

Moscow City Council



Regular Meeting ~Minutes~

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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 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: Mia Bautista, Cody Riddle, Steve Schulte, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council Vice President Davis led the 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.

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

REGULAR AGENDA

2. Public Comment (limit 15 minutes)

None offered.

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.

Riddle introduced the item as written above. Design work will take place this summer with bidding in early fall and construction next year.

Davis felt this update will make employees more efficient. Updating the old shop for this cost is fair. Lewis said this item was discussed at the Public Works/Finance Committee. This remodel was planned and budgeted for. Lewis moved to approve the amended professional services agreement. Davis seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

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.

Schulte introduced the item as written above. he provided history of the change of fees in the fee resolution. The event is identified as a public purpose, meets all the criteria for donations and sponsorship policy, it is a service the city could provide, aligns with the mission and public benefit objectives, and is legally compliant. A similar situation occurred last year with the U of I homecoming parade. The equipment fees were waived, and labor was paid. The application was submitted on March 28. Staff would allow another company to provide traffic control but they would have to be certified.

Kelly said it is a significant increase. The City has done other waivers. She supports a one-time waiver with the caveat the group budget the fees accordingly next year.

Historically there were two parade routes provided by the city. The major is all of Main Street to D Street and includes staging area. The minor is shorter and used for Light Up The Night and Fourth of July parades. City equipment will still be used. Blakenship said he is uncomfortable granting waiver. Approving a waiver sets it up to having this conversation again. The fee is set for a reason.

Taruscio agreed that the fee was already waived for the homecoming parade. She does have an issue with the exclusiveness of this parade. What we need right now is something to pull us together, not something to divide or exclude groups. She has mixed emotions but does think it needs to be waived. The parade organizers need to budget it next year.

Lewis said the budget is tight. This is the first waiver request under the new procurement policy. The U of I was prior to that and did not come before Council for approval. She clarified this discussion isn't whether the parade should happen or not, it is only about the fee waiver. Looking at the fee resolution, Lewis said it isn't a clear message as to what the fees are when it says "at cost." The event cost breakdown in the packet is based on historic numbers and the current fee schedule. Lewis said with revenues down for the City, she feels the fee waiver needs to be denied.

Davis said for a long time the city was subsidizing the cost of labor for parades. Staff had to pivot and start charging for labor. Schulte explained at least 10 signs are specific to parades and 58 signs that are multi-purpose. Davis said no one makes a profit during a parade. The City did approve an exemption for

the U of I. He is in favor of the waiver

Bautista said the U of I received a waiver two years ago but last year they paid the full price.

Blankenship is thinking about the impact of a major versus minor parade. He doesn't want to be in this position again when the next organization asks for a waiver because this was approved. He does not support approving this waiver.

Lewis reminded the public that the City does not make money. The City charges the adequate amount to cover the service and any depreciating value of the thing being rented or allocated. Being surprised about fees is not enough of a reason to waiver the fees.

Baustista explained the U of I Homecoming parade fees over the last few years. Once they were aware of the fee increase, they paid the full amount.

Blankenship said the application was received in March and now two and half months later the waiver is being requested. Staff does not know when the fee was relayed to the applicant.

Drew moved to approve the fee waiver request in the amount of \$2,590.84. Taruscio seconded. Roll Call Vote: Ayes: Three (Blankenship, Lewis, Parker). Nays: Three (Davis, Kelly, Taruscio). Abstentions: None. Motion failed.

REPORTS

City Council

Moscow Tree Commission – Taruscio reported the group is talking about the 2026 Arbor day celebration, including the seedlings and a partnership with the U of I sustainability program. They are also planning pruning education involving contractors

Moscow Urban Renewal Agency – Kelly said the Board is making progress and thinking more creatively with the 6th and Jackson property. One idea is to break it up into two triangles.

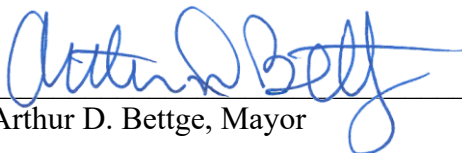
Moscow Volunteer Fire Department – Kelly said they got their new radios.

Fair and Affordable Housing Commission – Parker reported the Commission discussed a housing authority.

Council members spoke on other meetings and events they attended.

ADJOURN

It was mutually agreed upon to adjourn at 7:53 p.m.



Arthur D. Bettge, Mayor

ATTEST:



Laurie M. Hopkins, City Clerk

