

Moscow City Council



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

Monday, July 21, 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 July 7, 2025 Minutes - Laurie M. Hopkins

B. Approval of Payment of Claims - Sarah Decker

C. Disbursement Report June 2025 - Sarah Decker

Staff presented the June 2025 Accounts Payable Report to the Public Works / Finance Committee on July 14th, 2025. The Committee received the report and recommended approval of the disbursement report.

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

D. Third Quarter Financial Report April 1, 2025 to June 30, 2025 for FY2025 - Sarah Decker

Staff presented the financial report for the third quarter of Fiscal Year 2025 (April 1, 2025 to June 30, 2025) to the Public Works/Finance Committee on July 14th, 2025. The Committee received the financial report and recommended approval as presented.

ACTION: Accept the FY2025 Third Quarter Financial Report.

E. Lola Clyde Park Development Grant Award Agreement - Alisa Anderson / Luke Hajda

In January 2023, staff submitted a grant application to the Idaho Department of Parks and Recreation (IDPR) under the Land and Water Conservation Program requesting assistance with the continued development of Lola Clyde Park. The proposed project includes frontage

improvements, accessible paths/sidewalks, parking, lighting, and an internal pathway around the lower perimeter of the park property. In May 2023, staff were invited to present the request to the Land and Water Conservation Evaluation Committee in Boise. Shortly after, staff received notification that the request was approved to be submitted to the National Park Service (NPS) for approval of a grant request. On June 25, 2025, staff received the attached Letter of Award and State and Local Project Agreement from IDPR. The details of the funding and project elements are shown in Attachment F of the Agreement. The City will provide \$170,000 of in-kind match, including surveying, engineering/design, and construction inspection, in addition to \$414,000 in cash for a total match of \$584,000 (50% match requirement) with a grant award of \$584,000 for construction with total project costs of \$1,168,000. It is anticipated that engineering staff will complete the design of the project and advertise it for bidding in 2026, with construction anticipated for possibly as soon as next summer. This item was reviewed by the Public Works/Finance Committee on July 14, 2025, and recommended for approval. **ACTION:** Accept the grant award and authorize execution of the required documents, including the State and Local Agreement for the Land and Water Conservation Fund from the Idaho Department of Parks and Recreation.

REGULAR AGENDA

2. Mayors Appointments (ACTION ITEM)

3. Public Comment (limit 15 minutes)

4. PUBLIC HEARING: Woodbury 1st Addition Major Planned Unit Development Amendment and Replat (ACTION ITEM) - Mike Ray

The Woodbury 1st Addition is a 21.73-acre subdivision and Planned Unit Development (PUD) that received final approval from the City Council on October 17, 2022. The development includes 79 lots ranging from 3,823 to 16,321 square feet in size and is the first phase of a master-planned subdivision that has a new urbanist design. Slonaker Drive has been extended into the subdivision, and the infrastructure for the first phase of the subdivision has been constructed, which includes Woodbury Drive and Picotee Circle. There are currently approximately 15 single-family homes that are under various stages of construction. The applicant, Wintz Company, LLC, is now proposing a Major Planned Unit Development (PUD) Amendment and to replat a 12.27-acre portion of the existing Woodbury 1st Addition Subdivision to create 81 lots from the existing 52 lots. The proposed lots range from 715 square feet to 8,339 square feet in size. The proposed replat would increase the total number of lots in the Woodbury 1st Addition Subdivision from 78 to 107, resulting in an addition of 29 lots. A prior minor PUD amendment approved on April 9, 2025, reduced the total number of lots from 79 to 78. As a result, the proposed amendment would result in an addition of 28 lots compared to the original development approval. The City of Moscow Planning and Zoning Commission conducted a public hearing for the proposed Major Planned Unit Development Amendment and Preliminary Replat on June 25, 2025 and recommended approval with one condition.

PROPOSED ACTIONS: Conduct the public hearing upon the Major PUD Amendment and Preliminary Replat and upon consideration of any testimony presented:

1. Approve the Major PUD Amendment for Woodbury 1st Addition with no conditions and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the Major PUD Amendment with conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the Major PUD Amendment and

direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.

2. If the Major PUD Amendment is approved, approve the Preliminary Replat for Woodbury 1st Addition with one condition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the Preliminary Replat with no conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the Preliminary Replat and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.

5. PUBLIC HEARING: Woodbury Addition Right-of-Way Vacation Request - Bob Buvel

On June 6, 2025, the City received an application requesting the re-plat of a portion of the Woodbury Addition to the City. The request was made by Wintz Company, LLC, who is the owner of the Woodbury Addition. Wintz Company, LLC is proposing to re-plat the area which requires the vacation of a portion of Woodbury Drive and all of Ashton Lane which are located within the re-plat area. According to Wintz Company, LLC, the proposed vacation of Ashton is to convert Ashton Lane from a one-way public street to a private two-way street. The vacation of the portion of Woodbury Drive would reduce the street to a fifty-four-foot (54') right-of-way to allow Woodbury Drive north of Midsummer (to be re-platted as Cottage Lane) to have a road section with larger curbside sidewalks and furniture zones more fitting to the neighborhood business zoning adjacent to the right-of-way. A vicinity map of the proposed vacation area is shown on the Notice of Public Hearing attached herein. The notice of the hearing was advertised in the newspaper of record and mailed to properties within 300 feet of the subject ROW and all franchise and other utility providers were also provided notice.

PROPOSED ACTIONS: Conduct the public hearing and upon consideration of any testimony received, approve the vacation request by adoption of the Ordinance under suspension of the rules requiring three complete and separate readings and that the ordinance be read by title and published by summary; or consider the Ordinance on first reading; or deny the vacation request; or take such other action deemed 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.