

Moscow City Council



Regular Meeting ~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, March 3, 2025

7:00 PM

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

The meeting was called to order at 7:00 p.m.

PRESENT: Mayor Art Bettge, Bryce Blankenship, Drew Davis, Sandra Kelly, Julia Parker, Gina Taruscio

ABSENT: Hailey Lewis

STAFF: Bill Belknap, Cody Riddle, Sarah Decker, David Schott, Renee Tack, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council Member Blankenship led the Pledge of Allegiance.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council February 18, 2025 Minutes - Laurie M. Hopkins

B. Approval of Payment of Claims - Sarah Decker

C. Earth Day Celebration Alcohol Use Request in East City Park - Amanda Argona

Inland North Waste is sponsoring an Earth Day Celebration on Saturday, April 26th, from 4 to 7 pm in East City Park. The annual event honors the ways our community protects and preserves our environment and is offered free of charge. Live music and eco-minded organizations are part of this event, in addition to food and a beer garden. The applicant anticipates 1 (one) licensed beer vendor in the beer garden, which is estimated to be 25'x25' in size. Following standard operating procedures for events with alcohol within a City Park, Inland North Waste is requesting the allowance of attendees to possess and consume alcoholic beverages within the 25'x25' beer garden during the aforementioned date and time. Per Moscow City Code, Section 5-13-4, a draft resolution has been prepared by the Community Events Division and reviewed by the Legal Department for the Council's consideration to permit this typically prohibited activity. This was reviewed by the Administrative Committee on February 24, 2025 and recommended for approval.

ACTION: Approve the resolution allowing for the possession and consumption of alcoholic beverages in the designated beer garden in East City Park for Earth Day Celebration for the duration of the event.

D. 2025 Moscow Farmers Market Handbook - Amanda Argona

In 2018, the Farmers Market Commission and Community Events Division implemented the first iteration of the Moscow Farmers Market Handbook. The Handbook is an expanded policy document meant to provide clarity and serve as a resource for anyone seeking information on the Market, as well as hold Market participants accountable for operating procedures. At the end of each season, the policies that make up the Handbook are considered in depth by staff and the Farmers Market Commission. The Commission reviewed the proposed changes to the Handbook on February 4,

2025, and are presenting accepted changes for approval and adoption by the Council for the 2025 Market Season. This was reviewed by the Administrative Committee on February 24, 2025 and recommended for approval.

ACTION: Approve the 2025 Moscow Farmers Market Handbook.

E. Rural & Tribal Assistance Pilot Program Grant Request - Alisa Anderson / Scott Bontrager

The U.S. Department of Transportation, Build America Bureau, has announced \$27 million for the Rural and Tribal Assistance Pilot Program (RTAPP) in no-match funds for transportation project development. Eligible activities include technical assistance grants to rural and tribal communities for the planning and design phases to develop transportation projects. The grant funding can be used to hire staff or advisors to assist with planning and design phase activities, including feasibility studies, preliminary engineering and design, and environmental review. Single project grants can range from \$200,000 up to \$750,000 each. Staff has identified the engineering and design of the “Palouse River Drive Corridor Multimodal Improvement Project” (PRDC) as eligible to submit for the RTAPP funding opportunity. The project will start from Highway 8 on Mountain View Road, then south to East Palouse River Drive, continuing to West Palouse River Drive, ending at the city limits near Sand Road. Staff estimates total project costs, for preliminary design services, not to exceed \$600,000. This was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

ACTION: Approval to submit a grant application to the Rural and Tribal Assistance Pilot Program for preliminary engineering and design services for the Palouse River Drive Corridor Multimodal Improvement Project in an amount not to exceed \$600,000.

F. C Street Frontage Improvements - Bid Results & Contract Award - Scott Bontrager

This project's scope is to provide frontage improvements to the south portion of the Moscow Recycling Center along C Street. It consists of the removal of existing pedestrian ramps and curbs and the construction of new ADA compliant pedestrian ramps, curb, sidewalk, asphalt pavement, concrete pavement, street trees, historical style lighting, fencing, and associated work on the north half of C Street from Almon Street to Washington Street. This work also includes storm drainage adjustments to accommodate the new curb location. The City published an advertisement for bids on January 25, 2025, and the Engineer's Estimate for construction was \$299,497.50. Bids were opened on February 11, 2025, at which five (5) bids were received. The bids ranged from \$290,982.00 to \$422,277.00. Of those bids, the lowest responsive bid received was submitted by ML Albright & Sons of Lewiston, ID with a bid of \$290,982.00. A bid tabulation is included in the packet. This was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

ACTION: Accept the bid from ML Albright & Sons, award the contract in the amount of \$290,982.00 and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

G. Camas Street Water Main Project - Bid Results & Contract Award - Bob Buvel

This project's scope includes construction of approximately 1800 linear ft of 8” DR 18 C900-16 water main, 520 linear ft of 1” HDPE service line, replacing 28 water services, as well as surface restoration of streets, sidewalk, and green strips. Construction of water main and service lines includes new hydrants, associated fittings/valves, thrust restraints, and connection to existing water mains and service lines. The City advertised for bids on January 25, 2025 & February 1, 2025, and the project was budgeted for \$946,570. The engineer's estimate for construction was \$839,710. Bids were opened on February 11, 2025, at which nine (9) bids were received. The bids ranged from \$609,543.00 to \$973,700.00. Of those bids, the lowest responsive bid received was submitted by

Accelerated Construction of Desmet, ID with a bid of \$609,543.00. A bid tabulation is included in the packet. This item was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

ACTION: Accept the bid from Accelerated Construction, award the contract in the amount of \$609,543.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

Kelly moved and Davis 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)

Mayor Bettge presented to the City Council for consideration the appointment of Vanessa Stevens to the Human Rights Commission; Tanya Denison to the Transportation Commission; Leah Halterman to the Fair & Affordable Housing Commission. Kelly moved and Blankenship seconded approval of the appointment. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Leah Halterman said she has been a realtor for over five years and this is something she is in contact with a lot. She hopes she can be an asset as Moscow continues to grow.

Tanya Denison said one of the best things in Moscow is how easy it is to bike and walk. She has been a member of the Moscow Pathways Commission and has been able to focus on active transportation. She hopes to be a voice for all citizens.

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

None offered.

4. 1912 Center Annual Report - David Schott / Jenny Kostroff

Schott introduced Jenny Kostroff, Executive Director for Heart of the Arts (HAI). HAI has been running the 1912 Center since 2007. This year they hired Knit to draw up a schematic drawing for the third floor. The building has been busy with some great art shows and is hosting the Welcome Table, a grant funded community dinner. There were 10 meals last year involving 112 people and different chefs at each meal. "1912 Center Makes" is a grant funded art class and has been popular this past year. HAI has started a weekly electronic newsletter that comes out every Monday. Kostroff provided a brief history of the building.

5. Annual Comprehensive Financial Report Presentation (ACTION ITEM) - Sarah Decker /Nick Nicholson

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Decker said staff have been working on the audit since September and gave special thanks to Renee Tack who headed up the audit. Nick Nicholson said the audit is presented to the Governmental Accounting Standards Board and if awarded, can benefit rates on bonds. As of the end of FY2024, the City's government-wide net position increased by \$13,702,592 (7.7%) to \$190,819,618. The increase identified in the business-type and governmental activities restricted net position is due to accumulation of current and future capital outlay. The City's governmental restricted fund balance of \$1,836,636 consists of \$565,061 for debt service, \$317,147 for highway user tax purposes, and \$796,455 for culture and recreation. The City's business-type activities restricted net position of \$39,393,205 consists of \$38,990,509 for water, sewer, stormwater and sanitation capital projects and \$402,696 for debt service. A healthy fund balance allows a city to continue running if something were to occur. Two months would be

the minimum recommendation of a healthy fund balance. Nicholson described the funds in which Streets has had some major projects so reflects some decrease in fund balance. There is good equity in the water and sewer funds and both are accumulating for future capital projects. Nicholson explained how they review risk such as reaching out to the banks, the county, and the state to confirm revenues and match them to city reports. For expenditures, it is unrealistic to review every check. Presnell and Gage pull a random sample of checks. If they find something out of the ordinary, they will test more and determine if it is fraud or process related. They use their professional judgment and expertise, possibly value by dollar figure and if something rises above it, they fix, adjust or qualify report. Testing includes the processes to check internal controls. If findings were to show something material, Moscow would not receive the award. If there was a material mistake, they would test the new process.

Parker moved to accept the city of Moscow audited Annual Comprehensive Financial report. Kelly seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Historic Preservation Commission – Davis said the Commission discussed a historic district on the university campus.

Moscow Urban Renewal Agency – Davis said they are discussing a community forum for the 6th and Jackson property.

SMART Transit – Kelly said they are working on the usual sailing along.

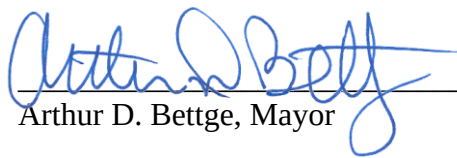
1912 Center Development Committee – Kelly said the committee is on track to bring ideas to the Council.

Mayor

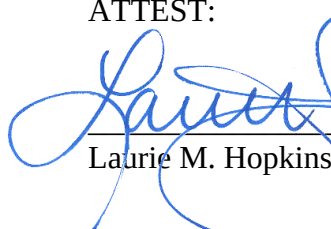
Mayor Bettge said he has been attending the legislative updates; State of the City; public works annual meeting/awards; United Way fundraiser.

ADJOURN

It was moved, seconded and mutually agreed upon to adjourn at 8:17 p.m.


Arthur D. Bettge, Mayor

ATTEST:


Laurie M. Hopkins, City Clerk

