - Equipment	$135.97		
534827	$84.44	YC Janitorial Supplies					Paper Check
			120-180-632-40	Department Supplies	$84.44		
				VENDOR TOTAL:	$900.27		
WESTERN STATES EQUIPMENT CO.							
IN003004075	$1,222.00	Troubleshoot generator malfunction at PD					Paper Check
			290-130-635-10	Operations & Maintenance Parts	$1,222.00		
IN002995655	$937.50	White Ave Booster generator service					Paper Check
			220-220-658-30	R & M - Buildings	$937.50		
IN002995645	$431.93	Water Plant generator service					Paper Check
			220-220-658-40	R & M - Equipment	$431.93		
IN002995649	$832.81	SE Booster generator service					Paper Check
			220-220-658-40	R & M - Equipment	$832.81		
IN002995651	$937.50	Taylor Booster generator service					Paper Check
			220-220-658-40	R & M - Equipment	$937.50		
				VENDOR TOTAL:	$4,361.74		
YOUMANS EXCAVATION SERVICE LLC							
24.12.9 Pay App 1	$39,000.00	Woodbury / Picabu Drainage Project - Phase II					Paper Check
			235-235-658-51	Development Participation Storm	$39,000.00		

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description	PO #	Pay By Type
				VENDOR TOTAL:	$39,000.00	

City of Moscow
Invoice Register

Vendor Name / Invoice #	Amount	Invoice Description	GL Number	GL Description	PO #	Pay By Type

Total Amount Being Paid: $544,041.39
Total Number of Checks: 122

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, December 16, 2024

AGENDA ITEM TITLE

Disbursement Report for November 2024 - Sarah Decker

RESPONSIBLE STAFF

Sarah Decker, Director of Finance & Employee Services

ADDITIONAL PRESENTER(S)

DESCRIPTION

Accounts Payable Report for the month ending November 30, 2024. A summary of the major expenditures has been approximated by category and represents 97% of the total expenditure of $3,535,175.01.

Payroll	$1,771,178.00
Professional Services	$145,635.00
Sanitation	$479,999.00
Capital Outlay	$210,990.00
Capital Outlay-Improvements	110,113.00
Supplies	$113,539.00
Contractual Payments	$540,519.00
ACH Wells Fargo	$43,079.00
Total	**$3,415,052.00**

REVIEWED BY

PROPOSED ACTIONS

ACTION: Accept the Disbursements Report for the month of November 2024.

STAFF RECOMMENDATION

Accept the Disbursements Report for the month of November 2024.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. November Revenue Report 2024
2. Cash & Investments Balances - November 2024

3. Disbursement Report - November 2024
4. Major Expenditures Report November 2024

RECEIPTS REPORT FOR NOVEMBER 2024

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	8,077.86	113,160.01	77,838.64	0.00	150,918.61	15,895.36	290,201.97	1,389.00	0.00	5,382.48	662,863.93
105	STREETS	1,175.86	0.00	0.00	0.00	0.00	0.00	0.00	-200.00	0.00	0.00	975.86
120	RECREATION AND CULTURE	0.00	0.00	0.00	0.00	11,148.81	0.00	0.00	210.94	0.00	0.00	11,359.75
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	9,068.75	0.00	0.00	0.00	0.00	0.00	0.00	9,068.75
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	1,770.59	0.00	0.00	0.00	0.00	0.00	1,770.59
220	WATER	0.00	0.00	0.00	0.00	633,143.84	0.00	1,515.45	2,201.80	0.00	0.00	636,861.09
230	SEWER	0.00	0.00	0.00	0.00	785,814.64	0.00	1,913.51	184.16	0.00	0.00	787,912.31
235	STORMWATER	0.00	0.00	0.00	0.00	49,084.34	0.00	0.00	0.00	0.00	0.00	49,084.34
240	SANITATION	0.00	0.00	0.00	0.00	504,876.53	0.00	0.00	10,317.94	0.00	0.00	515,194.47
290	FLEET	0.00	0.00	0.00	0.00	77,017.16	0.00	0.00	0.00	0.00	0.00	77,017.16
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	139,456.59	0.00	0.00	0.00	0.00	0.00	139,456.59
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	2,800.00	0.00	0.00	0.00	30,845.91	0.00	500.00	0.00	34,145.91
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	3,179.21	0.00	0.00	0.00	3,179.21
590	BOND & INTEREST	1,164.27	0.00	0.00	0.00	0.00	0.00	308.48	0.00	0.00	0.00	1,472.75
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	**10,417.99**	**113,160.01**	**80,638.64**	**9,068.75**	**2,353,231.11**	**15,895.36**	**327,964.53**	**14,103.84**	**500.00**	**5,382.48**	**2,930,362.71**

City of Moscow
Cash and Investments
Balances as of 11/30/2024

Fund		Year to Date Balance
General Fund	$	4,056,279.73
Street Fund	$	1,770,639.19
Recreation & Culture	$	1,482,636.51
MSDCP	$	124,674.88
1912 Fund	$	58,708.08
Transit Center	$	79,163.47
Water Fund	$	3,379,588.74
Sewer Fund	$	4,093,555.19
Stormwater Fund	$	426,562.12
Sanitation Fund	$	2,031,964.29
Fleet Fund	$	6,570,092.01
Information Systems	$	3,452,256.32
Water Capital	$	6,833,311.54
Sewer Capital	$	22,365,057.03
Stormwater Capital	$	211,981.08
Capital Projects	$	17,370,108.11
Sanitation Capital	$	10,478,608.87
LID Construction	$	218.29
Hamilton	$	794,300.78
Bond & Interest	$	561,941.46
LID Funds	$	29,675.95
Payroll Service	$	1,170,262.58
Total Cash & Investments	**$**	**87,341,586.22**

DISBURSEMENTS REPORT FOR NOVEMBER 2024

	FUND NAME	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	WELLSFARGO CC ACH	ACCOUNTS PAYABLE ACH	VOID CHECKS	PAYROLL	PAYROLL	PAYROLL	GRAND TOTALS
DATE		11/7/2024	11/14/2024	11/21/2024	11/27/2024	11/12/2024 11/21/2024	11/8/2024 11/21/2024		11/1/2024	11/15/2024	11/29/2024	
BATCH #		AP 11.8.2024	AP 11.15.2024	AP 11.22.2024	AP 11.27.2024	12/3/2024 AP 11.1.2024 AP 11.16.2024 AP 11.29.2024	11/27/2024 AP 11.8.2024 AP 11.22.2024 AP 11.27.2024		PR 121	PR 122	PR 123	
CHECK #'s		110895-110962	110963-111039	111040-111108	111109-111171	Novermber CC ACH's	Novermber ACH's		21631	21632	21633	
Fund #												
101	GENERAL	50,333.39	10,008.66	124,680.77	90,479.18	13,405.51			347,084.68	378,463.72	321,222.00	**1,335,677.91**
105	STREETS	260.92	3,136.44	23,820.02	989.28	804.17			29,930.86	32,161.88	25,761.76	**116,865.33**
120	RECREATION AND CULTURE	4,161.02	2,352.21	44,773.66	2,083.98	8,128.20			60,081.35	56,589.59	48,644.11	**226,814.12**
121	MSD COMM. PLAY FIELDS		80.20	1,158.56		264.60			1,913.29	1,973.01	1,642.08	**7,031.74**
123	1912 CENTER	10,750.00										**10,750.00**
128	TRANSIT CENTER	1,028.37	25.56	1,550.20	244.43							**2,848.56**
220	WATER	12,721.85	19,471.58	54,022.38	9,820.12	4,690.65	134,111.04		51,580.45	51,962.47	43,489.70	**381,870.24**
230	SEWER	33,172.80	49,369.41	99,563.96	21,882.19	3,941.68	21,488.37		47,987.57	52,527.91	44,590.72	**374,524.61**
235	STORMWATER	109.92	205.25	10,353.00	145.40	170.50			18,076.44	18,108.73	15,187.65	**62,356.89**
240	SANITATION	144,372.60	7.10	3,525.73	226.19	95.40	316,857.91		8,126.08	8,294.09	7,112.65	**488,617.75**
290	FLEET	4,013.76	7,655.97	30,996.96		128.65			13,431.58	14,152.67	12,265.80	**82,645.39**
295	INFORMATION SYSTEMS	20,191.33	192,744.90	817.96	1,458.75	11,449.79			20,269.77	20,958.76	17,587.00	**285,478.26**
320	WATER CAPITAL PROJECTS	27,920.77	1,949.07				192.42					**30,062.26**
330	SEWER CAPITAL PROJECTS	20,124.74	1,949.07	32,544.12	175.00		192.42					**54,985.35**
335	SANITATION CAPITAL PROJECTS		205.16									**205.16**
340	SANITATION CAPITAL PROJECTS											**0.00**
350	CAPITAL PROJECTS	53,159.89	7,915.72	2,880.34	500.00		9,985.49					**74,441.44**
355	LID CONSTRUCTION											**0.00**
380	HAMILTON - PARKS & REC											**0.00**
590	BONDS & INTEREST											**0.00**
	TOTAL	**382,321.36**	**297,076.30**	**430,687.66**	**128,004.52**	**43,079.15**	**482,827.65**	**0.00**	**598,482.07**	**635,192.83**	**537,503.47**	**3,535,175.01**

_____ **Gina Taruscio**

_____ **Hailey Lewis**

_____ **Bryce Blankenship**

_____ **Sarah L. Decker, Director of Finance & Employee Services**

Major Expenditures for November 2024

Professional Service

Evcar, Inc.	$	4,630.17
Janitorial Services for November		
Gropp, LLC	$	2,720.00
Repair failing electrical hazard Moscow Recycling Center		
SwiftComply US OpCo, Inc.	$	3,150.00
SwiftComply FOG Cloud Software Renewal		
Clark Wardle	$	2,740.00
Professional Legal Services		
Metroquip, Inc.	$	20,344.18
Manhole Inspection Scanner		
Roach Construction Co.	$	3,824.70
Sewer Main Tap Repair		
Stripeco, LLC	$	2,500.00
Painting of the white fog line on the North side of Mtn View Rd - Mountain View Widening		
University Collision	$	3,383.39
Repair of #5-01 (Fire) from reported incident from 10/4/24		
Cherle Patricia Poulson	$	3,349.97
Fall 2024 09/16-11/8 along with July, August & September spotify and increase		
Duke's Root Control, Inc.	$	48,919.09
Root Removal Services		
Gropp, LLC	$	2,500.00
Service for Water Department building ac/heater units		
HDR Engineering, Inc.	$	19,696.79
Comprehensive Water and Sewer System Plans		
Metroquip, Inc.	$	20,613.88
Sewer Cleaning and Transporter Components		
Viva Cleaning Company	$	7,263.16
Janitorial Services for November 2024		
	$	**145,635.33**

Capital Outlay

RACOM Corporation	$	166,525.13
Tait Radio System Project		
Big Sky Development, Inc.	$	31,294.22
Pay App #3 for the Alley E of Washington 5th St to 8th St Project - RETAINAGE		
Consolidated Supply, Co.	$	2,800.23
Indian Hills boxes for services		
LCA Architects, P.A. (ACH Payment)	$	5,497.83
City Shop Facility Design Services October 2024		
LCA Architects, P.A. (ACH Payment)	$	4,872.50
W. Palouse River Drive Property Study for Playground & School - Services Oct 2024		
	$	**210,989.91**

Sanitation

Finley Buttes Landfill	$	141,652.60
Garbage - October 2024		
Latah Sanitation (ACH Payment)	$	338,346.28
Monthly LSI Billing for October 2024		
	$	**479,998.88**

Supplies

Gropp, LLC	$	9,580.00
HVAC system for Filter Plant office & Production Supervisors office		
Oxarc, Inc.	$	9,924.17
Chlorine and SO2		
WESCO Receivables Corp.	$	16,652.00
PLC Cards WRF Tunnel		
Consolidated Supply Co.	$	4,132.70
Meter boxes to replace broken ones in system		
Consolidated Supply Co.	$	2,540.68
Parts to fix Eddington services		
Filtration Technology, Inc.	$	7,100.00
Salt for the MIOX units		
Phillip R. Stradley	$	3,495.68
Spools for the SE Reservoir		
Whitney Equipment Co.	$	10,136.00
5800 Refrigerated Sampler		
Whitney Equipment Co.	$	7,742.00
Duratracker with battery box ,Velocity Sensor		
Coleman Oil Co.	$	20,053.75
Unleaded fuel (5,000 gals @ $2.46/ea) Diesel fuel (2,999 gals @ $2.58/ea)		
Moore Broz Construction	$	5,514.00
Kitchen upgrade for 201 N Main		
Consolidated Supply Co.	$	2,547.74
Re-stock of 2" brass for services		
Consolidated Supply Co.	$	3,621.90
Top section of meter boxes for system replacements		
Oxarc, Inc.	$	10,498.43
SO2 and Chlorine		
	$	**113,539.05**

Payroll **$ 1,771,178.37**

Contractual Payments

Moscow Volunteer Fire Department		
Heart of the Arts	$	10,750.00
Infosend, Inc	$	3,789.51
Humane Society of the Palouse	$	4,846.16
State Insurance Fund	$	224,260.00
Latah Soil & Water	$	2,500.00
Moscow Chamber of Commerce - FY25 Q1	$	5,300.00
Latah County Auditor	$	5,000.00
CivicPlus, LLC	$	17,041.33
CivicPlus, LLC	$	10,230.59
Shi International Corp.	$	15,859.06
Regional Public Transportaion, Inc.	$	35,082.25
Regional Public Transportaion, Inc.	$	35,082.25
Gallagher, LLC - January 2024 - September 2024	$	29,999.97
Gallagher, LLC - October 2024 & November 2024	$	6,666.66
Department of Environmental Quality (ACH)	$	134,111.04
	$	**540,518.82**

ACH Wells Fargo

Commercial Card Expense- November 1st	$	10,862.65
Commercial Card Expense- November 8th	$	5,459.38
Commercial Card Expense- November 16th	$	6,326.34
Commercial Card Expense- November 22nd	$	7,600.10
Commercial Card Expense- November 29th	$	12,830.68
	$	**43,079.15**

Capital Outlay- Improvements

LaRiviere, Inc.	$	101,205.40
Pay App 5 for the 'A' Street Reconstruction Project 2024		
HMH Engineering	$	4,804.52
Third Party Review on LHTAC's behalf for the South Main Underpass Project		
J-U-B Engineers, Inc.	$	4,103.30
Moscow / Deakin Avenue Project Oct 1 - Nov 2 2024		
	$	**110,113.22**

Major Expenditures **$ 3,415,052.73** **97%** **of the total expenditures of** **$3,535,175.01**

Large Expenditures

Duke's Root Control, Inc.	$	48,919.09
Root Removal Services		
RACOM Corporation	$	166,525.13
Tait Radio System Project		
Big Sky Development, Inc.	$	31,294.22
Pay App #3 for the Alley E of Washington 5th St to 8th St Project - RETAINAGE		
State Insurance Fund	$	224,260.00
State Insurance Fund Idaho Workers Comp- SIF		
Regional Public Transportaion, Inc.	$	35,082.25
FY24 Q4 Smart Transit Installment		
Regional Public Transportaion, Inc.	$	35,082.25
FY25 Q1 Smart Transit Installment		
Gallagher, LLC - January 2024 - September 2024	$	29,999.97
Monthly Consulting Fees - January 2024 - September 2024		
Department of Environmental Quality (ACH)	$	134,111.04
Drinking Water Loan		
LaRiviere, Inc.	$	101,205.40
Pay App 5 for the 'A' Street Reconstruction Project 2024		

Total: **$806,479.35**

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, December 16, 2024

AGENDA ITEM TITLE

Task Order No. 1 City of Moscow Palouse Mall Lift Station Rehabilitation Project - Evan Timar

RESPONSIBLE STAFF

Scott Bontrager, City Engineer, Evan Timar

ADDITIONAL PRESENTER(S)

DESCRIPTION

The Palouse Mall Lift Station was originally constructed in 1976 and pumps on average 68 million gallons of wastewater per year into the Water Reclamation Facility. Task Order No.1, pursuant to the Master Agreement for Professional Services between City of Moscow and Ardurra Group, consists of design phase services for the rehabilitation of the Palouse Mall Lift Station. The station requires updates and improvements due to its age and increased operational volumes. Proposed enhancements include the rehabilitation of the existing wet well, the installation of a new valve vault, the replacement of the wet well cover and hatch, the replacement of the dry-well pumps with submersible pumps, the installation of new guide rails, new electrical and control systems, the addition of a flow meter, and the replacement of the existing force main that runs across State Highway 8 to the Headworks building. The Palouse Mall Lift Station is relied upon to maintain a seamless and consistent operation by moving a large area of Moscow's wastewater to the Reclamation Facility. This was reviewed by the Public Works/Finance Committee on December 9, 2024 and recommended for approval.

REVIEWED BY

This was reviewed by the Public Works/Finance Committee on December 9, 2024 and recommended for approval.

PROPOSED ACTIONS

ACTION: Accept Task Order No. 1 and award the Agreement in the amount of $215,114.00.

STAFF RECOMMENDATION

Accept Task Order No. 1 and award the Agreement in the amount of $215,114.00.

OTHER RESOURCES

FISCAL IMPACT

Funds for Task Order No. 1 City of Moscow Palouse Mall Lift Station Rehabilitation Project will be expended from the Sewer Lift Station Renovations Program (330-230-770-69).

PERSONNEL IMPACT

ATTACHMENTS

1. Task Order 01 - City of Moscow_Palouse Mall LS_Ardurra _final

TASK ORDER NO. 01

Pursuant to the

MASTER AGREEMENT FOR PROFESSIONAL SERVICES
(Categories 1a, 2a)
BETWEEN CITY OF MOSCOW, IDAHO AND
ARDURRA GROUP, LLC.

This Task Order No. 01 is made this _____ day of _____, 2024, and entered into by and between the City of Moscow, a municipal corporation of the State of Idaho (hereinafter "CITY"), and Ardurra Group, LLC (hereinafter "ENGINEER"), pursuant to the mutual promises, covenants, terms and conditions contained in the Master Agreement (Categories 1a, 2a) between City of Moscow, Idaho and Ardurra Group, LLC dated the 1st day of March, 2024. The Project Name for this Supplemental Task Order No. 01 is as follows:

CITY OF MOSCOW
PALOUSE MALL LIFT STATION REHABILITATION PROJECT

PROJECT UNDERSTANDING

CITY is implementing improvements to their collection system as outlined in the Wastewater Comprehensive Sewer Plan prepared by Keller Associates dated September 28, 2011, including rehabilitation of the Palouse Mall Lift Station. Improvements include rehabilitation of the existing wet well, installation of a new valve vault, replacement of the wet well cover and hatch, replacement of the pumps with submersible pumps, installation of new guide rails, new electrical/control, addition of a flow meter, and replacement of the existing force main across State Highway 8 to CITY's Headworks building.

SCOPE OF WORK

ENGINEER's services under this Task Order No. 1 are limited to the following tasks. Any other items necessary to plan and implement the Project, including but not limited to those specifically listed in "CITY Provided Work and Additional Services", are the responsibility of CITY.

A. TASK 1 –PROJECT MANAGEMENT AND COORDINATION

1. Project Management:
   Conduct daily management of the Project and administrative tasks of a general nature as required over the duration of the Project.
   a. This task includes efforts for design coordination, quality control, communications, and general Project management to maintain continuity and flexibility.
   b. This task also includes time for monthly billings and monitoring budget items.

2. Coordination with IDEQ:
   ENGINEER will provide coordination with Idaho Department of Environmental Quality (IDEQ) as necessary to determine requirements for submittal of preliminary engineering report and final design plans and specs to IDEQ. This scope of work assumes one (1) comment and revision cycle.

3. Coordination with CITY:
   a. ENGINEER will submit three (3) design reviews (30%, 60%, 90%) to CITY.
      i. One submittal will be for overall site plan and pump design review.
      ii. The second submittal will be for site visit and preliminary design review.
      iii. The third submittal will be for final design.
   b. Each submittal assumes time for addressing any comments provided by CITY.
      i. This scope includes time for one (1) in-person site visit to review 60% plans.
      ii. This task also includes general coordination with CITY representatives throughout the duration of the design phase of the Project.

4. Coordination with ITD & Other Utilities:
   a. ENGINEER to coordinate with Idaho Transportation Department (ITD) to complete requirements for right-of-way encroachment.
   b. ENGINEER to coordinate with Avista and applicable utilities for possible relocation of utilities.
   c. ENGINEER will complete the required application and submit with preliminary plans to ITD and other Utilities.
   d. ENGINEER will coordinate with affected utility companies and ITD to determine the requirements for removal of an existing tree outside the fence line of the lift station. It is assumed that the tree can be removed to place a valve vault in its place.
   e. Utility relocation and electrical and control technical support will be provided by a sub-consultant to ENGINEER .

B. TASK 2 –TOPOGRAPHIC AND EXISTING FEATURES MAPPING

1. Notice of Entry:
   a. The work will be performed within existing public rights-of-way as well as privately held parcels.
   b. Per Idaho Code, ENGINEER will send Notice of Entry for access to private property to approximately four parcels where work will need to be performed.

2. Project Survey Control and Monuments - Research and Setup:
   a. ENGINEER will set approximately four (4) control points within the Project area.
   b. Coordinates will be based on a ground projection of the Idaho State Plane grid, West Zone 1103.

c. All control will be referenced vertically to the North American Vertical Datum (NAVD) 88.
d. All survey control information will be included in the base drawing.

3. Field Reconnaissance, Right-of-Way Monuments and Primary Project Monumentation:
   a. ENGINEER will search for, recover and measure right-of-way monuments adjacent to the Project area, as required by Idaho Code.
   b. Horizontal control stations will also serve as vertical benchmarks.
   c. Practicable, control monuments will be set just outside the proposed limits of construction.

4. Compute Project Survey Control:
   a. ENGINEER will reduce, analyze, and (vertically) adjust all field information and observations as necessary.
   b. ENGINEER will prepare a Project Point Database.
   c. The Project control points and Project coordinate system control metadata will be added to the CAD drawing file for the design mapping.
   d. An Excel file with all control stations will be sent to CITY before finalizing the design.

5. Control and Right-of-Way Monuments:
   a. ENGINEER will include control as well as any found (right-of-way) monuments in the base mapping file.
   b. A control metadata statement including the established datum (horizontal and vertical) and a point list in tabular form will also be provided to CITY.
   c. Products:
      i. Establish/set Project Control monuments.
      ii. Measure and report any found Right-of-Way Monuments in CAD format.
      iii. Reduce, compute and compile Project Survey Control in base drawing.
      iv. Excel file with Project Control.
      v. Control metadata statement.
      vi. No Control Sheet will be prepared.

6. Topographic, Existing Features, and Utilities Survey - Develop Topography and Existing Features Base Map:
   a. ENGINEER will measure any structures, features, and ground topography within the Project area as well as approximately four (4) manhole structures upstream of the existing sewer lift station.
   b. The Project area will be flown with ENGINEER's unmanned aerial vehicle (UAV) to collect data related to surface utility markings and obtain high-resolution color orthophotography.
   c. This imagery will be georeferenced to the Project coordinate system and available as "reference" files within the CAD base drawings.

d. ENGINEER will create an electronic Base Map (CAD DWG) anticipated to be at a scale of 1"=20'.
e. Products:
    i. Base file will be in CAD/ DWG format.
    ii. A point text file of all points, in the following coding format: point name, northing, easting, elevation, and feature code.
    iii. High-resolution color orthophotography of the Project area.

7. Utilities Survey and Base Map:
    a. ENGINEER will retain the services of a private utilities locating company to mark the ground surface over any sub-surface utility facilities.
    b. These markings will then be measured by ENGINEER and added to the Utilities Base Map.
    c. Any readily available general utility location maps/sketches in CITY possession will also be provided to ENGINEER to be used as an aid in the base mapping.
    d. Products: Develop separate Utilities Base Map file (CAD DWG).

8. Assumptions:
    a. The control as stated in Task 2 is necessary for right-of-way monument searching and measurements, design mapping and utilities mapping.
    b. Traffic control will not be required.
    c. Per Idaho Code, right-of-way monuments and parcel corner monuments will be searched for (near the future construction/intersection areas) measured and reported in the base drawing. The existing right-of-way at the intersections will not be developed.
    d. All survey-related fieldwork will be performed when there is no snow or ice on the ground, during daylight hours and when the ground is reasonably dry.
    e. For safety and other reasons, a minimum of two people will be necessary for all design survey work.
    f. Provide base mapping within the Project area.
    g. All utilities providers will cooperate, and all utilities will be marked.
    h. Measurement of any structures located via Hydrovac excavation (potholing) is not included as part of this Scope of Work.

C. TASK 3 –EXISTING RIGHT-OF-WAY DEVELOPMENT

1. Research – Right-of-Way:
    a. ENGINEER will research and obtain any existing right-of-way plans, subdivision plats, records of survey, Latah County Assessor maps, and existing deeds for parcels within the Project area.
    b. ENGINEER will obtain from the Latah County Assessor's records parcel owner information including county assessor parcel numbers, names and addresses of owners.

c. ENGINEER will order and obtain the following two Title Reports: (1) the University of Idaho parcel on the north side of State Highway 8 and (2) the MC Gregor Company parcel along the north side of the CITY parcel.

2. Fieldwork – Right-of-Way:
   a. ENGINEER will search for and measure any (found) monuments along each right-of-way line of W. Pullman Rd./Highway 8.
   b. Preliminary research indicates it will also be necessary for ENGINEER to search for and measure nearby the Public Land Survey System (PLSS) corner monuments and property corner monuments as the existing right-of-way of said W. Pullman Rd./Highway 8 is referenced to them.

3. Existing Right-of-Way development:
   Using existing deeds of record, subdivision plats, records of survey and the position of various found monuments, ENGINEER will develop the existing right-of-way of W. Pullman Rd/Highway 8 and existing parcel boundaries within the Project area.

4. Assumptions:
   a. No record of survey will be prepared unless CITY elects to proceed with the Optional Task 4.0 below.
   b. No monuments will be set unless CITY elects to proceed with the Optional Task 4.0.
   c. No title reports will be ordered or obtained unless CITY elects to proceed with the Optional Task 4.0 below.
   d. Easements will be shown for the two parcels listed above under 2.b.
   e. W. Pullman Rd./Highway 8 is either a dedicated right-of-way or was acquired in fee.
   f. W. Pullman Rd./Highway 8 is not prescriptive right-of-way.

5. Products:
   a. An existing right-of-way base file in CAD DWG format.
   b. A point text file of all points, in the following coding format: point name, northing, easting, elevation, and feature code

D. TASK 4 –EASEMENT DESCRIPTION, SKETCH EXHIBIT, MONUMENTATION, AND RECORD OF SURVEY (OPTIONAL)

1. Easement Description and Sketch Exhibit:
   a. If the existing easement cannot be used for the new sewer alignment, a new easement will be required. Easements listed within the Title Report(s) will be used to determine the location of the existing easement.
   b. Using the previously created right-of-way base file, ENGINEER will create legal descriptions and exhibits for a new sewer easement.

c. The location of said new easement will be located based on preliminary designs. From preliminary research on Latah County Assessors Maps, it appears two separate easement descriptions will be required.
d. Products:
   i. Monuments at easement corners and geometry points.
   ii. Signed and sealed legal description(s) and exhibit(s).

2. Record of Survey:
   a. Per the Idaho Code, a Record of Survey is required to be filed if new monuments are set.
   b. ENGINEER will create a Record of Survey showing the new easement location and associated monumentation.
   c. Additionally, per Idaho Code, any Public Land Survey System (PLSS) Corners shown on the Record of Survey may need to be brought up to current standard and Corner Perpetuation and Filing Record(s) (CP&FR) may need to be filed.

3. Final Easement Monuments:
   a. Per the Idaho Board of Professional Engineers and Professional Land Surveyors, monumentation of the new sewer easement is required.
   b. ENGINEER will set monuments at any angle points of the easement, as practicable
   c. Products:
      i. Sealed, signed and filed Record of Survey.
      ii. Sealed, signed and filed CP&FR(s), as required.

4. Assumptions:
   a. No easement documents will be prepared.
   b. CITY will be responsible for recordation of documents.
   c. Easement revisions needed based on design changes will result in additional fees.
   d. Consultant will mail the Record of Survey and CP&FR(s) for filing with the Latah County Recorder.
   e. Necessary PLSS monuments are extant and in good condition.

E. TASK 5 –PRELIMINARY DESIGN – LIFT STATION

1. Construction Drawings:
   a. ENGINEER will prepare construction drawings for the Project.
   b. Construction drawings will consist of details for rehabilitation of the lift station that includes, preparation of the construction drawings showing aerial photos, approximate property lines, proposed lift station modifications, and existing utility locations based on CITY provided Record Drawings, site survey, and documents from other utility companies and CITY resources.
   c. Construction drawings will include details on lift station modifications and upgrades including wet well rehabilitation, pump replacement, valve vault construction, dry pit and wet well cover demolition, yard piping, new fence

modifications, new electrical/control, odor control with blower and carbon barrel filters, new flow meter, new pump rails and mechanical piping, and new wet well precast concrete top with new embedded hatch.

d. All construction drawings will include details of pumping system replacements and standard construction details and notes meeting the requirements of the Idaho Standards for Public Works Construction (ISPWC) and IDEQ rules. Design of Electrical and Control upgrades will be provided by a sub-consultant to ENGINEER .
e. The preliminary design will be submitted to CITY for review and conceptual approval prior to commencing with the final design. One (1) joint review meeting with CITY Engineering Division to review the details and construction drawings is included.

2. Preliminary Engineering Report:
   a. This item includes preparation of a preliminary engineering report referring to CITY's Comprehensive Sewer Plan, prepared by Keller Associates and approved by IDEQ on September 28, 2011.
   b. It is assumed that the pumps will be replaced in kind for capacity with what is currently installed at the Project site.
   c. The buildout capacity of the lift station will remain the same as existing. ENGINEER will survey the existing force main route and wet well dimensions to aid in hydraulic calculations necessary to confirm the required pumps.
   d. ENGINEER will prepare preliminary opinions of probable cost of construction including design support during construction for rehabilitation of all existing components and to bring the lift station up to current CITY and IDAPA standards including the addition of bypass pumping provisions, odor control and installation of a flow meter.

F. TASK 6 – PRELIMINARY DESIGN – NEW 15" FORCE MAIN (OPTIONAL)

1. Construction Drawings:
   a. ENGINEER will prepare construction drawings for approximately 375 LF of new 15" force main from the lift station to the wastewater treatment plant's headworks.
   b. Construction drawings will consist of details for trenching along proposed 15" force main alignment, installation of proposed 15" force main including bedding, backfill, and appropriate surface repair.
   c. Preparation of the construction drawings showing aerial photos, approximate property lines, proposed force main modifications, and existing utility locations based on CITY provided Record Drawings, site survey, and documents from other utility companies and CITY resources.
   d. ENGINEER will prepare preliminary opinions of probable cost of construction including design support during construction for 15" force main.

2. This task is separated from the rest of the fee for design services and will only be utilized after written authorization from CITY, if necessary.

G. TASK 7 – PRELIMINARY DESIGN – WET WELL DESIGN (OPTIONAL)

1. Construction Drawings:
    a. The existing sewer model is currently being updated by others to determine build out flow to the lift station.
    b. ENGINEER will prepare construction drawings for a larger wet well in the event that the existing wet well cannot accommodate additional capacity defined in the latest sewer model provided to CITY.
    c. ENGINEER will evaluate the lift station utilizing the model's design flows for build out for the lift station to size the new wet well.
    d. Construction drawings will include the new wet well location, details for the existing wet well, yard piping reconfiguration and site plan, mechanical drawings, utility relocation requirements, and associated standard details and notes.

2. This task is separated from the rest of the fee for design services and will only be utilized after written authorization from CITY, if necessary.

H. TASK 8 – FINAL DESIGN, BIDDING, AND CONTRACT DOCUMENTS

1. Specifications:
    a. Prepare any additional specifications necessary that are not covered by the latest edition of the ISPWC.
    b. ENGINEER to complete a comparison review of CITY's and ENGINEER's standard front-end documents.
    c. Final front end documents for the Project will utilize the most current and conservative standards determined from both sources.
    d. One review and revision cycle is included to incorporate any comments CITY and IDEQ have for the Final Design prior to CITY's approval.
    e. Development of Electrical and Control upgrades specifications will be provided by a sub-consultant to ENGINEER.

    The following "Add Alternates" will be added to the contract documents for bidding in the subsequent order:
    a. Full replacement of all electrical and controls.
    b. Installation of 15" force main.
    c. Palouse Mall lighting electrical relocation.

2. Final Construction Plans:
    a. Incorporate preliminary design comments from CITY and prepare final construction plans and specifications.
    b. Plans will be prepared in adequate detail for bidding and construction.

c. Design of Electrical and Control upgrades will be provided by a sub-consultant to ENGINEER.

3. Erosion and Sediment Control Plan:
   Prepare erosion and sediment control plan for the Project area.

4. Bidding and Contract Documents:
   a. Prepare bidding and construction documents for the Project elements.
   b. Complete bidding and contract documents will be prepared and refer to the requirements of the ISPWC and CITY.
   c. Includes preparation of final quantity calculations and ENGINEER's opinion of probable construction costs.
   d. ENGINEER's subconsultant will prepare an opinion of probable construction cost.

5. IDEQ Submittal / Review & Approval:
   A package will be prepared for submittal to IDEQ for review and approval.

6. Final Design Review:
   The final construction plans and specifications will be submitted to CITY for review.

7. Revise and Resubmit Contract Documents:
   a. One review and revision cycle is included to incorporate any comments CITY has for the Final Design.
   b. Revise and resubmit for final CITY approval prior to bidding.

I. TASK 9 – FINAL DESIGN – NEW 15" FORCE MAIN (OPTIONAL)

1. Construction Drawings:
   a. Incorporate preliminary design comments from CITY and prepare final construction plans and specifications.
   b. Plans will be prepared in adequate detail for bidding and construction.
   c. Construction drawings will include Traffic Control Plans. One (1) field visit is included.
   d. This task is separated from the rest of the fee for design services and will only be utilized after written authorization from CITY, if necessary.

2. Geotechnical Exploration:
   a. Groundwater monitoring will be provided by a sub-consultant to ENGINEER.
   b. Groundwater piezometers will be installed on each side of Paradise Creek starting fall 2024 to monitor groundwater levels monthly.
   c. This data will be included in the Project contract documents for bidding.

3. Wetland Delineation:

a. Perform a site visit and develop a Wetland Delineation Report with associated exhibit for the Project.
b. The Wetland Delineation Report will detail the presence or absence of aquatic/wetland features within the subject parcels and define the boundaries of any wetland areas present.
c. The study area for the wetland delineation will consist of an approximately 100-foot-wide corridor centered along the proposed force main crossing of Paradise Creek.

4. Joint Application for Permits/Agency Coordination:
   a. Preparation and submittal of compiled Joint Application for Permits to the US Army Corps of Engineers (USACE) and the Idaho Department of Water Resources (IDWR).
   b. This task includes pre-application coordination meetings and ongoing permit coordination with USACE and IDWR to ensure permit issuance.

J. TASK 10 – FINAL DESIGN – WET WELL DESIGN (OPTIONAL)

1. Construction Drawings:
   a. Incorporate preliminary design comments from CITY and prepare final construction plans and specifications.
   b. Plans will be prepared in adequate detail for bidding and construction.
2. This task is separated from the rest of the fee for design services and will only be utilized after written authorization from CITY, if necessary.

K. TASK 11 – MANAGEMENT RESERVE FUND

1. The Management Reserve Fund establishes a pre-authorized budget for additional design tasks that may have been unforeseen or requested by CITY's Authorized Representative.
2. Scope, budget, and schedule for additional tasks shall be defined and agreed by ENGINEER and CITY per written approval prior to initiating tasks and pre-authorized budget is utilized.
3. Additional task amount shall not exceed pre-authorized budget without written approval from CITY.

L. ASSUMPTIONS

The following assumptions are made for this Scope of Services:

1. IDEQ will require a Preliminary Engineering Report for the lift station modifications and force main replacement.
2. CITY's Comprehensive Sewer Plan was approved by IDEQ on September 28, 2011.

3. CITY shall be responsible for payment of all agency review and/or application fees.
4. Compaction testing services will be provided by CITY selected contractor.
5. The existing wet well will be re-used.
6. Attendance at CITY's Council meetings is not included but can be added at CITY's request.
7. Construction observation during construction is not included, but can be added at a later date.
8. A Storm Water Pollution Prevention Plan (SWPPP) will be required. Contractor will implement SWPPP including filing all necessary Notice of Intent's (NOI).
9. CITY Staff will provide coordination with the Public during design, if necessary.
10. A CITY selected contractor will provide Traffic Control Plans. Preparation of Traffic Control Plans is not included as part of this Task Order.
11. Scope includes Preliminary Design and Final Design.
12. ENGINEER's subconsultant will provide engineering services related to electrical and control.
13. ENGINEER's subconsultant will provide geotechnical services related to groundwater monitoring.
14. Pressure and leakage testing services will be conducted by the contractor as part of the construction contract.
15. The existing capacity and service area of CITY's wastewater system will not change, and rehabilitations will be with same capacity equipment.
16. The contractor will be responsible for bypass pumping where necessary throughout construction and will submit a bypass pumping plan.
17. CITY's staff will provide design guidance including any CITY specific rules including any landscaping requirements and recommendations for disturbance of existing vegetation on the site.
18. Entry onto private property will be required to conduct the survey.
19. The survey crew can easily locate and access the lift station via direction from CITY Staff, or by specific location information provided.
20. Utility locates will be provided based on a single ticket submitted to Digline. The additional effort required to obtain locates may incur additional costs.
21. Access to the lift station will be available during separate construction projects being completed in the immediate Project vicinity.
22. Additional emergency storage is not required due to the lift station's connection to an external generator.
23. The CITY selected construction contractor of the Project in the immediate area will be installing a rolled curb alongside the lift station.
24. Section 404 of EPA's water quality permitting will fall under a general permit authorization and will not require an individual permit and associated alternatives analysis.
25. The existing 8" force main is an asbestos cement pipe.
26. Adding an alternate force main design will be part of the same Project and not a separate set of bid or contract documents.

DRAFT

M. EXCLUSIONS

The following services are specifically excluded from this Task Order, but may be added by written authorization of CITY:

1. Contract bidding and construction administration.
2. Master Planning and/or Capital Improvement Planning.
3. Preparation of environmental studies such as wetlands delineation, biological assessment, endangered species documentation, environmental assessment, or environmental impact statements.
4. Landscape design.
5. Architectural or structural services.
6. Laboratory fees.
7. Preparation of stormwater report.
8. Legal services.
9. Agency submittal fees, review fees or permit fees.
10. Client inspired changes or unforeseen changes arising due to regulatory decisions.
11. Any services, product or professional responsibility not specifically described above.

CITY PROVIDED WORK AND ADDITIONAL SERVICES

CITY-Provided Work: CITY is responsible for completing, or authorizing others to complete, all tasks not specifically included above in "Scope of Work" that may be required for the Project including, but not limited to:

1. Providing build out design flows for the Project per the most recent CITY Comprehensive Sewer Plan during the design phase of the Project.
2. Provide updated ranking of "Add Alternates" for the contract documents, if necessary.

TIME OF COMPLETION AND COMPENSATION SCHEDULE

A. CITY shall pay ENGINEER for the identified Services in "Scope of Work" as follows:

1. For Lump Sum fees: The portion of the Lump Sum amount billed for ENGINEER's services will be based upon ENGINEERS's estimate of the percentage of the total services actually completed during the billing period.
2. ENGINEER may alter the distribution of compensation between individual tasks to be consistent with services actually rendered while not exceeding the total project amount.

B. Period of Service: If the period of service for the task identified above is extended beyond six (6) months past the Notice to Proceed, the compensation amount for ENGINEER's services may be appropriately adjusted to account for salary adjustments and extended duration of project management and administrative services.

C. CITY acknowledges that the ENGINEER will not be responsible for impacts to the schedule by actions of others over which ENGINEER has no control.

D. The following table summarizes the fees and anticipated schedule for the services identified in "Scope of Work".

COMPENSATION AND COMPLETION SCHEDULE				
Task	**Task Name**	**Fee Type**	**Amount**	**Anticipated Schedule***
1	Project Management/Coordination	Lump Sum	$27,169.00	Ongoing throughout design phase of Project.
2	Topographic and Existing Features Mapping	Lump Sum	$7,510.00	Begin survey March 2025 when site conditions allow for full site access.
3	Existing Right of Way Development	Lump Sum	$4,690.00	
4	Easement Description, Sketch Monumentation, and Record of Survey (Optional)	Lump Sum	$5,250.00	
5	Preliminary Design – Lift Station	Lump Sum	$22,830.00	Preliminary design - May 2025
6	Preliminary Design – New 15" Force Main (Optional)	Lump Sum	$11,940.00	
7	Preliminary Design – Wet Well Design (Optional)	Lump Sum	$10,650.00	
8	Final Design, Bidding and Contract Documents	Lump Sum	$33,615.00	Final design - August 2025.
9	Final Design – New 15" Force Main (Optional)	Lump Sum	$25,040.00	
10	Final Design – Wet Well Design (Optional)	Lump Sum	$4,525.00	
11	Management Reserve Fund	Lump Sum	$19,555.00	
12	Subconsultants	Lump Sum	$42,340.00	
				TASK ORDER TOTAL: $215,114.00
*Assumes all tasks, including those noted as "Optional", are integrated into anticipated schedule.				

The Not-To-Exceed amount to complete all services listed above for this Task Order No. 01 is Two-Hundred Fifteen Thousand, One Hundred Fourteen Dollars **($215,114.00**). No compensation will be paid nor will work be performed over the Not-To-Exceed amount without prior written approval by CITY in the form of a Change Order. Monthly invoices shall be billed as a percentage of work completed. Any and all travel will only be reimbursed if pre-approved by the Project Manager, and only per CITY Travel Policy. Reimbursable expenses will be paid at cost and only if pre-approved by the Project Manager and accompanied by an itemized receipt. Any travel and/or

reimbursables paid will be paid as part of the Not-To-Exceed Task Order Total per the Compensation and Completion Schedule above.

Except as expressly set forth in this Task Order No. 01, the Master Agreement otherwise is unmodified and remains in full force and effect following this Task Order No. 01.

APPROVALS, ACCEPTANCE, AND SEVERABILITY

Approval and Acceptance of this Scope of Work shall incorporate this Task Order No. 01 as part of the Master Agreement. ENGINEER is authorized to begin performance upon ENGINEER's receipt of a copy of the Task Order signed by CITY. The terms and conditions of this Task Order No. 01 shall be deemed severable. If any part of this Task Order No. 01 is held invalid or unenforceable, the remaining portions of this Task Order No. 01 shall remain in full force and effect so long as the remainder of this Task Order No. 01 is reasonably capable of completion.

This Task Order No. 01 may also be executed by the use of electronic signatures pursuant to Idaho Code § 28-50-107. If electronic signatures are utilized, the acknowledgement before a notary is not required.

IN WITNESS WHEREOF, the Parties have executed this Task Order No. 01 as of the date last signed below.

I, Zach Thompson, certify under penalty of perjury pursuant to the law of the State of Idaho, that the foregoing is true and correct and that I am an authorized agent to bind Ardurra Group, LLC into this Task Order No. 01. If signing this document utilizing an electronic signature, I understand that my electronic signature is valid and binding upon me to the same force and effect as a handwritten signature.

ENGINEER	**CITY**
Ardurra Group, LLC	City of Moscow, Idaho
_____	_____
Zach Thompson, Project Manager	Bill Belknap, City Administrator
_____	_____
Date	Date
_____	
PM's Approval	

DRAFT

ATTEST:

_____
Laurie M. Hopkins, City Clerk

ACKNOWLEDGMENT

STATE OF_____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 2024, before me, a Notary Public in and for said State, appeared Zach Thompson, known to me to be the person named above and acknowledged that they executed the foregoing document as the duly authorized representative of Ardurra Group, LLC.

_____
Notary Public for the State of _____
Residing at_____
My commission expires_____

DRAFT

City of Moscow
Office of the Mayor

Memo

To: City Council

From: Arthur Bettge, Mayor

Date: December 10, 2024

Re: Commission Appointments

The following are re-appointments I intend to propose at the December 16th, 2024 City Council meeting. If you have any questions or concerns, please contact me to discuss them. If I haven't heard from you, I will anticipate that they will be approved.

Re-Appointments

Marshall Comstock	Board of Adjustment	Exp: 12/31/2029
Tim Kinkeade	Board of Adjustment	Exp: 12/31/2029
Eija Sumner	Fair & Affordable Housing Commission	Exp: 12/31/2027
Jennifer Wallace	Fair & Affordable Housing Commission	Exp: 12/31/2027
Phillip Blankenship	Farmers Market Commission	Exp: 12/31/2027
Samantha Martinet	Farmers Market Commission	Exp: 12/31/2027
Steve Taylor	Historic Preservation Commission	Exp: 12/31/2027
Shelley Harmon	Historic Preservation Commission	Exp: 12/31/2027
Jack Porter	Historic Preservation Commission	Exp: 12/31/2027
Laurabeth Kowalick	Historic Preservation Commission	Exp: 12/31/2027

Rula Awwad-Rafferty	Human Rights Commission	Exp: 12/31/2027
Erin Agidius	Human Rights Commission	Exp: 12/31/2027
Elizabeth Stevens	Human Rights Commission	Exp: 12/31/2027
Sonja Foard	Moscow Arts Commission	Exp: 12/31/2028
Cindy Barnhart	Moscow Arts Commission	Exp: 12/31/2028
Robert Heckendorn	Moscow Pathways Commission	Exp: 12/31/2027
Erin Bacon	Moscow Pathways Commission	Exp: 12/31/2027
Sandra Kelly	Moscow Urban Renewal Agency	Exp: 12/31/2029
Alison Tompkins	Moscow Urban Renewal Agency	Exp: 12/31/2029
Tom Lamar	Moscow Urban Renewal Agency	Exp: 12/31/2029
Richard Gayler	Parks & Recreation Commission	Exp: 12/31/2027
Theodore Kisha	Parks & Recreation Commission	Exp: 12/31/2027
Rich Beebe	Planning & Zoning Commission	Exp: 12/31/2029
Sophie Gilbert	Sustainable Environment Commission	Exp: 12/31/2027
Garrett LaCivita	Sustainable Environment Commission	Exp: 12/31/2027
Victoria Seever	Sustainable Environment Commission	Exp: 12/31/2027
Mike McGahan	Transportation Commission	Exp: 12/31/2029
Jeanne Leffingwell	Tree Commission	Exp: 12/31/2027
Ellis Eifert	Tree Commission	Exp: 12/31/2027

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, December 16, 2024

AGENDA ITEM TITLE

City Limits Ordinance (ACTION ITEM) - Scott Bontrager

RESPONSIBLE STAFF

Scott Bontrager, City Engineer

ADDITIONAL PRESENTER(S)

Cody Riddle, Deputy City Supervisor - Community Development

DESCRIPTION

Idaho Code Section 63-215 states that taxing districts that alter their boundaries must prepare and file the legal description and map of the new district boundary within 30 days of the amendment or no later than the tenth day of January of the year following the alteration. The City recently amended the City boundary through the annexations of Pine View subdivision (Juscen) property on May 6, 2024, Wildrose Court Addition subdivision property on May 6, 2024, and South Moscow Business Park (SOMO) property on October 7, 2024. Staff has prepared a new City Limits ordinance which includes the updated legal description and boundary map for the Council's approval and transmission to the State Tax Commission and Latah County Recorder and Assessor offices.

REVIEWED BY

This was reviewed by the Public Works/Finance Committee on December 9, 2024 and recommended for approval.

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary; or consider the Ordinance on first reading and that it be read by title; or reject the Ordinance; or take such other action deemed appropriate.

STAFF RECOMMENDATION

Approve the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Ordinance 2024- City Limit (end 2024)_final

ORDINANCE NO. 2024-__

AN ORDINANCE AMENDING ORDINANCE NO. 2024-03 OF THE CITY OF MOSCOW, IDAHO, ESTABLISHING AND DECLARING IN THIS ORDINANCE THE CORPORATE LIMITS OF THE CITY OF MOSCOW, LATAH COUNTY, IDAHO, IN ACCORDANCE WITH THE PROVISIONS OF THE LAWS OF THE STATE OF IDAHO RELATING TO THE ESTABLISHMENT OF THE BOUNDARIES AND THE ANNEXATION OF ADJACENT AND CONTIGUOUS TERRITORY; PROVIDING FOR REPEAL OF ANY OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING A SEVERANCE AND SAVINGS CLAUSE; AND PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF MOSCOW, IDAHO, AS FOLLOWS:

SECTION 1: The City of Moscow, Latah County, Idaho, shall embrace, include and contain within its corporate limits all the territory embraced, included and encompassed within the lines and boundaries of this Ordinance bounded and described herein.

SECTION 2: The boundaries and corporate limits of the City of Moscow, Latah County, State of Idaho, are hereby established and ordained to be as follows:

> Beginning at the southwest corner of Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho; thence N89°34’31”E 2661.74 feet, along the south line of said Section 16; thence N00°02’41”E 388.57 feet along the centerline of a vacated 80’ wide right-of-way situated between Lot 60 and Lot 61 of the Plat of Section 16 recorded in Book 2 of Plats at page 36, records of Latah County; thence N89°22’43”E 664.76 feet along a line parallel with and 271.5 feet south, measured perpendicularly, of the north line of said Lot 61 to the east boundary of said Lot 61; thence N00°14’20”W 1229.03 feet along the east boundaries of said Lot 61, Lot 52, and Lot 45 of said Plat of Section 16 to a point on the southerly right-of-way line of State Highway 8; thence along said State Highway right-of-way line, easterly 347.39 feet along a curve concave to the north, said curve having a radius of 3850.00 feet, a central angle of 05°10’11”, and a chord bearing N68°54’52”E 347.27 feet; thence continuing along said southerly right-of-way line, N66º19’47”E 398.81 feet; thence leaving said southerly right-of-way line, N23º40’13”W 70.00 feet, perpendicular to said line, to the northerly right-of-way line of said State Highway 8; thence N00º33’03”W 254.28 feet along the centerline of a vacated 80 foot wide right-of-way situated between Lot 34 and Lot 35 of said Plat of Section 16 to a point on the property as described in Annexation Ordinance 2024-08 Instrument No. 634191; thence N76°32’07”E 141.49 feet ; thence S89°45’08”E, 70.0 feet; thence N68°02’08”E, 111.46 feet; thence N00°20’53”E, 371.04 feet; thence N89°45’01”W, 85.21 feet ; thence S00°19’09”W, 125.00 feet; thence S87°11’15”W, 139.31 feet; thence N06°42’42”W, 7.50 feet; thence N00°19’45”E, 125.0 feet; thence N89°45’01”W, 85.31 feet leaving the property as described in Annexation Ordinance 2024-08 Instrument No. 634191; thence North 650.00 feet along the centerline of a vacated 80 foot wide right-of-way situated between Lot 30 and Lot 31 of said Plat of Section 16; thence East 660.00 feet along the south boundary of said Lot 18; thence North

620.00 feet along the east boundary of said Lot 18; thence continuing North 80.00 feet to the northern right-of-way line of a vacated 80.00 foot wide East and West right-of-way and the southwest corner of Lot 16 of said Section 16; thence along the south line of said Lot 16, S89º44’48”E, 67.50 feet; thence N38º51’29”E, 453.99 feet; thence 196.95 feet along a curve to the right, said curve having a Delta 56º25’19”, Radius 200.00 feet, Chord 189.09 feet, and a Chord Bearing N22º55’51”W; thence 33.38 feet along a curve to the left, said curve having a Delta 54º38’37”, Radius 35.00 feet, Chord 32.13 feet, and a Chord Bearing N22º02’40”W; thence N49º22’09”W, 41.82 to the southeasterly right-of-way line of Robinson Park Road; thence along said southeasterly right-of-way line the following four courses to the west line of said lot 16: thence S44º33’34”W 23.38 feet; thence S48º51’41”W 95.93 feet; thence S51º33’54”W 162.26 feet; thence S52º25’47”W 19.77 feet; thence along said west line of Lot 16 N0º30’12”E 62.52 feet; thence along the northerly right-of-way of Robinson Park Road the following 5 courses, thence S52°25’20”W, 134.10 feet; thence S55°14’23”W, 91.29 feet; thence S57°37’02”W, 89.50 feet; thence S61°12’19”W, 169.28; thence S64°18’07”W, 253.35 feet to a point on the easterly boundary of Moser Estates Fifth Addition to the City of Moscow, as shown on the plat of said addition recorded as Instrument No. 410298, records of Latah County, Idaho; thence N00°38’27”E 12.69 feet along the easterly boundary of said Moser Estates Fifth Addition to a point on the northerly right-of-way line of Robinson Park Road; thence southwesterly along said northerly right-of-way line 35.00 feet along a curve concave to the northwest, said curve having a radius of 1210.00 feet, a central angle of 1°39’27”, and a chord bearing S69°11’12”W 35.00 feet; thence N14°43’57”E 133.79 feet along said easterly boundary of the Moser Estates Fifth Addition to a point on the easterly right-of-way line of a dedicated 80.00 foot wide public right-of-way as shown on the original plat of said Section 16, Township 39 North, Range 5 East, Boise Meridian, as recorded in Book 2 of Plats, Page 36 in the office of said Latah County Recorder; thence N00°38’27”E 1140.78 feet along said easterly right-of-way line, said line also being the westerly boundary line of the Hyden tract as described in Instrument Number 386319 recorded with said Recorder’s office to the north line of said Section 16; thence N89°29’38”W, 40.66 feet along said north line to the southeast corner of the southwest quarter of the southeast quarter of Section 9, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho; thence N00°29’30”E 1313.64 feet along the east line of said SW1/4 SE1/4 Section 9 to the northeast corner of said SW1/4 SE1/4; thence continuing N00°29’30”E 11.47 feet along the east line of the NW1/4 SE1/4 of said Section 9; thence southwesterly along the northerly boundary of a parcel of land annexed by Ordinance No.2009-11 the following courses: S81°16’20”W 63.83 feet, S77°18’21”W 57.22 feet, and S69°12’15”W 132.71 feet; thence N89°30’22”W 310.84’ feet along a line southerly of, parallel with, and 60.00 feet distant (as measured perpendicularly) of the north line of said SW1/4 SE1/4 Section 9 to a point on the property as described in Annexation Ordinance 2024-06 Instrument No. 634189; thence 88.86 feet along a curve to the left said curve having a Delta 27°31’11” Radius 185.00 feet, Chord 70.93 feet, and a Chord Bearing N26°38’56”E; thence N12°53’20’E, 117.05 feet; thence 71.77 feet along a curve to the left, said curve having a Delta 30°27’27” Radius 135.00 feet, Chord 88.01feet, and Chord Bearing N73°54’15”E; thence N58°40’27”E, 145.37 feet; thence N66°55’34”E, 165.62 feet; thence N58°10’31”E, 175.00 feet; thence N00°29’32”W, 313.03 feet; thence S51°16’00”E, 73.49 feet; thence N00°00’02”E, 236.44 feet; thence N28°29’58”W,190.43 feet; thence N77°26’57”W, 198.73 feet ; thence N00°32’34”E, 208.00 feet; thence N89°36’45”W, 311.60 feet ; thence S00°32’24”W, 653.79 feet; thence N89°33’46”W, 660.62 feet to a point on the Moscow City Limits leaving the property described in Annexation Ordinance 2024-06 Instrument No. 634189;

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thence N00°43’51”E, along said west line, 504.28 feet to the southwest corner of a parcel of land described in Book of Deeds No. 145, page 61, records of Latah County, Idaho; thence S89°30’00” E 150.00 feet to the southeast corner of said parcel; thence N00°31’21”E, 120.00 feet to the northeast corner of said parcel, said corner also being on the south right-of-way line of “D” Street; thence, continuing North 60.00 feet, to the north right-of-way line of “D” Street; thence N89°30’W 150.00 feet, along said north right-of-way line, to the southeast corner of Lot “H” of Schumacher’s Addition to the City of Moscow, Latah County, Idaho as recorded in Book 3 of Plats, page 9 in the office of the County Recorder of said county and state, said southeast corner also being the southeast corner of Lot 2, Block 8 of Val Halla Addition to the City of Moscow, Latah County, Idaho as recorded in Book 6 of Plats, page 4, in the office of the County Recorder of said county and state and also being on the longitudinal centerline of Section 9, Township 39 North, Range 5 West, Boise Meridian; thence N00°03’30”W 1004.70 feet, along said centerline, to a point S89°26’E 79.13 feet of the southeast corner of Stokes Addition to the City of Moscow, Latah County, Idaho as recorded in Book 6 of Plats, page 29 in the office of the County Recorder of said county and state, said point also being the northeast corner of Lot “H” and/or the southeast corner of Lot “G” of said Schumacher’s Addition and also being the southeast corner of the William A. Flack (City of Moscow, Idaho) property; thence N00°03’30”W 253.44 feet, along the east line of said Lot “G” and/or said longitudinal centerline to the northeast corner of said Lot “G” to the South Line of the Northwest Quarter of the Northeast Quarter of Section 9; thence S89°29’31”E along said south line a distance of 994.53 feet, said point also being the southeast corner of property described in Instrument No. 577606, records of Latah County, Idaho; thence N00°08’23”E a distance of 1314.96 feet, along the eastern boundary of said property to a point on the north line of Section 9; thence N89°22’17”W along north line of Section 9 a distance of 834.55 feet; thence S00°37’43”W a distance of 105.07 feet; thence S80°49’46”W a distance of 20.30 feet, thence N00°37’43”E a distance of 108.53 feet to a point on the north line of Section 9, thence N89°22’17”W along north line of Section 9 a distance of 140.00 feet, said point being a brass cap monument marking the North Quarter Corner of Section 9; thence S00°03’30E” 30.00 feet to the quarter corner on the north line of Section 9, Township 39 North, Range 5 West, Boise Meridian, said point also being the south quarter corner of Section 4, Township 39 North, Range 5 West, Boise Meridian and also being on the centerline of Mountain View Road; thence N00°20’44”W 30.00 feet along the longitudinal centerline of said Section 4, to an intersection with the north right-of-way line of Mountain View Road extended; thence N89°15’49”W 699.96 feet , along said extension and along said right-of-way line and 30.00 feet North of and parallel to the south line of said Section 4;; thence South 773.73 feet to an intersection with the north line of said Stokes Addition; thence N89°15’49”W 298.00 feet, along said north line, to an intersection with the east line of Paradise Meadows Addition to the City of Moscow, Latah County, Idaho as recorded in Book 6 of Plats, page 38 in the office of the County Recorder of said county and state, said and also being the northwest corner of said Stokes Addition; thence North 535.00 feet, said point also being the southeast corner of Lot “F” of said Schumacher’s Addition; thence N89°15’49”W 990.0 feet to the southwest corner of said Lot “F”, said corner also being an east corner of Lot 12 of the Cosner Subdivision of Portions of Lots “D” and “E” of the Schumacher’s Addition to Latah County, Idaho as recorded in Book 5 of Plats, page 1 in the office of the County Recorder of said county and state; thence North 118.76 feet, along the west line of said Lot “F” and/or the east line of said Lot 12, to the northeast corner of said Lot 12; thence N89°15’49”W 315.12 feet, along the north line of said Lot 12 and the north line of Lot 11 of said Cosner Subdivision; thence North 118.92 feet, to the intersection with the south right-of-

way line of Mountain View Road; thence North 60.00 feet to the north right-of-way line of Mountain View Road; thence N89°15’49”W 13.40 feet along said north right-of-way line; thence N00°06’33”E 1292.18 feet along the east boundary of the Slonaker tract as recorded in Warranty Deed No. 464459 to a point on the north boundary of the southwest quarter of the southwest quarter of said Section 4; thence along said north boundary of the southwest quarter of the southwest quarter of said Section 4 S89°15’49”E 128.60 feet; thence leaving said north boundary of the southwest quarter of the southwest quarter of said Section 4, N11°46’56”E, 451.41 feet; thence N06°49’06”W 178.24 feet; thence N00°01’38”, 101.20 feet; thence N33°59’44”W 362.10 feet; thence N52°37’35”W 93.86 feet; thence S44°30’49”W 116.84 feet; thence N43°24’33”W 221.88 feet; thence N88°29’08”W 67.38 feet; thence S65°18’17”W 205.20 feet; thence S46°22’38”W 136.09 feet; thence S46°22’35”W 140.72 feet; thence N33°52’04”W 15.65 feet; thence S56°07’56”W 28.37 feet; thence S30°45’45”E 34.23 feet; thence S00°01’35”W 385.00 feet; thence S32°54’25”E 209.16 feet; thence S00°48’15”W 125.90 feet; thence S84°54’56”E 10.83 feet; thence S03°36’03”W 178.24 feet, to a point on the north boundary of the southwest quarter of the southwest quarter of said Section 5; thence West 159.34 feet, along the north line of said southeast quarter of the southeast quarter; thence N37°48’19”W 797.04 feet, along the westerly boundary of the Trail Tract as described in Instrument No. 268495 as recorded in said office of the Latah County Recorder; thence North 480.75 feet, along the west line of said Trail Tract, to the south right-of-way line of Arborcrest Road; thence East 99.00 feet, along said right-of-way line; thence North 944.52 feet, along the east right-of-way line of said Arborcrest Road; thence N58°46’54”E 270.11 feet, along the northerly boundary of said Trail tract to a point on the southerly right-of-way line of Trail Road; thence North 29.23 feet to a point on the centerline of said Trail road; thence North 1534.50 feet, along the west boundary of said Trail Tract, to the north line of said Section 5, thence West 660.00 feet to the northwest corner of the northeast quarter of the northeast quarter of said Section 5; thence continuing West, along said north line, 30.00 feet to the west right-of-way line of Orchard Avenue; thence South 1452.00 feet along said west right-of-way line, parallel to and 30.00 feet West of the west line of the west half of the northeast quarter of said Section 5; thence East 5.00 feet, along said west right-of-way line; thence South 495.00 feet, along said west right-of-way line; parallel to and 25.00 feet West of the west line of the southeast quarter of the northeast quarter of said Section 5; thence West 8.00 feet, along said west right-of-way line; thence South 495.00 feet along said west right-of-way line, parallel to and 33.00 feet West of said west line of the southeast quarter of the northeast quarter to a point on the north line of the northwest quarter of the southeast quarter of said Section 5; thence N89°39’37”W 1282.38 feet to the northwest corner of the NW1/4 SE1/4 of said Section 5, said point being a brass cap monument; thence N89°39’37”W 1010.70 feet along the north line of the southwest quarter of said Section 5 to a point on the North Polk Extension Water and Sewer District boundary; thence North 200.00 feet along said district boundary; thence N89°39’37”W 229.43 feet along said district boundary to the centerline of North Polk Street; thence S01°34’23”W67.38 feet along said centerline; thence N88°58’06”W 25.25’; thence N83°51’55”W 38.85’; thence S77°45’57”W 20.30’; thence S50°01’38”W 42.82’; thence S38°18’17”W 24.98’; thence S06°05’15”W 86.51 feet to a point on the north line of said southwest quarter of Section 5; thence N89°39’37”W 1261.75 feet along said north line to the northwest corner of said southwest quarter of Section 5; thence N89°14’23”W 72.56 feet to the west right-of-way line of U.S. Highway 95; thence S01°04’52”W 1135.91 feet along said right-of-way line; thence leaving said highway right-of-way line N78°52’45”W 83.00 feet to a point on the easterly line of an abandoned railroad right-of-way; thence N03°23’45”E 135.00 feet

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along said railroad right-of-way line; thence N42°08’28”W 311.50 feet; thence S89°52’15”W 986.78 feet; thence S00°51’15”W 1334.92 feet to a point, said point on a line parallel with and 124.67 feet northeasterly (as measured perpendicularly) distant from the easterly right-of-way line of North Almon Street; thence N35°09’45”W 149.77 feet along said parallel line, to a southeast corner of the KRPL, Inc. property as described in Instrument No. 254326, records of Latah County, Idaho; thence North 324.90 feet; thence S86°30’W 224.78 feet, to a point on a non-tangent curve on the east right-of-way line of North Almon Street, said point being the northwest corner of said KRPL, Inc. property; thence southerly 35.79 feet, along a curve concave to the east, said curve having a radius of 425.00 feet, a central angle of 04°49’30”, and a chord bearing S00°35’36”E 35.78 feet; thence S03°01’E 116.23 feet, along said east right-of-way line, to a point of curvature of a tangent curve; thence southeasterly 158.39 feet along a curve concave to the east, said curve having a radius of 275.00 feet, a central angle of 33°00’, and a chord bearing S19°31’E 156.21; thence S36°01’E 472.78 feet, along said east right-of-way line; thence S37°41’E 110.37 feet, along said east right-of-way line; thence leaving said right-of-way line, S86°30’W 72.53 feet to a point on the westerly right-of-way line of said North Almon Street and the northeast corner of the Harry Lee tract described in Warranty Deed No.309520 as recorded in said office of the Latah County Recorder; thence continuing S86°30’W 924.27 feet to the northwest corner of said Harry Lee tract; thence S03°30’E 209.06 feet along the west boundary of said tract to a point on the north line of Section 7, Township 39 North, Range 5 West, Boise Meridian; thence S86°30’W 411.00 feet along said north line to the north 1/4 corner said Section 7; thence S00°10’E 1323.70 feet on the longitudinal centerline of said Section 7 to the southwest corner of the NW1/4 NE1/4 of said Section 7; said point also being the northeast corner of an easement described in Instrument No.223148 filed with said County Recorder; thence S86°24’W 1354.21 feet to the northwest corner of the SE1/4 NW1/4 of said Section 7; thence South 556.80 feet along the west boundary line of said SE1/4 NW1/4; thence S86°27’W 1355.77 feet, parallel with the south line of the SW 1/4 NW 1/4 of said Section 7, to a point on the west boundary line of said SW1/4 NW1/4; thence S88°35’30”W 1194.84 feet parallel with the north boundary line of the Palouse Empire Mall property; thence South 845.45 feet; thence West 1035.00 feet; thence North 820.00 feet; thence S88°35’30”W 413.24 feet to the longitudinal centerline of Section 12, Township 39 North, Range 6 West, Boise Meridian; thence S00°08’36”E 725.45 feet, along said centerline, to the northwest corner of a 20 foot wide private road described in Warranty Deed No.225351, records of Latah County; thence N89°51’24”E 20.00 feet, along the north line of said private road; thence S00°08’36”E 966.49 feet, along the east boundary of said private road; thence S89°51’24”W 20.00 feet to the northeast corner of the U-Haul Company tract, said point also being a point on the longitudinal centerline of Section 12, Township 39 North, Range 6 West, Boise Meridian, and also being an east corner of a tract annexed by Ordinance No. 83-13; thence N00°08’36”W 933.49 feet, along said centerline and/or the east line of the tract annexed by said Ordinance No. 83-13, to the northeast corner of said tract, said corner being a point on the latitudinal centerline of Section 12, Township 39 North, Range 6 West, Boise Meridian; thence S89°56’48”W 764.34 feet, along said centerline and/or the north line of said tract, to a point being the southeast corner of a tract annexed by Ordinance No. 2017-03; thence N30°49’55”E 500.70 feet, to a point being the northeast corner of said tract; thence N89°01’11”W 1127.75 feet, to a point being the northwest corner of said tract and also being a point on the Idaho-Washington state line; thence S00°58’04”W 434.48 feet, along said state line to the west 1/4 corner of said Section 12; thence S00°12’02”E 1460.87 feet, along said state line, to an intersection with the north right-of-way line of State Highway No. 8, said point being the

southwest corner of the Appaloosa Horse Club tract; thence S00°12’02”E 140.00 feet, crossing said highway, to an intersection with the south right-of-way of said highway; thence S00°12’02”E, along said state line, 169.83 feet to the south right-of-way line of the Burlington Northern Railway; thence S00°12’02”E, continuing along said state line, 3470.77 feet to the northwest corner of the southwest quarter of Section 13, Township 39 North, Range 6 West, Boise Meridian; thence N89°31’16”E 4048.56 feet to the east quarter corner of said Section 13; thence S00°10’E, 2622.00 feet to the southeast corner of said Section 13; thence N87°08’E 803.10 feet, along the north boundary of the Gadwa tract described in Warranty Deed No.447149, records of Latah County, said boundary being along the south line of Section 18, Township 39 North, Range 5 West, Boise Meridian; thence S00°24’00”E 419.23 feet, along the east boundary of said Gadwa tract, to the north right-of-way line of Palouse River Drive; thence S82°54’54”W 175.25 feet, along said north right-of-way line; thence continuing along said right-of-way line, 234.58 feet along a curve to the right, said curve having a radius of 1238.11 feet, a central angle of 10°51’21”, and a chord bearing S88°20’34”W 234.23 feet; thence continuing along said right-of-way line, N86°13’45”W 354.67 feet; thence leaving said right-of-way line, feet to a point on the west line of Section 19; thence along said west line of Section 19 S00°05’50”E 127.18 feet. Thence along said west line of Section S00°04’52”W 1346.19’; thence leaving said west line of Section 19 N89°53’16”E 444.18’; Thence N31°02’30”E 467.38’; Thence N21°01’42”W 349.08’; thence N42°59’48”W 154.47 feet; thence N39°49’22”E 89.57 feet; thence N86°12’55”E 60.64 feet; thence S12°42’46”E 92.76 feet; thence S42°19’15”E 321.05 feet; thence S23°58’51”E 286.66 feet; thence S30°06’10”E 267.43 feet; thence S00°05’27”E 924.82 feet; thence S61°57’36”W 1200.03 feet to a point on the west line of Section 19; thence along said west line of Section 19 S00°04’50”E 1997.15 feet to the Northwest corner of Section 30; thence along the west line of Section 30 S00°00’13”E 658.53 feet; thence departing the west line of section 30 N86°35’15”E 1631.19 feet; thence N00°31’32”W 669.64 feet to a point on the north line of Section 30; thence along the south line of section 19 N86°06’52”E 1067.81 feet to the southwest corner of the southeast quarter of said Section 19; thence along the south line of said Section 19, S89°48’44”E, 1292.13 feet to the west right-of-way line of US Highway 95; thence north along west right-of-way line of US Highway 95 N10°02’37”E, 167.76 feet to the southeast corner of parcel of land described in Warranty Deed, Record No. 579983 in the records of Latah County, Idaho; thence along the south line of said parcel N78°03’33”W, 186.11 feet, thence along southwest line of said parcel N25°36’20”W, 39.50 feet, thence along west line to the northwest corner of said parcel N03°13’01”W, 322.09 feet; thence along the north line of said parcel N83°24’08”E, 295.28 feet to the west right-of-way line of U.S. Highway 95; thence leaving said right-of-way line S79°57’23”E, 125.00 feet to the east line of U.S. Highway 95; thence N10°02’37”E, 114.81 feet along east line of U.S. Highway 95; thence continuing along east line of U.S. Highway 95 N79°57’23”W, 25.00 feet to highway station 1299+50, 50.00 feet right; thence continuing along east line of U.S. Highway 95 N10°02’37”E, 2403.5 feet to a point on the property as described in Annexation Ordinance 2024-18, Instrument No. 636650; thence S10°06’56”W, 396.00 feet; thence S89°51’55”E, 328.61 feet; thence S24°51’22”E, 113.53 feet; thence S24°45’38”E, 747.26 feet; thence S25°19’34”E, 119.52 feet; thence S25°20’51”E, 117.40 feet; thence N64°43’45”E, 314.60 feet; thence N11°29’21”W, 292.04 feet; thence N05°08’59”E, 515.41 feet; thence S88°29’41”E 1,034.41 feet following along the South line of the Southwest 1/4 of the Northwest 1/4 of section 20, to the center of Section 20.; thence N00°55’41”E, 731.48 feet along the East Line of the Southwest 1/4 of the Northwest 1/4 of said Section 20; thence S71°36’39”W, 566.11 feet; thence S82°47’39”W, 401.86 feet; thence N53°00’21”W, 242.55 feet; thence N11°31’21”W, 201.80 feet; thence; N79°56’59”W 674.81 feet; thence

N11°35’37”W, 82.14 feet; thence N11°42’24”W, 144.09 feet to a found 3"diameter right-of-way brass disk in concrete stamped "344+50.00 100.00 RT" and "PLS 10559" and "2021"; thence N8°24’54”W, 105.96 feet to a found 3" diameter right-of-way brass disk in concrete stamped “345+60.00 93.00 RT" and "PLS 10559" and "2021"; thence N2°32’22”E, 157.28; thence N9°10’52”E, ,114.84 feet; thence S79°00’24”E, 364.30 feet to a point on the southeast corner of that parcel of land described in Quitclaim Deed No. 590472, and a found 5/8" diameter rebar with aluminum cap stamped "LS 17534", leaving the property as described in Annexation Ordinance 2024-18, Instrument No. 636650; thence along the south line of said parcel S87°46’37”W, 138.10 feet to a point on said western right-of-way line of U.S. Highway 95; Thence leaving said east line and continuing along in the following two courses; thence S72°24’11”E, 136.50 feet; thence S34°49’19”E 102.26 feet to the east line of Section 19, Township 39 North, Range 5 West, Boise Meridian; thence continuing N01°06’54”E, 571.99 feet to a point on the north line of a parcel described in Warranty Deed, Instrument No. 618608; thence N01°06’54”E, 301.80 feet. Thence S72°15’E 1205.47 feet; thence N87°45’E 1537.60 feet, to a point on the longitudinal centerline of Section 20, Township 39 North, Range 5 West, Boise Meridian; thence N00°03’W 757.41 feet to the north 1/4 corner of said Section 20; thence S89°30’24”E 2659.84 feet along the south line of Section 17, Township 39 North, Range 5 West, Boise Meridian, to the southeast corner of said Section 17 and the point of beginning of the land herein described. Said corporate boundary, including the following described exceptions, contains 4,843 acres, more or less.

Excepting therefrom the following described parcel;

A tract of land located in the south half of the southwest quarter of Section 18 and the north half of the northwest quarter of Section 19, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho, and being more particularly described as follows:

Beginning at the southeast corner of the southwest quarter of said Section 18; thence S87°08’00”W 576.90 feet along the south line of said Section 18 to a point on the easterly boundary of the Kirkland Subdivision plat recorded as Instrument No.404133, records of Latah County, and the TRUE POINT OF BEGINNING of this exception description; thence along said easterly boundary, S00°04’40”W 270.13 feet to the northerly right-of-way line of Palouse River Drive; thence along said northerly right-of-way line, S78°56’12”W 408.24 feet; thence continuing along said right-of-way line, S79°46’32”W 9.41 feet; thence along the westerly boundary of said Kirkland Subdivision, N00°02’37”W 330.07 feet to a point on the south line of said Section 18; thence continuing along said westerly boundary of the Kirkland Subdivision, N00°02’37”W 219.82 feet; thence along the northerly boundary of said subdivision, N86°58’47”E 411.73 feet; thence along the easterly boundary of said subdivision, S00°07’08”W 221.45 feet to the TRUE POINT OF BEGINNING. Said exception tract contains 4.91 acres, more or less.

Also excepting therefrom the following described parcel;

A tract of land located in the northwest quarter of the southeast quarter of Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho, and being more particularly described as follows:

Beginning at the southwest corner of Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho; thence N89°34’31”E 2661.74 feet, along the south line of said Section 16; thence N00°02’41”E 388.57 feet along the centerline of a vacated 80’ wide right-

of-way situated between Lot 60 and Lot 61 of the Plat of Section 16 recorded in Book 2 of Plats at page 36, records of Latah County; thence N89°22'43"E 664.76 feet along a line parallel with and 271.5 feet south, measured perpendicularly, of the north line of said Lot 61 to the east boundary of said Lot 61; thence N00°14'20"W 1229.03 feet along the east boundaries of said Lot 61, Lot 52, and Lot 45 of said Plat of Section 16 to a point on the southerly right-of-way line of State Highway 8; thence continuing along the east boundary of said Lot 45, N00º14'20"W 73.79 feet to a point on the northerly right-of-way line of State Highway 8, and the TRUE POINT OF BEGINNING of this exception description; thence westerly along said State Highway right-of-way line, 354.22 feet along a curve concave to the north, said curve having a radius of 3780.00 feet, a central angle of 05°22'09", and a chord bearing S73°45'33"W 354.09 feet to the west line of the Cann Tract; thence N00°14'20"W, along said west line, 283.32 feet to the northwest corner of said Cann Tract; thence N89°45'40"E, along the north line of said Cann Tract, 225.37 feet to the intersection with the west line of the Mullalley Tract; thence N00°14'20"W along said west line 5.00 feet to the northwest corner of said Mullalley Tract; thence N89°45'40"E along the north line of said Mullalley Tract 115.00 feet to the east line of Lot 45 of said Section 16; thence S00º14'20"E 190.71' along said east line to the TRUE POINT OF BEGINNING. Said exception tract contains 1.87 acres, more or less.

The net area of the above described Corporate limits is 4,836 acres, more or less.

SECTION 3: All that territory bounded and included within the lines set forth in Section 2 of this Ordinance is hereby declared and ordained to be within the Corporate limits of the City of Moscow, and to be and constitute the territory subject to the jurisdiction of the municipality of the City of Moscow, County of Latah, State of Idaho, as shown on Attachment "A" attached hereto and hereby incorporated by this reference .

SECTION 4: This Ordinance is an amendment to Ordinance 2024-03 of the Ordinances of the City of Moscow, Idaho.

SECTION 5: This Ordinance repeals all ordinances or parts of ordinances in conflict with this Ordinance, insofar as said Ordinances in any way conflict with this Ordinance and are hereby repealed.

SECTION 6: If any section, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of this Ordinance, or the Ordinance as an entirety, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of such section, sentence, clause or phrase.

SECTION 7: This Ordinance shall be in full force and effect from and after the date of its passage, approval and first publication thereof.

PASSED on Motion by the Following Vote:

	Aye	Nay	Abstain	Absent
Hailey Lewis	_____	_____	_____	_____
Sandra Kelly	_____	_____	_____	_____
Gina Taruscio	_____	_____	_____	_____
Bruce Blankenship	_____	_____	_____	_____
Julia Parker	_____	_____	_____	_____
Drew Davis	_____	_____	_____	_____

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 December, 2024.

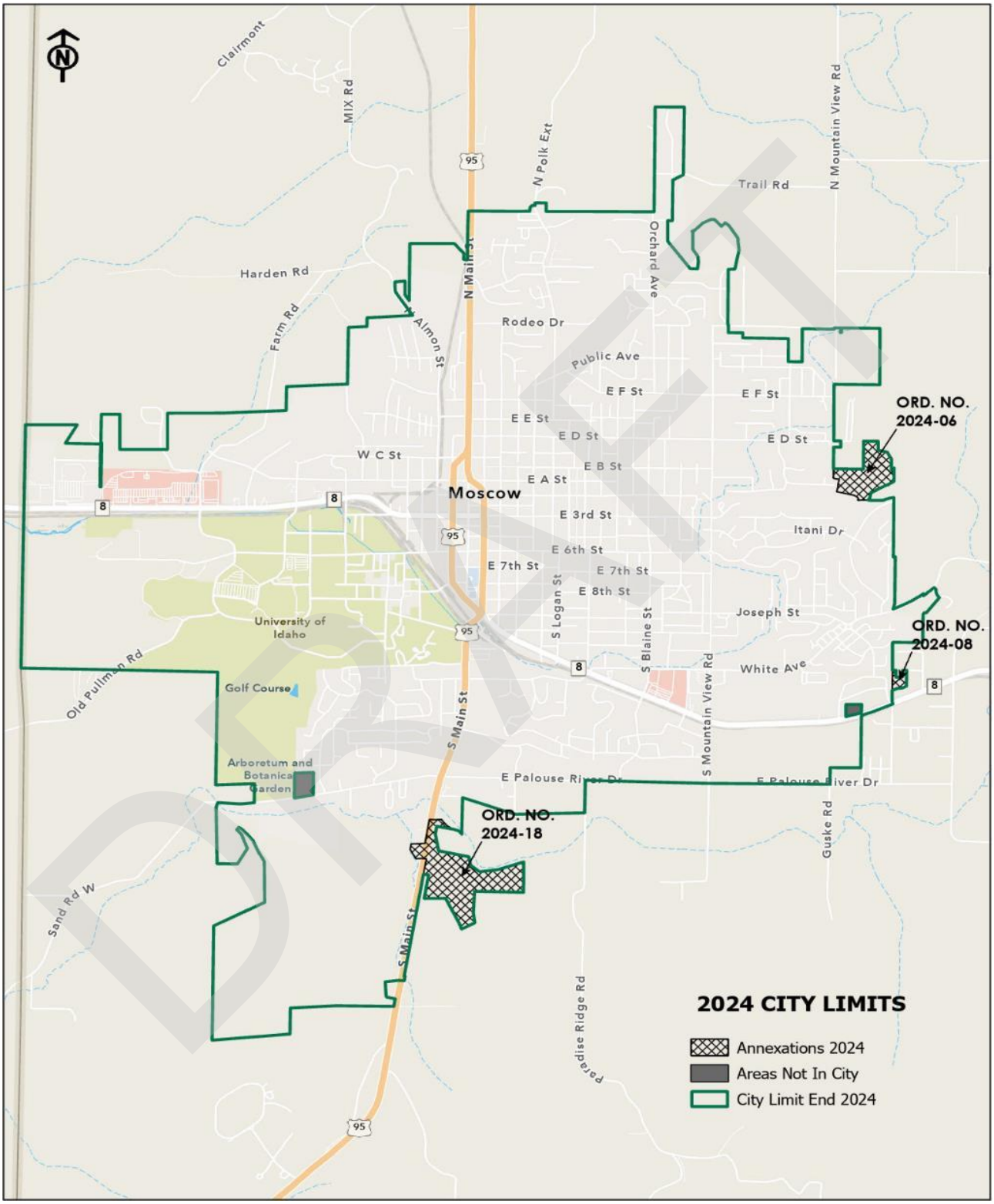
_____
Arthur D. Bettge, Mayor

CERTIFICATION and ATTESTATION. I hereby certify that the above is a true copy of an Ordinance passed at a regular meeting of the City Council, City of Moscow, held on _____ _____, 2024 and attest to the Mayor's signature.

_____
Laurie M. Hopkins, City Clerk

DRAFT

Attachment "A"



COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, December 16, 2024

AGENDA ITEM TITLE

Human Rights Commission Martin Luther King Human Rights Community Breakfast Sponsorship Request (ACTION ITEM) - Anthony Dahlinger

RESPONSIBLE STAFF

Anthony Dahlinger, Police Chief

ADDITIONAL PRESENTER(S)

DESCRIPTION

The Human Rights Commission is seeking approval to provide a $750 financial sponsorship to the Latah County Human Rights Commission's 2025 Martin Luther King Human Rights Community Breakfast that is scheduled to occur on January 25th at the 1912 Center. The Commission has historically sponsored this event each year. In accordance with the recently adopted Procurement and Purchasing Policy, financial sponsorships or donations to outside entities of $500 or more are required to be approved by the City Council. The sponsorship will be funded from the Human Rights Commission budget line item.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve the sponsorship request; deny the sponsorship request; or take other action as deemed appropriate.

STAFF RECOMMENDATION

Approve the sponsorship request.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. MLKCB Sponsorship Request

HUMAN RIGHTS COMMISSION

Sponsorship Request Form

Name: Elizabeth Stevens **Date of Request:** 12/9/24

Event Title: Martin Luther King Breakfast

Date and Time for Event: Saturday 1/25/2025

Location: 1912 Center

Description of Event: (include any links and/or attachments, if needed)

Annual breakfast celebrating the legacy of Martin Luther King, Jr.

How does this event align with the Human Rights Commission's mission to promote and protect civil rights and eliminate discrimination?

This is a Human Rights focused event. Both educational + inspirational.

Requested Sponsorship Amount $ 750

Proposed funds will be utilized for: Costs associated with the event

Date/Time of Commission Vote: pre approval

Voting Results: _____

HRC Chair Signature: Elizabeth Stevens (KP)

Staff Liaison Signature: _____

City Supervisor Approval: ☐Yes ☐No

City Supervisor Signature: _____

Mayor Approval: ☐Yes ☐ No

Mayor Signature: _____

Celebrating Diversity • Opposing Bigotry
LATAH COUNTY
Human Rights Task Force
Box 8613
Moscow, ID 83843 www.humanrightslatah.org

To: Moscow Human Rights Commission
November 25, 2024

Dear Commission Members,

On behalf of the Latah County Human Rights Task Force, I am requesting $750 funding assistance for the 2025 Martin Luther King Human Rights Community Breakfast scheduled for Saturday, January 25 at the Moscow 1912 Center. This annual event has as its mission to affirm, study and celebrate Dr. King's teachings and ideals regarding human rights and to discuss how they relate to our lives today.

The Breakfast has been held annually since 1994, and it sells out each year with community members of all ages and many backgrounds attending. We are always especially grateful to have Moscow High School students attend the event and participate as volunteers for decorating and serving.

The Breakfast features a guest speaker, presentation of the Rosa Parks Human Rights Achievement Awards, breakfast and entertainment. The Task Force has greatly appreciated City support for the past 10 years for this outstanding city-county-university-community collaboration that brings members of the community together in line with the City's programs and services designed to eliminate discrimination and improve human relations.

Sincerely,
Joann Muneta, Chair
Latah County Human Rights Task Force
Jmuneta43@gmail.com
website: humanrightslatah.org

The theme of this year's Martin Luther King Human Rights Community Breakfast is "The Promise of Democracy." The purpose of this important event now in its 30th year is to bring the community together to celebrate the human rights teachings and ideals of Dr. King and discuss how they relate to our current lives. This year's guest speaker will be Michael Strickland.

Michael Strickland is founder of the Human Rights Collective, Inc. a nonprofit that provides education and community building to work against racism and discrimination. He teaches Communication and Culture at Boise State University and serves on both the Idaho Commission for Libraries and the Governor's Commission on Service and Volunteerism called Serve Idaho.

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, December 16, 2024

AGENDA ITEM TITLE

East City Park Stage Project Update (ACTION ITEM) - Cody Riddle

RESPONSIBLE STAFF

Cody Riddle, Deputy City Supervisor - Community Development

ADDITIONAL PRESENTER(S)

DESCRIPTION

On May 6, 2024, City Council approved a contract with Design West Architects to develop a 30% conceptual design and cost estimate for replacement of the East City Park Stage. The design was to build upon a previous design and outreach effort that concluded in 2012, and the subsequent construction of the existing restroom building that was completed in the spring of 2013. The original design effort, and restroom construction, was based on an extensive public outreach effort that dates back to 2010.

The stage was always anticipated to be a second phase to the previous design and construction work and has been captured in the City's Capital Improvement Plan for a number of years. Unfortunately, the existing stage deteriorated quicker than anticipated, and during routine maintenance this spring, it became clear the cover would need to be removed immediately to ensure public safety. In response, the design and replacement of the stage were prioritized in both the current Budget and Capital Improvement Plan.

Staff and the Project Architect, Ned Warnick with Design West Architects, provided Council with a project update on June 3, 2024. Much of the discussion that followed focused on the need for additional engagement with key stakeholders and outreach with the general public, while honoring Council's May 6th decision. That decision was to proceed with the development of a 30% concept design and cost estimate for a new stage attached to the existing restroom building.

In response, on November 15, 2024, Staff met with a group of stakeholders comprised of the primary users of the stage for some of the community's larger events. Staff will provide a summary of that meeting, feedback received, and a plan for additional outreach.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Accept report and provide feedback as appropriate.

STAFF RECOMMENDATION

Accept the report and provide feedback as appropriate.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. 2010 City Council Update with Project Drawings
2. Professional Services Agreement w/ Design West Architects-6/3/24
3. Moscow ECP Stage Council Update 12-16-24

Design Team / Stakeholders & Participants

STAKEHOLDERS:

- **Palouse Highland Players**
- **City Parks & Recreation**
- **Rotary Club of Moscow**
- **Moscow Hemp Fest**
- **East City Park Neighbors**
- **Moscow Arts Commission**
- **University of Idaho Productions**
- **Moscow Renaissance Fair**
- **Idaho Repertory Theatre**
- **Rendezvous in the Park**
- **Many Others Invited**

DESIGN WEST ARCHITECTS

Laurence Rose, AIA
Principal Architect, Quality Control

Ned Warnick, AIA, LEED® AP
Senior Project Architect, Code Specialist

pladesigns inc
theater planners · lighting consultants

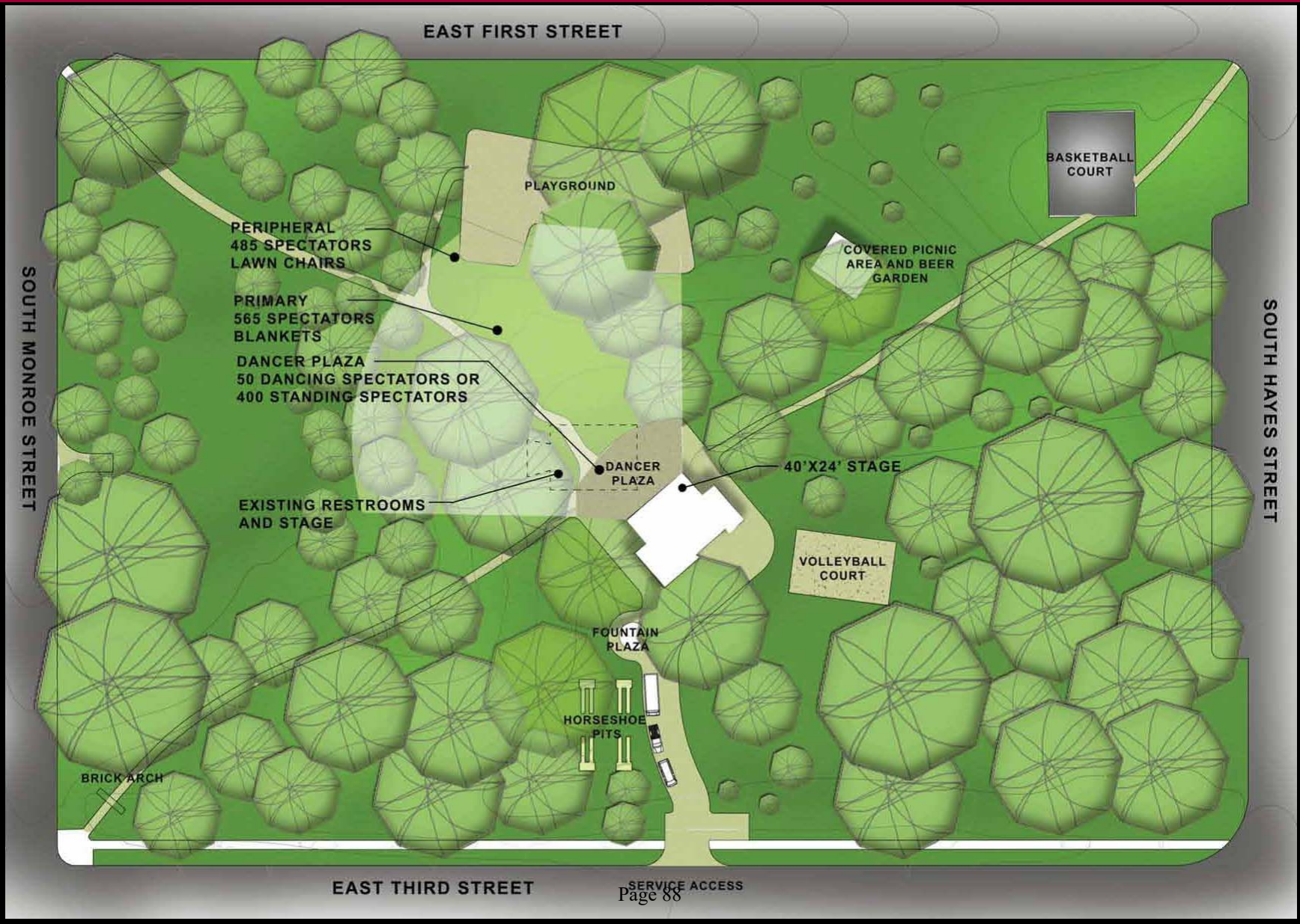
Theatrical Consulting
Illumination Design
Assembly Spaces

Paul Luntsford, LC
President & Principal Consultant

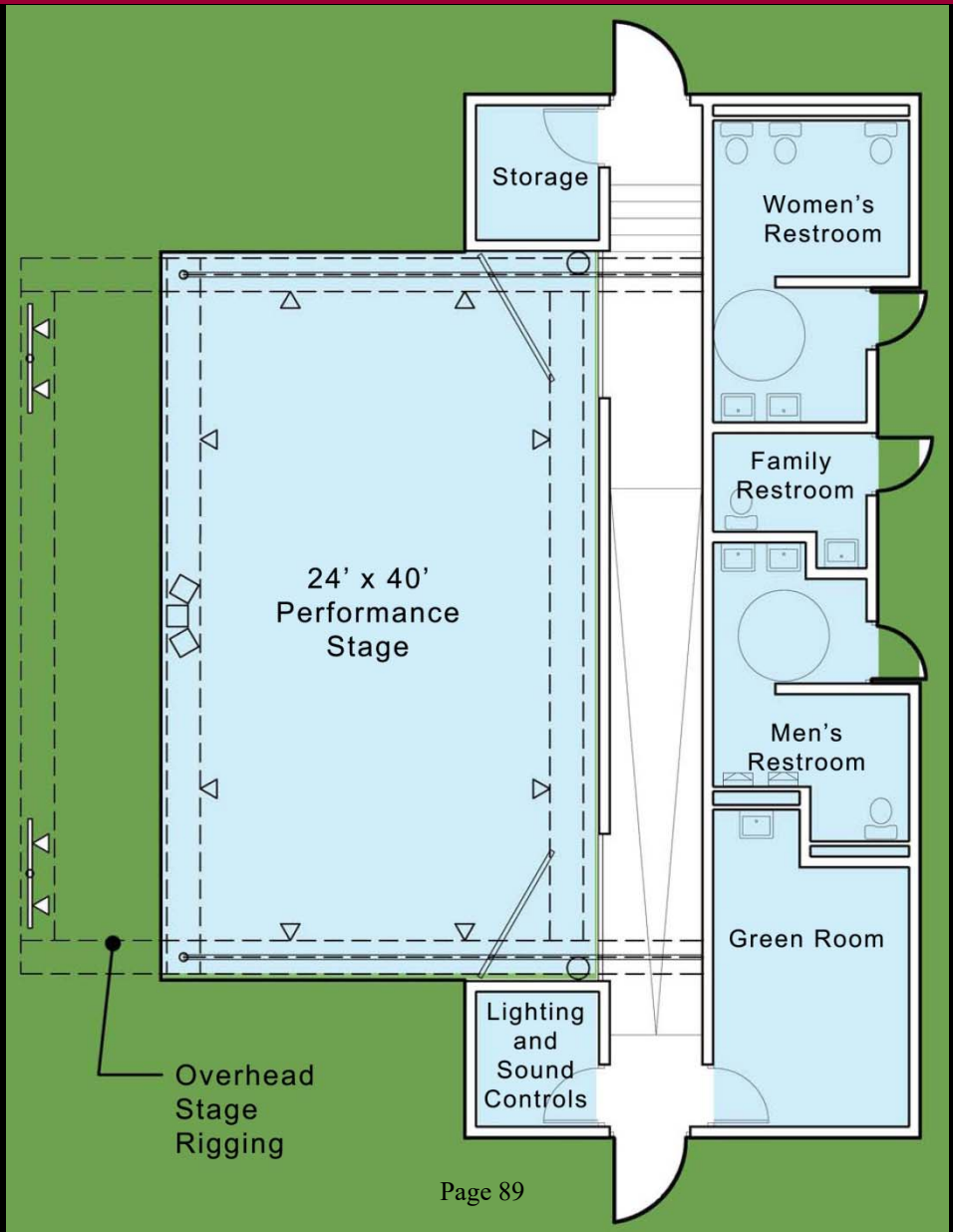
Project Process

Aug. 18th	12:00 – 2:00pm	Stakeholder Group #1
Aug. 25th	1:30 – 3:30pm	Stakeholder Group #2
Sept. 4th	Display at Moscow Farmer's Market	
Sept. 7th	All day	Council Open House
Sept. 7th - Present	Display on City Website	
Sept. 7th – Present	Display at East City Park	
Sept. 8th – 10th	Display at Hamilton-Lowe Recreation Center	
Sept. 11th	Display at Moscow Farmer's Market	
Sept. 15th	12:30 – 1:30pm	Stakeholder Group #3
Sept. 20th	Present Update to Council	

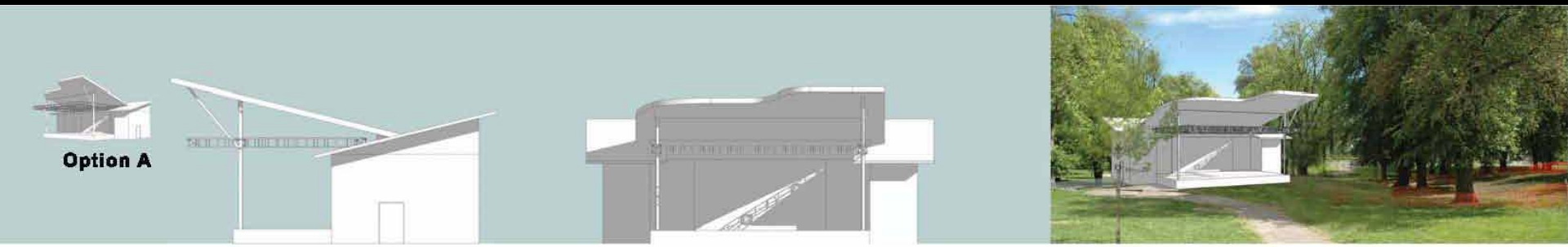
Site Plan

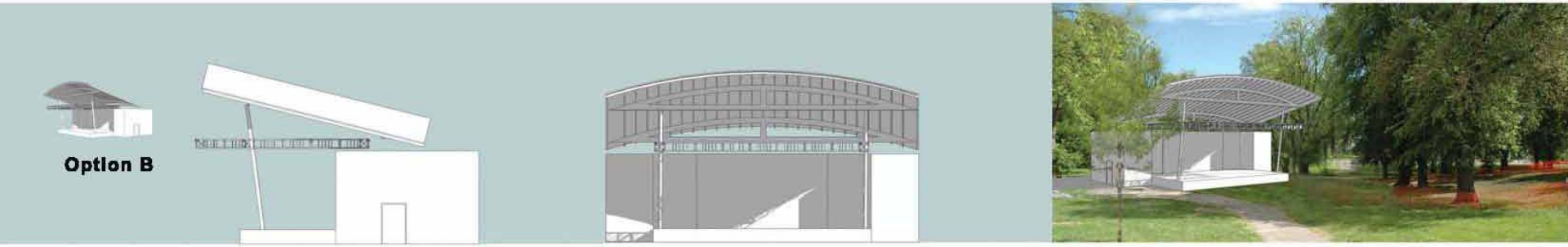

EAST FIRST STREET
SOUTH MONROE STREET
SOUTH HAYES STREET
EAST THIRD STREET
SERVICE ACCESS
PLAYGROUND
BASKETBALL COURT
PERIPHERAL
485 SPECTATORS
LAWN CHAIRS
COVERED PICNIC AREA AND BEER GARDEN
PRIMARY
565 SPECTATORS
BLANKETS
DANCER PLAZA
50 DANCING SPECTATORS OR
400 STANDING SPECTATORS
DANCER PLAZA
40'X24' STAGE
EXISTING RESTROOMS
AND STAGE
VOLLEYBALL COURT
FOUNTAIN PLAZA
HORSESHOE PITS
BRICK ARCH

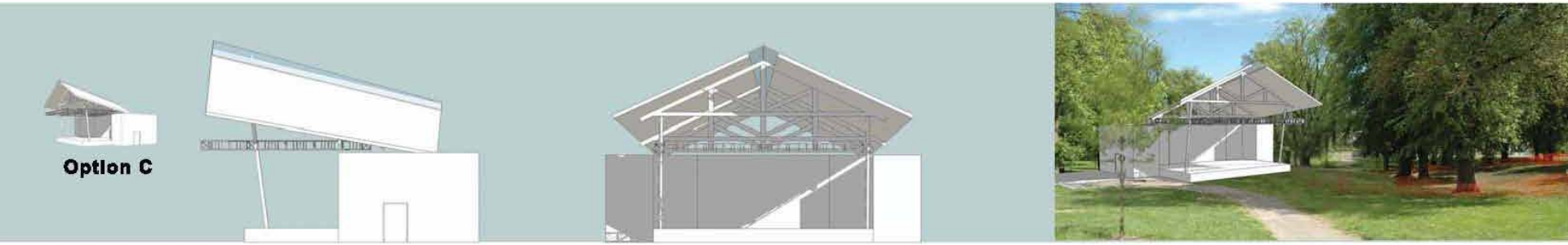
Floor Plan


Storage
Women's Restroom
Family Restroom
24' x 40' Performance Stage
Men's Restroom
Green Room
Lighting and Sound Controls
Overhead Stage Rigging

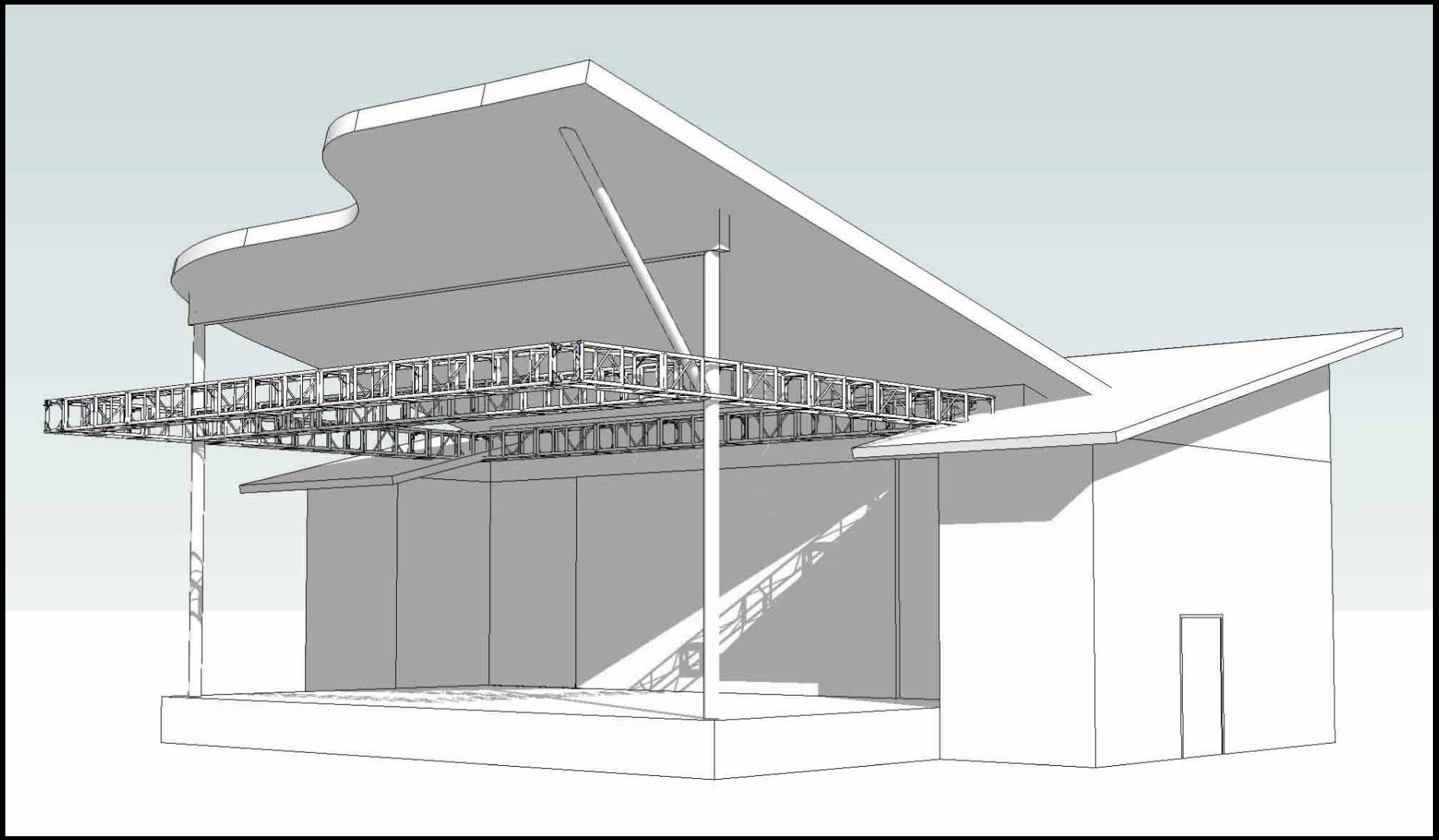
Options


Option A
Side
Front
Perspective

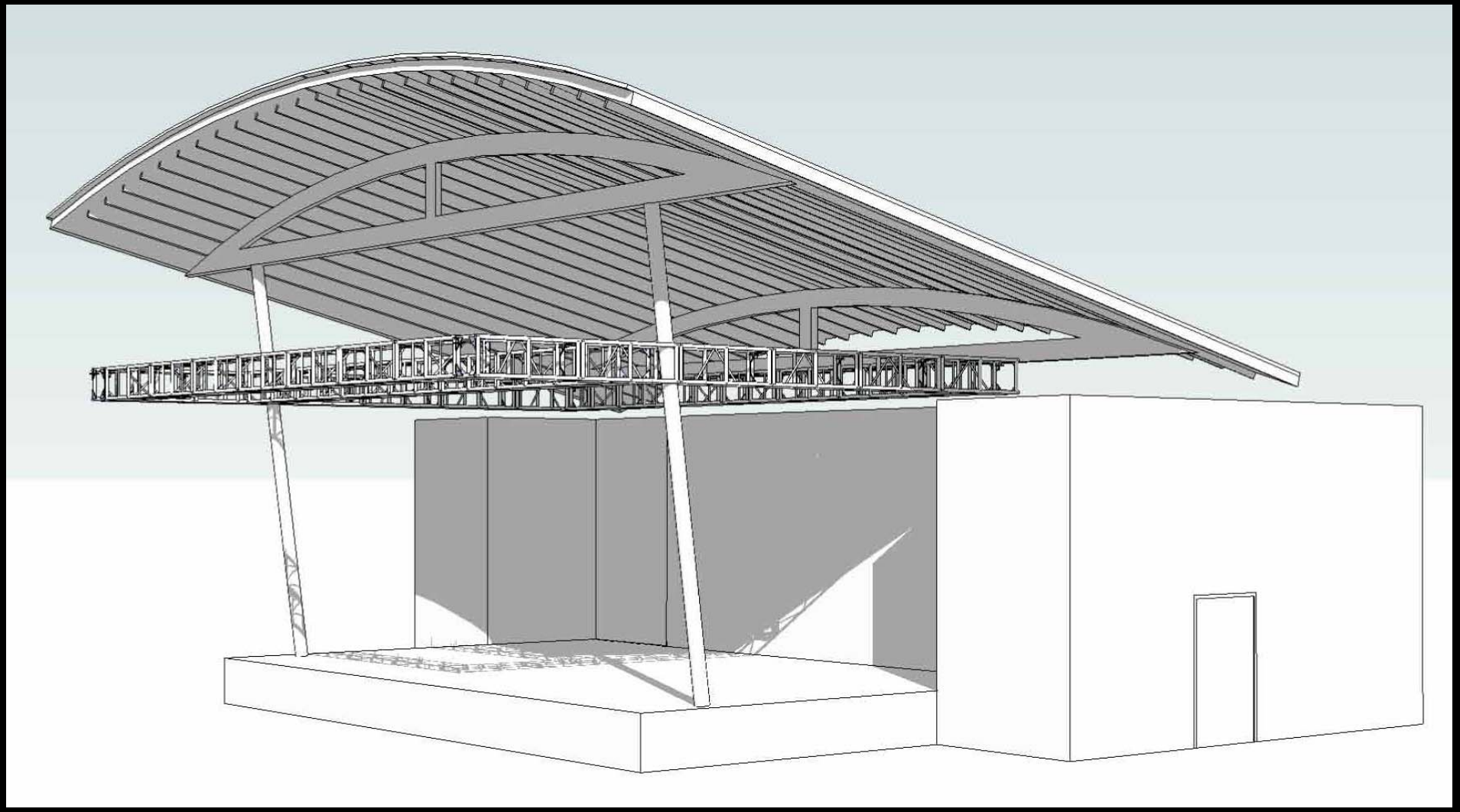

Option B
Side
Front
Perspective


Option C
Side
Front
Perspective

Option “A”



Option “B”



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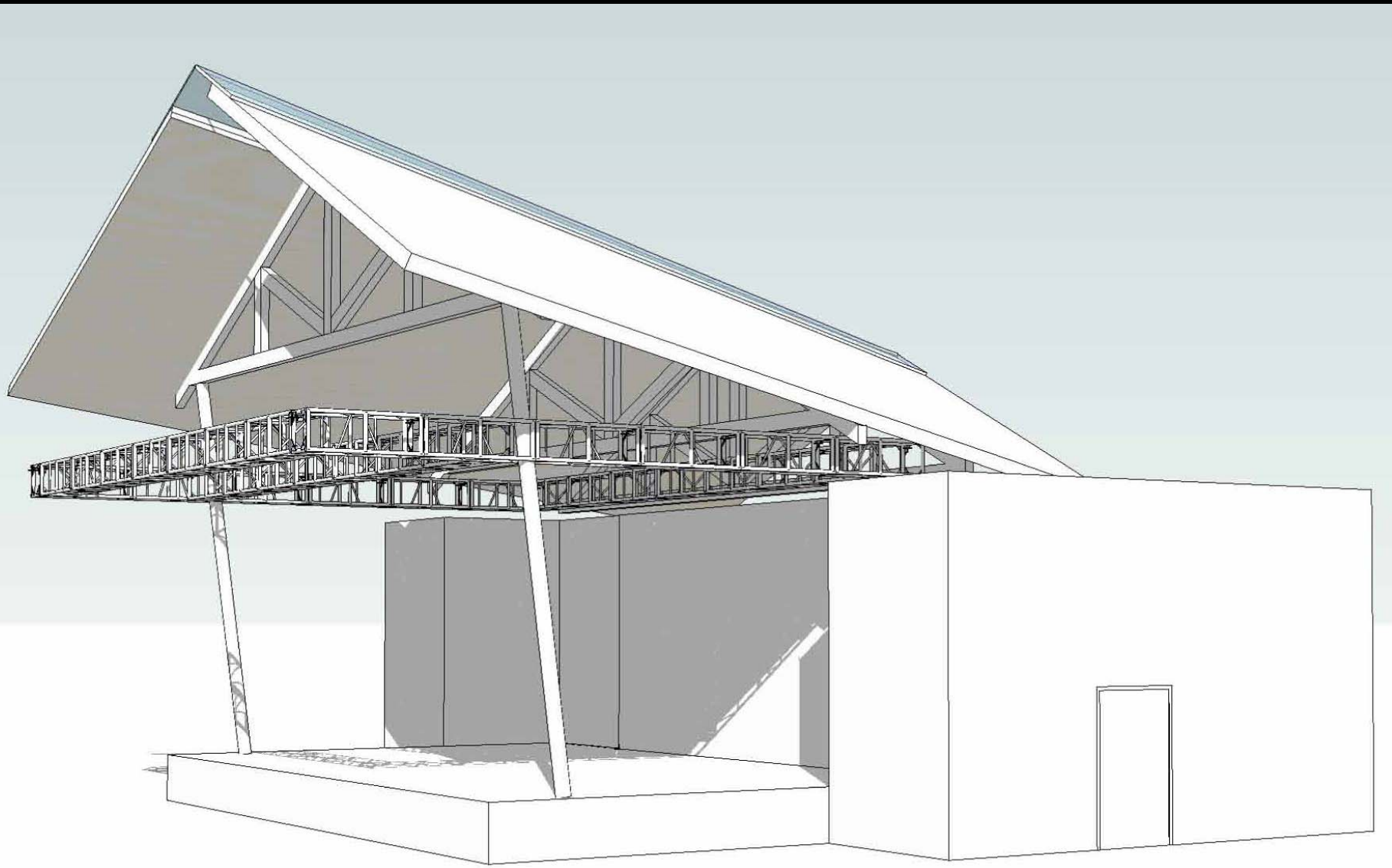


Voting Results

		# Votes
Option A	24%	23
Option B	54%	52
Option C	22%	20

- Farmer's Market 9/4/10
- Farmer's Market 9/11/10
- Council Chamber 9/7/10
- Open Houses 9/8/10 – 9/10/10

Comments

STAGE LOCATION:

“Good reduction of due west glare. I like that Rendezvous has option of using stage or renting a modular one facing the other direction.”

“Allow more space for audience, move stage back SSE 20 – 40 feet”.

“I’m glad to see the orientation shifted to the northwest (so the setting sun isn’t directly in the eyes of the performers).”

“The new location opens up more space for audience, and that the view from the stage will afford performers greater crowd interaction / appreciation.”

OPTION B:

“Looks simple yet beautiful.”

“The curved canopy reflects the arcs of the trees.”

Next Steps

- Confirm Concept Choice
- Refine Design / Graphics for chosen Concept
- Refine Concept Cost Estimate
- Direction to Prepare Construction Documents

AGREEMENT FOR PROFESSIONAL DESIGN SERVICES BETWEEN THE CITY OF MOSCOW, IDAHO AND DESIGN WEST ARCHITECTS, P.A. FOR THE EAST CITY PARK STAGE REPLACEMENT

THIS AGREEMENT FOR PROFESSIONAL DESIGN SERVICES BETWEEN THE CITY OF MOSCOW, IDAHO AND DESIGN WEST ARCHITECTS, P.A. FOR REPLACEMENT OF THE EAST CITY PARK STAGE (hereinafter "Agreement"), is made this 3rd day of June, 2024, by and between the City of Moscow, Idaho, a municipal corporation of the State of Idaho, 206 East Third Street, Moscow, Idaho, 83843 (hereinafter "CITY") and Design West Architects, P.A., 254 East Main Street, Pullman, Washington, 99163 (hereinafter "CONSULTANT").

W I T N E S S E T H:

WHEREAS, CITY, with power to contract for the services provided for herein, has complied with applicable provisions of law regarding retaining professional services such as those contemplated herein; and

WHEREAS, CITY intends to develop a 30% level design package for replacement of the stage at East City Park (hereinafter "Project"). The Project will include a preliminary cost estimate for completing the construction of the stage and will build upon a preliminary design and outreach effort completed in 2012; and

WHEREAS, CITY requires the services of a duly qualified design professional to perform the services required by this Agreement and CONSULTANT represents that it understands City's plans with respect to the Project; and

WHEREAS, CONSULTANT warrants that it is fully licensed, legally qualified, and willing to perform the services required by this Agreement; and

WHEREAS, CITY desires to engage CONSULTANT to provide industry standard services for the Project;

NOW, THEREFORE, it is agreed that all matters stated above are found to be true and correct and are incorporated herein by reference as if copied in their entirety and, for and in consideration of the mutual covenants and promises between the Parties hereto, as follows:

SECTION I: THE PROJECT

CONSULTANT shall provide professional design services for the Project as outlined in this Agreement in accordance with the terms and conditions of this Agreement for the preparation and completion of architectural design services and cost estimating (hereinafter "Services").

SECTION II: SCOPE OF WORK

CONSULTANT promises and agrees to, consistent with the standard of work and care as defined in Section IV of this Agreement, furnish to CITY all labor, materials, tools, equipment, services, and incidental and customary work necessary to supply the professional architectural and related services necessary for the completion of the Project consistent with the provisions of this Agreement. The Scope of Work for the Project is set forth in Exhibit "A" attached hereto and incorporated herein by reference. All Services performed by CONSULTANT shall be subject to the sole and discretionary approval of CITY, which approval shall not be unreasonably withheld.

SECTION III: COMPENSATION

A. Compensation and Term.

For the Services performed pursuant to this Agreement, CONSULTANT shall be compensated in a sum not to exceed EIGHTEEN THOUSAND AND SEVEN HUNDRED DOLLARS ($18,700). Work will begin upon execution of this agreement and be complete within eight weeks.

B. Payment.

Payment for Services rendered by CONSULTANT shall be in accordance with the following:

1. CONSULTANT's compensation shall be paid by CITY to CONSULTANT no more than once a month. Such periodic progress payments shall be made based upon the percentage of work completed, and in accordance with the phasing and funding schedule provided in Exhibit "A". In order to receive payment, CONSULTANT shall present to CITY an itemized statement which indicates Services performed, percentage of Services completed, method for computing the amount payable, and the amount to be paid. The statement shall describe the amount of Services provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement, as well as those expenses for which reimbursement is requested for that statement period. CITY shall, within thirty (30) days of receiving such statement, review the statement and pay all approved charges thereon. Disputed amounts shall be resolved by the Parties in a mutually agreeable manner.

2. Records of Reimbursable Expenses shall be provided to CITY upon presentation of CONSULTANT's progress payment invoices. Payments for invoices prepared by CONSULTANT shall be due and payable net thirty (30) days by CITY.

SECTION IV: OTHER TERMS AND CONDITIONS

A. Independent Contractor. CITY retains CONSULTANT on an independent contractor basis and neither CONSULTANT nor its employees or Subcontractors are an employee of CITY and are not entitled to the rights or benefits afforded to CITY's employees. Any Subcontractors performing the Services under this Agreement on behalf of CONSULTANT shall also not be employees of CITY, and shall at all times be under CONSULTANT's exclusive direction and control. CONSULTANT shall pay all wages, salaries, and other amounts due to such Subcontractors in connection with their performance of Services under this Agreement and as required by law. CONSULTANT shall be responsible for all reports and obligations respecting

CONSULTANT, its employees and Subcontractors, including, but not limited to, social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

B. Termination of Agreement. This Agreement may be terminated by CONSULTANT upon thirty (30) days' written notice to CITY, should CITY fail to substantially perform in accordance with its terms through no fault of CONSULTANT. CITY may terminate this Agreement upon thirty (30) days' written notice to CONSULTANT without cause and without further liability to CONSULTANT, except as designated by this Agreement. All working documents and drawings shall become the property of, and shall be surrendered to CITY. CONSULTANT shall cease all work immediately upon receipt of notice of termination. CONSULTANT shall be paid for work completed up to notice of termination and shall not be entitled to payment for any work performed after receipt of notice of termination, absent an express written agreement from CITY.

C. Standards of Work/Standards of Care. CONSULTANT shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals legally qualified to perform the Services in the same discipline in the State of Idaho, and shall be fully responsible to CITY for any damages to CITY and delays to the PROJECT as specified in the indemnification provision of this Agreement. CONSULTANT shall perform services as expeditiously as is consistent with professional skill and care and the orderly progress of the work. Unless approved by CITY, CONSULTANT shall not exceed the time limits established by the schedule, except for circumstances out of CONSULTANT's control with written approval by CITY. No other provision under this Agreement shall be interpreted or construed to elevate this standard of care.

D. Adherence to Law Required. All applicable Federal, State and Local statutes and regulations are hereby made a part of this Agreement and shall be adhered to at all times. Violation of any of these statutes or regulations by CONSULTANT shall be deemed material and shall subject CONSULTANT to termination of this Agreement for cause. No pleas of misunderstanding or ignorance on the part of CONSULTANT will, in any way, serve to modify the provisions of this requirement. CONSULTANT and its surety shall indemnify, defend and hold harmless CITY and its employees, agents, engineers and representatives against any claim or liability arising from or based on the violation of any such laws, codes, ordinances, or regulations, whether by CONSULTANT, CONSULTANT's employees, or its subcontractors.

1. Pursuant to Idaho Code § 67-2359, CONSULTANT certifies that it is not currently owned or operated by the government of China and will not for the duration of the Agreement be owned or operated by the government of China. The terms in this section defined in Idaho Code § 67-2359 shall have the meaning defined therein.

2. CONSULTANT certifies it is not currently engaged in, and will not for the duration of the Agreement engage in, a boycott of goods and services from Israel or territories under its control. Failure to comply with Idaho Code § 67-2346 will result in this Agreement being void as against public policy.

3. Pursuant to Idaho Code Title 18 Chapter 87, CONSULTANT certifies that it is not an abortion provider or an affiliate of any abortion providers and does not, and will not for the duration of this Agreement, authorize the use of state facilities or public funds for abortion related activity.

E. Insurance. CONSULTANT shall not commence Services under this Agreement until it has provided evidence satisfactory to CITY that it has secured all insurance required under this Section. In the event CONSULTANT fails to provide or maintain all required insurance, CITY may, in its sole discretion, obtain such insurance and deduct the amount therefor from the total compensation. CONSULTANT shall, at its sole cost and expense, secure and maintain in force, during the term of this Agreement, the following insurance:

1. Worker's compensation and employer's liability insurance as required by the State of Idaho;

2. Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from use of motor vehicles, including on-site and off-site operations, and owned, non-owned, or hired vehicles, with one million dollars ($1,000,000) combined single limits;

3. Commercial general liability insurance covering claims for injuries to members of the public or damage to property of others arising out of any covered negligent act or omission of CONSULTANT or of any of its employees, agents, or subcontractors, with one million dollars ($1,000,000) per occurrence and two million ($2,000,000) in the aggregate;

4. CONSULTANT shall procure and maintain professional liability insurance covering liability for negligent acts, errors or omissions in providing or failing to provide professional services, with a minimum coverage limit of one million dollars ($1,000,000). Coverage shall be in force during the term of this Agreement and for a period of at least twelve (12) months thereafter.

CONSULTANT shall furnish CITY with certificates of insurance as evidence these policies are in effect.

F. Indemnity and Hold Harmless.

1. CONSULTANT waives any and all claims and recourse against CITY including rights of contribution for loss or damage to persons or property arising from, or growing out of, or in any way connected with or incident to CONSULTANT's performance of this Agreement, except for liability arising out of the sole negligence of CITY or its officers, agents or employees.

2. CONSULTANT agrees to indemnify and hold harmless CITY and its officers, agents and employees against all losses and damages of any nature whatsoever, resulting from any injury or damages sustained by any person(s) or property to the extent resulting from any negligent act, error or omission of CONSULTANT or its agents, employees, subcontractors or consultants. CONSULTANT's obligation to indemnify and hold harmless CITY shall not be limited to the amount of insurance actually secured under this Agreement, but shall extend to the full amount on any claims, loss or damage incurred or awarded, including costs, expenses and attorney fees.

G. Costs and Attorney Fees. If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party

reasonable attorney's fees and all other reasonable costs of such action, including expert witness fees and expenses, unless a court order or state law requires a different allocation.

H. Jurisdiction, Venue, and Non-Waiver. It is agreed that this Agreement shall be construed under and governed by the laws of the State of Idaho. In the event of litigation concerning it, it is agreed that proper venue shall be the District Court of the Second Judicial District of the State of Idaho, in and for the County of Latah. Failure of either Party to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

I. Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each Party to this Agreement. However, CONSULTANT shall not assign or transfer, by operation of law or otherwise, any or all of its rights, burdens, duties or obligations without the prior written consent of CITY. Any attempted assignment without such consent shall be invalid and void.

J. Consultant Representative. CONSULTANT hereby designates Ned Warnick as CONSULTANT's project manager ("Project Manager") to manage and direct the work of CONSULTANT. The Project Manager shall represent CONSULTANT and be in attendance at all PROJECT work session meetings (with limited approved exceptions); shall direct the work of CONSULTANT and its sub-consultants; and shall serve as the primary point of contact and communications for CITY. CONSULTANT shall not change the Project Manager without CITY's written consent. Such consent shall only occur upon the satisfaction of CITY that the proposed new Project Manager possesses the professional skills, experience and acumen to successfully perform the services provided for herein. Such consent shall not be unreasonably withheld or delayed.

K. City Representatives. CITY shall designate a person to act as its representative for the performance of this Agreement ("CITY's Representative"). CITY's Representative shall be authorized to act as liaison between CONSULTANT and CITY in the administration of this Agreement and shall have the power to act on behalf of CITY for all purposes under this Agreement CITY may designate new and/or different individuals to act as CITY's Representative from time to time. CITY's Representative shall render decisions in a timely manner so as to avoid unreasonable delay in the orderly and sequential progress of the Services.

L. Such communications as are required by this Agreement shall be satisfied by mailing or by personal delivery to the Parties at the following addresses:

CONSULTANT:	CITY:
Design West Architects, P.A. Ned Warnick Project Manager 254 E. Main St. Pullman, WA 99163	City of Moscow Cody Riddle Deputy City Supervisor P O Box 9203 Moscow, ID 83843

M. Conflict of Interest and Special Warranty. CONSULTANT covenants that it presently has no interest and shall not acquire any interest, direct or indirect, in the Project, which would conflict in any manner or degree with the performance of its Services hereunder. CONSULTANT further

covenants that, in performing this Agreement, it shall employ no person who has any such interest. CONSULTANT warrants that nothing of monetary value has been given, promised or implied as remuneration or inducement to enter into this Agreement. CONSULTANT declares that no improper personal, political or social activities have been used or attempted in an effort to influence the outcome of the competition, discussion, or negotiation leading to the award of this Agreement. Any such activity by CONSULTANT shall make this Agreement null and void.

N. Special Provisions.

1. Ownership and Publication of Materials. All reports, information, data, and other materials prepared by CONSULTANT, pursuant to this Agreement, shall be the property of CITY, which shall have the exclusive and unrestricted authority to release, publish, or otherwise use them, in whole or in part. All such materials developed under this Agreement shall not be subject to copyright or patent in the United States or in any other country without the prior written approval and express authorization of CITY. It is mutually understood that any alterations made to documents without CONSULTANT's direction shall void CONSULTANT's liability under this subsection.

2. Disclosure of Materials. It is expressly understood by CITY and CONSULTANT that all reports, information, data and other materials prepared by CONSULTANT pursuant to this Agreement, may be subject to disclosure under Idaho Code § 74-101, et seq, commonly known as the Public Records Act unless exempt from disclosure. CONSULTANT shall clearly designate individual documents as "exempt" on each page of such documents and shall indicate the basis for such exemption. CITY will not accept the marking of an entire document as exempt. In addition, CITY will not accept a legend or statement on one (1) page that all, or substantially all, of the document is exempt from disclosure. CONSULTANT shall indemnify and defend CITY against all liability, claims, damages, losses, expenses, actions, attorney fees and suits whatsoever for honoring such a designation or for CONSULTANT's failure to designate individual documents as exempt. CONSULTANT's failure to designate as exempt any document or portion of a document that is released by CITY, shall constitute a complete waiver of any and all claims for damages caused by such release.

3. Americans With Disabilities Act. CONSULTANT will use its professional efforts to interpret all applicable Federal, State and Local Laws, rules and regulations with respect to access, including those of the Americans with Disabilities Act of 1990 ("ADA"). CONSULTANT will adhere to the standard of care provided for in this Agreement and will use its reasonable professional efforts and judgment in making its interpretations.

O. Project Confidentiality. All communications and reports for Project shall be handled in a professional manner. After Project, CONSULTANT shall return to CITY all documents obtained from CITY or generated during the course of this Project. If CONSULTANT or CITY receives information specifically designated "confidential", the receiving Party shall keep such information strictly confidential and shall not disclose it to any other person except (1) its employees; (2) those who need to know the content of such information in order to perform services solely and exclusively for the Project; (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information; (4) as required pursuant to Idaho Code §74-101, et seq.; or (5) as ordered by a court of competent jurisdiction. CITY herein designates the following as confidential information: security measures; security access codes;

pending real estate purchases, exchange, lease or value; any information pertaining to litigation; student likenesses and student record information; employee information; and any other information deemed confidential by law.

P. Qualified Estimates of Cost. The estimates of cost for Project herein are to be prepared by CONSULTANT through exercise of CONSULTANT's professional experience and judgment in applying presently available cost data; but it is recognized that CONSULTANT has no control over cost of labor and materials or over competitive bidding procedures and market conditions. Nothing in this paragraph shall serve to release or relieve CONSULTANT from exercising the skill, care, and professional judgment exercised by similarly situated professional organizations. CITY acknowledges that CONSULTANT makes no warranty, express or implied, as to the accuracy of such opinions as compared to bid or actual costs

Q. Modification and Assignability of Agreement. This Agreement represents the entire and integrated agreement between CITY and CONSULTANT and supersedes all prior negotiations, representations and agreements, either written or oral. This Agreement may be amended only by written instrument signed by the Parties hereto. CONSULTANT may not subcontract or assign its rights (including the right to compensation) or duties arising hereunder without the prior written consent and express authorization of CITY. Any such subcontractor or assignee shall be bound by all of the terms and conditions of this Agreement as if named specifically herein.

R. Records. CONSULTANT shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. CONSULTANT shall, during normal business hours, allow a representative of CITY to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. CONSULTANT shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of five (5) years from the date of final payment under this Agreement.

S. No Third-Party Rights. This Agreement shall not create any rights in, or inure to the benefits of, any third-party except as expressly provided herein.

T. Exhibits and Recitals. All exhibits and recitals contained herein and attached hereto are material parts of this Agreement and are incorporated as if fully set forth.

U. Severability. Should any provision in this Agreement be held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

V. Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the addresses shown above, or at such other address as the respective Parties may provide in writing for this purpose.

W. CITY's Right to Employ Other Consultants. CITY reserves the right to employ other consultants in connection with this PROJECT.

X. Drug/Tobacco Free Facilities. All CITY facilities are drug and tobacco free facilities. Any drug and/or tobacco use (smoked or smokeless) is prohibited at all times on all areas of CITY facilities.

Y. Employment Discrimination. It is illegal under the U.S. Federal law to discriminate against an employee, either intentionally or through disparate impact, on account of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. CONSULTANT shall not discriminate against any employee or applicant for employment. CONSULTANT's action under this Section shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. CONSULTANT agrees to post in conspicuous places, available to employees and other applicants for employment, notices setting forth the provisions of this non-discrimination Section.

Z. Appropriations and Approval. This Agreement is contingent upon CITY receiving the necessary funding to cover the obligations of CITY. In the event that such funding is not received or appropriated, then, and in that event, CITY's obligations under this Agreement shall cease and each Party shall be released from further performance under this Agreement without any liability to the other Party.

AA. Authority to Execute. The persons executing this Agreement on behalf of their respective Parties represent and warrant that they have the authority to do so under law and from their respective Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date indicated above.

CONSULTANT

Design West Architects, P.A.

By: _____

Ned Warnick

CITY

City of Moscow

By: _____

Arthur D. Bettge, Mayor

ATTEST:

_____

Laurie M. Hopkins, City Clerk

CITY OF MOSCOW INCORPORATED JULY 12 1887 STATE OF IDAHO

Approved as to Form:

Mia Bautista, City Attorney

ACKNOWLEDGMENT

STATE OF Washington)
) ss.
County of Whitman)

On this 31st day of May, 2024, before me, a Notary Public in and for said State, appeared Ned Warnick, known to me to be the person named above and acknowledged that they executed the foregoing document as the duly authorized representative for Design West Architects, P.A.

Chelsea Raye Holstad
Notary Public for the State of Washington
My commission expires Jan. 27, 2027

CHELSEA RAYE HOLSTAD
Notary Public
State of Washington
Commission # 151971
My Comm. Expires Jan 27, 2027

DESIGN WEST

April 25, 2024

Cody Riddle
Deputy City Supervisor, Community Development
City of Moscow
Moscow, ID 83843

RE: East City Park Stage Replacement – 30% Design
Design Team - Fee Proposal

Dear Cody,

Thank you for considering Design West Architects, for providing design team services on the proposed replacement of the East City Park Stage, based on the previous work our firm accomplished in 2010 and 2012. Based on our background, and our recent communications we understand that the city would like to advance the previous design concept to a 30% level to confirm a current scope and cost for the project.

Scope:
The stage project as envisioned in 2010-12 was estimated to cost approximately $500,000 at that time. Since that time the restroom portion of the project has been completed. That portion of the original scope represented approximately 25% of the overall project. Utilizing an online construction escalation calculator it suggests that the updated construction cost of the remaining scope to replace the stage may be $600,000 to $700,000. The following scope of services and fee proposal assumes that the project will be updating the previous design; should the scope be revised to be significantly larger or smaller then this proposal may not be applicable.

Services:
Design West Architects proposes to provide architectural services for the proposed upgrades as follows:

Design Update & Confirmation:

1. Work-session #1: Meet with the City of Moscow representatives to walk-through the previous design and the existing restroom facility and the proposed site to discuss the project.
2. Based on the input received in Work session #1 the design team will review the previously proposed design. The design review will consider current building code, and zoning requirements that apply to the project.
3. The design team will review and update the preliminary construction cost estimate for the previously proposed design.
4. Work session #2: Meet with the City of Moscow representatives to review the updated design and cost information. The design team will receive comments and provide minor revisions to the design and preliminary cost estimate as directed by the City representatives.

Outreach:

5. Work-session #3: Meet with the City of Moscow representatives, user groups and the public to present the updated design and preliminary estimated costs for the project.
6. Based on the input received in work session #3 the design team will refine the preferred option to apply requested revisions and provide additional definition to that concept plan. The design team will update the preliminary construction cost estimate.

PULLMAN, WASHINGTON
SPOKANE, WASHINGTON
KENNEWICK, WASHINGTON
MERIDIAN, IDAHO
ONTARIO, OREGON

DESIGN WEST ARCHITECTS, P.A.

254 E. MAIN STREET
PULLMAN, WASHINGTON 99163
TEL. 509-332-3113
designwest@designwestpa.com

7. Work session #4: Meet with the City of Moscow representatives and possibly user groups to present the final draft concept plan, and preliminary cost estimate.
8. Based on the input from the previous work sessions the design team will make requested revisions and prepare a final design study, defining the conceptual design of the project, preliminary cost estimate and proposed project schedule. In addition to site & floor plan diagrams, the final feasibility study will include up to three renderings to illustrate the scope of the project.

The fee is based upon the assumption that only architectural services shall be required. This fee does not include any other engineering consultants, specialty consultants or surveyors and any detailed material testing or hazardous materials surveys are excluded from this proposal.

Please note that the deliverables from this effort will not be suitable for permitting or construction. Should the project progress further we will negotiate an updated Owner-Architect Agreement at the time the project scope is fully defined. Our services will be provided under the basic provisions and conditions contained within a standard City of Moscow Agreement for Professional Design Services. The Design Firm's hourly rates to be included in the agreement for any additional services shall be the current rates listed below.

Compensation:

Compensation Basis: Fixed fee of ***$18,700***. The fee would be invoiced monthly, based upon the percentage of completion of each phase of services. This fee is broken down by the following phases:

Design Update & Confirmation Phase	$11,300
Outreach Phase	$7,400
Construction Documents Phase	TBD
Permitting & Bidding	TBD
Construction Administration	TBD
Total compensation for services (current proposal	$18,700

Reimbursable Expenses:

Reimbursable expenses would generally be included in the base fee, with the exception of large size color plotting. Should these services be requested Design West will provide costs for these services prior to proceeding.

Additional Services if required/requested:

It is possible, depending on input received from the client, additional services may be required or requested. Should further services for more extensive planning, consideration of alternative scopes, multiple meeting attendance, or preparation of multiple graphics packages, estimates, or reports; these services would be authorized in advance, the architect shall proceed upon written authorization for these additional services. Any additional services would be negotiated on the basis of standard hourly rates.

Standard Hourly Rates: valid through December 2024

Principal Architect	-	$200 / hour
Senior Architect	-	$180 / hour
Project Manager	-	$160 / hour
Production Staff	-	$120 / hour
Administrative Staff	-	$90 / hour

If this is acceptable, please let us know if you will prepare a contract, or if we should provide the draft form of agreement. If you have any questions, please let me know.

Sincerely,

Ned Warnick, AIA, LEED AP®
Principal

DESIGN WEST ARCHITECTS

City of MOSCOW

EAST CITY PARK STAGE REPLACEMENT

City Council Update-December 16, 2024

NOVEMBER 15, 2024 STAKEHOLDER MEETING

Rendezvous in the Park

Renaissance Fair

Earth Day

Hemp Fest

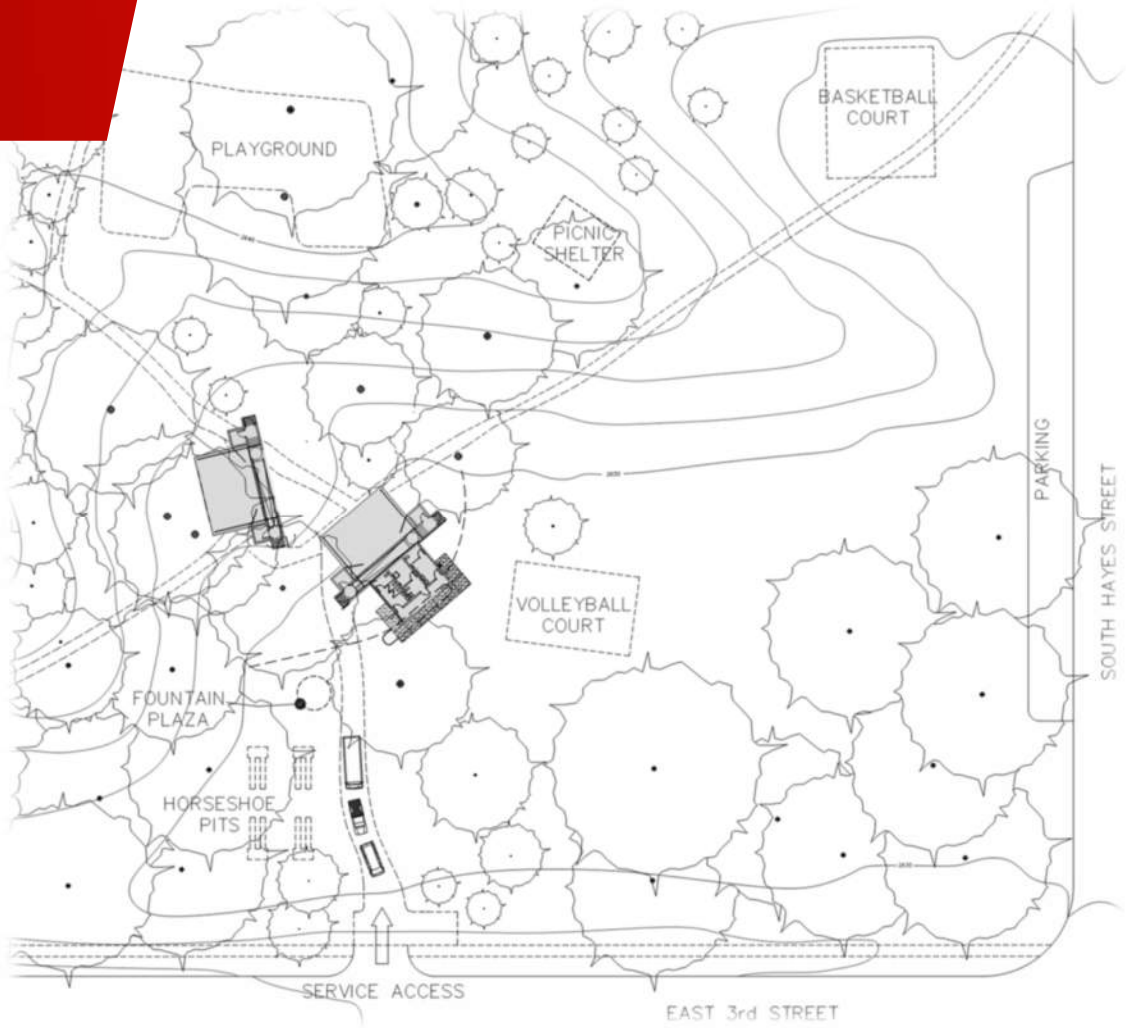
Palouse Pride

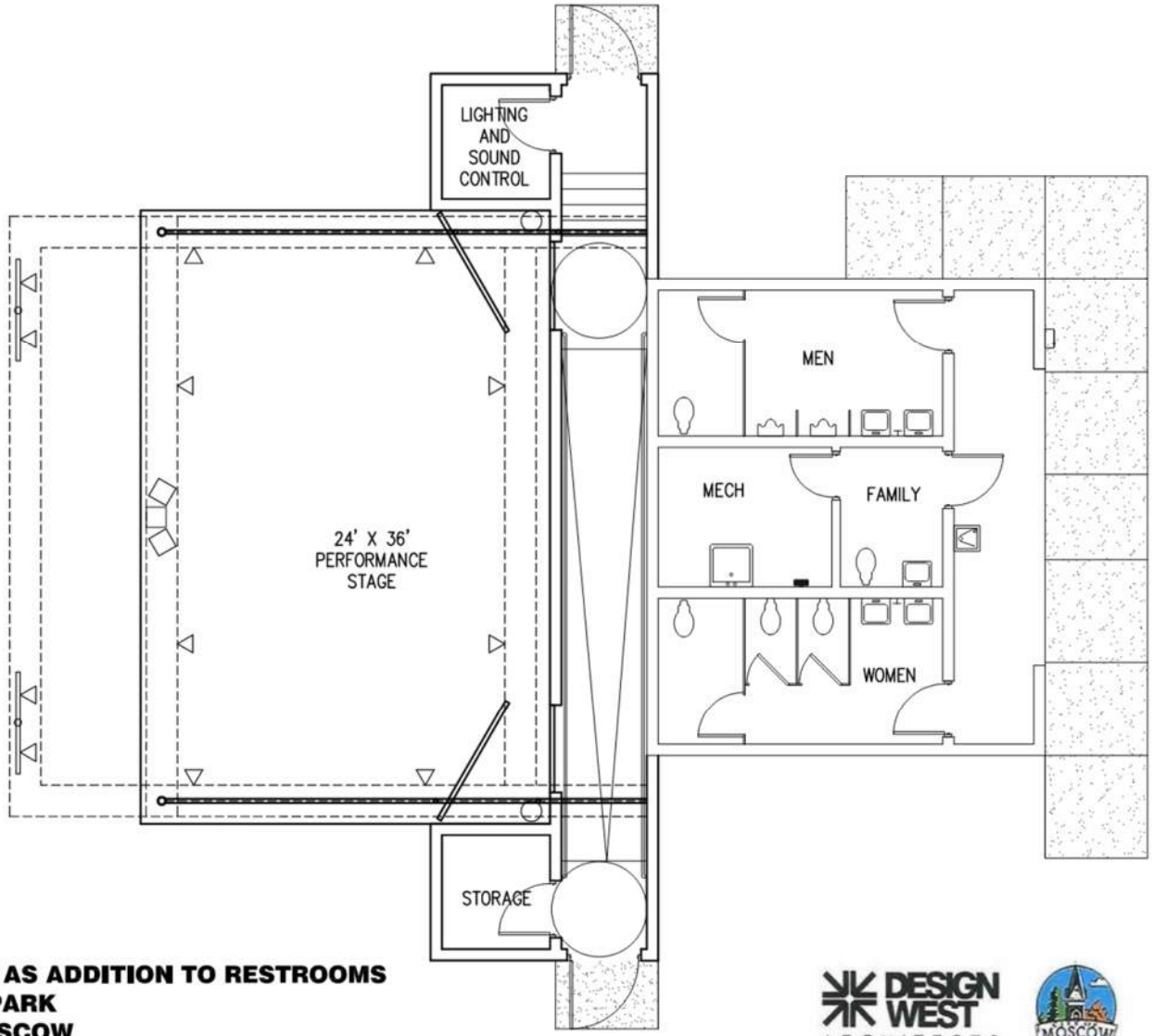
Moscow Community Band

Festival Dance

Latah Recovery Festival

City Staff

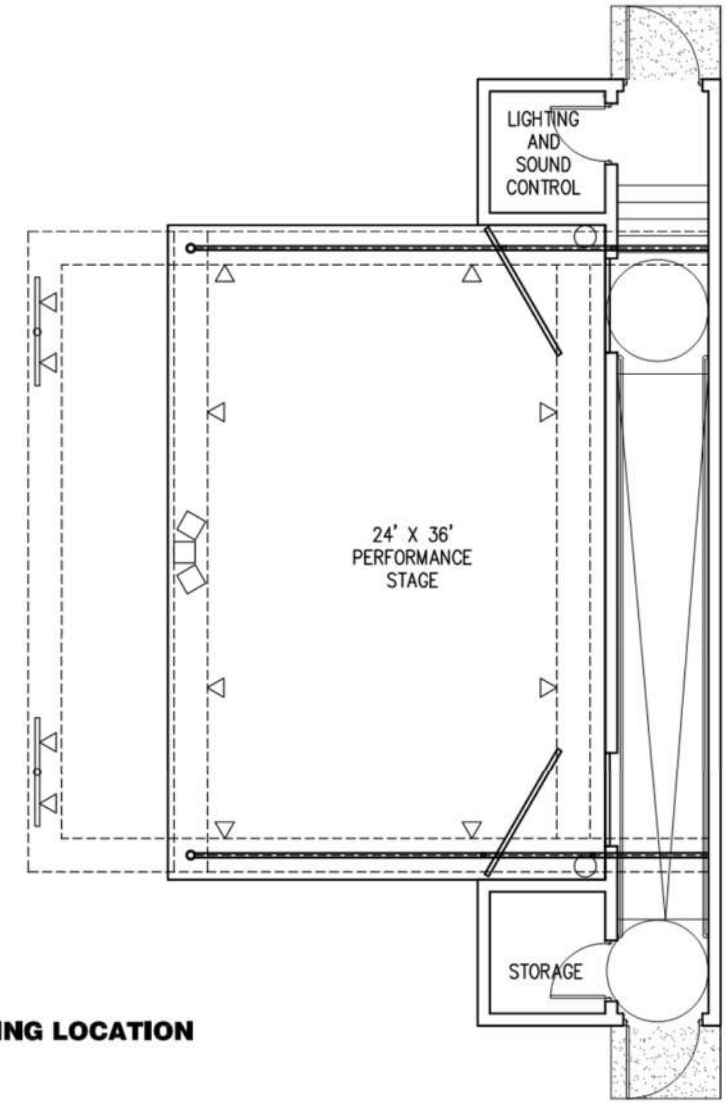




NEW STAGE AS ADDITION TO RESTROOMS
EAST CITY PARK
CITY OF MOSCOW
SCALE: 1/8" = 1'-0" DATE: 08/08/24

DESIGN WEST ARCHITECTS

NORTH



NEW STAGE IN EXISTING LOCATION
EAST CITY PARK
CITY OF MOSCOW

SCALE: 1/8" = 1'-0" DATE: 08/08/24

DESIGN WEST ARCHITECTS

NORTH

New Stage as Addition to Restrooms
(West View)

CITY OF MOSCOW

DESIGN WEST ARCHITECTS

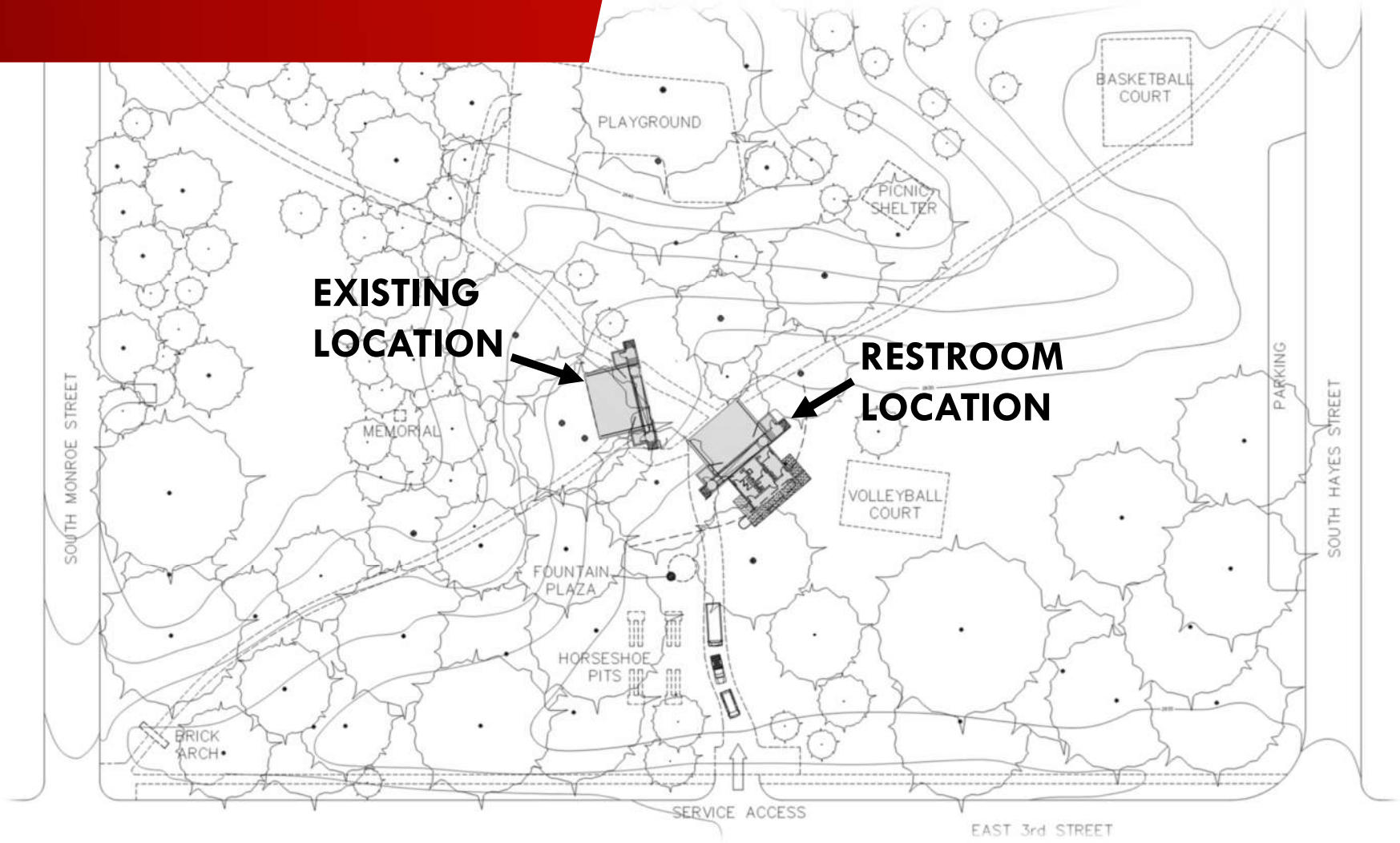
New Stage as Addition to Restrooms
(East View)
CITY OF MOSCOW
DESIGN WEST
ARCHITECTS

New Stage as Addition to Restrooms
(North-East View)
CITY OF MOSCOW
DESIGN WEST
ARCHITECTS

New Stage in Existing Location
(North-West View)
CITY OF MOSCOW
DESIGN WEST
ARCHITECTS

New Stage in Existing Location
(North View)
CITY OF MOSCOW
DESIGN WEST
ARCHITECTS

LOCATION STUDY



RESTROOM LOCATION

PROS

Only requires removal of one small tree

Utilizes back wall of restroom (reduced cost)

Electrical service already in place (reduced cost)

Eliminates issues with setting sun for performers

Minimizes noise and distraction from Third Street

Increased amphitheater seating space

Improved site lines

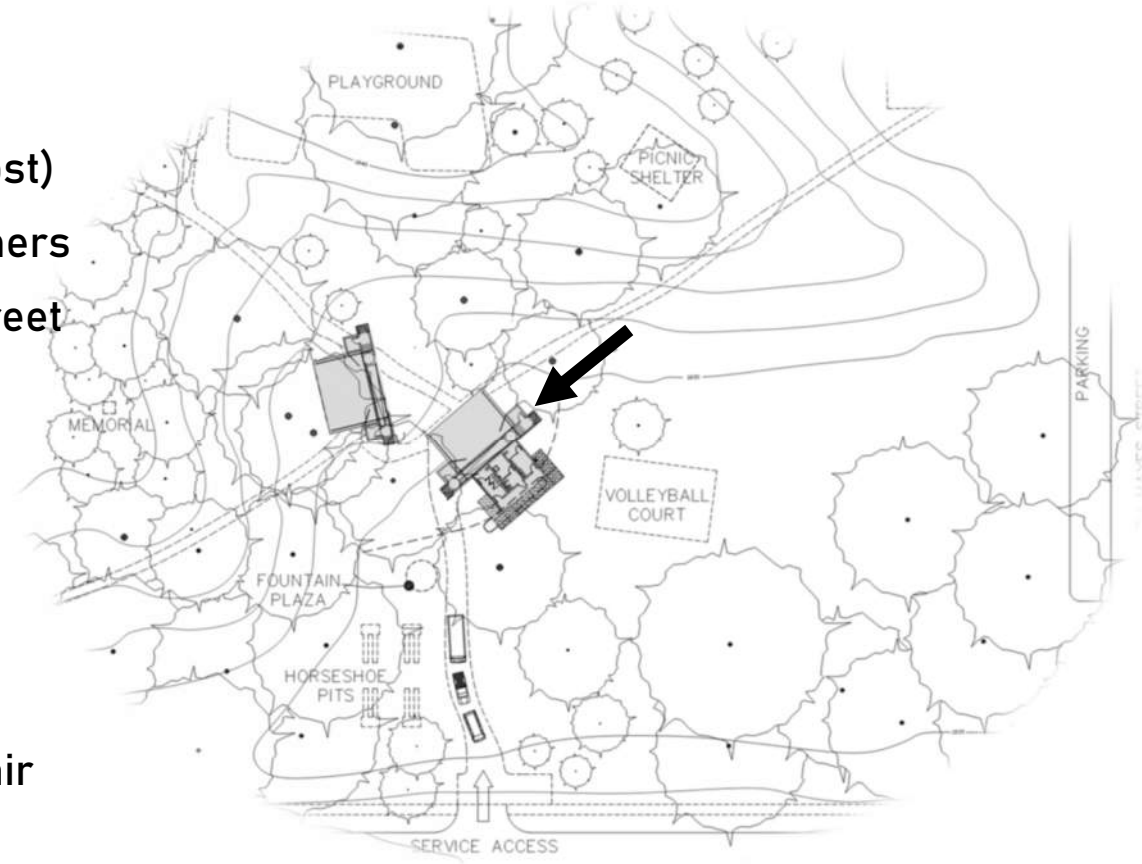
Accommodates larger audiences

Single structure minimizes paving

CONS

Will require additional grading/landscape repair

Removal of paving required for new stage



EXISTING LOCATION

PROS

Reduced disturbance of landscape (turf)

Less paving removed

CONS

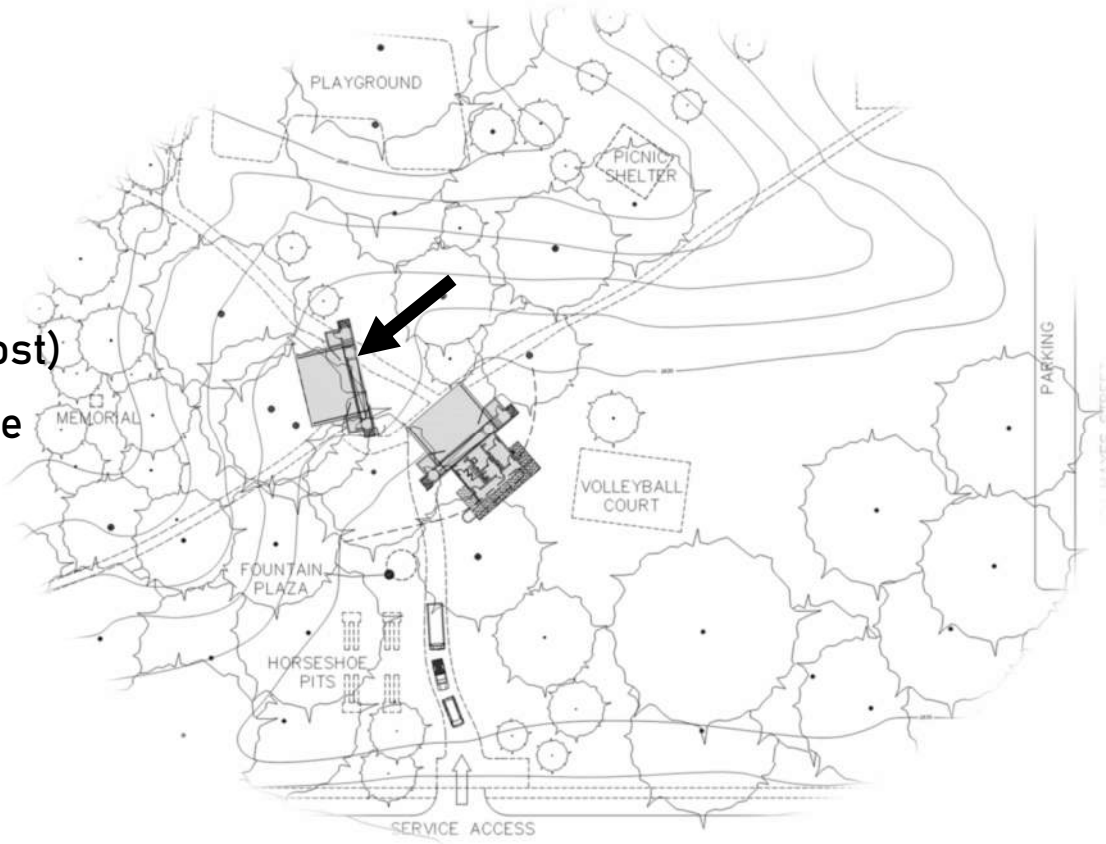
Requires removal of three large trees

Cannot use existing restroom wall (increased cost)

Orientation places setting sun in performers face

Reduced visibility

Smaller seating area

Paving required to access separate structures

Extension of electrical service (increased cost)