

Moscow City Council



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, June 16, 2025

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 May 19, 2025 Minutes - Laurie M. Hopkins

B. Approval of Moscow City Council June 2, 2025 Minutes - Laurie M. Hopkins

C. Approval of Payment of Claims - Sarah Decker

D. Disbursement Report May 2025 - Sarah Decker

Staff presented the May 2025 Accounts Payable Report to the Public Works / Finance Committee on June 9th, 2025. The Committee received the report and recommended approval of the disbursement report.

ACTION: Accept the Disbursements Report for the month of May 2025.

E. Leading Idaho Bridge Program - Grant Award Agreement - Alisa Anderson / Scott Bontrager

In 2022, Idaho Senate Bill 1359 authorized \$200 million in one-time funding for the repair or replacement of bridges greater than 20' in length under the Leading Idaho Local Bridge Grant program with no maximum grant request amount and no local match requirement. Based on bridge inspections reports performed by the Idaho Transportation Department (ITD) the eligible bridges must be in poor condition or be posted for load weight limits to qualify. The only qualifying bridge in the city limits in 2022 was the Sand Road Bridge, built in 1971 over the South Fork of the Palouse River, which is a 51-foot-long bridge posted with load restrictions. The bridge was recommended for replacement, so Staff

submitted a grant request for this project in June 2022. Moscow was notified in early 2024 that the bridge replacement request had been approved for funding. The project is scheduled for design in 2025 and construction in 2026 and will be fully funded, with no City match, by this award. A Resolution is also attached to this report included with Attachment A LHTAC/Local Agreement. This was reviewed by the Public Works/Finance Committee on June 9, 2025, and recommended for approval.

ACTION: Approval to accept the award for replacement of the Sand Road Bridge by executing the LHTAC/Local Agreement Leading Idaho Bridge Program, and the corresponding Resolution.

F. Idaho Fire Fighter License Plate Grant Program - Alisa Anderson / Dan Ellinwood

The Idaho Fire Chief's Association (IFCA) sponsors the 2025 Idaho Fire Fighter License Plate (FFLP) grant program on an annual basis. Grant requests must comply with the legislated guidelines to be used "exclusively for fire safety education" of firefighters, fire chiefs, and the public. The Moscow Volunteer Fire Department (MVFD) is requesting funding to purchase Realistic Rescue Manikins for training purposes. These rescue manikins can withstand intense training scenarios and are easy to interact with. They are built from tough materials and can handle the roughest training scenarios. The manikins also have anatomically correct weight distribution to give the "feel" of a real live person and can survive a 2-3-story drop without damage. The polyester material is waterproof, making the manikin suitable for training in wet or dry conditions and can be easily cleaned and dried. These combined features allow for the simulation of a variety of training scenarios. The MVFD is requesting to submit a grant request to purchase two (2) (100 and 175 pound) CPR Savers & First Aid Supply Realistic Rescue Training manikins. The total grant request will not exceed \$1,900.00. The grant application is due June 27, 2025. No match is required for this request. This item was reviewed by the Public Works/Finance Committee on June 9, 2025, and recommended for approval.

ACTION: Approve the MVFD to submit a grant application to the 2025 Idaho Fire Fighter License Plate grant program in an amount not to exceed \$1,900 for the purchase of two Realistic Rescue Manikins for training purposes.

REGULAR AGENDA

2. Public Comment (limit 15 minutes)

3. Second Amended Professional Services Agreement-Moscow City Shop (ACTION ITEM) - Cody Riddle

In April 2024, the City entered into a professional services agreement with Lombard Conrad Architects (LCA) for \$320,610 in design services associated with the construction of a new City shop building. Services included in the original agreement were the preparation of construction drawings and specifications, bidding assistance, project inspections, and closeout, all associated with the new building. Interior improvements to the existing shop building have always been anticipated as part of the larger project. While the Fleet and Parks Departments will move to the new building, Streets and Stormwater will continue to occupy the existing building. To ensure they have a safe and efficient work environment, portions of the interior of the existing building need to be reconfigured to include modernized office space with basic amenities. This necessitates additional design services. LCA has proposed an additional design fee of \$70,102.00 for this work, bringing the total fee for their services on the overall project to \$413,343.00. It is anticipated that design will be complete over the course of the summer, and the tenant improvement project for the existing shop will be bid for construction later this fall. Construction would likely occur in the spring of 2026. A detailed description of the new

services is included in the attached, amended professional services agreement. This item was reviewed, and recommended for approval, by the Public Works/Finance Committee on June 9, 2025.

PROPOSED ACTIONS: Approve the amended professional services agreement; or take other action deemed appropriate.

4. Latah County Independence Day Parade Fee Waiver Request (ACTION ITEM) - Steve Shulte

In 2024, the City adopted Resolution 2024-20 establishing the fees that the City charges for a variety of services. In preparation for the fee resolution, Streets Department staff examined the cost of providing parade traffic control services and found that the prior fee of \$346.50 for the Main Street Minor Route was substantially less than the actual cost of the service. The 2024 fee resolution changed the fee amount to be based on a time and materials basis, utilizing the hourly labor and traffic control signage rental rates included in the fee resolution. As a result, the cost of the Latah County Independence Day Parade increased from the prior fee of \$346.50 to a new fee of \$4,830.84. This is a significant increase in the cost of the event, and the event organizers have submitted a request for the City to waive the device and equipment use fees, which total \$2,590.84. The event organizers would pay the remaining direct labor costs, which are estimated to total \$2,240. The fee waiver request is now before the Council for consideration.

PROPOSED ACTIONS: Approve the proposed fee waiver request in the amount of \$2,590.84; or take other action deemed appropriate.

REPORTS

City Council

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.