

Moscow City Council



Regular Meeting ~Amended Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

**Monday, September 15,
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

PROCLAMATION

Constitution Week

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council September 2, 2025 Minutes - Laurie M. Hopkins

B. Approval of Payment of Claims - Sarah Decker

C. Approval of Disbursement Report August 2025 - Sarah Decker

Staff presented the August 2025 Accounts Payable Report to the Public Works / Finance Committee on September 8th, 2025. The Committee received the report and recommended approval of the disbursement report.

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

D. Moscowberfest Alcohol Use Request in Entertainment District - Amanda Argona

The Moscow Chamber of Commerce + Visitor Center is hosting their annual Moscowberfest on Saturday, October 4th, from 4 pm to 8 pm on Main Street between 3rd and 6th Streets. This event is now in its fifth year and is stylized in the spirit of fall folk festivals. The applicant anticipates no more than six (6) licensed beer and/or wine vendors, a variety of food trucks, trailers, and tents, and up to eleven (11) vendors facilitating street games, activities, and competitions. The event has been reviewed and approved as of August 25, 2024. Following

standard operating procedures for events with alcohol that are within the Entertainment District boundaries, the Moscow Chamber of Commerce + Visitor Center is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Section 10-1-12; a draft resolution has been prepared for Council's consideration. This was reviewed by the Public Works/Finance Committee on September 8 and recommended for approval.

ACTION: Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of Moscowberfest for the duration of the event.

E. Modest Music Fest Alcohol Use Request in Entertainment District - Amanda Argona

Humble Burger is celebrating ten (10) years as a brick & mortar with the revival of their Modest Music Fest on Saturday, September 27th, from 4:30 pm to 9 pm on Main Street between 5th and 6th Streets. The applicant will also serve as the only licensed beer and/or wine vendor, hosting several stages with live music. The event has been reviewed and approved as of August 27, 2024. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, Humble Burger is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Section 10-1-12; a draft resolution has been prepared for Council's consideration. This was reviewed by the Public Works/Finance Committee on September 8 and recommended for approval.

ACTION: Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of Modest Music Fest for the duration of the event.

F. Humane Society of the Palouse Services Agreement Renewal - Anthony Dahlinger

The City of Moscow's current agreement for services with the Humane Society of the Palouse (HSOP) ends September 30, 2025. The new agreement would commence on October 1, 2025, and is to be in effect for three years. The HSOP provides care and custody of dogs that are impounded by the Moscow Police Department or citizens after being found running at large or for other violations of city code. The updated agreement increases the annual compensation from \$59,899 to \$63,147 to account for Consumer Price Index increases that have outpaced the Agreement's 3% annual escalator. In addition, the agreement now allows the HSOP to place dogs being held for more than 30 days to be placed in temporary foster care with the approval of the Chief of Police, increases the extraordinary veterinary care limit when the City would be responsible for costs from \$100 to \$300, and adds a requirement for the City to compensate the HSOP for City directed impound of animals other than dogs or cats when there is no other option for the care and safety on the animals at the rate of \$10 per day. This was reviewed by the Public Works/Finance Committee on September 8, 2025 and recommended for approval.

ACTION: Approve of the Agreement for Services with the Humane Society of the Palouse.

REGULAR AGENDA

2. Public Comment (limit 15 minutes)

3. Citizen Commission Report - Farmers Market Commission - Amanda Argona / JT Manning

4. Public Hearing: Park Valley Addition Preliminary Plat (ACTION ITEM) - Mike Ray

The applicant, Mike Salisbury, is requesting a preliminary plat of a 4.59-acre area to create 12 lots ranging from 7,207 to 59,241 square feet in size, referred to as Park Valley Subdivision. The subject property was originally platted as a portion of Phase III of the Southgate 3rd Addition and

the applicant is requesting a replat of the property. The Planning and Zoning Commission conducted a public hearing on August 13, 2025 and recommended approval of the preliminary plat request with no conditions.

PROPOSED ACTIONS: Conduct the public hearing upon the preliminary plat and upon consideration of any testimony presented, approve the preliminary plat for Park Valley Addition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the preliminary plat with conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the preliminary plat and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.

5. Public Hearing: Sierra Vista Planned Unit Development and Preliminary Plat (ACTION ITEM) - Mike Ray

The applicant, Mike Salisbury, is requesting a proposed preliminary subdivision plat and Planned Unit Development (PUD) of a 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision. The subject property was originally platted as Phase III of the Southgate 3rd Addition and the applicant is requesting a replat and Planned Unit Development (PUD) on the property. The Planning and Zoning Commission conducted a public hearing on August 13, 2025 and recommended approval of the PUD and preliminary plat request with no conditions.

PROPOSED ACTIONS: Conduct the public hearing upon the PUD and preliminary plat and upon consideration of any testimony presented:

1. Approve the preliminary PUD for Sierra Vista Addition with no conditions and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the preliminary PUD with conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the preliminary PUD and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.
2. If the preliminary PUD is approved, approve the preliminary plat for Sierra Vista Addition with no conditions and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the preliminary plat with conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the preliminary plat and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.

6. Approval of Expansion of the Moscow Police Department K9 Program (ACTION ITEM) - Anthony Dahlinger / Ryan Snyder

The Moscow Police Department is requesting approval to expand the current K9 program to include one additional narcotics detection K9. The department's sole K9, Ragnar, began his tour of duty in August 2022 and his efforts to combat illicit drugs in the community have been a great success. K9 Ragnar is currently four years old, which equates to him being approximately halfway through his working lifespan. It is the intention of the MPD to continue the use of canines to assist in keeping Moscow safe and most importantly, save lives by keeping deadly drugs like fentanyl out of the community. Expansion of the K9 program at this time is highly beneficial as it would allow for a staggered succession of the K9 units in the future. The Additional K9 would also allow the police department the ability to schedule the two K9 units to be on opposing shifts, ensuring that a K9 unit would be on patrol both during daylight and nighttime hours. Funds in the police department's FY26 Drug Investigation Expense budget (101-071-632-42) have been identified and authorized for use to purchase the second K9 animal. These are pre-existing funds stemming from prior forfeitures and seizures from criminal drug cases. Also approved in the FY26 budget on August 4, 2025, was the purchase of an additional patrol vehicle to be unfitted to become the

second K9 patrol vehicle (budget line: 290-132-770-75).

PROPOSED ACTIONS: Approve the expansion of the Moscow Police Department K9 program, or take other action deemed appropriate.

7. Whitman County BUILD Grant Application Memorandum of Understanding (ACTION ITEM) - Bill Belknap

Whitman County has been actively working to advance improvements to Sand Road and Kirkendahl Road to provide an alternative east-west route for freight traffic to utilize to reduce traffic within downtown Pullman. This improvement would also benefit Moscow by reducing freight traffic in downtown Moscow. This route was studied in the recent Pullman-Whitman County Freight Alternatives Study completed by the Palouse Regional Transportation Planning Organization. Whitman County would like to apply for a Federal BUILD grant to complete the design and engineering for the project. As envisioned in the study, the project would begin at the Mountain View/Highway 8 intersection with the installation of a signal and continue south and then west with improvements to Mountain View Road and Palouse River Drive continuing west to U.S. Highway 195. The City and Whitman County would like to engage Welch Comer Engineers to assist with the grant application and completion of the Benefit Cost Analysis for the January application cycle. Given the tight timeline and the fact that the City already has a master services agreement with Welch-Comer, we are proposing to have the City contract with Welch in an amount not to exceed \$45,000. Whitman County would fund 70% of the cost, and the City would fund the remaining 30%, which is reflective of each entity's proportionate share of the estimated \$18.9 million project. Staff have prepared a Memorandum of Understanding (MOU) to document this joint project.

PROPOSED ACTIONS: Approve the proposed Memorandum of Understanding with Whitman County, or take 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.

CONSTITUTION WEEK PROCLAMATION

WHEREAS, the Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS, September 17, 2025, marks the two hundred and thirty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

NOW, THEREFORE, I, Arthur D. Bettge, Mayor for the City of Moscow, do hereby proclaim Wednesday, September 17th through Tuesday, September 23rd, 2025, as

Constitution Week 2025

in the City of Moscow, Idaho, and I ask our residents to reaffirm the ideals of the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.



DATED this 15th day of September, 2025

Arthur D. Bettge, Mayor

Moscow City Council



Regular Meeting ~Minutes~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Tuesday, September 2, 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, Hailey Lewis, Julia Parker, Gina Taruscio

OTHERS: Representative Brandon Mitchell

STAFF: Bill Belknap, Alisa Anderson, Sarah Decker, Mike Ray, Anthony Dahlinger, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council President Parker led the Pledge of Allegiance.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

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

B. Approval of Payment of Claims - Sarah Decker

C. Hills and Rivers Housing Trust - Affordable Housing Grant Request - Alisa Anderson

On November 15, 2021, the Mayor and City Council approved Resolution 2021-22, establishing the "City of Moscow Affordable Homeownership Grant Program" governed by specific eligibility and disbursement guidelines. The Hills and Rivers Housing Trust (formerly the Moscow Affordable House Trust) initially requested funding for five homes in 2022, with the first award issued in January 2023 to support ongoing affordable housing development. Since then, the Trust has had no eligible applicants until the current submission, which involves a unique situation where down payment assistance from the buyer's parents and IHFA reduced the home's purchase price, but the requirement for a parent's name on the title, while meeting all other grant criteria, falls outside the program's standard parameters. The buyer meets the grant's requirements and obligations per Resolution 2021-22, and all documentation has been reviewed and verified. The assistance provided aligns with the program's goal of reducing barriers to homeownership and ensuring monthly payments remain manageable for low-to-moderate income households. Accordingly, staff recommend that the City Council approve the request, endorsing the exception as being in accordance with the overarching objectives of the program. This item was reviewed by the Administrative Committee on August 25, 2025, and recommended for approval.

ACTION: Approve the application submitted by the Hills and Rivers Housing Trust for the Affordable Housing Grant Program and authorize the Mayor to execute the necessary documentation to secure the City's property interest in the home for \$10,000.

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. Mayors Appointments (ACTION ITEM)

Mayor Bettge presented to the City Council for consideration the appointment of Laura Weldon to the Board of Adjustment and Emily Klarquist to the Parks & Recreation Commission. Lewis moved and Taruscio seconded approval of the appointment. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Laura Weldon said she is excited to serve the community on the BOA. She is well versed with the Comp Plan and

Emily Klarquist said she was looking to take an active role in Moscow and the local government and is excited to serve on the P&R Commission.

3. Public Comment (limit 15 minutes)

Nils Peterson (Moscow) said the curb cuts and sidewalks on the east side of Blaine from White Ave to Sixth Street need repair.

Representative Brandon Mitchell is on the America 250 committee and the celebration is next year. There will be a booth at the fair next week and money has been put aside along with some grants for planning an activity.

4. Citizen Commission Report

No report.

5. PUBLIC HEARING: Augustine Avenue Apartments Planned Unit Development and Preliminary Plat (ACTION ITEM) - Mike Ray

The applicant, Impact Investors, is proposing a preliminary subdivision plat and Planned Unit Development (PUD) of four parcels located at 2300 Augustine Avenue within the City of Moscow. The proposed preliminary plat is a 4.06-acre area to create ten (10) parcels ranging from 5,500 square feet to 7,407 square feet, and two large common area tracts, referred to as the Augustine Ave Apartments Addition. The proposed PUD is a mixed-use development consisting of ten (10) buildings comprised of 114 dwelling units and sixteen (16) commercial live/work units. The City of Moscow Planning and Zoning Commission conducted a public hearing for the proposed PUD and preliminary plat on July 9, 2025, and recommended approval with one condition.

PROPOSED ACTIONS: Conduct the public hearing upon the PUD and preliminary plat and upon consideration of any testimony presented:

1. Approve the preliminary PUD for Augustine Avenue Apartments Addition with no conditions and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the preliminary PUD with conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the preliminary PUD and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.
2. If the preliminary PUD is approved, approve the preliminary plat for Augustine Avenue Apartments Addition with one condition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the preliminary plat with no conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the preliminary plat and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.

Mayor Bettge provided the rules for the public hearing and opened it at 7:11 p.m. Ray introduced the item by providing information on the surrounding properties, comprehensive plan designation, zoning and

infrastructure. The Augustine Avenue Apartments Addition is a 4.06-acre area to create 10 parcels ranging from 5,500 square feet to 7,407 square feet. It will include parking areas, an open space, landscaping and stormwater detention. The Augustine Avenue Apartments PUD will be a mixed-use development which includes residential and commercial uses. Staff recommended density bonuses for a total density bonus of 19%.

Scott Sumner, applicant, explained this development is a creative solution so that people in the community can invest in the community. One of the goals was a mix of housing. He spoke on the floodplain and will meet the floodplain regulations. The ADA Pathways will be taken care of by the HOA. The alley way will be paved and anticipate 9-10 trips per unit per day.

Mayor Bettge asked for testimony in favor of the application.

John Slagboom (Moscow) said he is a renter and increasing the supply will help the town.

Evan Holmes (Moscow) believes this is a great idea for mixed use and addresses a lot of needs at once. He appreciates the retail option but is concerned if the retail weren't used for retail and was converted to a nonconforming use. He also appreciates the bonus density and suggested bonuses for light colored roofs to save on cooling cost.

Mayor Bettge asked for testimony in opposition and general testimony. Hearing none, he offered the applicant a rebuttal. Sumner declined as not necessary. Mayor Bettge closed the hearing at 7:48 p.m.

Lewis inquired about a traffic study for Edington and the other development in the neighborhood. Ray said no traffic study was required but the infrastructure on Palouse River drive was paid for by the applicant as well as 50% cost of the bridge.

Blankenship pointed out there was concern expressed about traffic and safety at the curve from Palouse River Dr to Johnson cut off. Ray responded there is LHTAC funding for replacement of the bridge and should have increased sight distance.

Davis said while the alleyway meets city code, he has concerns about long-term parking in alleyways. There is a need for different housing and is in favor of this application.

Parker appreciates the density bonuses meeting multiple goals at once. The City needs more housing and this has the potential to be affordable. It all comes together when there is great policy.

Lewis brought up the one condition regarding a stormwater study. Ray explained this particular area wasn't included in the Edington 1st Addition stormwater study.

Lewis moved and Taruscio seconded to approve the preliminary PUD for Augustine Avenue Apartments Addition with no conditions and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Lewis moved and Blankenship seconded to approve the preliminary plat for Augustine Avenue Apartments Addition with one condition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

6. Consideration of Human Rights Commission Sponsorship Requests (ACTION ITEM) - Anthony Dahlinger, Erin Agidius

In observance of Inclusive Communities Month in September, the Human Rights Commission (HRC) would like to sponsor three events, including two movie screenings and a community dinner event in September for Inclusive Communities Month. The City's adopted Policy requires that all requests with a monetary value of more than Five Hundred Dollars (\$500) and which are found to have a legitimate public purpose and are legally permissible shall be reviewed and approved or denied by the City Council. The sponsorship requests are now before the Council for consideration.

PROPOSED ACTIONS: Approve the proposed sponsorship requests; Deny the proposed sponsorship requests; or take other action as deemed appropriate.

Dahlinger introduced Erin Agidius, chair of the HRC. Agidius provided the mission of the HRC and said the three sponsorships are grounded in that mission. The film "Won't You Be My Neighbor" is intended to speak to inclusivity, kindness and non-discrimination. It was supposed to be part of the HRC Inclusive Communities Month, but they do not have enough time to promote the film so will be moving it to November. The second film is part of the Kenworthy silent film festival. "Told in the Hills" is a film focusing on the Nez Perce Tribe. It is intended to advance intercultural understanding, community education, and highlight their contributions. There is a ticketed component but with the support of the HRC, the cost of the ticket can be reduced. The third sponsorship is to host a dinner for student groups, focusing on those that have lost their identity offices and support. The Commission feels this can create a forum for concerns and needs. This event is co-sponsored with Latah County Human Rights Task Force (LCHRTF).

Taruscio said the Administrative Committee in spirit agreed with supporting something like this but because the cart was before the horse, it was difficult because commissions are usually in an advisory role. Belknap said most commissions are advisory but the HRC is unique in that part of their duty is to "to affirm, encourage and initiate programs and services within the City...". The Commission logo is already on the flyer, yet the money hasn't been approved. She supports the sponsorship for the Mr. Rogers film as it is a free event. She also supports the student dinner. She is getting caught up with the fact the movie at the Kenworthy is not a free event and tickets are \$40. It seems exclusionary. She supports putting the movie out there where people can see it for free. Agidius said the ticket cost would be more if the HRC doesn't help sponsor.

Blankenship pointed out the sponsorship money was budgeted and he supports all three sponsorships. Bettge confirmed with staff that if the event is moved to November, the FY2026 funds would be spent.

Parker had suggested to the HRC that the community dinner be open to all students, not just a few student groups. Agidius said she viewed it as all students. The impetus was there are specific students that lost their identity offices and support. The idea for the dinner was to be an informal community based event.

Davis asked about process for deciding on events and organization of. Discussion ensued. Agidius added the commission has discussed moving Inclusive Communities Month away from September.

Lewis noted that the 1912 Center hosts a free community dinner once a month and asked whether the Commission had considered partnering with existing community dinners rather than hosting a separate event. Agidius responded that the HRC has hosted dinners in the past as part of Inclusive Communities Month, but she was not aware of any prior discussions about collaboration with existing organizations. Lewis expressed concern about ensuring the Council is empowering the HRC in its planned and budgeted activities. She stated her hesitation is specifically with the dinner, as there are already community spaces and programs in place, and she would prefer to see those existing efforts receive additional support rather than "reinventing the wheel."

Parker stated that if someone can afford the base cost, they should reasonably be able to cover a slight

increase. She moved to approve a community dinner for college students hosted by the HRC along with the LCHRTF on September 29, 2025 and deny the funding for the silent film “Told in the Hills” and the “Won't You Be My Neighbor” film. Taruscio asked her to consider amending the motion to add the “Won't You Be My Neighbor” film because it is a free event. Parker withdrew her motion. Parker moved to deny funding for the Kenworthy silent film “Told in the Hills.” Taruscio seconded. Bryce no. Roll Call Vote: Ayes: Five (5). Nays: One (Blankenship). Abstentions: None. Motion carried.

Parker moved to approve a community dinner for college students hosted by the HRC along with the LCHRTF on September 29, 2025. Blakenship seconded. Roll Call Vote: Ayes: Four (4). Nays: Two (Davis, Lewis). Abstentions: None. Motion carried.

Taruscio moved to approve funding for the “Won't You Be My Neighbor” that will occur in November. Kelly seconded. Roll Call Vote: Ayes: Five (5). Nays: One (Davis). Abstentions: None. Motion carried.

7. PUBLIC HEARING: Open Budget for Fiscal Year 2024-2025 (FY2025) (ACTION ITEM) - Sarah Decker

The State of Idaho provides a process for cities to amend the original fiscal year budget appropriation ordinance in accordance with Idaho Code section 50-1003. The City completed its FY2025 budget adoption in August 2024 and headed into its FY2024 fiscal year-end. During the fiscal year-end, it was determined that multiple major operating funds accumulated unappropriated fund balances. Also, during FY2025, Information Systems performed an in-depth evaluation of future capital and minor IS equipment needs and determined excess unappropriated accumulation that should be returned to the contributing funds during the FY2025 fiscal year-end. Staff is proposing to amend Ordinance 2024-12 in the amount of \$5,710,476 to accommodate the unappropriated fund balances. This was reviewed by the Administrative Committee on August 25, 2025, and recommended for approval.

PROPOSED ACTIONS: Conduct the public hearing and, on consideration of public testimony received, 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.

Mayor Bettge provided the process for the hearing and opened the hearing at 8:33 p.m. Decker provided fund by fund details. See attached presentation.

Lewis asked for confirmation that this is a tool and method for allocating funds to capital projects, and is not an overcharge. Decker explained that this process is used when there are excess revenues over expenses at the end of the fiscal year that are not already appropriated in the next year's budget. This situation arises if revenues are higher than anticipated or expenditures are lower than expected, and the resulting balances are too large to retain in the operating funds. Belknap added that utility funds operate at \$7–8 million annually, and if revenues are under-expended for example by approximately 5% for two consecutive years, the fund balance can become significant. This mechanism provides a way to transfer those funds into capital projects.

Mayor Bettge asked for testimony in favor of the ordinance.

Evan Holmes (Moscow) said he is in favor and asked questions regarding the transfer. Bettge explained the process of the transfer.

Mayor Bettge asked for testimony in opposition and of a general nature. Hearing none, he closed the hearing at 8:44 p.m.

Parker moved to 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. Seconded by Kelly. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Mayor Bettge read Ordinance 2025-09 by title:

AN ORDINANCE OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; AMENDING ORDINANCE NO. 2024-12, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; TO APPROPRIATE MONIES IN THE SUM OF FIVE MILLION SEVEN HUNDRED TEN THOUSAND FOUR HUNDRED SEVENTY-SIX DOLLARS (5,710,476); PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

8. Low-to-Moderate Income (LMI) Randomized Community Survey – (ACTION ITEM) - Alisa Anderson

On June 24, 2024, Staff received notice from the Idaho Department of Commerce that, effective August 1, 2024, the City of Moscow is no longer eligible to apply for Idaho Community Development Block Grant funds based on the 2020 American Community Survey (ACS) data. The data states that Moscow now has a 50.9% Low to Moderate Income (LMI) rate, just below the 51% threshold required for area-wide benefit projects. To verify this, Staff proposes conducting a citywide Random Income Survey to confirm whether the actual LMI percentage meets or exceeds 51%. The survey would include multiple response methods and a public outreach campaign, with a target of 279 valid responses out of 372 surveys mailed. If successful, this new LMI designation would be valid for five years, which would allow the City to continue applying for future Idaho Community Development Block Grant (ICDBG) funds to support upcoming projects aimed at enhancing public parks, recreational facilities, and essential public infrastructure, including water systems, sewer systems, roadways, fire engines, and downtown revitalization projects. Staff has prepared all necessary documentation and seeks approval to proceed with the survey. This was reviewed by the Administrative Committee on August 25, 2025, and recommended for approval.

PROPOSED ACTIONS: Approve Staff to proceed with the LMI Randomized Community Survey, or take other action deemed appropriate.

Anderson introduced the item as noted above. The survey would include a letter from the mayor and must be approved by the Department of Commerce prior to mailing. Anderson provided information on how the addresses are chosen and how to respond. A press release and other public outreach will begin September 4. There are replacement addresses if someone chooses to not respond. Staff will attend the Farmers Market where if someone received a survey, they will be able to complete the survey there by providing their address.

Davis appreciates the effort and realizes it will be difficult. He asked if there are potential projects do we have projects in the wings this would help? Anderson replied Lola Clyde was the next project and there are several parks with no restrooms. The ICDBG grants can be used for projects in the downtown, the aquatic center, any ADA improvements, fire engines or ladder truck.

Taruscio moved to approve staff to proceed with the LMI Randomized Community Survey. Lewis seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

9. Idaho Community Development Block Grant (ICDBG) – Affordable Housing Project (ACTION ITEM) - Alisa Anderson

City staff is working with a development corporation proposing a two-phase project on a 10-acre site at Warbonnet Drive, consisting of 92 affordable rental units targeted at households earning 30-80% AMI, with amenities such as gardens, a playground, and community rooms. City staff is proposing to support the effort by applying for a \$500,000 Idaho Community Development Block Grant to fund infrastructure extensions, with a \$50,000 in-kind match for grant administration. Staff seeks approval to begin planning and submit the application in November 2025 on behalf of the development corporation, with final awards announced in April 2026. This was reviewed by the Administrative Committee on August 25, 2025, and recommended for approval.

PROPOSED ACTIONS: Approve staff to prepare and submit an Idaho Community Development Block Grant application for Public Facilities to aid in developing affordable rental housing by extending necessary public infrastructure to the project, or provide staff with further direction.

Anderson introduced the item as written above. The development corporation is also considering setting aside some of the land to work with Family Promise and the housing trust. The City would be a subrecipient and the City would participate in the water, sewer, power, gas, and streets. The project is not ready but Staff wanted to bring this forward so when it is ready, we can move forward. The developer is prepared to do the entire project with the requirement of the Build America Buy America.

Davis said this is an exciting project and translates to Moscow cares about housing. He appreciates having a developer that is savvy. Anderson said they would come back to Council for an MOU, which is required by Department of Commerce.

Blakenship asked if the City has been a subrecipient prior. Anderson replied the City previously looked into a project but did not participate.

Taruscio moved to approve staff to prepare and submit an Idaho Community Development Block Grant application for Public Facilities to aid in developing affordable rental housing by extending necessary public infrastructure to the project. Parker seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

Reports were postponed.

ADJOURN

9:13 p.m.

Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk



Accounts Payable Checks for Approval

September 10, 2025 04:26 PM

jlopez

Check #	Check Date	Fund	Account	Vendor Name	Amount
113808	09/03/2025	Fleet Management Fund	Shop Supplies	ALSCO, INC.	\$47.23
113808	09/03/2025	Fleet Management Fund	Shop Supplies	ALSCO, INC.	\$70.20
113808	09/03/2025	Recreation & Culture	Department Supplies	ALSCO, INC.	\$51.14
113808	09/03/2025	Recreation & Culture	Department Supplies	ALSCO, INC.	\$16.45
113808	09/03/2025	Recreation & Culture	Department Supplies	ALSCO, INC.	\$87.40
113808	09/03/2025	Fleet Management Fund	Shop Supplies	ALSCO, INC.	\$47.23
113808	09/03/2025	Fleet Management Fund	Shop Supplies	ALSCO, INC.	\$70.20
113808	09/03/2025	Recreation & Culture	Department Supplies	ALSCO, INC.	\$51.14
113808	09/03/2025	Recreation & Culture	Department Supplies	ALSCO, INC.	\$103.85
Check Total:					\$544.84
113809	09/03/2025	Streets Fund	Maintenance	Amazon Capital Services	\$322.97
Check Total:					\$322.97
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$110.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$220.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$55.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$40.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$55.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$165.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$220.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$200.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$200.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$55.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$165.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$200.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$165.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$55.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$110.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$220.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$165.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$200.00
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$270.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
113810	09/03/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$165.00
113810	09/03/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
113810	09/03/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
113810	09/03/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
Check Total:					\$3,665.00
113811	09/03/2025	General Fund	Firing Range R & M	Andrew Fox	\$28.59
Check Total:					\$28.59
113812	09/03/2025	Water Fund	Uniform Expense	ARTBEAT, INC.	\$209.04
113812	09/03/2025	General Fund	Uniform Expense	ARTBEAT, INC.	\$39.00
Check Total:					\$248.04
113813	09/03/2025	Water Fund	Heat, Lights & Utilities	Avista Utilities	\$34,190.66
113813	09/03/2025	Streets Fund	Street Lighting	Avista Utilities	\$21,894.26
113813	09/03/2025	Sewer Fund	Heat, Lights & Utilities	Avista Utilities	\$16,288.23
113813	09/03/2025	General Fund	Heat, Lights & Utilities	Avista Utilities	\$1,562.15
113813	09/03/2025	General Fund	Heat, Lights & Utilities	Avista Utilities	\$3,623.93
113813	09/03/2025	Fleet Management Fund	Heat, Lights & Utilities	Avista Utilities	\$755.11
113813	09/03/2025	Recreation & Culture	Heat, Lights & Utilities	Avista Utilities	\$5,330.49
113813	09/03/2025	Transit Center	Heat, Lights & Utilities	Avista Utilities	\$20.60
113813	09/03/2025	Recreation & Culture	Heat, Lights & Utilities	Avista Utilities	\$1,167.43
113813	09/03/2025	General Fund	Heat, Lights & Utilities	Avista Utilities	\$990.53
113813	09/03/2025	Recreation & Culture	Heat, Lights & Utilities	Avista Utilities	\$165.06
113813	09/03/2025	General Fund	Heat, Lights & Utilities	Avista Utilities	\$532.88
113813	09/03/2025	Recreation & Culture	Heat, Lights & Utilities	Avista Utilities	\$1,381.71
113813	09/03/2025	Recreation & Culture	Heat, Lights & Utilities	Avista Utilities	\$198.72
113813	09/03/2025	Stormwater Fund	Heat, Lights & Utilities	Avista Utilities	\$138.46
Check Total:					\$88,240.22
113814	09/03/2025	Recreation & Culture	Moscow Farmers Market Programs	Buy the Dozen	\$10.00
Check Total:					\$10.00
113815	09/03/2025	Recreation & Culture	Moscow Farmers Market Programs	Calhoun Family Fruit	\$12.00
Check Total:					\$12.00
113816	09/03/2025	General Fund	R & M - Equipment	CANON SOLUTIONS AMERICA, INC.	\$122.32
Check Total:					\$122.32
113817	09/03/2025	Recreation & Culture	Moscow Farmers Market Programs	City of Moscow	\$36.00
Check Total:					\$36.00
113818	09/03/2025	Streets Fund	Uniform Expense	Cody Bias	\$59.99

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$59.99
113819	09/03/2025	Fleet Management Fund	Motor Fuels & Lubricants	COLEMAN OIL CO.	\$11.86
Check Total:					\$11.86
113820	09/03/2025	Water Fund	Operations & Maintenance Parts	CONSOLIDATED SUPPLY CO.	\$814.17
113820	09/03/2025	Water Fund	Operations & Maintenance Parts	CONSOLIDATED SUPPLY CO.	\$742.47
113820	09/03/2025	Water Fund	Operations & Maintenance Parts	CONSOLIDATED SUPPLY CO.	\$2,473.34
Check Total:					\$4,029.98
113821	09/03/2025	General Fund	Department Supplies	CULLIGAN, LLC	\$14.90
113821	09/03/2025	Sewer Fund	Professional Services	CULLIGAN, LLC	\$40.95
Check Total:					\$55.85
113822	09/03/2025	Sewer Capital Fund	Sewer Main Program	Devout Excavation LLC	\$146,061.38
Check Total:					\$146,061.38
113823	09/03/2025	Stormwater Fund	Operations & Maintenance Parts	Ferguson Waterworks	\$3,599.40
Check Total:					\$3,599.40
113824	09/03/2025	MSD Community Play Fields	R & M - Grounds	Gateway Materials, Inc.	\$609.00
Check Total:					\$609.00
113825	09/03/2025	General Fund	Public Education Supplies	Genesee Civic Association	\$100.00
Check Total:					\$100.00
113826	09/03/2025	Recreation & Culture	Events & Programs	Geoff Crimmins	\$300.00
Check Total:					\$300.00
113827	09/03/2025	Fleet Management Fund	Operations & Maintenance Parts	GORDON TRUCK CENTERS, INC.	\$2,761.14
Check Total:					\$2,761.14
113828	09/03/2025	Water Fund	Department Supplies	GRAINGER, INC.	\$301.76
Check Total:					\$301.76
113829	09/03/2025	Water Fund	R & M - Buildings	GROPP, LLC	\$100.00
Check Total:					\$100.00
113830	09/03/2025	MSD Community Play Fields	R & M - Grounds	HAHN RENTAL CENTER, INC.	\$289.93
113830	09/03/2025	Water Fund	Rental Property & Equipment	HAHN RENTAL CENTER, INC.	\$47.50
113830	09/03/2025	Stormwater Fund	Rental Property & Equipment	HAHN RENTAL CENTER, INC.	\$47.50
113830	09/03/2025	Fleet Management Fund	Operations & Maintenance Parts	HAHN RENTAL CENTER, INC.	\$33.95
Check Total:					\$418.88
113831	09/03/2025	Water Fund	Professional Services	HDR ENGINEERING, INC.	\$37,515.11

Check #	Check Date	Fund	Account	Vendor Name	Amount
113831	09/03/2025	Sewer Fund	Professional Services	HDR ENGINEERING, INC.	\$24,542.51
Check Total:					\$62,057.62
113832	09/03/2025	Water Fund	Other Miscellaneous Supplies	Home Depot U.S.A, Inc.	\$99.00
113832	09/03/2025	Water Fund	Other Miscellaneous Supplies	Home Depot U.S.A, Inc.	\$(99.00)
113832	09/03/2025	Water Fund	Other Miscellaneous Supplies	Home Depot U.S.A, Inc.	\$109.00
Check Total:					\$109.00
113833	09/03/2025	Recreation & Culture	R & M - Grounds	HORIZON	\$39.50
113833	09/03/2025	General Fund	R & M - Grounds	HORIZON	\$4,500.00
113833	09/03/2025	General Fund	Downtown Maintenance	HORIZON	\$2,000.00
113833	09/03/2025	Recreation & Culture	R & M - Grounds	HORIZON	\$1,494.60
Check Total:					\$8,034.10
113834	09/03/2025	Recreation & Culture	Moscow Farmers Market Programs	I Love Craftian	\$14.00
Check Total:					\$14.00
113835	09/03/2025	Recreation & Culture	Concession Supplies	IDAHO BEVERAGES, INC.	\$362.00
113835	09/03/2025	Recreation & Culture	Concession Supplies	IDAHO BEVERAGES, INC.	\$328.00
Check Total:					\$690.00
113836	09/03/2025	Recreation & Culture	R & M - Grounds	IDAHO FOREST GROUP LLC	\$2,420.00
Check Total:					\$2,420.00
113837	09/03/2025	Recreation & Culture	R & M - Grounds	Inland North Waste	\$10.00
113837	09/03/2025	General Fund	Miscellaneous Services & Charges	Inland North Waste	\$78.11
113837	09/03/2025	MSD Community Play Fields	R & M - Grounds	Inland North Waste	\$83.04
113837	09/03/2025	Recreation & Culture	R & M - Grounds	Inland North Waste	\$127.44
113837	09/03/2025	Recreation & Culture	R & M - Grounds	Inland North Waste	\$131.55
Check Total:					\$430.14
113838	09/03/2025	Recreation & Culture	Arts Commission	Jason Johnston	\$1,000.00
Check Total:					\$1,000.00
113839	09/03/2025	Water Fund	R & M - Grounds	Jeff Arnett	\$3,800.00
Check Total:					\$3,800.00
113840	09/03/2025	General Fund	Miscellaneous Services & Charges	John Vorous	\$309.00
Check Total:					\$309.00
113841	09/03/2025	Water Fund	Water Conservation Program	Joseph S. Overstreet	\$125.00
Check Total:					\$125.00
113842	09/03/2025	Recreation & Culture	Third Street Gallery	JULENE EWERT	\$1,350.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$1,350.00
113843	09/03/2025	General Fund	R & M - Equipment	L.N. Curtis & Sons	\$4,012.30
Check Total:					\$4,012.30
113844	09/03/2025	Water Fund	Other Miscellaneous Supplies	LANDGROVE COFFEE, INC.	\$140.00
Check Total:					\$140.00
113845	09/03/2025	Recreation & Culture	Community Event Programs	Latah Recovery Community Center	\$3,599.89
Check Total:					\$3,599.89
113846	09/03/2025	Streets Fund	Professional Development	Lisa Saban	\$16.38
Check Total:					\$16.38
113847	09/03/2025	Water Fund	Office Supplies	Looking Glass	\$27.69
113847	09/03/2025	Water Fund	Office Supplies	Looking Glass	\$82.18
113847	09/03/2025	Water Fund	Office Supplies	Looking Glass	\$8.35
113847	09/03/2025	Stormwater Fund	Office Supplies	Looking Glass	\$32.55
113847	09/03/2025	Stormwater Fund	Office Supplies	Looking Glass	\$11.50
113847	09/03/2025	General Fund	Office Supplies	LOOKING GLASS	\$60.91
113847	09/03/2025	General Fund	Office Supplies	LOOKING GLASS	\$32.55
113847	09/03/2025	General Fund	Office Supplies	LOOKING GLASS	\$32.55
113847	09/03/2025	General Fund	Office Supplies	LOOKING GLASS	\$32.55
113847	09/03/2025	General Fund	Office Supplies	LOOKING GLASS	\$23.00
Check Total:					\$343.83
113848	09/03/2025	Recreation & Culture	Department Supplies	MALLORY PAINT STORE	\$510.96
113848	09/03/2025	MSD Community Play Fields	R & M - Equipment	MALLORY PAINT STORE	\$112.99
Check Total:					\$623.95
113849	09/03/2025	Sewer Fund	Professional Development	Marc Branscome	\$1,852.20
Check Total:					\$1,852.20
113850	09/03/2025	Water Fund	Professional Services	Mchugh Bromley, PLLC	\$704.00
Check Total:					\$704.00
113851	09/03/2025	Streets Fund	Maintenance	MUNDY'S MACHINE & WELDING	\$18.40
Check Total:					\$18.40
113852	09/03/2025	Fleet Management Fund	Operations & Maintenance Parts	Pape Machinery, Inc.	\$2,409.25
Check Total:					\$2,409.25
113853	09/03/2025	Recreation & Culture	Moscow Farmers Market Programs	PATTY OMODT	\$10.00
Check Total:					\$10.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
113854	09/03/2025	General Fund	Recruitment Expense	Prove It Polygraph	\$200.00
Check Total:					\$200.00
113855	09/03/2025	General Fund	Dues, Subscriptions & Memberships	QUAD COUNTY FIRE CHIEFS	\$250.00
Check Total:					\$250.00
113856	09/03/2025	Water Fund	Department Supplies	Rosauers Supermarkets, Inc.	\$11.99
113856	09/03/2025	Recreation & Culture	Youth Center Programs	Rosauers Supermarkets, Inc.	\$3.19
113856	09/03/2025	Water Fund	Department Supplies	Rosauers Supermarkets, Inc.	\$31.92
113856	09/03/2025	Water Fund	Department Supplies	Rosauers Supermarkets, Inc.	\$15.96
Check Total:					\$63.06
113857	09/03/2025	Sewer Fund	Miscellaneous Services & Charges	SE Moscow Sewer District	\$2,150.40
Check Total:					\$2,150.40
113858	09/03/2025	Recreation & Culture	R & M - Equipment	Spence Sales & Service	\$36.99
Check Total:					\$36.99
113859	09/03/2025	Sewer Fund	R & M - Equipment	SPX Flow US, LLC	\$6,034.56
Check Total:					\$6,034.56
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$4,518.85
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$4,518.85
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$4,518.85
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$4,518.85
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$4,518.85
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$4,518.85
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$4,518.85
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$4,518.85
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$1,506.28
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$271.13
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$271.13
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$271.13
113860	09/03/2025	Sanitation Fund	Utility Accounts Receivable	STINKER STORES INC	\$244.54
Check Total:					\$38,715.01
113861	09/03/2025	Fleet Management Fund	Travel & Meetings	Tammy Gray	\$47.31
113861	09/03/2025	Streets Fund	Travel & Meetings	Tammy Gray	\$141.93
113861	09/03/2025	Stormwater Fund	Travel & Meetings	Tammy Gray	\$47.24
Check Total:					\$236.48
113862	09/03/2025	General Fund	Uniform Expense	The Country Stitch	\$49.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$49.00
113863	09/03/2025	General Fund	Advertising & Publishing	TRIBUNE PUBLISHING COMPANY	\$51.04
113863	09/03/2025	General Fund	Advertising & Publishing	TRIBUNE PUBLISHING COMPANY	\$72.40
113863	09/03/2025	General Fund	Advertising & Publishing	TRIBUNE PUBLISHING COMPANY	\$150.40
Check Total:					\$273.84
113864	09/03/2025	General Fund	Postage Expense	U.S. Postal Service (CMRS-FP)	\$1.48
113864	09/03/2025	General Fund	Department Supplies	U.S. Postal Service (CMRS-FP)	\$23.04
113864	09/03/2025	General Fund	Postage Expense	U.S. Postal Service (CMRS-FP)	\$81.40
113864	09/03/2025	General Fund	Postage Expense	U.S. Postal Service (CMRS-FP)	\$497.40
113864	09/03/2025	General Fund	Postage Expense	U.S. Postal Service (CMRS-FP)	\$17.02
113864	09/03/2025	General Fund	Postage Expense	U.S. Postal Service (CMRS-FP)	\$176.12
113864	09/03/2025	General Fund	Postage Expense	U.S. Postal Service (CMRS-FP)	\$119.57
113864	09/03/2025	General Fund	Postage Expense	U.S. Postal Service (CMRS-FP)	\$0.74
113864	09/03/2025	Recreation & Culture	Postage Expense	U.S. Postal Service (CMRS-FP)	\$2.22
113864	09/03/2025	Water Fund	Postage Expense	U.S. Postal Service (CMRS-FP)	\$554.06
Check Total:					\$1,473.05
113865	09/03/2025	Water Fund	Department Supplies	Uline	\$841.36
Check Total:					\$841.36
113866	09/03/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$232.02
113866	09/03/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$30.00
113866	09/03/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$162.80
113866	09/03/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$284.85
113866	09/03/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$(147.86)
Check Total:					\$561.81
113867	09/03/2025	Recreation & Culture	Concession Supplies	US Foods, Inc.	\$527.17
Check Total:					\$527.17
113868	09/03/2025	Water Fund	Lab Supplies	USABLUBOOK	\$316.30
113868	09/03/2025	Water Fund	Lab Supplies	USABLUBOOK	\$626.32
Check Total:					\$942.62
113869	09/03/2025	Recreation & Culture	Department Supplies	WALTER E. NELSON CO.	\$259.15
Check Total:					\$259.15
113870	09/03/2025	Water Fund	Water Conservation Program	William Miller	\$150.00
Check Total:					\$150.00
113871	09/03/2025	Sewer Fund	Improvements	YOUNANS EXCAVATION SERVICE LLC	\$19,000.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$19,000.00
113872	09/10/2025	General Fund	R & M - Buildings	Access Unlimited & Security, Inc.	\$270.00
113872	09/10/2025	General Fund	R & M - Buildings	Access Unlimited & Security, Inc.	\$280.00
Check Total:					\$550.00
113873	09/10/2025	Streets Fund	Traffic Control	ADVANCED TRAFFIC PRODUCTS	\$2,056.80
Check Total:					\$2,056.80
113874	09/10/2025	Recreation & Culture	Moscow Farmers Market Programs	Affinity Farm	\$16.00
Check Total:					\$16.00
113875	09/10/2025	Recreation & Culture	Moscow Farmers Market Programs	AICHELE FARMS	\$16.00
Check Total:					\$16.00
113876	09/10/2025	General Fund	Professional Services	Aidan Koval	\$180.00
Check Total:					\$180.00
113877	09/10/2025	General Fund	Department Supplies	ALSCO, INC.	\$31.98
113877	09/10/2025	General Fund	Department Supplies	ALSCO, INC.	\$31.98
113877	09/10/2025	Transit Center	Department Supplies	ALSCO, INC.	\$38.41
113877	09/10/2025	Transit Center	Department Supplies	ALSCO, INC.	\$38.41
Check Total:					\$140.78
113878	09/10/2025	Stormwater Fund	Operations & Maintenance Parts	Amazon Capital Services	\$60.50
113878	09/10/2025	Stormwater Fund	Department Supplies	Amazon Capital Services	\$121.10
113878	09/10/2025	Stormwater Fund	Department Supplies	Amazon Capital Services	\$66.95
113878	09/10/2025	Stormwater Fund	Office Supplies	Amazon Capital Services	\$48.96
Check Total:					\$297.51
113879	09/10/2025	Water Fund	Utility Accounts Receivable	AMMIE FALEN	\$105.80
Check Total:					\$105.80
113880	09/10/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
113880	09/10/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
113880	09/10/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$252.00
113880	09/10/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$330.00
113880	09/10/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$40.00
113880	09/10/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$165.00
113880	09/10/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$330.00
113880	09/10/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$165.00
113880	09/10/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$165.00
113880	09/10/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$110.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
113880	09/10/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$110.00
113880	09/10/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$200.00
Check Total:					\$2,287.00
113881	09/10/2025	General Fund	Professional Services	Andrew Eberle	\$90.00
Check Total:					\$90.00
113882	09/10/2025	General Fund	Building Permits	Apex Roofing LLC	\$69.50
Check Total:					\$69.50
113883	09/10/2025	Streets Fund	Maintenance	Arrow Construction Supply, Inc.	\$1,078.14
Check Total:					\$1,078.14
113884	09/10/2025	Water Fund	Department Supplies	ARTBEAT, INC.	\$124.20
Check Total:					\$124.20
113885	09/10/2025	Stormwater Fund	Operations & Maintenance Parts	ATLAS SAND & ROCK, INC	\$971.10
Check Total:					\$971.10
113886	09/10/2025	General Fund	Professional Services	Austin Weisse	\$450.00
Check Total:					\$450.00
113887	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	AUTOZONE, INC.	\$43.18
Check Total:					\$43.18
113888	09/10/2025	Recreation & Culture	Moscow Farmers Market Programs	Back Home Baking	\$12.00
Check Total:					\$12.00
113889	09/10/2025	General Fund	Uniform Expense	Bryan Brutsman	\$41.99
Check Total:					\$41.99
113890	09/10/2025	General Fund	Professional Services	Bryson Butterfield	\$90.00
Check Total:					\$90.00
113891	09/10/2025	General Fund	R & M - Equipment	CANON SOLUTIONS AMERICA, INC.	\$53.85
113891	09/10/2025	General Fund	R & M - Equipment	CANON SOLUTIONS AMERICA, INC.	\$97.24
113891	09/10/2025	Recreation & Culture	Office Supplies	CANON SOLUTIONS AMERICA, INC.	\$32.41
113891	09/10/2025	General Fund	R & M - Equipment	CANON SOLUTIONS AMERICA, INC.	\$49.29
113891	09/10/2025	General Fund	R & M - Equipment	CANON SOLUTIONS AMERICA, INC.	\$23.45
113891	09/10/2025	General Fund	R & M - Equipment	CANON SOLUTIONS AMERICA, INC.	\$118.54
Check Total:					\$374.78
113892	09/10/2025	Recreation & Culture	Moscow Farmers Market Programs	City of Moscow	\$26.00
Check Total:					\$26.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
113893	09/10/2025	Sewer Fund	Lab Supplies	Clean Earth Environmental	\$1,232.67
Check Total:					\$1,232.67
113894	09/10/2025	Fleet Management Fund	Motor Fuels & Lubricants	COLEMAN OIL CO.	\$16,077.36
113894	09/10/2025	Fleet Management Fund	Motor Fuels & Lubricants	COLEMAN OIL CO.	\$(16,077.36
113894	09/10/2025	Fleet Management Fund	Motor Fuels & Lubricants	COLEMAN OIL CO.	\$15,003.00
Check Total:					\$15,003.00
113895	09/10/2025	Water Fund	Operations & Maintenance Parts	CONSOLIDATED SUPPLY CO.	\$8,156.16
113895	09/10/2025	Water Fund	Operations & Maintenance Parts	CONSOLIDATED SUPPLY CO.	\$8,156.16
113895	09/10/2025	Water Fund	Operations & Maintenance Parts	CONSOLIDATED SUPPLY CO.	\$2,288.89
113895	09/10/2025	Water Fund	Operations & Maintenance Parts	CONSOLIDATED SUPPLY CO.	\$1,369.03
113895	09/10/2025	Water Fund	Operations & Maintenance Parts	CONSOLIDATED SUPPLY CO.	\$331.30
113895	09/10/2025	Water Fund	Meters	CONSOLIDATED SUPPLY CO.	\$1,024.82
113895	09/10/2025	Water Fund	Meters	CONSOLIDATED SUPPLY CO.	\$5,187.43
113895	09/10/2025	Water Fund	Meters	CONSOLIDATED SUPPLY CO.	\$734.35
113895	09/10/2025	Water Fund	Operations & Maintenance Parts	CONSOLIDATED SUPPLY CO.	\$309.65
Check Total:					\$27,557.79
113896	09/10/2025	Streets Fund	Uniform Expense	Crown Enterprises	\$109.99
113896	09/10/2025	Water Fund	Uniform Expense	Crown Enterprises	\$59.99
Check Total:					\$169.98
113897	09/10/2025	Sewer Fund	Utility Accounts Receivable	DAVID SEARIGHT	\$66.07
113897	09/10/2025	Water Fund	Utility Accounts Receivable	DAVID SEARIGHT	\$49.72
113897	09/10/2025	Sanitation Fund	Utility Accounts Receivable	DAVID SEARIGHT	\$32.82
Check Total:					\$148.61
113898	09/10/2025	General Fund	Printing & Binding	Deluxe	\$1,776.21
Check Total:					\$1,776.21
113899	09/10/2025	General Fund	Professional Services	Devin Moura	\$360.00
Check Total:					\$360.00
113900	09/10/2025	Water Fund	Professional Services	DIGLINE, INC.	\$153.08
113900	09/10/2025	Sewer Fund	Professional Services	DIGLINE, INC.	\$153.07
Check Total:					\$306.15
113901	09/10/2025	General Fund	R & M - Buildings	Door & Window Specialist	\$550.43
Check Total:					\$550.43
113902	09/10/2025	Sewer Fund	R & M - Equipment	Ferguson Waterworks	\$170.48
Check Total:					\$170.48

Check #	Check Date	Fund	Account	Vendor Name	Amount
113903	09/10/2025	Water Fund	R & M - Equipment	FILTRATION TECHNOLOGY, INC	\$1,059.09
113903	09/10/2025	Water Fund	Chemicals	FILTRATION TECHNOLOGY, INC	\$7,138.00
Check Total:					\$8,197.09
113904	09/10/2025	Sanitation Fund	Waste Connection Trans	FINLEY BUTTES LANDFILL	\$131,248.98
113904	09/10/2025	Sanitation Fund	Fuel Relief	FINLEY BUTTES LANDFILL	\$432.62
Check Total:					\$131,681.60
113905	09/10/2025	Information Systems Fund	Telephones & Communications	FIRST STEP INTERNET, LLC	\$50.00
113905	09/10/2025	Information Systems Fund	Telephones & Communications	FIRST STEP INTERNET, LLC	\$50.00
Check Total:					\$100.00
113906	09/10/2025	General Fund	Building Permits	GARRETT CLEVINGER	\$58.00
Check Total:					\$58.00
113907	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	GORDON TRUCK CENTERS, INC.	\$263.62
Check Total:					\$263.62
113908	09/10/2025	Sewer Fund	R & M - Equipment	GRAINGER, INC.	\$61.75
113908	09/10/2025	Fleet Management Fund	Minor Equipment	GRAINGER, INC.	\$40.88
113908	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	GRAINGER, INC.	\$90.51
Check Total:					\$193.14
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
113909	09/10/2025	General Fund	Professional Services	GRITMAN MEDICAL CENTER	\$85.00
Check Total:					\$1,360.00
113910	09/10/2025	Water Fund	R & M - Buildings	GROPP, LLC	\$100.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$100.00
113911	09/10/2025	General Fund	Gas Permits	GROPP, LLC	\$42.25
Check Total:					\$42.25
113912	09/10/2025	Recreation & Culture	Department Supplies	HAHN RENTAL CENTER, INC.	\$143.00
113912	09/10/2025	Recreation & Culture	Department Supplies	HAHN RENTAL CENTER, INC.	\$143.00
113912	09/10/2025	Recreation & Culture	Department Supplies	HAHN RENTAL CENTER, INC.	\$143.00
113912	09/10/2025	Streets Fund	Rental Property & Equipment	HAHN RENTAL CENTER, INC.	\$95.00
113912	09/10/2025	Water Fund	Other Miscellaneous Supplies	HAHN RENTAL CENTER, INC.	\$92.25
113912	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	HAHN RENTAL CENTER, INC.	\$9.62
Check Total:					\$625.87
113913	09/10/2025	Recreation & Culture	R & M - Equipment	HELBLING MACHINE & AUTO PARTS	\$415.92
113913	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	HELBLING MACHINE & AUTO PARTS	\$39.88
Check Total:					\$455.80
113914	09/10/2025	Streets Fund	Maintenance	HERCO, INC.	\$1,030.16
113914	09/10/2025	Streets Fund	Maintenance	HERCO, INC.	\$1,068.39
113914	09/10/2025	Streets Fund	Maintenance	HERCO, INC.	\$2,068.22
113914	09/10/2025	Streets Fund	Maintenance	HERCO, INC.	\$2,065.06
Check Total:					\$6,231.83
113915	09/10/2025	Stormwater Fund	R & M - Buildings	Home Depot U.S.A, Inc.	\$95.95
Check Total:					\$95.95
113916	09/10/2025	General Fund	VEBA Program	HRA VEBA TRUST	\$152.81
Check Total:					\$152.81
113917	09/10/2025	Streets Fund	Traffic Control	HUBER ACTION FREIGHT, INC.	\$36.25
113917	09/10/2025	Streets Fund	Maintenance	HUBER ACTION FREIGHT, INC.	\$18.85
Check Total:					\$55.10
113918	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	HUGHES FIRE EQUIPMENT, INC.	\$3,317.63
Check Total:					\$3,317.63
113919	09/10/2025	Recreation & Culture	Concession Supplies	IDAHO BEVERAGES, INC.	\$508.90
113919	09/10/2025	Recreation & Culture	Concession Supplies	IDAHO BEVERAGES, INC.	\$132.00
Check Total:					\$640.90
113920	09/10/2025	General Fund	Professional Services	INFOSEND, INC.	\$3,940.53
Check Total:					\$3,940.53
113921	09/10/2025	Streets Fund	Traffic Control	InterMountain Sign & Safety, Inc.	\$3,615.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$3,615.00
113922	09/10/2025	General Fund	Firing Range R & M	J.R. SIMPLOT COMPANY	\$500.00
113922	09/10/2025	General Fund	R & M - Equipment	J.R. SIMPLOT COMPANY	\$87.92
Check Total:					\$587.92
113923	09/10/2025	General Fund	Uniform Expense	Jason Summers	\$222.50
Check Total:					\$222.50
113924	09/10/2025	Streets Fund	Deposits Payable	JED WHITLING	\$367.50
Check Total:					\$367.50
113925	09/10/2025	Streets Fund	Deposits Payable	JED WHITLING	\$367.50
Check Total:					\$367.50
113926	09/10/2025	Water Fund	R & M - Grounds	Jeff Arnett	\$680.00
113926	09/10/2025	Water Fund	R & M - Grounds	Jeff Arnett	\$220.00
Check Total:					\$900.00
113927	09/10/2025	General Fund	Uniform Expense	Jeff Spellman	\$59.99
Check Total:					\$59.99
113928	09/10/2025	Capital Projects Fund	Subdivision Tree Fees	JIM SWIFT	\$500.00
Check Total:					\$500.00
113929	09/10/2025	General Fund	Professional Services	Joe Palfini	\$270.00
Check Total:					\$270.00
113930	09/10/2025	Sewer Fund	Professional Services	Johnson Controls Fire Protection LP	\$1,279.56
Check Total:					\$1,279.56
113931	09/10/2025	Water Fund	Other Miscellaneous Supplies	LANDGROVE COFFEE, INC.	\$18.00
Check Total:					\$18.00
113932	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	LES SCHWAB TIRE CENTERS	\$547.96
Check Total:					\$547.96
113933	09/10/2025	Streets Fund	Professional Development	Lisa Saban	\$16.38
Check Total:					\$16.38
113934	09/10/2025	General Fund	Professional Services	Luca Atencio	\$990.00
Check Total:					\$990.00
113935	09/10/2025	General Fund	Professional Services	Madison Zumhofe	\$180.00
Check Total:					\$180.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
113936	09/10/2025	Stormwater Fund	Operations & Maintenance Parts	METROQUIP, INC.	\$420.78
Check Total:					\$420.78
113937	09/10/2025	Recreation & Culture	Special Events	Moscow Apparel Co.	\$458.51
113937	09/10/2025	Recreation & Culture	Special Events	Moscow Apparel Co.	\$180.99
Check Total:					\$639.50
113938	09/10/2025	Fleet Management Fund	Trash & Container Service	Moscow Recycling	\$21.11
113938	09/10/2025	Streets Fund	Trash & Container Service	Moscow Recycling	\$21.11
113938	09/10/2025	Stormwater Fund	Trash & Container Service	Moscow Recycling	\$21.11
113938	09/10/2025	Streets Fund	Trash & Container Service	Moscow Recycling	\$21.11
Check Total:					\$84.44
113939	09/10/2025	Streets Fund	Maintenance	MOTLEY-MOTLEY, INC.	\$1,262.43
113939	09/10/2025	Sewer Capital Fund	Sewer Main Program	MOTLEY-MOTLEY, INC.	\$110,805.15
113939	09/10/2025	Streets Fund	Maintenance	MOTLEY-MOTLEY, INC.	\$19,600.00
113939	09/10/2025	Streets Fund	Maintenance	MOTLEY-MOTLEY, INC.	\$1,311.96
Check Total:					\$132,979.54
113940	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	Mr. Windshield	\$375.00
Check Total:					\$375.00
113941	09/10/2025	Stormwater Fund	Operations & Maintenance Parts	MUNDY'S MACHINE & WELDING	\$124.22
113941	09/10/2025	Fleet Management Fund	Shop Supplies	MUNDY'S MACHINE & WELDING	\$860.00
Check Total:					\$984.22
113942	09/10/2025	Fleet Management Fund	Shop Supplies	NAPA AUTO PARTS	\$11.99
113942	09/10/2025	Fleet Management Fund	Shop Supplies	NAPA AUTO PARTS	\$13.68
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$57.24
113942	09/10/2025	MSD Community Play Fields	Department Supplies	NAPA AUTO PARTS	\$139.99
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$268.12
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$(50.69)
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$185.71
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$12.40
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$259.80
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$4.39
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$4.54
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$24.99
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$207.92
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$396.99
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$(46.55)
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$12.99

Check #	Check Date	Fund	Account	Vendor Name	Amount
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$13.47
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$58.99
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$56.99
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$5.97
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$48.87
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$30.09
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$91.92
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$17.44
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$25.88
113942	09/10/2025	Fleet Management Fund	Shop Supplies	NAPA AUTO PARTS	\$23.30
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$78.00
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$49.76
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$(54.00)
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$162.08
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$134.35
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$(36.00)
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$178.50
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$36.69
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$46.55
113942	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	NAPA AUTO PARTS	\$7.64
Check Total:					\$2,480.00
113943	09/10/2025	General Fund	Professional Services	Nate Bass	\$270.00
Check Total:					\$270.00
113944	09/10/2025	Water Fund	Uniform Expense	National Safety, Inc.	\$107.60
Check Total:					\$107.60
113945	09/10/2025	Sewer Fund	Lab Supplies	NCL OF WISCONSIN, INC.	\$315.14
113945	09/10/2025	Sewer Fund	Lab Supplies	NCL OF WISCONSIN, INC.	\$987.44
Check Total:					\$1,302.58
113946	09/10/2025	General Fund	Professional Services	Nick Canto	\$180.00
Check Total:					\$180.00
113947	09/10/2025	General Fund	Professional Services	Nicole Larson	\$1,500.00
Check Total:					\$1,500.00
113948	09/10/2025	Sewer Fund	Utility Accounts Receivable	NICOLE MUSSER	\$14.64
113948	09/10/2025	Water Fund	Utility Accounts Receivable	NICOLE MUSSER	\$11.02
113948	09/10/2025	Sanitation Fund	Utility Accounts Receivable	NICOLE MUSSER	\$7.28
113948	09/10/2025	Water Fund	Utility Accounts Receivable	NICOLE MUSSER	\$6.35

Check #	Check Date	Fund	Account	Vendor Name	Amount
113948	09/10/2025	Stormwater Fund	Utility Accounts Receivable	NICOLE MUSSER	\$2.15
				Check Total:	\$41.44
113949	09/10/2025	Streets Fund	Maintenance	NORTH IDAHO CRUSHING, INC.	\$404.10
				Check Total:	\$404.10
113950	09/10/2025	Recreation & Culture	Professional Services	Omega Electric	\$2,575.00
				Check Total:	\$2,575.00
113951	09/10/2025	Streets Fund	Maintenance	Omega Electric	\$114.75
				Check Total:	\$114.75
113952	09/10/2025	Sewer Fund	Chemicals	OXARC, INC.	\$502.15
113952	09/10/2025	Sewer Fund	Chemicals	OXARC, INC.	\$4,454.06
				Check Total:	\$4,956.21
113953	09/10/2025	Sewer Fund	R & M - Equipment	PHILLIP R. STRADLEY	\$979.01
113953	09/10/2025	Sewer Fund	R & M - Equipment	PHILLIP R. STRADLEY	\$4,777.85
				Check Total:	\$5,756.86
113954	09/10/2025	General Fund	Recruitment Expense	Puretone of Idaho	\$50.00
				Check Total:	\$50.00
113955	09/10/2025	Stormwater Fund	R & M - Buildings	REXEL USA, INC.	\$66.24
				Check Total:	\$66.24
113956	09/10/2025	General Fund	Employee Recognition	Rosauers Supermarkets, Inc.	\$23.98
				Check Total:	\$23.98
113957	09/10/2025	Water Fund	Utility Accounts Receivable	SCOTT SPULER	\$71.35
113957	09/10/2025	Sewer Fund	Utility Accounts Receivable	SCOTT SPULER	\$3.19
113957	09/10/2025	Water Fund	Utility Accounts Receivable	SCOTT SPULER	\$2.40
113957	09/10/2025	Sanitation Fund	Utility Accounts Receivable	SCOTT SPULER	\$1.93
113957	09/10/2025	Stormwater Fund	Utility Accounts Receivable	SCOTT SPULER	\$0.23
				Check Total:	\$79.10
113958	09/10/2025	Sewer Fund	Miscellaneous Services & Charges	SE Moscow Sewer District	\$130.00
				Check Total:	\$130.00
113959	09/10/2025	Water Fund	Uniform Expense	Sean Hammond	\$132.45
				Check Total:	\$132.45
113960	09/10/2025	General Fund	Travel & Meetings	Shaine Gunderson	\$440.96
				Check Total:	\$440.96

Check #	Check Date	Fund	Account	Vendor Name	Amount
113961	09/10/2025	General Fund	Professional Services	Shelby Hobbs	\$270.00
Check Total:					\$270.00
113962	09/10/2025	Water Fund	Utility Accounts Receivable	SHELLEY L BENNETT	\$187.14
Check Total:					\$187.14
113963	09/10/2025	Fleet Management Fund	R & M - Equipment	SNAP-ON INC.	\$10.32
113963	09/10/2025	Fleet Management Fund	Shop Supplies	SNAP-ON INC.	\$1,367.66
113963	09/10/2025	Fleet Management Fund	Shop Supplies	SNAP-ON INC.	\$227.40
Check Total:					\$1,605.38
113964	09/10/2025	Streets Fund	Maintenance	Spence Hardware & Supply, Inc.	\$(17.92)
113964	09/10/2025	Streets Fund	Maintenance	SPENCE HARDWARE & SUPPLY, INC.	\$25.28
113964	09/10/2025	Water Fund	Other Miscellaneous Supplies	SPENCE HARDWARE & SUPPLY, INC.	\$11.99
113964	09/10/2025	Streets Fund	Uniform Expense	SPENCE HARDWARE & SUPPLY, INC.	\$(29.99)
113964	09/10/2025	Streets Fund	Uniform Expense	SPENCE HARDWARE & SUPPLY, INC.	\$29.99
113964	09/10/2025	Water Fund	Other Miscellaneous Supplies	SPENCE HARDWARE & SUPPLY, INC.	\$77.96
113964	09/10/2025	Stormwater Fund	Department Supplies	SPENCE HARDWARE & SUPPLY, INC.	\$464.85
113964	09/10/2025	Stormwater Fund	Department Supplies	SPENCE HARDWARE & SUPPLY, INC.	\$79.33
113964	09/10/2025	Sewer Fund	R & M - Equipment	SPENCE HARDWARE & SUPPLY, INC.	\$23.99
113964	09/10/2025	Recreation & Culture	Department Supplies	SPENCE HARDWARE & SUPPLY, INC.	\$1.99
113964	09/10/2025	General Fund	Downtown Maintenance	SPENCE HARDWARE & SUPPLY, INC.	\$92.15
113964	09/10/2025	Recreation & Culture	Department Supplies	SPENCE HARDWARE & SUPPLY, INC.	\$41.74
113964	09/10/2025	Sewer Fund	R & M - Equipment	SPENCE HARDWARE & SUPPLY, INC.	\$67.50
113964	09/10/2025	Water Fund	Department Supplies	SPENCE HARDWARE & SUPPLY, INC.	\$33.75
113964	09/10/2025	Streets Fund	Maintenance	SPENCE HARDWARE & SUPPLY, INC.	\$15.98
Check Total:					\$918.59
113965	09/10/2025	Water Fund	Operations & Maintenance Parts	Spence Hardware & Supply, Inc.	\$31.25
113965	09/10/2025	Streets Fund	Maintenance	Spence Hardware & Supply, Inc.	\$71.92
113965	09/10/2025	Water Fund	Uniform Expense	Spence Hardware & Supply, Inc.	\$186.99
113965	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	Spence Hardware & Supply, Inc.	\$80.78
113965	09/10/2025	Sewer Fund	R & M - Equipment	Spence Hardware & Supply, Inc.	\$115.24
113965	09/10/2025	Recreation & Culture	R & M - Buildings	Spence Hardware & Supply, Inc.	\$19.97
113965	09/10/2025	Stormwater Fund	Department Supplies	Spence Hardware & Supply, Inc.	\$54.00
113965	09/10/2025	Sewer Fund	R & M - Equipment	Spence Hardware & Supply, Inc.	\$9.98
113965	09/10/2025	Recreation & Culture	Department Supplies	Spence Hardware & Supply, Inc.	\$69.98
113965	09/10/2025	Recreation & Culture	Department Supplies	Spence Hardware & Supply, Inc.	\$112.67
113965	09/10/2025	Streets Fund	Maintenance	Spence Hardware & Supply, Inc.	\$15.84
113965	09/10/2025	Streets Fund	Maintenance	Spence Hardware & Supply, Inc.	\$199.99
113965	09/10/2025	Streets Fund	Maintenance	Spence Hardware & Supply, Inc.	\$86.03

Check #	Check Date	Fund	Account	Vendor Name	Amount
113965	09/10/2025	Streets Fund	Uniform Expense	Spence Hardware & Supply, Inc.	\$189.99
113965	09/10/2025	Streets Fund	Uniform Expense	Spence Hardware & Supply, Inc.	\$72.99
113965	09/10/2025	Water Fund	Other Miscellaneous Supplies	Spence Hardware & Supply, Inc.	\$47.98
113965	09/10/2025	Recreation & Culture	R & M - Buildings	Spence Hardware & Supply, Inc.	\$9.49
113965	09/10/2025	Sewer Fund	R & M - Equipment	Spence Hardware & Supply, Inc.	\$47.98
113965	09/10/2025	Stormwater Fund	Department Supplies	Spence Hardware & Supply, Inc.	\$64.98
113965	09/10/2025	MSD Community Play Fields	R & M - Grounds	Spence Hardware & Supply, Inc.	\$39.27
113965	09/10/2025	Recreation & Culture	Department Supplies	Spence Hardware & Supply, Inc.	\$20.25
113965	09/10/2025	General Fund	Miscellaneous Services & Charges	Spence Hardware & Supply, Inc.	\$18.02
113965	09/10/2025	Water Fund	Other Miscellaneous Supplies	Spence Hardware & Supply, Inc.	\$3.79
113965	09/10/2025	Water Fund	Other Miscellaneous Supplies	Spence Hardware & Supply, Inc.	\$3.79
113965	09/10/2025	Water Fund	Department Supplies	Spence Hardware & Supply, Inc.	\$72.98
113965	09/10/2025	Streets Fund	Uniform Expense	Spence Hardware & Supply, Inc.	\$189.99
113965	09/10/2025	Streets Fund	Maintenance	Spence Hardware & Supply, Inc.	\$369.00
113965	09/10/2025	General Fund	Department Supplies	Spence Hardware & Supply, Inc.	\$47.97
Check Total:					\$2,253.11
113966	09/10/2025	Sewer Fund	R & M - Equipment	Spence Sales & Service	\$49.49
113966	09/10/2025	Sewer Fund	R & M - Equipment	Spence Sales & Service	\$1,199.00
113966	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	Spence Sales & Service	\$649.94
Check Total:					\$1,898.43
113967	09/10/2025	Fleet Management Fund	R & M - Equipment	Spokane House of Hose, Inc.	\$256.20
Check Total:					\$256.20
113968	09/10/2025	Water Fund	Office Supplies	STAPLES ADVANTAGE	\$301.99
113968	09/10/2025	Recreation & Culture	Office Supplies	STAPLES ADVANTAGE	\$82.12
Check Total:					\$384.11
113969	09/10/2025	General Fund	Office Supplies	Staples Advantage	\$255.57
Check Total:					\$255.57
113970	09/10/2025	General Fund	R & M - Buildings	Stoneway Electric Supply Co.	\$40.35
113970	09/10/2025	General Fund	R & M - Buildings	Stoneway Electric Supply Co.	\$40.35
113970	09/10/2025	Transit Center	R & M - Buildings	Stoneway Electric Supply Co.	\$32.36
113970	09/10/2025	Streets Fund	Traffic Control	Stoneway Electric Supply Co.	\$125.80
113970	09/10/2025	Streets Fund	Traffic Control	Stoneway Electric Supply Co.	\$86.43
113970	09/10/2025	Transit Center	R & M - Buildings	Stoneway Electric Supply Co.	\$20.18
Check Total:					\$345.47
113971	09/10/2025	Recreation & Culture	Janitorial Services & Supplies	SUPERIOR FLOORS, INC.	\$335.50
113971	09/10/2025	Recreation & Culture	Janitorial Services & Supplies	SUPERIOR FLOORS, INC.	\$489.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
113971	09/10/2025	General Fund	Janitorial Services & Supplies	SUPERIOR FLOORS, INC.	\$2,776.25
				Check Total:	\$3,600.75
113972	09/10/2025	Recreation & Culture	Moscow Farmers Market Programs	Taylor-made Kitchen	\$16.00
				Check Total:	\$16.00
113973	09/10/2025	General Fund	Professional Publications	Thomson Reuters-West	\$365.88
113973	09/10/2025	General Fund	Professional Publications	Thomson Reuters-West	\$89.07
				Check Total:	\$454.95
113974	09/10/2025	Recreation & Culture	Moscow Farmers Market Programs	TONNEMAKER HILL FARM	\$16.00
				Check Total:	\$16.00
113975	09/10/2025	General Fund	Department Supplies	Transunion Risk and Alternative	\$179.80
				Check Total:	\$179.80
113976	09/10/2025	Capital Projects Fund	Subdivision Tree Fees	TRAVIS COLEMAN	\$1,000.00
				Check Total:	\$1,000.00
113977	09/10/2025	Capital Projects Fund	Subdivision Tree Fees	TRAVIS COLEMAN	\$1,000.00
				Check Total:	\$1,000.00
113978	09/10/2025	General Fund	Advertising & Publishing	TRIBUNE PUBLISHING COMPANY	\$167.56
				Check Total:	\$167.56
113979	09/10/2025	Water Fund	Utility Accounts Receivable	TRUMAN RENTON	\$121.80
				Check Total:	\$121.80
113980	09/10/2025	General Fund	Professional Services	Turner Webb	\$90.00
				Check Total:	\$90.00
113981	09/10/2025	Water Fund	Department Supplies	Uline	\$119.79
				Check Total:	\$119.79
113982	09/10/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$1,013.36
113982	09/10/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$104.03
113982	09/10/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$86.56
113982	09/10/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$278.01
113982	09/10/2025	General Fund	Uniform Expense	Uniforms2Gear,Inc.	\$2,947.00
113982	09/10/2025	General Fund	Professional Development	Uniforms2Gear,Inc.	\$95.80
113982	09/10/2025	General Fund	Professional Development	Uniforms2Gear,Inc.	\$95.80
113982	09/10/2025	General Fund	Professional Development	Uniforms2Gear,Inc.	\$95.80
				Check Total:	\$4,716.36
113983	09/10/2025	Water Fund	Lab Supplies	USABLUBOOK	\$502.73

Check #	Check Date	Fund	Account	Vendor Name	Amount
113983	09/10/2025	Water Fund	Lab Supplies	USABUEBOOK	\$488.00
113983	09/10/2025	Water Fund	Lab Supplies	USABUEBOOK	\$58.10
Check Total:					\$1,048.83
113984	09/10/2025	Sewer Fund	Janitorial Services & Supplies	Viva Cleaning Company	\$2,725.54
113984	09/10/2025	Water Fund	Janitorial Services & Supplies	Viva Cleaning Company	\$1,537.62
113984	09/10/2025	Recreation & Culture	Janitorial Services & Supplies	Viva Cleaning Company	\$4,800.00
Check Total:					\$9,063.16
113985	09/10/2025	Recreation & Culture	Department Supplies	Walter E. Nelson Co.	\$544.99
113985	09/10/2025	General Fund	Department Supplies	Walter E. Nelson Co.	\$580.92
113985	09/10/2025	Recreation & Culture	Department Supplies	Walter E. Nelson Co.	\$270.00
113985	09/10/2025	Recreation & Culture	R & M - Equipment	Walter E. Nelson Co.	\$148.52
Check Total:					\$1,544.43
113986	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	Western States Equipment Co.	\$882.90
113986	09/10/2025	Fleet Management Fund	Operations & Maintenance Parts	Western States Equipment Co.	\$635.40
Check Total:					\$1,518.30
113987	09/10/2025	Sewer Fund	Utility Accounts Receivable	WYATT MILLER	\$14.75
113987	09/10/2025	Water Fund	Utility Accounts Receivable	WYATT MILLER	\$11.10
113987	09/10/2025	Sanitation Fund	Utility Accounts Receivable	WYATT MILLER	\$7.32
113987	09/10/2025	Water Fund	Utility Accounts Receivable	WYATT MILLER	\$1.35
113987	09/10/2025	Stormwater Fund	Utility Accounts Receivable	WYATT MILLER	\$2.48
Check Total:					\$37.00
113988	09/10/2025	Water Fund	Meters	Zenner USA, Inc.	\$3,133.67
Check Total:					\$3,133.67

Check #	Check Date	Fund	Account	Vendor Name	Amount
				Total Amount Being Paid:	\$833,500.46



Accounts Payable Checks for Approval

September 10, 2025 04:24 PM

jlopez

Check #	Check Date	Fund	Account	Vendor Name	Amount
412	09/10/2025	Sanitation Fund	Sales Tax Payable	LATAH SANITATION, INC.	\$1,117.13
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$164,697.33
412	09/10/2025	Sanitation Fund	Operations & Maintenance	LATAH SANITATION, INC.	\$8,020.68
412	09/10/2025	Sanitation Fund	Operations & Maintenance	LATAH SANITATION, INC.	\$14,677.09
412	09/10/2025	Sanitation Fund	Operations & Maintenance	LATAH SANITATION, INC.	\$49,651.24
412	09/10/2025	Sewer Fund	Bio-Solids Disposal	LATAH SANITATION, INC.	\$21,488.37
412	09/10/2025	Sanitation Fund	Accounts Receivable - Misc	LATAH SANITATION, INC.	\$(93,766.71)
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$12,702.54
412	09/10/2025	Sanitation Fund	Contractual Miscellaneous Rate	LATAH SANITATION, INC.	\$22,576.93
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$182.07
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$5,910.37
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$4,704.00
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$16,848.13
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$582.00
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$457.40
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$2,640.12
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$4,065.70
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$587.34
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$29.31
412	09/10/2025	Sanitation Fund	Collection Services Inside City	LATAH SANITATION, INC.	\$64.00
412	09/10/2025	Sanitation Fund	Contractual Miscellaneous Rate	LATAH SANITATION, INC.	\$14,021.50
412	09/10/2025	Sanitation Fund	Contractual Miscellaneous Rate	LATAH SANITATION, INC.	\$75,292.06
412	09/10/2025	Sanitation Fund	Operations & Maintenance	LATAH SANITATION, INC.	\$1,609.10
Check Total:					\$328,157.70

Check #	Check Date	Fund	Account	Vendor Name	Amount
				Total Amount Being Paid:	\$328,157.70

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 15, 2025



AGENDA ITEM TITLE

Approval of Disbursement Report August 2025 - Sarah Decker

RESPONSIBLE STAFF

Sarah Decker, Director of Finance & Employee Services

ADDITIONAL PRESENTER(S)

DESCRIPTION

Accounts Payable Report for the month ending August 31st, 2025. A summary of the major expenditures has been approximated by category and represents 96% of the total expenditure of \$3,693,887.15.

Payroll	\$1,447,206.00
Professional Services	\$83,703.00
Sanitation	\$346,353.00
Capital Outlay	\$109,188.00
Capital Outlay - Improvement	\$212,374.00
Capital Outlay - Buildings	\$327,086.00
Capital Outlay - Vehicles	\$584,194.00
Minor Equipment	\$13,501.00
Supplies	\$139,281.00
Utilities	\$94,166.00
Contractual Payments	\$157,677.00
ACH Wells Fargo	\$48,562.00
Total	\$3,563,291.00

REVIEWED BY

PROPOSED ACTIONS

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

STAFF RECOMMENDATION

Accept the Disbursements Report for the month of August 2025.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. August Revenue Report 2025
2. Cash & Investments Balances - August 2025
3. Disbursement Report - August 2025
4. Major Expenditures Report August 2025

RECEIPTS REPORT FOR AUGUST 2025

RECEIPTS REPORT FOR AUGUST 2025												
	FUND NAME	Taxes	Franchise Fees	Licenses & Permits	Intergovernmental	Charges for Services	Fines & Penalties	Investment Income	Refunds & Reimbursements	Contributions & Donations	Other	Grand Total
Fund #												
101	GENERAL	346,188.84	117,506.23	91,996.21	88,886.00	146,049.96	19,086.56	315,253.09	42,635.27	1,885.00	5,032.54	1,174,519.70
105	STREETS	458,047.85	0.00	0.00	0.00	0.00	0.00	0.00	1,036.20	0.00	0.00	459,084.05
120	RECREATION AND CULTURE	0.00	0.00	25.00	0.00	72,559.66	0.00	0.00	252.74	1,025.00	-23.17	73,839.23
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
220	WATER	0.00	0.00	0.00	0.00	903,684.06	0.00	2,045.40	0.00	0.00	0.00	905,729.46
230	SEWER	0.00	0.00	0.00	0.00	715,875.66	0.00	1,745.99	239.18	0.00	0.00	717,860.83
235	STORMWATER	0.00	0.00	0.00	0.00	50,409.72	0.00	0.00	0.00	0.00	0.00	50,409.72
240	SANITATION	0.00	0.00	0.00	0.00	500,032.46	0.00	0.00	0.00	0.00	0.00	500,032.46
290	FLEET	0.00	0.00	0.00	0.00	80,770.26	0.00	0.00	0.00	0.00	0.00	80,770.26
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	139,456.59	0.00	0.00	6.72	0.00	0.00	139,463.31
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	1,800.00	0.00	0.00	0.00	27,840.40	0.00	0.00	0.00	29,640.40
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	2,809.52	0.00	0.00	0.00	2,809.52
590	BOND & INTEREST	47,144.48	0.00	0.00	0.00	0.00	0.00	2,495.53	0.00	0.00	0.00	49,640.01
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	851,381.17	117,506.23	93,821.21	97,954.75	2,608,838.37	19,086.56	352,189.93	44,170.11	2,910.00	5,009.37	4,192,867.70

City of Moscow Cash and Investments Balances as of 8/31/2025		
Fund	Year to Date Balance	
General Fund	\$	7,470,823.81
Street Fund	\$	3,240,914.65
Recreation & Culture	\$	1,816,586.94
MSDCP	\$	150,995.50
1912 Fund	\$	35,227.25
Transit Center	\$	26,130.51
Water Fund	\$	3,463,802.27
Sewer Fund	\$	4,248,209.93
Stormwater Fund	\$	590,289.06
Sanitation Fund	\$	2,740,892.73
Fleet	\$	5,541,171.96
Information Systems	\$	3,014,989.47
Water Capital	\$	8,661,470.72
Sewer Capital	\$	25,930,847.04
Stormwater Capital	\$	291,706.08
Capital Projects	\$	17,075,960.09
Sanitation Capital	\$	11,022,072.75
LID Construction	\$	220.21
Hamilton	\$	795,494.96
Bond & Interest	\$	570,581.63
LID Funds	\$	2,967.73
Payroll Service	\$	1,161,113.77
Total Cash & Investments	\$	97,852,469.06

DISBURSEMENTS REPORT FOR AUGUST 2025											
DATE	FUND NAME	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	WELLSFARGO CC ACH	ACCOUNTS PAYABLE ACH	VOID CHECKS	PAYROLL	PAYROLL	GRAND TOTALS
		8/6/2025	8/13/2025	8/20/2025	8/27/2025	8/13/2025	8/6/2025	8/18/2025	8/8/2025	8/22/2025	
		AP 8.6.2025	AP 8.13.2025	AP 8.20.2025	AP 8.27.2025	AP 8.8.2025 AP 8.22.2025	AP 8.6.2025 AP 8.13.2025	AP 8.18.2025	PR 151-152-153	PR 154	
CHECK #'s		113531-113591	113592-113674	113675-113740	113741-113807	August's CC ACH's	August's ACH's	113645	21670-21671	21672-21673	
Fund #											
	ACH for Wells Fargo to be Imported										0.00
101	GENERAL	23,209.59	18,787.04	8,201.55	24,176.37	26,601.26			383,564.60	393,669.05	878,209.46
105	STREETS	38,291.47	5,799.91	44.99	12,069.34	862.70			29,963.66	31,387.30	118,419.37
120	RECREATION AND CULTURE	39,261.60	8,790.19	11,700.36	2,909.20	7,141.63		(22.05)	131,145.34	128,865.90	329,792.17
121	MSD COMM. PLAY FIELDS	4,559.73							2,267.84	2,109.09	8,936.66
123	1912 CENTER			10,750.00							10,750.00
128	TRANSIT CENTER	1,561.02	76.82	65.47	36.39						1,739.70
220	WATER	48,686.36	10,537.90	31,723.03	8,332.36	871.25	134,099.70		57,530.40	56,619.69	348,400.69
230	SEWER	22,888.06	14,890.62	27,182.57	16,913.65	4,707.95	21,488.37		56,905.99	58,438.29	223,415.50
235	STORMWATER	1,347.31	5,408.97	130.17	467.12	807.54		(127.22)	18,897.48	19,970.70	46,902.07
240	SANITATION		135,537.06	143.45			189,832.70		9,338.23	4,014.36	338,865.80
290	FLEET	1,078.84	612,277.50	19,974.37	5,228.22	262.38			12,177.17	15,399.99	666,398.47
295	INFORMATION SYSTEMS		24,875.00	15,040.11	29.51	7,307.03			17,131.89	17,808.68	82,192.22
320	WATER CAPITAL PROJECTS	162,746.56			3,897.50						166,644.06
330	SEWER CAPITAL PROJECTS	20,906.55	96,540.62	4,230.00	25,834.40						147,511.57
335	STORMWATER CAPITAL PROJECTS										0.00
340	SANITATION CAPITAL PROJ										0.00
350	CAPITAL PROJECTS	317,750.07	7,959.34								325,709.41
355	LID CONSTRUCTION										0.00
380	HAMILTON - PARKS & REC										0.00
590	BONDS & INTEREST										0.00
	TOTAL	682,287.16	941,480.97	129,186.07	99,894.06	48,561.74	345,420.77	(149.27)	718,922.60	728,283.05	3,693,887.15

Major Expenditures for August 2025

[illegible]

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 15, 2025



AGENDA ITEM TITLE

Moscowberfest Alcohol Use Request in Entertainment District - Amanda Argona

RESPONSIBLE STAFF

Amanda Argona, Community Events Manager

ADDITIONAL PRESENTER(S)

DESCRIPTION

The Moscow Chamber of Commerce + Visitor Center is hosting their annual Moscowberfest on Saturday, October 4th, from 4 pm to 8 pm on Main Street between 3rd and 6th Streets. This event is now in its fifth year and is stylized in the spirit of fall folk festivals. The applicant anticipates no more than six (6) licensed beer and/or wine vendors, a variety of food trucks, trailers, and tents, and up to eleven (11) vendors facilitating street games, activities, and competitions. The event has been reviewed and approved as of August 25, 2024. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, the Moscow Chamber of Commerce + Visitor Center is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Section 10-1-12; a draft resolution has been prepared for Council's consideration. This was reviewed by the Public Works/Finance Committee on September 8 and recommended for approval.

REVIEWED BY

This was reviewed by the Public Works/Finance Committee on September 8 and recommended for approval.

PROPOSED ACTIONS

ACTION: Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of Moscowberfest for the duration of the event.

STAFF RECOMMENDATION

Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of Moscowberfest for the duration of the event.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Resolution 2025 - Entertainment District Beer and Wine_Moscowberfest_20251004_final

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY OF MOSCOW, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, TO ALLOW FOR THE TEMPORARY VENDING OF BEER AND WINE AND EXEMPTION TO THE OPEN CONTAINER PROHIBITION IN THE ENTERTAINMENT DISTRICT UNDER SPECIFIC REGULATIONS AND UNDER CERTAIN LIMITED CONDITIONS PURSUANT TO MOSCOW CITY CODE 10-1-12; PROVIDING THIS RESOLUTION TO BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL.

WHEREAS, Moscow City Code Title 9, Chapter 6, Section 6-35 and Title 9, Chapter 8, Section 8-17 prohibit any person from selling, serving, giving away, dispensing, consuming or carrying any beer or wine in open containers on or in any public street, highway, alley, lane, sidewalk, public or private parking lot, conveyance, or primary and secondary school facility in the City of Moscow, Idaho (hereinafter “City”) except in accordance with specific regulations adopted by the Council by Resolution; and

WHEREAS, The Entertainment District is defined in Moscow City Code Title 10, Chapter 1, Section 1-12 as an exemption to the Open Containers Prohibition (hereinafter “The Entertainment District”) with Council approval; and

WHEREAS, The Moscow Chamber of Commerce + Visitor Center (hereinafter “the Event Sponsor”) desires to have its sponsored event, Moscowberfest (hereinafter “the Permitted Event”), in The Entertainment District (see Attachment “A”); and

WHEREAS, the Permitted Event (see Attachment “B”) is an event sponsored by the Event Sponsor, intended to promote family and community fellowship; and

WHEREAS, Council wishes to allow for the vending and responsible consumption of beer and wine under certain conditions, contained herein and during limited hours during the Permitted Event; and

WHEREAS, Council wishes to prohibit the sale and consumption of liquor during the Permitted Event; and

WHEREAS, Council believes the regulations contained herein are appropriate; and

WHEREAS, Council believes that the specific regulations contained herein balance health and safety concerns of citizens with the desire to promote responsible use of alcoholic beverages; and

WHEREAS, nothing contained in this Resolution is intended to waive other laws and regulations applicable to the sale and consumption of alcohol within City limits (including a requirement for a catering permit; a beer and wine permit for benevolent, charitable and public purpose events; or a winery sponsored event permit); and

WHEREAS, nothing contained within this Resolution is intended to endorse or support any particular belief, philosophy, or political position of the Event Sponsor or of the Permitted Event, and/or its affiliates, associations, contributors, supporters, participants, etc.;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow, Idaho 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 shall be adopted with the following:

SPECIFIC REGULATIONS ON THE SALE AND CONSUMPTION OF BEER AND WINE DURING MOSCOWBERFEST:

Intent:

This Resolution is intended to allow the sale and consumption of beer and wine only (not liquor), pursuant to these specific regulations and is not intended to amend or expand the Moscow City Code or any other applicable law or regulation beyond the scope of the particulars of this Resolution or beyond the hours of the Permitted Event. Other than as specifically provided herein, park, sanitary, health, litter, police, fire, sidewalk café, alcohol vending, and other laws and regulations shall be unaffected by this Resolution. This Resolution is not a waiver of any State, County, or local requirement of a permit or licensure related to sales and/or distribution of alcohol including a requirement for a catering permit; a beer and wine permit for benevolent, charitable and public purpose events; or a winery sponsored event permit. This Resolution shall not establish precedent nor shall it apply to any event other than the Permitted Event held on the 4th day of October, 2025, from 4 p.m. to 8 p.m.

Liability, Insurance and Safety:

1. No less than ten (10) days prior to the Permitted Event at which the licensed vendors will sell beer and/or wine, the Event Sponsor shall deliver to the Community Events Division one (1) copy of written proof that the licensed vendors have current, paid up, off-premise liquor liability insurance or special event insurance in an amount not less than One Million Dollars (\$1,000,000) combined single limits.
2. No less than ten (10) days prior to the first activity of the Permitted Event herein described, the Event Sponsor shall deliver to the Community Events Division one (1) copy of written proof that the Permitted Event has obtained current, paid up, general liability insurance or special event insurance in an amount not less than One Million Dollars (\$1,000,000) combined single limits. City shall be named as an additional insured on the insurance policy of the Event Sponsor. Such general liability insurance or special event insurance policy shall be primary to any other insurance related to these events and to that of any potential party subject to a claim related to the Permitted Event.
3. The Moscow Police Chief or designee is hereby empowered to order the immediate cessation of all activities allowed under this Resolution at any time they reasonably determine that it is in the best interest of City to do so. There shall be no appeal from a determination by the Moscow Police Chief or designee to terminate all or part of the Permitted Event.

Vendor:

1. There shall be no more than six (6) licensed vendors selling beer and/or wine at the Permitted Event.

2. All beer and wine shall be sold only by a licensed vendor.
3. Every licensed vendor, shall obtain and shall comply with all alcohol related laws and regulations, including, but not limited to, the City requirement of a City catering permit; a State beer and wine permit for benevolent, charitable, or public purpose events; or a winery sponsored event permit.
4. The name, address, telephone number, alcohol license permit number of every licensed vendor, and proof of insurance covering the vendor's activities (as required herein) shall be provided to the Community Events Division no less than ten (10) days prior to the Permitted Event at which such licensed vendor shall sell beer and/or wine.
5. The City shall play no role in determining which vendors shall be selected to sell alcoholic beverages during the Permitted Event, unless it is a City sponsored event.
6. The Event Sponsor shall provide at least two (2) persons to check proper identification for those who shall be sold beer and/or wine during the Permitted Event. These persons shall be clearly identified and shall be stationed at a central identification checking station where they shall issue one (1) wristband per individual twenty-one (21) years of age or older.
7. The Event Sponsor shall provide at least two (2) law enforcement officers or two (2) guards from a recognized private security firm to provide security for the Permitted Event. Such officers or guards shall be clearly identified as such and shall be on duty at all times beer and/or wine is being served during the Permitted Event. The Chief of Police shall make the determination of whether law enforcement officers are required and in the event the Chief of Police approves the use of a private security firm, the Event Sponsor shall obtain written permission for use of said private security firm by the Chief of Police or designee.
8. The Event Sponsor and City both specifically understand and acknowledge that the Event Sponsor shall be solely responsible for any and all liability resulting from action or inaction, and/or negligence, and/or gross negligence by security provided by the Event Sponsor for the Permitted Event.

Sales and Consumption:

1. No less than ten (10) days prior to the Permitted Event at which the licensed vendors will sell beer and/or wine, the Event Sponsor shall deliver to the Community Events Division a finalized site map which shall be drawn to show the location, dimension of, and relative distance between the following within The Entertainment District: (a) the beer and wine sales area; and (b) the boundaries where the beer and wine shall be consumed. Said site design and any subsequent alterations shall be approved in writing by Moscow Deputy City Administrator – Community Development or their designee, and by the Moscow Chief of Police prior to the Permitted Event.
2. All beer and wine sales and dispensing shall take place within the area designated by the Event Sponsor and as shown on the site map required by this Resolution.
3. The Event Sponsor shall include an identification checking station and its general location on Event Site Map.
4. No person shall be allowed to purchase beer and/or wine other than within the area designated for beer and wine sales and dispensing as shown on the map required by this Resolution and only persons with a designated wristband shall be allowed to purchase, possess, and consume beer and/or wine.
5. All beer and wine shall be dispensed in and consumed from the designated Event container. Such container shall be readily identifiable container not more than sixteen ounces (16 oz.) in size which shall not bear a logo for an alcoholic beverage.

6. Every occupant within The Entertainment District shall provide identification to law enforcement officers or City employees at any point in time or location when requested to do so.
7. No person under twenty-one (21) years of age shall be allowed to wear the designated wristband at any time during the Permitted Event.
8. A sign shall be prominently posted at or near the area designated for beer and wine sales and dispensing stating that service to persons under twenty-one (21) years of age is prohibited.
9. Beer and wine shall be sold only within the designated area in The Entertainment District only between the hours of 4 p.m. and 8 p.m. local time on the 4th day of October, 2025, during the Permitted Event.
10. Beer and wine shall be consumed only within The Entertainment District between the hours of 4 p.m. and 8 p.m. local time on the 4th day of October, 2025, during the Permitted Event.
11. No person shall carry or consume any alcoholic beverage within The Entertainment District which is not purchased or dispensed from the licensed vendors at the Permitted Event. Consumption of alcohol outside of The Entertainment District, in any public street, highway, alley, lane, sidewalk, public or private parking lot, conveyance, or primary and secondary school facility in the City of Moscow, shall be considered a violation of the City's open container ordinance.

Fee:

The Event Sponsor shall submit to the Community Events Division, within ten (10) days of the event, any remaining required fees established by Council that is associated with this Resolution.

Failure To Comply:

Failure to comply with this Resolution shall expose any such person to all relevant civil and criminal consequences and may result in denial of subsequent applications for alcohol permits in public rights-of-way for a period of no less than five (5) years.

PASSED on Motion by the Following Vote:

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

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 _____, 2025.

Arthur D. Bettge, Mayor

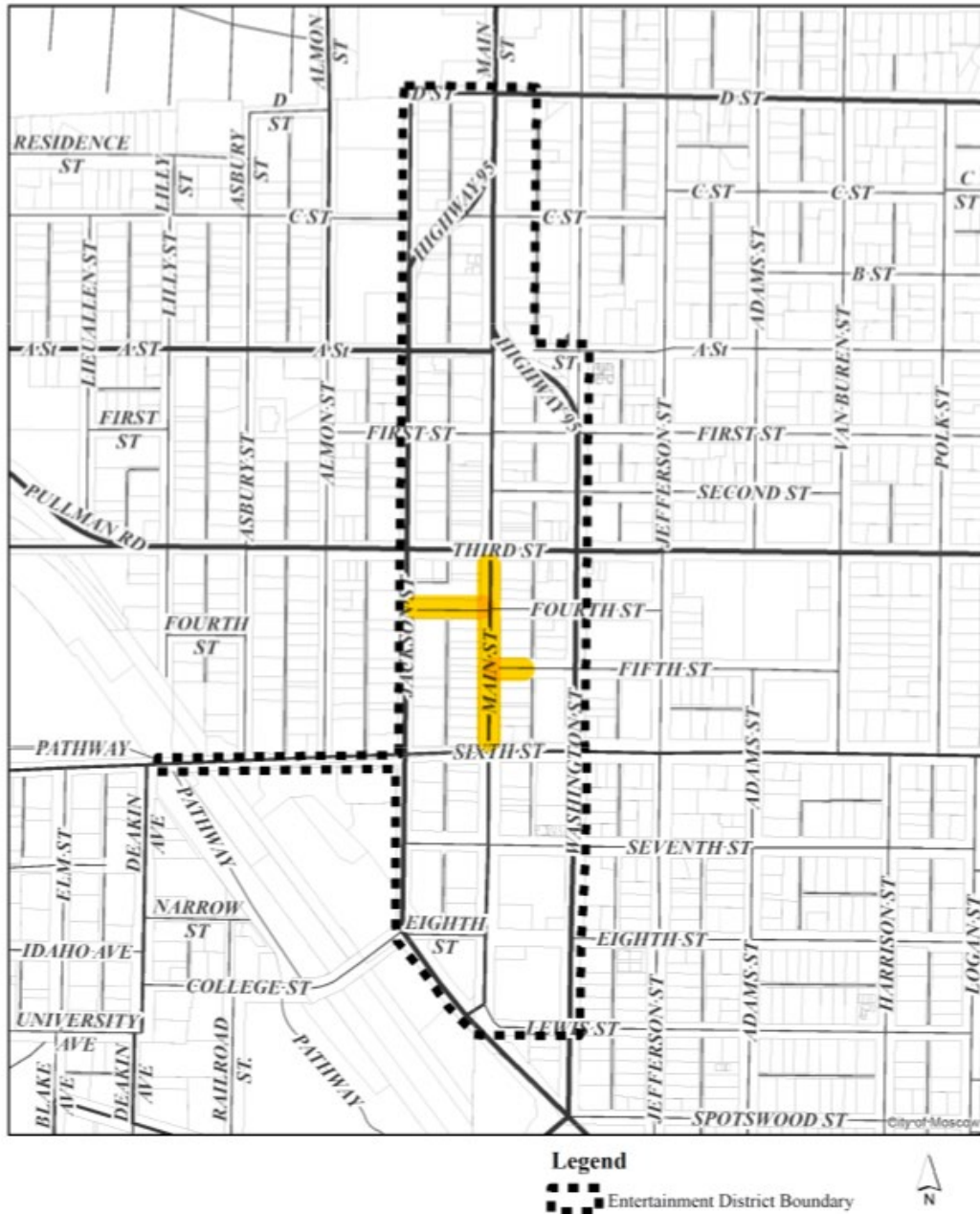
CERTIFICATION and ATTESTATION. I hereby certify that the above is a true copy of a Resolution passed at a regular meeting of the City Council, City of Moscow, held on _____, 2025 and attest to the Mayor's signature.

Laurie M. Hopkins, City Clerk

DRAFT

Attachment “A”

Exhibit 'A' - Entertainment District Boundary



Attachment "B"

City of Moscow Community Events Division EVENT APPLICATION



Thank you for your interest in organizing/sponsoring an Event in the City of Moscow!

Events by local citizens add to the cultural wealth of our town and may range from fun runs to political marches, neighborhood block parties to street fairs.

Submit completed forms electronically or physically to the Community Events office:
communityevents@ci.moscow.id.us or 221 East 2nd Street, Moscow. All applications must be legible.

The City reserves the right to request additional information reasonably necessary to make a fair determination as to issuance of a permit. Permits are issued on a first-come, first-served basis. According to Moscow City Code Title 10, Chapter 17, Section 17-4, event applications for regular or recurring events must be submitted at least sixty (60) days and not more than one hundred eighty (180) days before the proposed date of the event. Event applications for single, non-recurring events must be submitted at least ten (10) days and not more than one hundred eighty (180) days before the proposed date of the event.

Events with alcohol are to be submitted at least two (2) months prior to the event date to allow for adequate review and presentation to Administrative/Public Works and Finance Committee and City Council. Administrative/Public Works and Finance Committee meets on the 2nd and 4th Monday of each month and City Council meets on the 1st and 3rd Monday of each month pending no holiday delays or rescheduling of meetings. Please note this form and the information provided by you on this form is a public record pursuant to the Idaho Public Records Act under Title 74, Chapter 1 of the Idaho Code.

1. Name of Event: Moscowberfest
2. Event Date(s): October 4th, 2025
3. Event Location: Main Street, from 3rd to 6th
4. Are you requesting a street closure for Event? Yes ☒ No ☐

If yes, provide street closure location(s). List cross streets, intersections, building addresses, etc. Include these details on your site map (see item 27.)
Main Street from 3rd to 6th

5. Do you require parking restrictions for the Event? Yes ☐ No ☐

If yes, list parking restrictions (i.e. no parking on day of event, parking restricted to a particular area, etc.).
No parking on main street.

6. Street Closure set-up/Load-in time: 2:00 p.m. Event(s) Start time: 4:00 p.m.
7. Event(s) End time: 8:00 p.m. Street Closure take-down/Load-out time: 9:00 p.m.
8. Is this a recurring Event (i.e. every 1st Thurs. or every Sat. May thru Oct.)? Yes ☐ No ☒
9. Is this an annual Event? Yes ☒ No ☐
10. Are you planning on having refreshments and/or food? Yes ☒ No ☐

EVENT APPLICATION – LAST UPDATED January 6, 2025

Page 1 of 8

City of Moscow Community Events Division
EVENT APPLICATION



If yes, describe your waste and recycling plan. Applicants are responsible for removing all waste from their event footprint and disposing of properly, including emptying permanent trash receptacles in the downtown area. Dumpsters located downtown are for private use.
We will provide trash cans and recycling throughout the event.

11. Are you planning on serving alcohol/having alcohol available for purchase at the Event?

Yes ☒ (continue to Q.12)

No ☐ (skip to Q.14)

**All events with alcohol are required to have a Catering Permit.
This process is to be handled by your licensed alcohol Vendor.**

Catering Permit applications are to be submitted to the City Clerk/Deputy City Clerk for approval.

12. Is the Event taking place in the public right-of-way (i.e. sidewalks, streets, etc.) within the City of Moscow Entertainment District? The Entertainment District allows for a temporary suspension of the Open Container law by Resolution of the City Council. See page 6 for a map of the Entertainment District.

Yes ☒ (continue to Q.13)

No ☐ (skip to item B.)

13. Are the Event organizers interested in pursuing a temporary suspension of the Open Container law by City Council Resolution?

Yes ☒ (see item A.)

No ☐ (skip to item B.)

A. Event organizers pursuing a temporary suspension by City Council Resolution of the Open Container law for their Event within the public right-of-way of the Entertainment District boundaries must satisfy the following conditions with their Event listed below, in addition to any requirements detailed in the Moscow City Code, as set forth by City Council Resolution, and/or Catering Permit:

- Include an identification checking station and its general location on Event Site Map. Identification checking station shall include a minimum of two (2) persons to check proper identification. These persons shall be clearly identified and be responsible for the issuance of wristbands denoting attendees are of legal drinking age.
- Submit the Alcohol Use Application and \$100 non-refundable fee upon approval of Event.
- Be present at City of Moscow Administrative Committee and City Council meetings regarding authorization of alcohol at Event by Resolution.
- Post signage and waste receptacles at Event entry and exit points. Signage to clearly state "No Alcohol Permitted Beyond this Area". Additional requirements may be mandated by City Council Resolution.

City of Moscow Community Events Division
EVENT APPLICATION



B. Event organizers requesting for alcohol use for their Event that takes place in the public right-of-way **NOT** within the Entertainment District boundaries must satisfy the following conditions with their Event, in addition to following any requirements set forth by Resolution and/or Catering Permit. This option is also available to Event organizers who are **NOT** pursuing a temporary suspension by City Council Resolution of the Open Container law:

- ☐ Include the location and estimated size of the beer garden on Event Site Map. Please note: barricades required for beer gardens are 8' in length.
- ☐ Complete and submit a Barrier Use Contract with this application.
- ☐ Submit the Alcohol Use Application and \$100 non-refundable fee upon approval of Event.
- ☐ Be present at City of Moscow Administrative/Public Works and Finance Committee and City Council meetings regarding authorization of alcohol at Event by Resolution.

Upon approval from Council, remaining Event fees will be due, and applicant's vendor(s) are required to submit a Catering Permit application to the City Clerk/Deputy City Clerk. Any additional required paperwork outlined by the City Council Resolution and/or this process will also be due upon approval.

14. Are you planning on having a band or music? Yes ☒ No ☐

If yes, describe below any recording equipment, sound amplification equipment, etc. Submit a completed

Noise Exemption Permit Request with this Event application.

We will be having a live band with typical sound equipment.

15. Approximate number of persons, animals, and/or vehicles comprising the Event, the type(s) of animals and description of vehicles, and approximate number of participants and spectators in viewing attendance:
About 20 vendors and 1,500 participants

16. Do you plan on having banners, signs, or other attention-getting devices in the Event? Yes ☒ No ☐

17. Do you plan on using any designated public facilities or infrastructure for the Event? Yes ☒ No ☐
If yes, list public facilities or infrastructure (i.e. public restrooms, picnic shelters, stages, etc.).

EVENT APPLICATION – LAST UPDATED January 6, 2025

Page 3 of 8

City of Moscow Community Events Division
EVENT APPLICATION



Friendship Square bathrooms please and thank you.

18. Are you requesting additional City Police services for escort services, traffic, and/or crowd control?
Yes ☐ No ☒

If yes, contact City of Moscow Police Department at 208-883-7059 to discuss and see attached Fee Schedule.

19. Please use this area to include more detail or attach additional pages for additional information about Event that is pertinent for us to know.

Standard rinse and repeat of last year.

20. Organization Sponsoring Event: Moscow Chamber of Commerce + Visitor Center
21. Organization Address: 411 S Main Street
22. Organization Officers/Authorized Representatives: _____
23. Individual Responsible for Event Organization: Noelle Borkowski
24. Individual's Address: _____
25. Individual's Day, Message, or Cell Phone Number: 208-997-8124
26. Individual's E-mail: marketing@moscowchamber.com
27. City reserves the right to alter your route if the City determines the proposed route will require significant City services and/or severely limit transit opportunities in high traffic areas. Applicant understands and agrees that the City is reserving that right? If answers no, application may be denied. Yes ☒ No ☐
28. **Submit a Site Map with this application.** Event Applications without a Site Map will not be processed. Details on a Site Map may include but are not limited to locations of desired street closures, walking routes, assembly points, start and finish points, locations of food and beverage vendors, stages, service areas, etc. A blank map of downtown Moscow is available on page 7.
29. **Residential Neighborhood Block Parties:** Provide Proof of Insurance (Requirement may be waived at Discretion of City).
30. **All other Event Types (except Public Assembly):** Provide Proof of Insurance (Required – Certificate of Insurance must include the City of Moscow as an Additional Insured and list \$500,000 as the minimum amount of general liability or \$1,000,000 if alcohol is included.)

City of Moscow Community Events Division
EVENT APPLICATION



HOLD HARMLESS AGREEMENT:

The applicant/group/organization (hereinafter "SPONSOR"), through its duly and specifically authorized agents, hereby releases City of Moscow, Idaho (hereinafter "CITY") and agrees, contracts and covenants not to bring suit and agrees to defend, hold harmless, and indemnify CITY, its officers, employees, agents and representatives from any and all claims, costs, judgments, awards, or liability to any person, including claims by SPONSOR's own agents, officers, employees and representatives, to which SPONSOR might otherwise be immune, arising from the Community Event, Block Party, Public Assembly, Parade or Sidewalk Walking Parade scheduled to occur as indicated on this application (hereinafter "Event"), including any Street Closure permitted under the terms of CITY's Policy on Street Closure. No SPONSOR shall be required to indemnify or hold harmless CITY for claims, actions and demands that arise out of CITY's sole negligence. Inspection, review and/or acceptance by CITY of any activity performed by or during the Event, or any activity or non-activity by CITY Police Officers or other officers, employees, agents or representatives of CITY, shall not be grounds for avoidance of any of the covenants of defense, indemnification or hold harmless by SPONSOR on behalf of CITY.

SPONSOR acknowledges it will abide by any and all Federal, State, or City of Moscow Public Health Directives and/or Regulations in effect at the time of the Event. SPONSOR agrees to comply with any and all Federal, State, or City of Moscow Public Health Directives and/or Regulations in effect at the time of the Event and ensure that all participants comply with said Directives and/or Regulations in effect at the time of the Event. SPONSOR agrees that if CITY determines she/he/they and/or any participant is not in compliance with said Directives and/or Regulations in effect at the time of the Event, CITY reserves the right to revoke the Event permit.

I, SPONSOR, certify under penalty of perjury pursuant to the law of the State of Idaho, that (1) I have read the foregoing Hold Harmless Agreement, understand it and agree with its contents and conditions; (2) I either have had an opportunity to speak with legal counsel or opted not to seek legal counsel prior to either signing this Agreement or electronically signing this Agreement by selecting the box below; and (3) understand that the terms of this Agreement are contractually and legally binding and that no verbal statement to the contrary, by any person, can void or alter the terms of this Agreement. I, SPONSOR, certify under penalty of perjury pursuant the law of the State of Idaho that the foregoing is true and correct and that I have the authority to bind the group or organization, if applicable, to this Agreement.

NAME: _____

DATE: 8/5/2025

EVENT SPONSOR ELECTRONIC SIGNATURE:



By checking this box as an electronic signature, I agree, declare, and certify under penalty of perjury pursuant to the law of the State of Idaho, that the foregoing is true and correct. I agree to all the terms and conditions that apply to the Community Event /Residential Neighborhood Block Party/Public Assembly/Street Parade/Sidewalk/Pathway Event, Permitting Process, and Hold Harmless Agreement. I certify under penalty of perjury pursuant to the law of the State of Idaho that I have authority to bind the group or organization, if applicable, to this Agreement. I am signing this document utilizing an alternative manner of providing an electric signature through agreeing to and checking the above box and understand this electronic signature is valid and binding upon me to the same force and effect as a handwritten signature.

EVENT SPONSOR NON-ELECTRONIC SIGNATURE:

(Required only if printing and submitting in person)

The information on this form is Public Record and may be posted to a public website.

Moscow City Code Title 10, Chapter 17 is available from the City Clerk at PO Box 9203, Moscow, ID, 83843, or on the City's web page at <https://www.ci.moscow.id.us/393/City-Code>.

FOR OFFICE USE ONLY

☐ Community Event without alcohol	☐ Community Event with alcohol	☐ Street Parade Event
☐ Sidewalk/Pathway Event (fun runs, trail runs, walk-a-thons)	☐ Public Assembly – no fee (march, picket, rally, demonstration, etc.)	☐ Residential Neighborhood Block Party Event
Date App Rec'd: 8/6/2025	Fees Due: \$299 (\$159-street closure \$40-permit \$100-alcohol use)	Fees Paid: _____

EVENT APPLICATION – LAST UPDATED January 6, 2025

Page 5 of 8

NOISE EXEMPTION PERMIT REQUEST

Moscow City Code 10-11-2

(Please allow at least three business days in which to process this request)

Requested Event Date(s): October 4, 2025 Begin time: 4:00 p.m. End time: 8:00 p.m.

Event Location: Main Street, from 3rd to 6th

Amplified Music (DJ, party, etc.) ☐ No ☒ Yes

Alcoholic Beverages Available ☐ No ☒ Yes - Purchaser: _____
(Marking this box does not mean your request will be denied) (If hosted or catered, name of serving organization)

Live Band Performing ☐ No ☒ Yes - Group: _____

Describe the event: Bavarian themed block party.

(use back of this form if more space is needed)

Name of requesting person/Group/Organization: Moscow Chamber of Commerce + Visitor Center

Person responsible for Group or Organization: Noelle Borkowski

Requesting Person's Address: 411 S. Main Street

Phone Number: 208-882-1800

Email Address: marketing@moscochamber.com

Daytime phone number is required

Permits will be returned by email unless otherwise requested

Responsible person available **AT AND DURING** this event: Noelle Borkowski

Cell- or contact-phone during event. 208-997-8124

Your signature is unconditional acceptance of all terms and conditions. This permit may be modified or revoked by City at any time if permit conditions are violated. Please note that this form and the information you provide on this form is a public record pursuant to the Idaho Public Records Act under Title 74, Chapter 1 of the Idaho Code. Read the following carefully:

The applicant/group/organization hereby agrees to indemnify and hold harmless City of Moscow, Idaho from all claims, actions and demands of any kind whatsoever related to and/or arising out of the activity(ies) specified in this application and does hereby accept all risk and responsibility for any damage(s) stemming from such activity. Every Applicant requesting a noise Exemption Permit shall cooperate with law enforcement by adjusting the noise level in the event of any citizen complaint(s). In the event of non-compliance, law enforcement may revoke this permit. No applicant/group/organization shall be required to indemnify or hold harmless City of Moscow, Idaho for claims, actions and demands that arise out of City's sole negligence.

Requesting Person's Signature: [Signature] Date: 8/5/2025

☒ APPROVED

☐ DENIED

Date permit valid: 10/4/2025

Hours permit valid: 4pm - 8pm

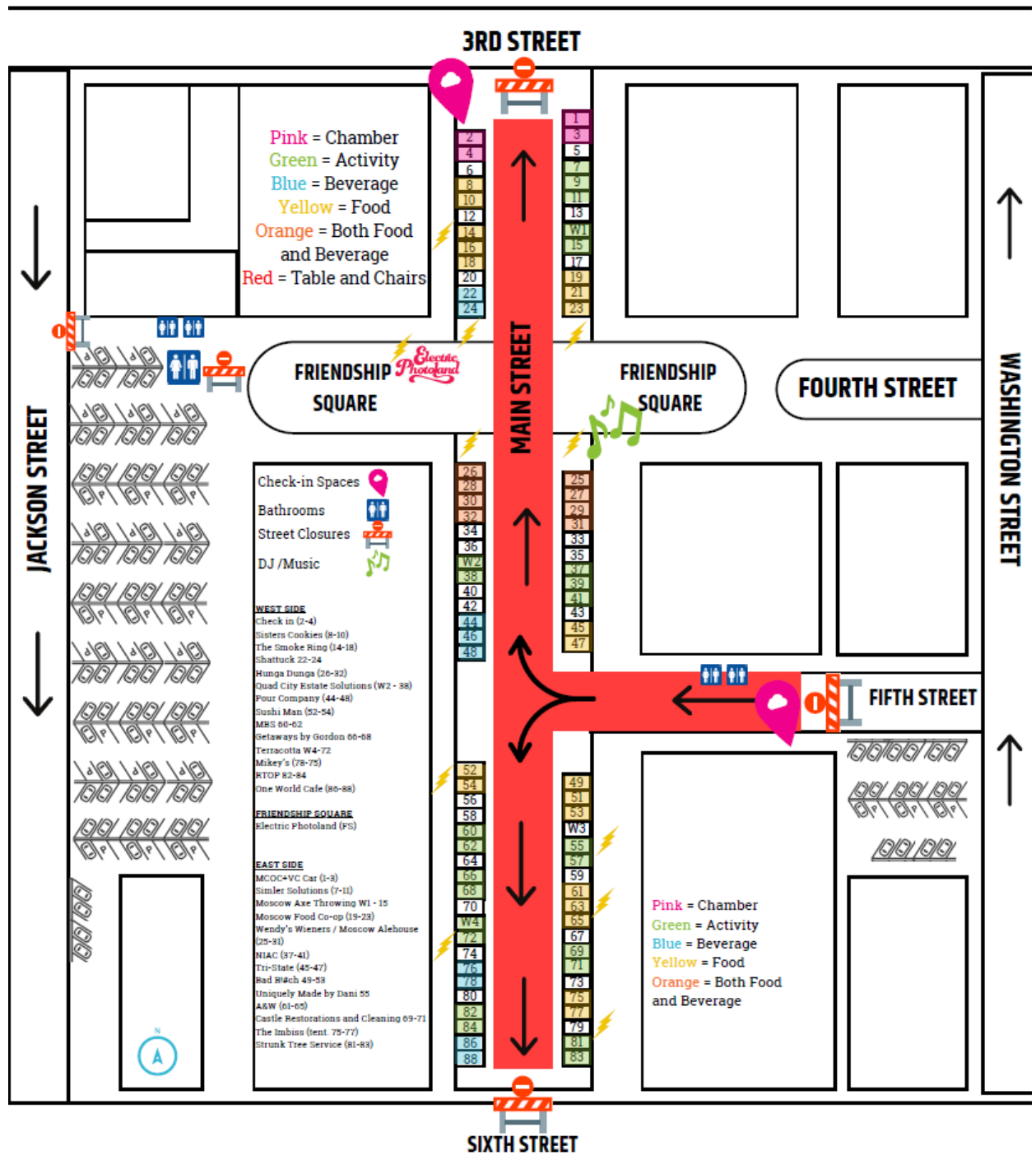
Noise level (dba) shall not exceed 85dba

at ☒ source at ☐ property line

Other Conditions: _____

[Signature]

Police Chief or Designee (208) 883-7054







CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Troy Insurance Agency, Inc 207 S Main Street PO Box 8984 Moscow ID 83843	CONTACT NAME: Amanda Nelson PHONE (A/C, No, Ext): (208) 882-2814 FAX (A/C, No): (208) 743-3542 E-MAIL ADDRESS: amtroy@troyins.com
INSURED Moscow Chamber of Commerce 411 South Main St Moscow ID 83843	INSURER(S) AFFORDING COVERAGE INSURER A: United States Liability Insurance Company, Inc. NAIC # 25895 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 2025-2026 LIABILITY

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:	X		NBP1563070	1/30/2025	1/30/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PO/OP AGG \$ Liquor Liability \$ Included
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS			NBP1563070	1/30/2025	1/30/2026	COMBINED SINGLE LIMIT (Ea accident) \$ Included in CGL BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ RETENTION \$			CUP1567801	1/30/2025	1/30/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A					PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CITY OF MOSCOW IS LISTED AS ADDITIONAL INSURED ON THE GENERAL LIABILITY POLICY REFERENCED ABOVE WHERE REQUIRED BY WRITTEN CONTRACT FOR THE FOLLOWING EVENTS:

MOSCOW WINTERFEST, FEBRUARY 2025
CAMP MOSCOWANNA, JUNE 2025
MOSCOWBERFEST, AUGUST 2025
ALL EVENTS TAKING PLACE IN THE CITY OF MOSCOW, IDAHO 83843.

CERTIFICATE HOLDER

CITY OF MOSCOW
206 E 3RD ST
MOSCOW, ID 83843

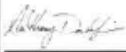
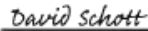
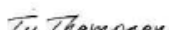
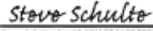
CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Amanda Nelson/ANGELS

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Community Events Division Event Application Review					
Moscowberfest			10/04/25 4-8pm		
Event Name			Date(s)/Time(s)		
DEPARTMENT/DIVISION DESIGNEE			EVENT(S) APPROVED/DENIED		
 _____ Moscow Police Department			☒ ☐ Approve Deny		
Officer presence required? ☐ Yes ☒ No ☐ N/A			Officers available? ☒ Yes ☐ No ☐ N/A		
 _____ Moscow Volunteer Fire Department			☒ ☐ Approve Deny		
 _____ Parks and Recreation Department			☒ ☐ Approve Deny		
 _____ Community Development-Engineering Division			☒ ☐ Approve Deny		
 _____ Public Works-Environmental Services Division			☒ ☐ Approve Deny		
 _____ Public Works-Streets Department			☒ ☐ Approve Deny		
Street closure required? ☒ Yes ☐ No ☐ N/A			ITD permit required? ☐ Yes* ☒ No ☐ N/A		
*Application will remain pending until ITD grants applicant a permit					
Time of street closure? 2 pm 9 pm			Fees? \$159.00		
Start End			Daytime Nighttime		
 _____ City Clerk/Deputy City Clerk			☐ ☒		



CITY OF MOSCOW

206 E. THIRD
MOSCOW, ID 83843
208-883-7000

PERMIT NUMBER: CE2025-25

EVENT DATE: Saturday October 4, 2025

EVENT TIME: 4 pm – 8 pm

THIS IS TO CERTIFY THAT

Moscow Chamber of Commerce + Visitor Center

Moscowberfest

Noelle Borkowski

411 S. Main St.

Moscow, ID 83843

IS HEREBY GRANTED A CITY OF MOSCOW COMMUNITY EVENT PERMIT FOR THE LOCATION NAMED BELOW WITHIN THE CORPORATE LIMITS OF THE CITY OF MOSCOW, IN CONFORMITY WITH THE PROVISIONS OF CHAPTER 17, TITLE 10 OF THE MOSCOW CITY CODE.

PERMIT TYPE: Community Event with Alcohol

PERMIT LOCATION: Downtown Moscow, Main Street between 6th and 3rd Streets, including 5th St. to Alley

I, _____, CERTIFY UNDER PENALTY OF PERJURY PURSUANT TO THE LAWS OF THE STATE OF IDAHO, THAT THE FOREGOING IS TRUE AND CORRECT. I AGREE TO ALL THE TERMS AND CONDITIONS OF MOSCOW CITY CODE TITLE 10, CHAPTER 17 PARADE, PUBLIC ASSEMBLY AND RESOLUTION 2015-05 POLICY AND PROCEDURES FOR RIGHT-OF-WAY PERMITS. DAMAGE TO ANY PUBLIC IMPROVEMENTS ARE THE RESPONSIBILITY OF THE PERMIT HOLDER.

ISSUED THIS ____ DAY OF _____, 2025

(SIGNATURE OF LICENSEE)

DATE

(SIGNATURE OF STAFF)

DATE

City of Moscow Community Events Division
ALCOHOL USE APPLICATION



Required for Events requesting Alcohol Use in the Moscow Downtown Central Business Zoning District or a Moscow Parks Facility.

City Council has the right to deny this application, but applicants may still move forward with their approved Event without alcohol.

Timeline for requesting Alcohol Use:

1. At least two months prior to Event, applicant submits Event Application or Parks Reservation for review.
2. Upon approval of Application or Reservation, applicant submits:
 - a. Alcohol Use application
 - b. Pays \$100 non-refundable Alcohol Use fee
 - c. Name(s) of licensed alcohol provider(s)
 - d. Events in a Moscow Park Facility also include:
 - i. Location of the beer/wine garden during the event with size dimensions, entry and exit points, and serving location. Provide as much detail as possible.
3. Staff drafts a Resolution according to the Event and communicates with applicant on security and insurance requirements.
4. Applicant must be present at Administrative Committee meeting (meetings are held on the 2nd and 4th Mondays of each month pending no holiday delays).
5. Applicant must be present at City Council meeting (meetings are held on the 1st and 3rd of each month pending no holiday delays).
6. Upon approval, applicant pays any remaining fees.

Event Name: Moscowberfest Event Date(s): 10/04/2025
Event Location: Main St, 3rd to 6th, 5th to alley, and Jackson North parking lot lane.
Event Start time: 4:00 p.m. Event End time: 8:00 p.m.
Individual responsible per Event Application/Parks Reservation: Noelle Borkowski

By signing this Alcohol Use application, applicant understands that their Event may not have alcohol unless approved by City Council, and that City Council has the right to deny Alcohol Use applications. Applicant also understands that the \$100 fee is non-refundable regardless of the decision issued by City Council.

07/16/2025

Signature of Individual responsible for Event

Date

Date Received: 8/6/2025

Date non-refundable fee paid: _____

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 15, 2025



AGENDA ITEM TITLE

Modest Music Fest Alcohol Use Request in Entertainment District - Amanda Argona

RESPONSIBLE STAFF

Amanda Argona, Community Events Manager

ADDITIONAL PRESENTER(S)

DESCRIPTION

Humble Burger is celebrating ten (10) years as a brick & mortar with the revival of their Modest Music Fest on Saturday, September 27th, from 4:30 pm to 9 pm on Main Street between 5th and 6th Streets. The applicant will also serve as the only licensed beer and/or wine vendor, hosting several stages with live music. The event has been reviewed and approved as of August 27, 2024. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, Humble Burger is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Section 10-1-12; a draft resolution has been prepared for Council's consideration. This was reviewed by the Public Works/Finance Committee on September 8 and recommended for approval.

REVIEWED BY

This was reviewed by the Public Works/Finance Committee on September 8 and recommended for approval.

PROPOSED ACTIONS

ACTION: Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of Modest Music Fest for the duration of the event.

STAFF RECOMMENDATION

Approve the resolution allowing for the temporary suspension of the open container law within the event footprint of Modest Music Fest for the duration of the event.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Resolution 2025 - Entertainment District Beer_Modest Music Fest_20250927_final

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY OF MOSCOW, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, TO ALLOW FOR THE TEMPORARY VENDING OF BEER AND EXEMPTION TO THE OPEN CONTAINER PROHIBITION IN THE ENTERTAINMENT DISTRICT UNDER SPECIFIC REGULATIONS AND UNDER CERTAIN LIMITED CONDITIONS PURSUANT TO MOSCOW CITY CODE 10-1-12; PROVIDING THIS RESOLUTION TO BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL.

WHEREAS, Moscow City Code Title 9, Chapter 6, Section 6 prohibits any person from selling, serving, giving away, dispensing, consuming or carrying any beer in open containers on or in any public street, highway, alley, lane, sidewalk, public or private parking lot, conveyance, or primary and secondary school facility in the City of Moscow, Idaho (hereinafter “City”) except in accordance with specific regulations adopted by the Council by Resolution; and

WHEREAS, The Entertainment District is defined in Moscow City Code Title 10, Chapter 1, Section 1-12 as an exemption to the Open Containers Prohibition (hereinafter “The Entertainment District”) with Council approval; and

WHEREAS, Humble Burger (hereinafter “the Event Sponsor”) desires to have its sponsored event, Modest Music Fest (hereinafter “the Permitted Event”), in The Entertainment District (see Attachment “A”); and

WHEREAS, the Permitted Event (see Attachment “B”) is an event sponsored by the Event Sponsor, intended to promote and highlight local, regional, and independent bands and musicians; and

WHEREAS, Council wishes to allow for the vending and responsible consumption of beer under certain conditions, contained herein and during limited hours during the Permitted Event; and

WHEREAS, Council wishes to prohibit the sale and consumption of liquor during the Permitted Event; and

WHEREAS, Council believes the regulations contained herein are appropriate; and

WHEREAS, Council believes that the specific regulations contained herein balance health and safety concerns of citizens with the desire to promote responsible use of alcoholic beverages; and

WHEREAS, nothing contained in this Resolution is intended to waive other laws and regulations applicable to the sale and consumption of alcohol within City limits (including a requirement for a catering permit; a beer and wine permit for benevolent, charitable and public purpose events; or a winery sponsored event permit); and

WHEREAS, nothing contained within this Resolution is intended to endorse or support any particular belief, philosophy, or political position of the Event Sponsor or of the Permitted Event, and/or its affiliates, associations, contributors, supporters, participants, etc.;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow, Idaho 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 shall be adopted with the following:

SPECIFIC REGULATIONS ON THE SALE AND CONSUMPTION OF BEER DURING MODEST MUSIC FEST:

Intent:

This Resolution is intended to allow the sale and consumption of beer only (not liquor), pursuant to these specific regulations and is not intended to amend or expand the Moscow City Code or any other applicable law or regulation beyond the scope of the particulars of this Resolution or beyond the hours of the Permitted Event. Other than as specifically provided herein, park, sanitary, health, litter, police, fire, sidewalk café, alcohol vending, and other laws and regulations shall be unaffected by this Resolution. This Resolution is not a waiver of any State, County, or local requirement of a permit or licensure related to sales and/or distribution of alcohol including a requirement for a catering permit; a beer and wine permit for benevolent, charitable and public purpose events; or a winery sponsored event permit. This Resolution shall not establish precedent nor shall it apply to any event other than the Permitted Event held on the 27th day of September, 2025, from 4:30 p.m. to 9:00 p.m.

Liability, Insurance and Safety:

1. No less than ten (10) days prior to the Permitted Event at which the licensed vendor will sell beer, the Event Sponsor shall deliver to the Community Events Division one (1) copy of written proof that the licensed vendor has current, paid up, off-premise liquor liability insurance or special event insurance in an amount not less than One Million Dollars (\$1,000,000) combined single limits.
2. No less than ten (10) days prior to the first activity of the Permitted Event herein described, the Event Sponsor shall deliver to the Community Events Division one (1) copy of written proof that the Permitted Event has obtained current, paid up, general liability insurance or special event insurance in an amount not less than One Million Dollars (\$1,000,000) combined single limits. City shall be named as an additional insured on the insurance policy of the Event Sponsor. Such general liability insurance or special event insurance policy shall be primary to any other insurance related to these events and to that of any potential party subject to a claim related to the Permitted Event.
3. The Moscow Police Chief or designee is hereby empowered to order the immediate cessation of all activities allowed under this Resolution at any time they reasonably determine that it is in the best interest of City to do so. There shall be no appeal from a determination by the Moscow Police Chief or designee to terminate all or part of the Permitted Event.

Vendor:

1. The Event Sponsor shall be the only licensed vendor selling beer at the Permitted Event.
2. The Event Sponsor, as the licensed vendor, shall obtain and shall comply with all alcohol related laws and regulations, including, but not limited to, the City requirement of a City catering permit; a State beer and wine permit for benevolent, charitable, or public purpose events; or a winery sponsored event permit.

3. The name, address, telephone number, alcohol license permit number of the Event Sponsor, as the licensed vendor, and proof of insurance covering the vendor's activities (as required herein) shall be provided to the Community Events Division no less than ten (10) days prior to the Permitted Event at which such licensed vendor shall sell beer.
4. The City shall play no role in determining which vendors shall be selected to sell alcoholic beverages during the Permitted Event, unless it is a City sponsored event.
5. The Event Sponsor shall provide at least two (2) persons to check proper identification for those who shall be sold beer during the Permitted Event. These persons shall be clearly identified and shall be stationed at a central identification checking station where they shall issue one (1) wristband per individual twenty-one (21) years of age or older.
6. The Event Sponsor shall provide at least two (2) law enforcement officers or two (2) guards from a recognized private security firm to provide security for the Permitted Event. Such officers or guards shall be clearly identified as such and shall be on duty at all times beer is being served during the Permitted Event. The Chief of Police shall make the determination of whether law enforcement officers are required and in the event the Chief of Police approves the use of a private security firm, the Event Sponsor shall obtain written permission for use of said private security firm by the Chief of Police or designee.
7. The Event Sponsor and City both specifically understand and acknowledge that the Event Sponsor shall be solely responsible for any and all liability resulting from action or inaction, and/or negligence, and/or gross negligence by security provided by the Event Sponsor for the Permitted Event.

Sales and Consumption:

1. No less than ten (10) days prior to the Permitted Event at which the Event Sponsor, as the licensed vendor, will sell beer, the Event Sponsor shall deliver to the Community Events Division a finalized site map which shall be drawn to show the location, dimension of, and relative distance between the following within The Entertainment District: (a) the beer sales area; and (b) the boundaries where the beer shall be consumed. Said site design and any subsequent alterations shall be approved in writing by Moscow Deputy City Administrator – Community Development or their designee, and by the Moscow Chief of Police prior to the Permitted Event.
2. All beer sales and dispensing shall take place within the area designated by the Event Sponsor and as shown on the site map required by this Resolution.
3. The Event Sponsor shall include an identification checking station and its general location on Event Site Map.
4. No person shall be allowed to purchase beer other than within the area designated for beer sales and dispensing as shown on the map required by this Resolution and only persons with a designated wristband shall be allowed to purchase, possess, and consume beer.
5. All beer shall be dispensed in and consumed from the designated Event container. Such container shall be readily identifiable container not more than twelve ounces (12 oz.) in size which shall not bear a logo for an alcoholic beverage.
6. Every occupant within The Entertainment District shall provide identification to law enforcement officers or City employees at any point in time or location when requested to do so.
7. No person under twenty-one (21) years of age shall be allowed to wear the designated wristband at any time during the Permitted Event.

8. A sign shall be prominently posted at or near the area designated for beer sales and dispensing stating that service to persons under twenty-one (21) years of age is prohibited.
9. Beer shall be sold only within the designated area in The Entertainment District only between the hours of 4:30 p.m. and 9:00 p.m. local time on the 27th day of September, 2025, during the Permitted Event.
10. Beer shall be consumed only within The Entertainment District between the hours of 4:30 p.m. and 9:00 p.m. local time on the 27th day of September, 2025, during the Permitted Event.
11. No person shall carry or consume any alcoholic beverage within The Entertainment District which is not purchased or dispensed from the Event Sponsor as the licensed vendor at the Permitted Event. Consumption of alcohol outside of The Entertainment District, in any public street, highway, alley, lane, sidewalk, public or private parking lot, conveyance, or primary and secondary school facility in the City of Moscow, shall be considered a violation of the City's open container ordinance.

Fee:

The Event Sponsor shall submit to the Community Events Division, within ten (10) days of the event, any remaining required fees established by Council that is associated with this Resolution.

Failure To Comply:

Failure to comply with this Resolution shall expose any such person to all relevant civil and criminal consequences and may result in denial of subsequent applications for alcohol permits in public rights-of-way for a period of no less than five (5) years.

PASSED on Motion by the Following Vote:

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

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 _____, 2025.

Arthur D. Bettge, Mayor

CERTIFICATION and ATTESTATION. I hereby certify that the above is a true copy of a Resolution passed at a regular meeting of the City Council, City of Moscow, held on _____, 2025 and attest to the Mayor's signature.

Laurie M. Hopkins, City Clerk

DRAFT

Attachment "A"

Exhibit 'A' - Entertainment District Boundary



Attachment "B"

City of Moscow Community Events Division EVENT APPLICATION



Thank you for your interest in organizing/sponsoring an Event in the City of Moscow!
Events by local citizens add to the cultural wealth of our town and may range from fun runs to political marches,
neighborhood block parties to street fairs.

Submit completed forms electronically or physically to the Community Events office:
communityevents@ci.moscow.id.us or 221 East 2nd Street, Moscow. All applications must be legible.

The City reserves the right to request additional information reasonably necessary to make a fair determination as to issuance of a permit. Permits are issued on a first-come, first-served basis. According to Moscow City Code Title 10, Chapter 17, Section 17-4, event applications for regular or recurring events must be submitted at least sixty (60) days and not more than one hundred eighty (180) days before the proposed date of the event. Event applications for single, non-recurring events must be submitted at least ten (10) days and not more than one hundred eighty (180) days before the proposed date of the event.

Events with alcohol are to be submitted at least two (2) months prior to the event date to allow for adequate review and presentation to Administrative/Public Works and Finance Committee and City Council. Administrative/Public Works and Finance Committee meets on the 2nd and 4th Monday of each month and City Council meets on the 1st and 3rd Monday of each month pending no holiday delays or rescheduling of meetings. Please note this form and the information provided by you on this form is a public record pursuant to the Idaho Public Records Act under Title 74, Chapter 1 of the Idaho Code.

1. Name of Event: Modest Music Fest
2. Event Date(s): 9/27/25
3. Event Location: 501 S. Main
4. Are you requesting a street closure for Event? Yes ☒ No ☐

If yes, provide street closure location(s). List cross streets, intersections, building addresses, etc. Include these details on your site map (see item 27.)

Main Street between 5th and 6th Streets

5. Do you require parking restrictions for the Event? Yes ☒ No ☐

If yes, list parking restrictions (i.e. no parking on day of event, parking restricted to a particular area, etc.).

No parking after Farmers Market

6. Street Closure set-up/Load-in time: 2:30 pm Event(s) Start time: 4:30 pm
7. Event(s) End time: 9 pm Street Closure take-down/Load-out time: 9:30 pm
8. Is this a recurring Event (i.e. every 1st Thurs. or every Sat. May thru Oct.)? Yes ☐ No ☒
9. Is this an annual Event? Yes ☒ No ☐
10. Are you planning on having refreshments and/or food? Yes ☒ No ☐

EVENT APPLICATION - LAST UPDATED January 6, 2023

Page 1 of 8

City of Moscow Community Events Division
EVENT APPLICATION



If **yes**, describe your waste and recycling plan. Applicants are responsible for removing all waste from their event footprint and disposing of properly, including emptying permanent trash receptacles in the downtown area. Dumpsters located downtown are for private use.

We'll use our trash cans & dumpster located at 509 S. Main

11. Are you planning on serving alcohol/having alcohol available for purchase at the Event?

Yes ☒ (continue to Q.12)

No ☐ (skip to Q.14)

All events with alcohol are required to have a Catering Permit.

This process is to be handled by your licensed alcohol Vendor.

Catering Permit applications are to be submitted to the City Clerk/Deputy City Clerk for approval.

12. Is the Event taking place in the public right-of-way (i.e. sidewalks, streets, etc.) within the City of Moscow Entertainment District? The Entertainment District allows for a temporary suspension of the Open Container law by Resolution of the City Council. See page 6 for a map of the Entertainment District.

Yes ☒ (continue to Q.13)

No ☐ (skip to item B.)

13. Are the Event organizers interested in pursuing a temporary suspension of the Open Container law by City Council Resolution?

Yes ☒ (see item A.)

No ☐ (skip to item B.)

A. Event organizers pursuing a temporary suspension by City Council Resolution of the Open Container law for their Event within the public right-of-way of the Entertainment District boundaries must satisfy the following conditions with their Event listed below, in addition to any requirements detailed in the Moscow City Code, as set forth by City Council Resolution, and/or Catering Permit:

- ☐ Include an identification checking station and its general location on Event Site Map. Identification checking station shall include a minimum of two (2) persons to check proper identification. These persons shall be clearly identified and be responsible for the issuance of wristbands denoting attendees are of legal drinking age.
- ☐ Submit the Alcohol Use Application and \$100 non-refundable fee upon approval of Event.
- ☐ Be present at City of Moscow Administrative Committee and City Council meetings regarding authorization of alcohol at Event by Resolution.
- ☐ Post signage and waste receptacles at Event entry and exit points. Signage to clearly state "No Alcohol Permitted Beyond this Area". Additional requirements may be mandated by City Council Resolution.

City of Moscow Community Events Division
EVENT APPLICATION



B. Event organizers requesting for alcohol use for their Event that takes place in the public right-of-way NOT within the Entertainment District boundaries must satisfy the following conditions with their Event, in addition to following any requirements set forth by Resolution and/or Catering Permit. This option is also available to Event organizers who are NOT pursuing a temporary suspension by City Council Resolution of the Open Container law:

- ☐ Include the location and estimated size of the beer garden on Event Site Map. Please note: barricades required for beer gardens are 8' in length.
- ☐ Complete and submit a Barrier Use Contract with this application.
- ☐ Submit the Alcohol Use Application and \$100 non-refundable fee upon approval of Event.
- ☐ Be present at City of Moscow Administrative/Public Works and Finance Committee and City Council meetings regarding authorization of alcohol at Event by Resolution.

Upon approval from Council, remaining Event fees will be due, and applicant's vendor(s) are required to submit a Catering Permit application to the City Clerk/Deputy City Clerk. Any additional required paperwork outlined by the City Council Resolution and/or this process will also be due upon approval.

14. Are you planning on having a band or music?

Yes ☒

No ☐

If yes, describe below any recording equipment, sound amplification equipment, etc. Submit a completed

Noise Exemption Permit Request with this Event application.

6 x RCF HDL6A Line arrays (3 per side) and a dual 18" sub.
(speaker system)

15. Approximate number of persons, animals, and/or vehicles comprising the Event, the type(s) of animals and description of vehicles, and approximate number of participants and spectators in viewing attendance:

Hoping for 500 folks

16. Do you plan on having banners, signs, or other attention-getting devices in the Event?

Yes ☒ No ☐

17. Do you plan on using any designated public facilities or infrastructure for the Event?

Yes ☐ No ☒

If yes, list public facilities or infrastructure (i.e. public restrooms, picnic shelters, stages, etc.).

City of Moscow Community Events Division
EVENT APPLICATION



18. Are you requesting additional City Police services for escort services, traffic, and/or crowd control?
Yes ☐ No ☒

If yes, contact City of Moscow Police Department at 208-883-7059 to discuss and see attached Fee Schedule.

19. Please use this area to include more detail or attach additional pages for additional information about Event that is pertinent for us to know.

The plan is to re-start Mod Fest as a single concert on Main Street and have six local bands play from 5pm - 9pm. We'll serve beer and cider alongside food out of Humble Burger. It's our 10th anniversary as a brick-and-mortar restaurant!

20. Organization Sponsoring Event: Humble Burger
21. Organization Address: 509 S. Main
22. Organization Officers/Authorized Representatives: Nate Wolff & Hannah Wolff
23. Individual Responsible for Event Organization: Nate Wolff
24. Individual's Address: 1111 Four Mile Rd, Viola
25. Individual's Day, Message, or Cell Phone Number: 503-853-3376
26. Individual's E-mail: Nate@humbleburger.com
27. City reserves the right to alter your route if the City determines the proposed route will require significant City services and/or severely limit transit opportunities in high traffic areas. Applicant understands and agrees that the City is reserving that right? If answers no, application may be denied. Yes ☒ No ☐
28. **Submit a Site Map with this application.** Event Applications without a Site Map will not be processed. Details on a Site Map may include but are not limited to locations of desired street closures, walking routes, assembly points, start and finish points, locations of food and beverage vendors, stages, service areas, etc. A blank map of downtown Moscow is available on page 7.
29. **Residential Neighborhood Block Parties:** Provide Proof of Insurance (Requirement may be waived at Discretion of City).
30. **All other Event Types (except Public Assembly):** Provide Proof of Insurance (Required – Certificate of Insurance must include the City of Moscow as an Additional Insured and list \$500,000 as the minimum amount of general liability or \$1,000,000 if alcohol is included.)

**City of Moscow Community Events Division
EVENT APPLICATION**



HOLD HARMLESS AGREEMENT:

The applicant/group/organization (hereinafter "SPONSOR"), through its duly and specifically authorized agents, hereby releases City of Moscow, Idaho (hereinafter "CITY") and agrees, contracts and covenants not to bring suit and agrees to defend, hold harmless, and indemnify CITY, its officers, employees, agents and representatives from any and all claims, costs, judgments, awards, or liability to any person, including claims by SPONSOR's own agents, officers, employees and representatives, to which SPONSOR might otherwise be immune, arising from the Community Event, Block Party, Public Assembly, Parade or Sidewalk Walking Parade scheduled to occur as indicated on this application (hereinafter "Event"), including any Street Closure permitted under the terms of CITY's Policy on Street Closure. No SPONSOR shall be required to indemnify or hold harmless CITY for claims, actions and demands that arise out of CITY's sole negligence. Inspection, review and/or acceptance by CITY of any activity performed by or during the Event, or any activity or non-activity by CITY Police Officers or other officers, employees, agents or representatives of CITY, shall not be grounds for avoidance of any of the covenants of defense, indemnification or hold harmless by SPONSOR on behalf of CITY.

SPONSOR acknowledges it will abide by any and all Federal, State, or City of Moscow Public Health Directives and/or Regulations in effect at the time of the Event. SPONSOR agrees to comply with any and all Federal, State, or City of Moscow Public Health Directives and/or Regulations in effect at the time of the Event and ensure that all participants comply with said Directives and/or Regulations in effect at the time of the Event. SPONSOR agrees that if CITY determines she/he/they and/or any participant is not in compliance with said Directives and/or Regulations in effect at the time of the Event, CITY reserves the right to revoke the Event permit.

I, SPONSOR, certify under penalty of perjury pursuant to the law of the State of Idaho, that (1) I have read the foregoing Hold Harmless Agreement, understand it and agree with its contents and conditions; (2) I either have had an opportunity to speak with legal counsel or opted not to seek legal counsel prior to either signing this Agreement or electronically signing this Agreement by selecting the box below; and (3) understand that the terms of this Agreement are contractually and legally binding and that no verbal statement to the contrary, by any person, can void or alter the terms of this Agreement. I, SPONSOR, certify under penalty of perjury pursuant the law of the State of Idaho that the foregoing is true and correct and that I have the authority to bind the group or organization, if applicable, to this Agreement.

NAME: Nate Wolff

DATE: 8/20/25

EVENT SPONSOR ELECTRONIC SIGNATURE:

☐ By checking this box as an electronic signature, I agree, declare, and certify under penalty of perjury pursuant to the law of the State of Idaho, that the foregoing is true and correct. I agree to all the terms and conditions that apply to the Community Event /Residential Neighborhood Block Party/Public Assembly/Street Parade/Sidewalk/Pathway Event, Permitting Process, and Hold Harmless Agreement. I certify under penalty of perjury pursuant to the law of the State of Idaho that I have authority to bind the group or organization, if applicable, to this Agreement. I am signing this document utilizing an alternative manner of providing an electric signature through agreeing to and checking the above box and understand this electronic signature is valid and binding upon me to the same force and effect as a handwritten signature.

EVENT SPONSOR NON-ELECTRONIC SIGNATURE:

(Required only if printing and submitting in person)

The information on this form is Public Record and may be posted to a public website.
Moscow City Code Title 10, Chapter 17 is available from the City Clerk at PO Box 9203, Moscow, ID, 83843, or on the City's web page at <https://www.ci.moscow.id.us/393/City-Code>.

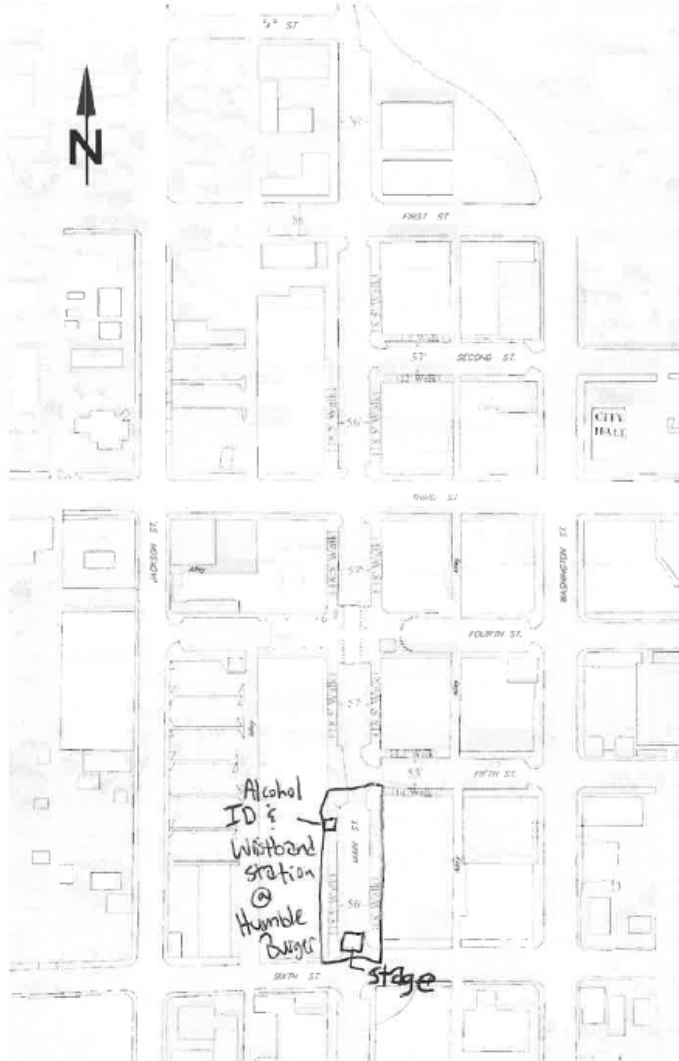
FOR OFFICE USE ONLY

☐ Community Event without alcohol	☒ Community Event with alcohol	☐ Street Parade Event
☐ Sidewalk/Pathway Event (fun runs, trail runs, walk-a-thons)	☐ Public Assembly – no fee (march, picket, rally, demonstration, etc.)	☐ Residential Neighborhood Block Party Event
Date App Rec'd: <u>8/21/25</u>	Fees Due: <u>\$40 event permit; \$148 street closure; \$100 alcohol permit</u>	Comments: _____

City of Moscow Community Events Division
EVENT APPLICATION



Moscow Downtown Area



EVENT APPLICATION – LAST UPDATED January 6, 2025

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/28/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  Jamie Knudson 311 E Veatch Moscow ID 83843		CONTACT NAME: Jamie Knudson PHONE (A/C, No, Ext): 208-882-8921 FAX (A/C, No): E-MAIL: jamie.knudson.r5em@statefarm.com ADDRESS: jamie.knudson.r5em@statefarm.com	
INSURED HUMBLE BURGER LLC 509 S MAIN ST MOSCOW ID 838432917		INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company NAIC # 25143 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATION MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC OTHER:	Y	N	93-BW-M287-6	02/04/2025	02/04/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRE AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE \$ OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 161, Additional Remarks Schedule, may be attached if more space is required)							

CERTIFICATE HOLDER**CANCELLATION**

CITY OF MOSCOW 206 E 3RD ST MOSCOW ID 83843	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  This form was system-generated on: 08/28/2025
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1001406 2025 155279 205 01-10-2023

NOISE EXEMPTION PERMIT REQUEST

Moscow City Code 10-11-2

(Please allow at least three business days in which to process this request)

Requested Event Date(s): 9/27/25 Begin time: 4:30 pm End time: 9:00 pm
Event Location: Main street between 5th Street and 6th Street
Amplified Music (DJ, party, etc.) ☐ No ☒ Yes
Alcoholic Beverages Available ☐ No ☒ Yes - Purchaser: Humble Burger
(Marking this box does not mean your request will be denied) (If hosted or catered, name of serving organization)
Live Band Performing ☐ No ☒ Yes - Group: Desolation Horse & Bart Budwig
Describe the event: Outdoor concert on main street with food and drinks by Humble Burger

(use back of this form if more space is needed)

Name of requesting person/Group/Organization: Humble Burger
Person responsible for Group or Organization: Nate Wolff
Requesting Person's Address: 1111 Four Mile Rd. Viola
Phone Number: 503-853-3376 Email Address: Nate@humbleburger.com
Daytime phone number is required *Permits will be returned by email unless otherwise requested*
Responsible person available AT AND DURING this event: Nate Wolff
Cell- or contact-phone during event: 503-853-3376

Your signature is unconditional acceptance of all terms and conditions. This permit may be modified or revoked by City at any time if permit conditions are violated. Please note that this form and the information you provide on this form is a public record pursuant to the Idaho Public Records Act under Title 74, Chapter 1 of the Idaho Code. Read the following carefully:

The applicant/group/organization hereby agrees to indemnify and hold harmless City of Moscow, Idaho from all claims, actions and demands of any kind whatsoever related to and/or arising out of the activity(ies) specified in this application and does hereby accept all risk and responsibility for any damage(s) stemming from such activity. Every Applicant requesting a noise Exemption Permit shall cooperate with law enforcement by adjusting the noise level in the event of any citizen complaint(s). In the event of non-compliance, law enforcement may revoke this permit. No applicant/group/organization shall be required to indemnify or hold harmless City of Moscow, Idaho for claims, actions and demands that arise out of City's sole negligence.

Requesting Person's Signature: Nate Wolff

Date: 8/20/25



APPROVED



DENIED

Date permit valid: 9/27/2025

Noise level (dba) shall not exceed 85dba

Other Conditions: _____

Hours permit valid: 4:30pm - 9pm

at ☒ source at ☐ property line

[Signature]
Police Chief or Designee (208) 883-7054



Community Events Division Event Application Review			
Modest Music Fest		09/27/25 4:30-9pm	
Event Name		Date(s)/Time(s)	
DEPARTMENT/DIVISION DESIGNEE		EVENT(S) APPROVED/DENIED	
<u><i>Anthony Craft</i></u> Moscow Police Department Officer presence required? ☐ Yes ☒ No ☐ N/A		☒ Approve ☐ Deny Officers available? ☒ Yes ☐ No ☐ N/A	
<u><i>Dan Ellinwood</i></u> Moscow Volunteer Fire Department		☒ Approve ☐ Deny	
<u><i>David Schott</i></u> Parks and Recreation Department		☒ Approve ☐ Deny	
<u><i>Kyle Rainer</i></u> Community Development-Engineering Division		☒ Approve ☐ Deny	
<u><i>Ty Thompson</i></u> Public Works-Environmental Services Division		☒ Approve ☐ Deny	
<u><i>Steve Schulte</i></u> Public Works-Streets Department Street closure required? ☒ Yes ☐ No ☐ N/A		☒ Approve ☐ Deny ITD permit required? ☐ Yes* ☒ No ☐ N/A	
*Application will remain pending until ITD grants applicant a permit			
Time of street closure? 2:30 9:30 Start End		Fees? \$148.00 Daytime Nighttime	
<u><i>Amanda Reyes</i></u> City Clerk/Deputy City Clerk		☐ Daytime ☒ Nighttime	



CITY OF MOSCOW

206 E. THIRD
MOSCOW, ID 83843
208-883-7000

PERMIT NUMBER: CE2025-26

EVENT DATE: Saturday September 27, 2025

EVENT TIME: 4:30 pm – 9 pm

THIS IS TO CERTIFY THAT
Humble Burger LLC
Modest Music Fest
Nate Wolff
509 S. Main St.
Moscow, ID 83843

IS HEREBY GRANTED A CITY OF MOSCOW COMMUNITY EVENT PERMIT FOR THE LOCATION NAMED BELOW WITHIN THE CORPORATE LIMITS OF THE CITY OF MOSCOW, IN CONFORMITY WITH THE PROVISIONS OF CHAPTER 17, TITLE 10 OF THE MOSCOW CITY CODE.

PERMIT TYPE: Community Event with Alcohol

PERMIT LOCATION: Downtown Moscow, Main Street between 5th and 6th Streets

I, _____, CERTIFY UNDER PENALTY OF PERJURY PURSUANT TO THE LAWS OF THE STATE OF IDAHO, THAT THE FOREGOING IS TRUE AND CORRECT. I AGREE TO ALL THE TERMS AND CONDITIONS OF MOSCOW CITY CODE TITLE 10, CHAPTER 17 PARADE; PUBLIC ASSEMBLY AND RESOLUTION 2015-05 POLICY AND PROCEDURES FOR RIGHT-OF-WAY PERMITS. DAMAGE TO ANY PUBLIC IMPROVEMENTS ARE THE RESPONSIBILITY OF THE PERMIT HOLDER.

ISSUED THIS ____ DAY OF _____, 2025

(SIGNATURE OF LICENSEE)

DATE

(SIGNATURE OF STAFF)

DATE

City of Moscow Community Events Division
ALCOHOL USE APPLICATION



*Required for Events requesting Alcohol Use in the Moscow Downtown Central Business
Zoning District or a Moscow Parks Facility.*

*City Council has the right to deny this application, but applicants may still move forward
with their approved Event without alcohol.*

Timeline for requesting Alcohol Use:

1. At least two months prior to Event, applicant submits Event Application or Parks Reservation for review.
2. Upon approval of Application or Reservation, applicant submits:
 - a. Alcohol Use application
 - b. Pays \$100 non-refundable Alcohol Use fee
 - c. Name(s) of licensed alcohol provider(s)
 - d. Events in a Moscow Park Facility also include:
 - i. Location of the beer/wine garden during the event with size dimensions, entry and exit points, and serving location. Provide as much detail as possible.
3. Staff drafts a Resolution according to the Event and communicates with applicant on security and insurance requirements.
4. Applicant must be present at Administrative Committee meeting (meetings are held on the 2nd and 4th Mondays of each month pending no holiday delays).
5. Applicant must be present at City Council meeting (meetings are held on the 1st and 3rd of each month pending no holiday delays).
6. Upon approval, applicant pays any remaining fees.

Event Name: Modest Music Fest **Event Date(s):** 9/27/25

Event Location: Main Street between 5th Street and 6th Street.

Event Start time: 4:30pm **Event End time:** 9pm

Individual responsible per Event Application/Parks Reservation: Nate Wolff

By signing this Alcohol Use application, applicant understands that their Event may not have alcohol unless approved by City Council, and that City Council has the right to deny Alcohol Use applications. Applicant also understands that the \$100 fee is non-refundable regardless of the decision issued by City Council.

Nate Wolff 8/20/25
Signature of Individual responsible for Event **Date**

Date Received: 8/21/25 **Date non-refundable fee paid:** _____

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 15, 2025



AGENDA ITEM TITLE

Humane Society of the Palouse Services Agreement Renewal - Anthony Dahlinger

RESPONSIBLE STAFF

Anthony Dahlinger, Police Chief

ADDITIONAL PRESENTER(S)

DESCRIPTION

The City of Moscow's current agreement for services with the Humane Society of the Palouse (HSOP) ends September 30, 2025. The new agreement would commence on October 1, 2025, and is to be in effect for three years. The HSOP provides care and custody of dogs that are impounded by the Moscow Police Department or citizens after being found running at large or for other violations of city code. The updated agreement increases the annual compensation from \$59,899 to \$63,147 to account for Consumer Price Index increases that have outpaced the Agreement's 3% annual escalator. In addition, the agreement now allows the HSOP to place dogs being held for more than 30 days to be placed in temporary foster care with the approval of the Chief of Police, increases the extraordinary veterinary care limit when the City would be responsible for costs from \$100 to \$300, and adds a requirement for the City to compensate the HSOP for City directed impound of animals other than dogs or cats when there is no other option for the care and safety on the animals at the rate of \$10 per day.

REVIEWED BY

This was reviewed by the Public Works/Finance Committee on September 8, 2025 and recommended for approval.

PROPOSED ACTIONS

ACTION: Approve of the Agreement for Services with the Humane Society of the Palouse.

STAFF RECOMMENDATION

Approve the Agreement for Services with the Humane Society of the Palouse.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Agreement for Services - Humane Society of the Palouse_final

**AGREEMENT FOR SERVICES BETWEEN
CITY OF MOSCOW, IDAHO AND
THE HUMANE SOCIETY OF THE PALOUSE**

THIS AGREEMENT FOR SERVICES BETWEEN CITY OF MOSCOW, IDAHO AND THE HUMANE SOCIETY OF THE PALOUSE (hereinafter "Agreement") is made this ____ day of _____, 2025, 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 the Humane Society of the Palouse, Inc., a non-profit corporation of the State of Idaho, PO Box 8847, Moscow, Idaho, 83843 (hereinafter "HSOP").

WHEREAS, pursuant to its police power, CITY has enacted ordinances and procedures for the control of animals and welfare of animals within CITY limits; and

WHEREAS, CITY employs a full-time animal control officer for the enforcement of animal control ordinances; and

WHEREAS, CITY has constructed and owns an animal shelter facility (hereinafter "Facility") for the care of lost and stray dogs; and

WHEREAS, CITY lacks sufficient personnel to adequately staff and administer the operations of the Facility; and

WHEREAS, HSOP desires to provide staff and administrative personnel for the operations of the Facility; and

WHEREAS, City Council finds it to be in the best interests of the citizens of CITY to contract with HSOP to provide certain operational and administrative services for the Facility;

NOW, THEREFORE, the Parties to this Agreement, for and in consideration of the mutual covenants, promises, and stipulations contained herein, agree that all matters stated above are true and correct and are incorporated herein by reference as if copied in their entirety and as follows:

SECTION 1: HSOP'S RESPONSIBILITIES

For consideration provided by CITY, HSOP agrees to provide the following services:

- A. HSOP is hereby authorized to perform the day-to-day management and operation of the Facility and to operate such Facility consistent with CITY's obligations to provide animal control services and in accordance with best practices and to standards enumerated by the Humane Society of the United States, unless such standards are superseded by the specific provisions of this Agreement.
- B. HSOP shall provide impoundment and kennel services, including sustenance, necessary medical care and vaccinations for each animal delivered to the Facility by CITY or others authorized by CITY.

- C. HSOP shall impound each licensed or unlicensed dog placed at the Facility by CITY or others authorized by CITY, for a minimum period of ten (10) days, in order to allow sufficient time for the dog to be claimed by its owner, PROVIDED, that CITY may specify that the dog may be held for a longer or shorter period of time, for purposes including, but not limited to, quarantine or euthanization. In the event a dog being held long-term, which shall be defined as a period of time over thirty (30) days, HSOP may, with the approval of the Chief of Police and the HSOP Director, place the dog into temporary foster care pending adoption or criminal case disposition. After the applicable impoundment period has elapsed, the dog may be adopted, sold or euthanized according to the standards enumerated by the Humane Society of the United States, unless such standards are superseded by the specific provisions of this Agreement; however, the number of dogs held at the Facility shall not exceed maximum standards of occupancy in accordance with the Humane Society of the United States guidelines, PROVIDED that the Chief of Police may grant permission to exceed such limitations for specified periods of time to meet special circumstances. Such permission shall be made in writing. Nothing in this paragraph shall relieve HSOP of the obligation to take all licensed or unlicensed dogs brought to the Facility by CITY or others authorized by CITY.
- D. In the event that such dog is claimed by its owner, HSOP shall, prior to release of such dog to the owner:
1. Collect from such owner, if applicable, the fees as required by CITY, associated with such dog running at large;
 2. Collect from the owner any license fee for such dog as required by CITY;
 3. Issue a CITY license to all dogs adopted by CITY residents after the prescribed foster period, and shall collect the costs of such license from such resident within six (6) months after the adoption; and
 4. Collect from the owner any fees for the collection and care of such dog, as such fees are established from time to time by Resolution of the City Council.
- E. HSOP shall faithfully account to CITY for all CITY-assessed fees or other CITY moneys collected at the Facility. Such fees shall remain the property of CITY. HSOP may charge reasonable fees for adoption of animals, including boarding fees, which fees shall remain the property of HSOP.
- F. HSOP shall be responsible for the kennel services costs of animals donated or brought to the Facility. Kennel services costs shall include all costs of care of such animals, including, but not limited to food, kennel cleaning supplies, ordinary veterinary care, and grooming. CITY shall be responsible for extraordinary veterinary care of dogs brought to the Facility by CITY or others authorized by CITY, provided that HSOP shall, as a condition precedent, advise CITY of the necessity of such extraordinary veterinary care and obtain CITY approval for such extraordinary veterinary care. For purposes of this Section, "extraordinary veterinary care" shall be defined as veterinary care that is necessary to preserve the health of such dog and which exceeds three hundred dollars (\$300) in cost.

- G. HSOP shall be responsible for the costs of euthanization of any animals not brought to Facility by CITY or others as authorized by CITY.
- H. HSOP shall make detailed monthly reports to the Chief of Police detailing all services provided to CITY by HSOP. Such reports shall include, but not be limited to:
 - 1. The date animals are brought to the Facility, including the name or names of the person(s) bringing the animal into the Facility;
 - 2. The type of animal and description;
 - 3. The general facts and circumstances regarding such animal; and
 - 4. Documentation of CITY funds received by HSOP.
- I. HSOP may accept animals for sheltering requested by persons or entities other than CITY, but HSOP shall give first priority for sheltering of animals brought to the Facility by CITY or others authorized by CITY.
- J. HSOP and CITY shall use good public relations techniques and shall treat the public courteously in discharging services pursuant to this Agreement.
- K. HSOP shall recommend changes in CITY's policies, procedures or ordinances, if any, to the Chief of Police.

SECTION 2: CITY'S RESPONSIBILITIES

CITY agrees to provide the following services:

- A. Upon impoundment of licensed dogs brought to the Facility by CITY or others authorized by CITY, CITY shall immediately notify the owner thereof.
- B. Make recommendations to HSOP, when CITY deems it necessary, regarding the method of operation of the Facility, provided that CITY policy shall also be guided by the standards enumerated by the Humane Society of the United States, unless such standards are superseded by the specific provisions of this Agreement.
- C. Be responsible for the costs of euthanization of any animals brought to the facility by CITY personnel, or at the direction or by authorization of CITY, and for the disposal of such euthanized animals.
- D. CITY recognizes extraordinary circumstances may arise when CITY may seek to impound animals other than dogs (excluding cats) as a last resort when no other options exist for the care and safety of the animal(s). In these extraordinary circumstances, CITY will be

responsible for the costs of the housing and care of such animals at a rate of ten (\$10) dollars per day.

SECTION 3: FACILITY HOURS/ACCESS

HSOP shall provide public access to the Facility no less than four (4) hours per day, excluding Sundays and CITY recognized holidays. CITY shall have twenty-four (24) hour access to the Facility.

SECTION 4: BUILDING MAINTENANCE

A. CITY's Responsibilities

1. Be responsible for exterior maintenance of the Facility and major repairs to the Facility, including, but not limited to repair, maintenance or replacement of fixed building equipment, HVAC, roof and plumbing; and repair and replacement of sidewalks and water, sewer and irrigation lines appurtenant to the Facility. CITY shall also be responsible for painting the Facility;
2. Be responsible for water, sewer, electric, natural gas, and garbage services costs for the Facility; and
3. Be responsible for snow removal from the Facility parking lot.

B. HSOP's Responsibilities

1. Be responsible for performing general maintenance to the interior of the Facility, including but not limited to replacement of light bulbs, cleaning of carpets and other general janitorial and maintenance services;
2. Be responsible for mowing, weeding, irrigation, and general grounds maintenance;
3. Be responsible for telephone and/or communication service costs for the Facility;
4. Be responsible for snow removal from Facility sidewalks and walkways; and
5. It shall be the responsibility of HSOP to give prompt and timely notice to CITY of the occurrence of any conditions which are the responsibility of CITY to repair, maintain or replace by the terms of this Agreement. Failure of HSOP to give such notice, as soon as practicable, shall be deemed material and may be considered by CITY as a breach of this Agreement.

SECTION 5: NAME OF FACILITY

The name of the Facility shall be the Moscow City Animal Shelter and the Humane Society of the Palouse, Inc. The form of such signage shall be approved by City pursuant to input provided by HSOP.

SECTION 6: COMPENSATION

- A. For services rendered by HSOP pursuant to this Agreement, CITY shall pay to HSOP Sixty Three Thousand, One Hundred Forty-Seven Dollars (\$63,147.00) per annum for October 1, 2025 to September 30, 2030, subject to annual automatic increases as set forth in Section 6.B. Such compensation shall be paid to HSOP in twelve (12) equal monthly installments in each year of the term of this Agreement.
- B. The amount described in Section 6.A. shall automatically change on October 1, 2026, and on October 1 of each subsequent year, to include a three percent (3%) annual rate increase.

SECTION 7: TERM

The term of this Agreement shall be for an initial period of sixty (60) months, commencing October 1, 2025, and ending at midnight September 30, 2030, notwithstanding the date of execution of this Agreement.

SECTION 8: TERMINATION OF AGREEMENT

- A. Termination for Cause. If either Party determines that the other Party has failed to comply with the terms and conditions of this Agreement, either Party may terminate this Agreement in whole or in part at any time before the date of completion, as follows: If either Party fails to comply with any of the terms and conditions of this Agreement, the other Party must give notice, in writing, to the non-compliant Party of any or all deficiencies claimed. The notice shall be sufficient for all purposes if it describes the default in general terms. If all defaults are not cured and corrected within a reasonable period as specified in the notice, which time shall not exceed sixty (60) days, the Party may, with no further notice, declare this Agreement to be terminated. In the event of such termination, HSOP will thereafter vacate the Facility within sixty (60) days from the expiration of the period of time specified in the notice of deficiency. Then and in that event, HSOP agrees that it shall leave the Facility building and grounds in substantially the same condition as such existed on the commencement date of this Agreement. HSOP further agrees that its responsibilities to return the premises to such condition shall survive the termination date set forth in said notice and shall continue until the premises are returned to such condition. HSOP shall then be entitled to receive payment for those services reasonably performed to the date of termination less the amount of damages suffered by City by reason of HSOP's failure to comply with this Agreement, if applicable.
- B. This Agreement shall terminate in the event HSOP is dissolved.
- C. This Agreement may be terminated upon one-hundred eighty (180) days' written notice by either Party. Upon the giving of such notice by a Party, HSOP shall vacate the Facility,

consistent with the requirements of Section 8.A., prior to the expiration of such one hundred eighty (180) days.

SECTION 9: INSURANCE

Each Party warrants that it shall obtain, and will maintain at its expense for the duration of this Agreement, statutory worker's compensation coverage, employer's liability and comprehensive general liability insurance coverage for its principals and employees for the services to be performed hereunder. The comprehensive general liability insurance shall have, at a minimum, a coverage limit of at least FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) per claim, and ONE MILLION DOLLARS (\$1,000,000.00) aggregate.

The amounts of such insurance shall not be deemed a limitation of the indemnity and hold free and harmless covenant contained in Section 10 herein.

HSOP shall furnish CITY with policies or certificates of insurance to demonstrate HSOP has procured such insurance and that CITY has been named as an additional insured therein. Such policies or certificates shall contain the following provision:

"It is agreed that City of Moscow, State of Idaho is added as an additional insured under this policy and the coverage provided hereunder shall be primary insurance and not contributing with any other insurance available to City of Moscow under any other third party liability policy. It is further agreed that the 'other insurance' condition of this policy is amended to conform therewith."

Such policies or certificates of insurance shall contain the covenant of the insurance carrier that thirty (30) days' written notice shall be given to CITY prior to modifications, cancellations, or reduction in coverage of such insurance.

CITY shall maintain casualty insurance, including property damage and fire insurance for the Facility and fixtures. Such insurance shall not extend to the contents of the Facility belonging to HSOP. HSOP shall assume the risk of loss to the contents of the Facility belonging to HSOP and shall undertake, in its discretion, to insure against such loss or damage.

SECTION 10: INDEMNIFICATION

HSOP waives any and all claims and recourse against CITY, including the right of contribution for loss and damage to persons or property arising from, growing out of, or in any way connected with or incident to HSOP's performance of this Agreement, except for liability arising out of the sole negligence of CITY or its officers, agents, or employees. Further, HSOP shall indemnify, hold harmless, and defend CITY against any and all claims, demands, damages, costs, expenses, or liability arising out of HSOP's performance of this Agreement, except for liability arising out of the sole negligence of CITY or its officers, agents, or employees.

SECTION 11: AUTHORITY/ ADDRESSES

The Executive Director of HSOP is the authorized representative of HSOP for all purposes related to this Agreement. All communications between the Parties shall be made to the following:

HSOP:

Executive Director
Humane Society of the Palouse, Inc.
PO Box 8847
Moscow, ID 83843

CITY:

Police Chief
City of Moscow
PO Box 9203
Moscow, ID 83843

SECTION 12: LICENSES AND ADHERENCE TO LAW REQUIRED

HSOP agrees that it shall conduct its operations pursuant to this Agreement in conformance with all applicable laws, ordinances and regulations of all governmental and regulatory agencies having jurisdiction. HSOP shall undertake a continuing program of monitoring to ensure compliance with all applicable Federal, State, County and municipal laws and regulations as well as directions of City Council or the Chief of Police to ensure safe and efficient operations and to administer funds paid to HSOP by CITY in accordance with this Agreement.

HSOP represents that it possesses the skill and experience necessary and all licenses required to perform the services under this Agreement. HSOP further agrees to comply with all applicable federal, state and local statutes and regulations in the performance of the services hereunder and such laws and regulations are hereby made a part of this Agreement and shall be adhered to at all times. Violation of any of these statutes and/or regulations by HSOP shall be deemed material and shall subject HSOP to termination of this Agreement for cause. No pleas of misunderstanding or ignorance on the part of HSOP will, in any way, serve to modify the provisions of this requirement. HSOP and its surety shall defend, hold harmless, and indemnify CITY and its employees, agents, and representatives, against any claim or liability arising from or based on the violation of any such laws, codes, ordinances, or regulations, whether by HSOP, HSOP's officers, agents, employees, or its subcontractors.

Ownership or Operation by China. Pursuant to Idaho Code § 67-2359, HSOP 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.

Public Funds for Abortion Act. Pursuant to Idaho Code Title 18 Chapter 87, HSOP 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.

SECTION 13: STANDARDS OF WORK

HSOP 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.

SECTION 14: NON-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 or genetic information, age (40 and older), marital or familial status, sexual orientation, and or gender expression or identity. HSOP shall not discriminate against any employee or applicant for employment. HSOP'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. HSOP agrees to post in conspicuous places, available to employees and other applicants for employment, notices setting forth the provisions of this Non-Discrimination Section.

SECTION 15: INDEPENDENT CONTRACTOR

CITY and HSOP hereto warrant by their signatures that no employer/employee relationship is established between CITY and HSOP by the terms of this Agreement. It is understood by the Parties hereto that HSOP is an independent contractor and, as such, neither it nor its employees, if any, are employees of CITY for purposes of tax, retirement system, or social security (FICA) withholding.

SECTION 16: NO SEPARATE ENTITY CREATED, JOINT VENTURE OR AGENCY RELATIONSHIP

Nothing contained in this Agreement shall be in any way construed as creating a separate legal entity or expressing or implying that the Parties have joined together in any joint venture partnership or agency relationship.

SECTION 17: SPECIAL WARRANTY

HSOP warrants that nothing of monetary value has been given, promised or implied as remuneration or inducement to enter into this Agreement. HSOP 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 HSOP shall make this Agreement null and void. HSOP further warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good skillful manner in conformance with industry standards. HSOP acknowledges that it will be liable for any breach of this warranty.

SECTION 18: 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.

SECTION 19: ATTORNEY'S FEES

In the event either Party incurs legal expenses to enforce the terms and conditions of this Agreement, the prevailing Party is entitled to recover reasonable attorney's fees and other costs and expenses, whether the same are incurred with or without suit.

SECTION 20: ENTIRE AGREEMENT, MODIFICATION AND ASSIGNABILITY

This Agreement contains the entire Agreement between the Parties concerning the services, and no statements, promises, or inducements made by either Party, or agents of either Party, are valid or binding unless contained herein. This Agreement may not be enlarged, modified, or altered except upon written agreement signed by the Parties hereto. HSOP shall not subcontract, transfer, sell, 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.

SECTION 21: NON-APPROPRIATION CLAUSE

This Agreement is contingent upon CITY receiving the necessary funding to fulfill the obligations of CITY. While the CITY shall exercise good faith, 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 and HSOP shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

SECTION 22: SEVERABILITY

The terms of this Agreement shall be deemed severable. If any part of this Agreement is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of this Agreement.

SECTION 23: APPROVAL REQUIRED

This Agreement shall not become effective or binding until approved by CITY.

SECTION 24: HEADINGS, CAPTIONS AND TITLES

Headings, captions, and titles of sections of this Agreement are for the convenience of reference only, and are not intended to define, limit, or describe the scope or intent of any provision of this Agreement, and shall not affect the construction of any provision of this Agreement.

SECTION 25: 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 under the penalty of perjury pursuant to the law of the State of Idaho. This Agreement may also be executed by the use of electronic signatures pursuant to Idaho Code §28-50-107. If the Parties sign this document utilizing an electronic signature, the Parties understand that this electronic signature is valid and binding to the same force and effect as a handwritten signature. If electronic signatures are utilized, the acknowledgement before a notary is not required.

IN WITNESS WHEREOF, HSOP and CITY have caused this Agreement to be executed on the day and year first above written.

HSOP

CITY

Humane Society of the Palouse, Inc.

City of Moscow, Idaho

Karen Den Braven, President

Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

ACKNOWLEDGMENT

STATE OF IDAHO)
) ss.
COUNTY OF LATAH)

On this _____ day of _____, 2025, before me, a Notary Public in and for said State, appeared _____, known to me to be the person named above and acknowledged that they executed the foregoing document as the duly authorized representative of Humane Society of the Palouse, Inc.

Notary Public for the State of Idaho
Residing at _____
My commission expires _____

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 15, 2025



AGENDA ITEM TITLE

Public Hearing: Park Valley Addition Preliminary Plat (ACTION ITEM) - Mike Ray

RESPONSIBLE STAFF

Michael Ray, Assistant CD Director/Planning Manager

ADDITIONAL PRESENTER(S)

DESCRIPTION

The applicant, Mike Salisbury, is requesting a preliminary plat of a 4.59-acre area to create 12 lots ranging from 7,207 to 59,241 square feet in size, referred to as Park Valley Subdivision. The subject property was originally platted as a portion of Phase III of the Southgate 3rd Addition and the applicant is requesting a replat of the property. The Planning and Zoning Commission conducted a public hearing on August 13, 2025 and recommended approval of the preliminary plat request with no conditions.

REVIEWED BY

Planning and Zoning Commission

PROPOSED ACTIONS

PROPOSED ACTIONS: Conduct the public hearing upon the preliminary plat and upon consideration of any testimony presented, approve the preliminary plat for Park Valley Addition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the preliminary plat with conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the preliminary plat and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.

STAFF RECOMMENDATION

Conduct the public hearing upon the preliminary plat and upon consideration of any testimony presented, approve the preliminary plat for Park Valley Addition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Staff Report
2. Public Hearing Notice
3. Packet
4. P&Z Minutes
5. P&Z RCS

COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT

HEARING DATE: September 15, 2025

GENERAL INFORMATION

Hearing Body: City Council

Subject: Proposed Preliminary Subdivision Plat of a 4.59-acre area within Southgate 3rd Addition and located east of the current terminuses of Granville Street and Castleford Street within the City of Moscow: LUP2025-0017

Attachments:

1. Notice of Public Hearing
2. Application for Preliminary Plat
3. Proposed Preliminary Plat
4. Neighborhood Meeting Materials

Prepared by: Mike Ray, AICP – Planning Manager

STAFF REVIEW

Proposal: The applicant, Mike Salisbury, is requesting a preliminary plat of a 4.59-acre area to create 12 lots ranging from 7,207 to 59,241 square feet in size, referred to as Park Valley Subdivision. The subject property was originally platted as a portion of Phase III of the Southgate 3rd Addition and the applicant is requesting a replat of the property.

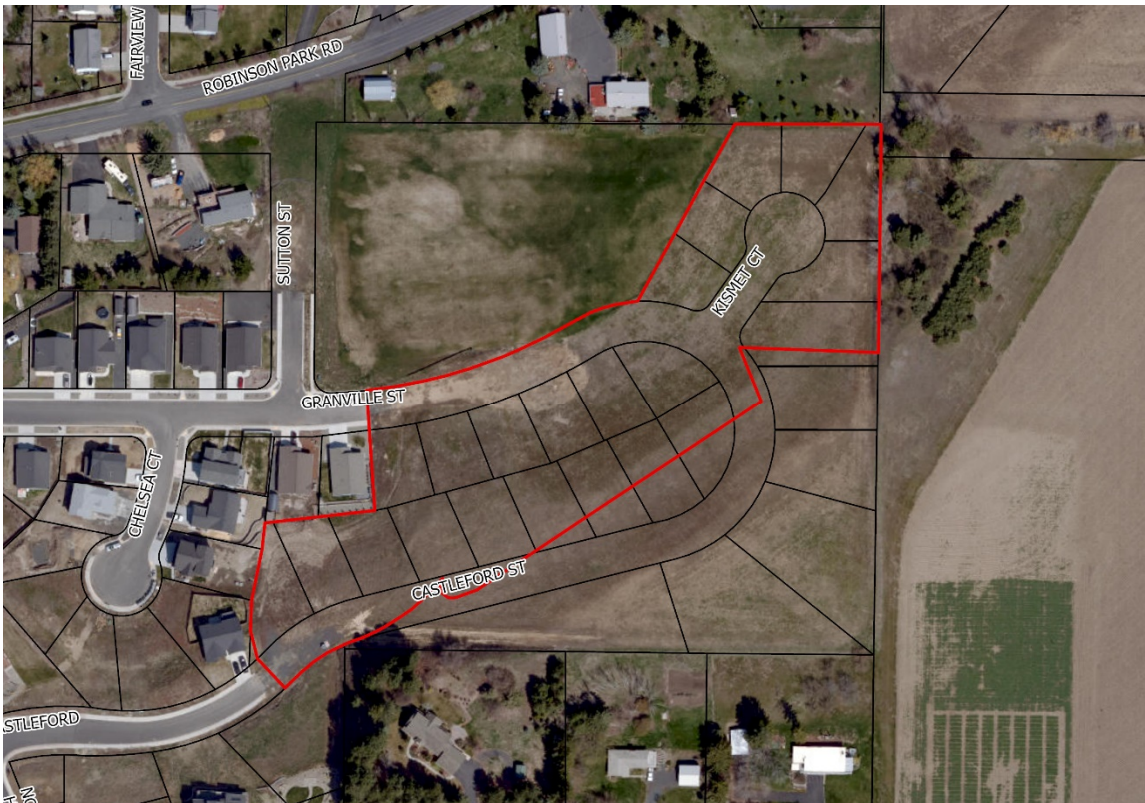
Background: A proposed replat and a rezone of the property were previously submitted in 2021 and subsequently approved by City Council on October 18, 2021. The preliminary plat was approved with the condition that a right-of-way vacation request shall be approved by City Council prior to final plat. The rezone was approved with the condition that the proposed R-3 Zone be limited to no more than detached single-family dwellings.

The right-of-way vacation request for the Granville Street and Kismet Court public right-of-way was subsequently approved by City Council on November 1, 2021. However, the applicant never submitted final plat documents within the 18 months required by M.C.C. 5-1-8(C), so the preliminary plat approval is null and void. Therefore, the applicant has now submitted the preliminary plat again for review by the Planning and Zoning Commission and City Council.

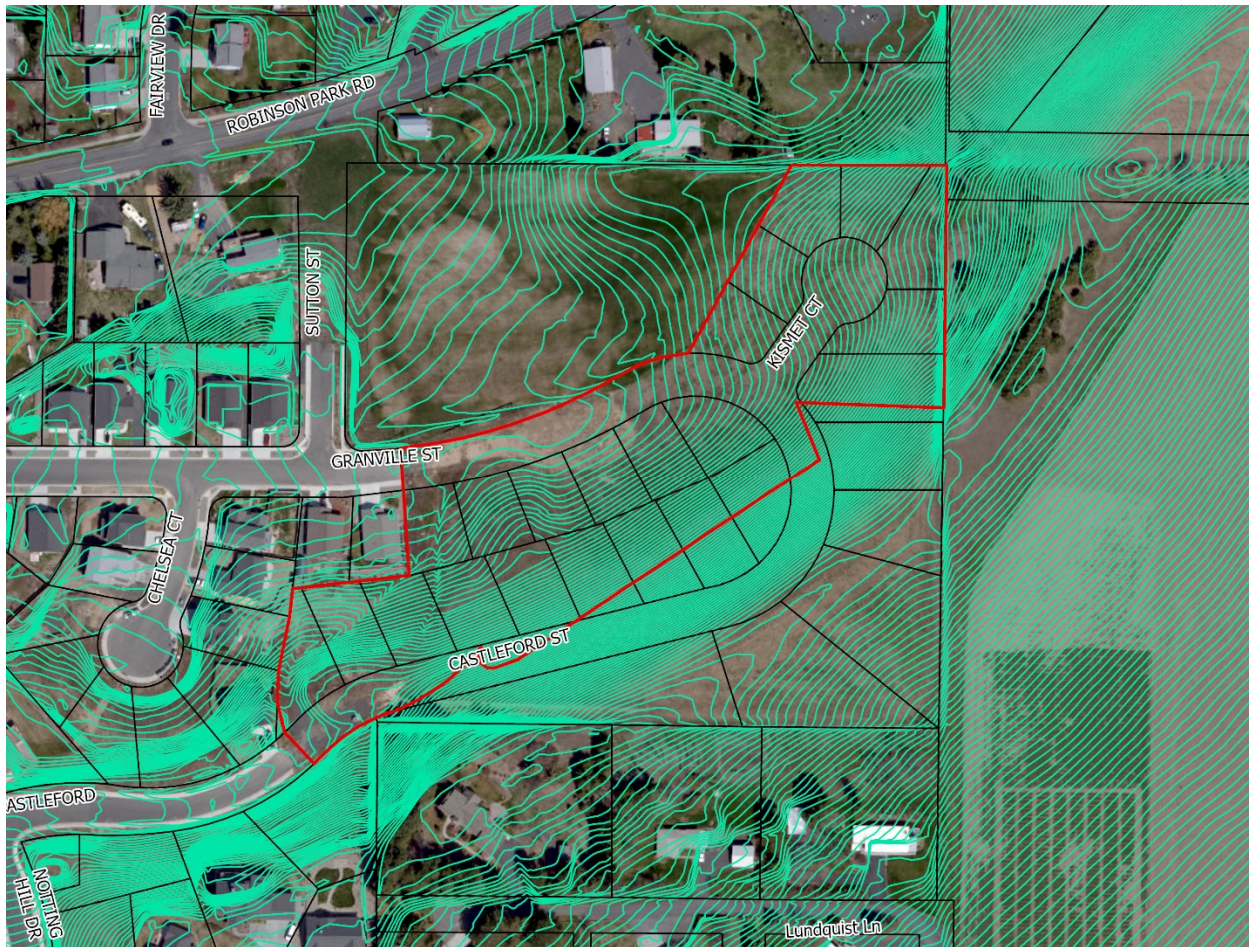
Site and Area Land Use: The subject property is a 4.59-acre area that is currently vacant and is platted as a portion of Phase III of Southgate 3rd Addition. The subject property is surrounded by University of Idaho's Parker Farm to the east, prior Southgate Additions to the west, Milton Arthur Park and residential properties to the north, and residential properties within the Area of City Impact to the south.



Vicinity Map



Aerial



Topography Map

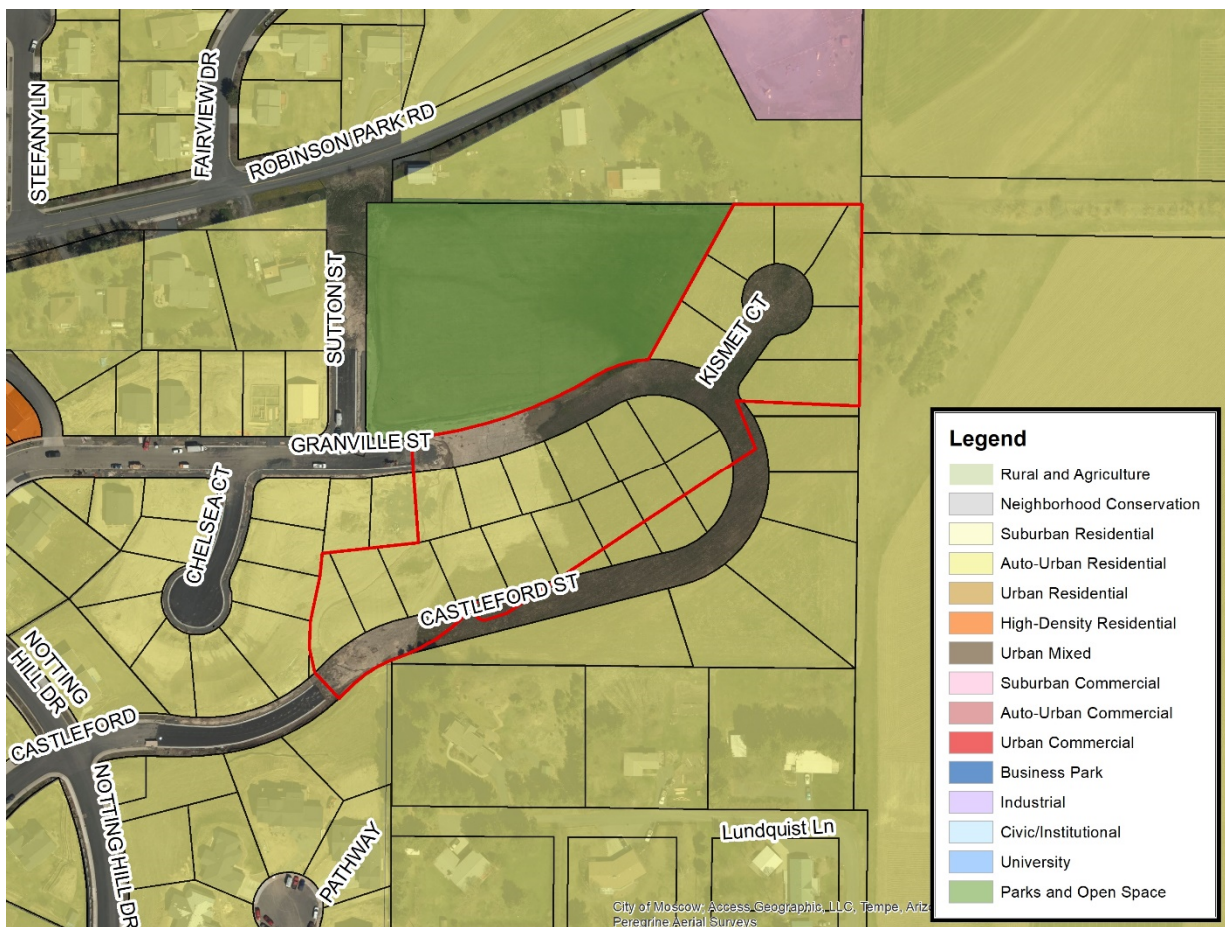
Comprehensive Plan Land Use Designation:

The subject property is currently designated by the 2019 Comprehensive Plan as Auto-Urban Residential (AU-R). According to the Comprehensive Plan, AU-R designated areas are,

“designated areas contain predominantly single-family detached homes on lots ranging from 7,000 to 11,000 square feet in size and are more isolated from surrounding uses which may require residents to rely more on automobile transportation. This designation includes those areas generally anticipated to be developed for low- to moderate-density residential uses at densities between three to six units per acre which could include a mix of detached single-family, twinhome, and townhome residential dwellings. Appropriate current zoning for Auto-Urban Residential designated areas include Low Density Residential (R-1), Moderate Density Single Family Residential (R-2) and Medium Density Residential (R-3) in order to include a mixture of attached and detached dwellings where appropriate.”

All of the surrounding properties are also designated as Auto-Urban Residential, with the exception of Milton Arthur Park to the north which is designated as Parks and Open Space.

The Comprehensive Plan designates Granville Street and Castleford Street as local neighborhood streets. All other surrounding streets are also designated as local neighborhood streets.

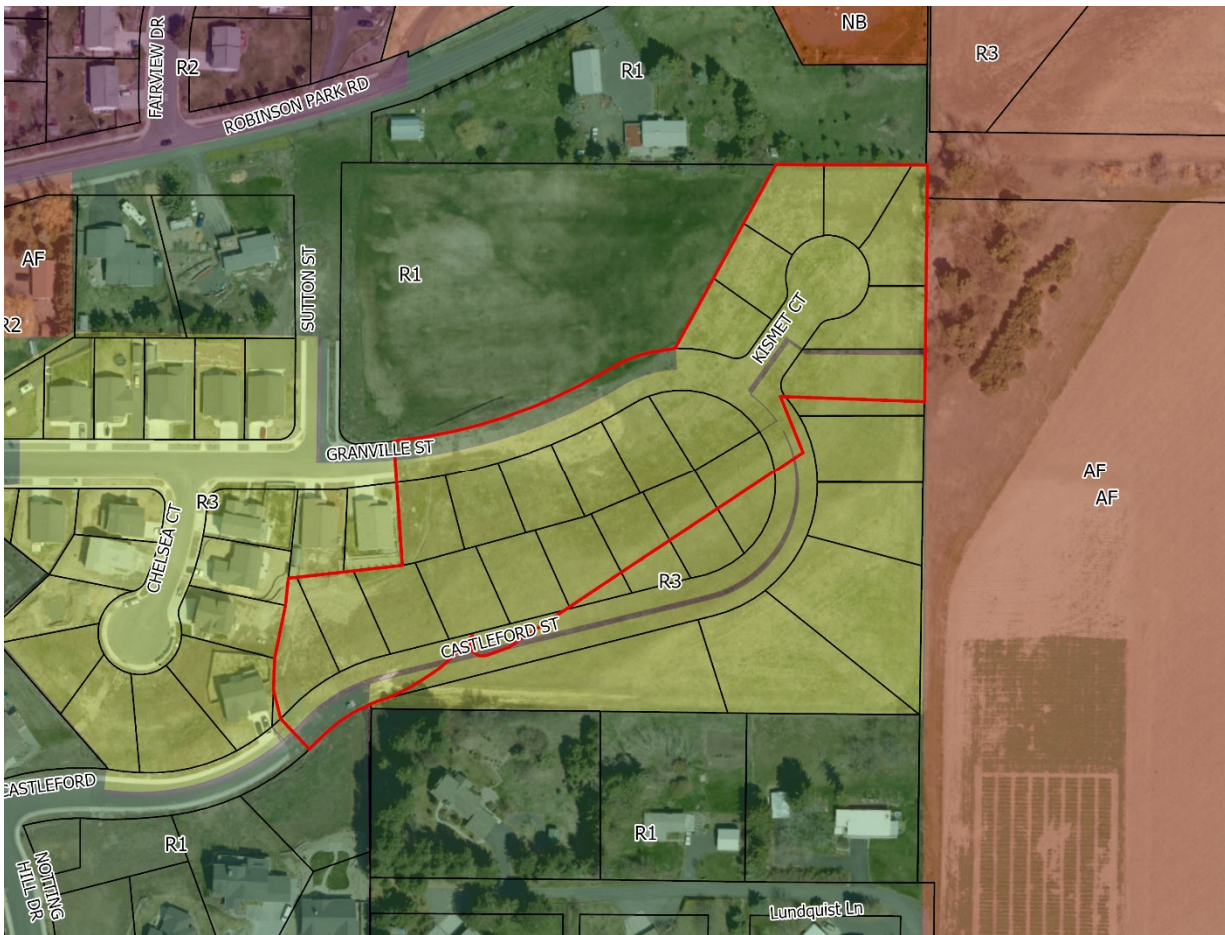


Current Comprehensive Plan Land Use Designations

Zoning: The subject property is currently designated as the Medium Density Residential (R-3) Zone. As was stated previously, the subject property was rezoned in 2021 with the condition that the proposed R-3 Zone be limited to no more than detached single-family dwellings.

The Medium Density Residential (R-3) Zoning District provides for an increase over the density allowed by the R-2 zoning district by permitting different types of housing construction. It is appropriate where activity levels are moderate, terrain permits construction of somewhat larger structures, and where public systems and neighborhood facilities can accommodate a greater intensity of land use as guided by the Comprehensive Plan.

Uses permitted within the R-3 Zone include single-family dwellings, two family dwellings, twinhomes, townhouses, market and community gardens, group and small child care facilities, and public parks and recreation facilities. However, per the condition of the 2021 rezone, residential uses are limited to only detached single-family dwellings.



Current Zoning

Preliminary Plat: The applicant is proposing to subdivide the existing 4.59-acre area to create 12 lots ranging from 7,207 to 59,241 square feet in size, referred to as Park Valley Subdivision. All of the proposed lots meet the minimum lot size of 6,000 sf and minimum lot width of 60 feet for the R-3 Zoning District.

Water and Sewer: Water service is proposed to be extended via existing water mains that have been extended to the current terminus of Granville Street and Castleford Street in Southgate 3rd Addition Phase II. A new water main will be extended off of the existing and will extend along the Castleford Street alignment to serve the proposed subdivision.

It is anticipated that under commonly observed household water use within the City (114 gallons per day per occupant) that the proposed 12 lots could be reasonably anticipated to use approximately 5.24 million gallons of water per year (12 du x 2.25 occupants/du x 114 gallons/occupant x 365 days/year = 1.12 M gallons/year).

Sanitary sewer currently exists within the Granville Street alignment and currently terminates at the Phase II boundary of Southgate 3rd. Sanitary sewer mains will be extended through Granville and Castleford Streets to the eastern subdivision boundary.

Storm Sewer will be conveyed through the subdivision through a main in Granville and Castleford Streets which will connect to the existing stormwater system in Southgate 3rd Addition.

Access, Streets, Traffic: The subject property is located adjacent to Granville Street and Castleford Street which are designated as local neighborhood streets. The sections Granville Street and Castleford Street adjacent to the subject property are developed as a 28-foot-wide roadway with curb, gutter, and sidewalks on both sides of the street. On-street parking is only permitted on one side of the street.

The proposed continuation of Granville Street is also proposed to utilize the 28-foot-wide local neighborhood street section until the “T” intersection with Castleford Street. Castleford Street is proposed to transition into the 36-foot-wide local neighborhood street section which includes parking on both sides of the street.

The applicant is proposing a pedestrian path which would connect Castleford Street with Milton Arthur Park at the common property line of Lots 3 and 4 of Block 2.

Parkland Dedication: Parkland dedication requirements have previously been satisfied with the dedication, grading, and hydroseeding of Milton Arthur Park, so no further dedication is required.

Input From Other Departments:

Engineering

The Engineering Department has provided comments within the attached August 7, 2025 memo from Bob Buvel, Senior Civil Engineer.

RELEVANT CRITERIA & STANDARDS:

1. The proposed subdivision is in conformance with all applicable City Code requirements.
2. The proposed subdivision is in general conformance with the Comprehensive Plan.
3. Public Services and utilities are available or can be made available and are adequate to accommodate the proposed subdivision.
4. The proposed subdivision will not be detrimental to the public health, safety, or general welfare.

RECOMMENDATIONS:

The Planning and Zoning Commission conducted a public hearing on August 13, 2025 and recommended approval of the preliminary plat request with no conditions.

Staff recommends that the Council conduct the public hearing upon the preliminary plat and upon consideration of any testimony presented:

1. Approve the preliminary plat for Park Valley Addition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria.

NOTICE OF PUBLIC HEARING

Proposal for Replat and Planned Unit Development (PUD) for a 7.56-Acre Area within Southgate 3rd Addition, located east of the current terminuses of Granville Street and Castleford Street within the City of Moscow as shown on the Vicinity Map below.

Permit Applications LUP2025-0017, LUP2025-0018, and LUP2025-0019.

A public hearing at which you may be present and speak will be conducted by the City Council of the City of Moscow, at which time the following proposals will be considered:

1. Proposed Preliminary Subdivision Plat of a 4.59-acre to create 12 lots ranging from 7,207 to 59,241 square feet in size, referred to as Park Valley Subdivision.
2. Proposed Preliminary Subdivision Plat and Planned Unit Development (PUD) of a 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision.

The City of Moscow Planning and Zoning Commission conducted a public hearing for the proposed PUD and Preliminary Plats on August 13, 2025 and recommended approval with no conditions.

MEETING DATE: Monday, September 15, 2025

HEARING LOCATION: Council Chambers on the Second Floor of Moscow City Hall
206 East Third Street, Moscow, Idaho

MEETING TIME: 7:00 p.m.

Note: Meeting start time is not necessarily indicative of hearing start time for the proposal advertised in this notice. Multiple hearings and/or agenda items may make it difficult to determine hearing start time, which could occur late in the meeting. The file containing information on this matter is available for public review at the Community Development Department located in the Haddock Building at 504 S Washington Street, Moscow, Idaho. Call 883-7035 for a meeting agenda and further information about the matter.

Verbal testimony at the hearing is generally limited to three (3) minutes time. Public participants desiring to submit textual materials to the decision-making board shall make that submission at least five (5) calendar working days

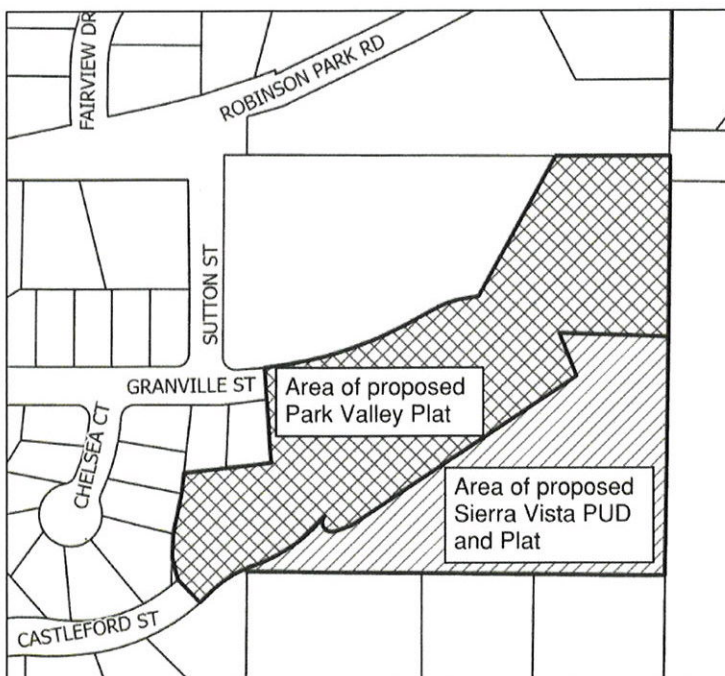
in advance of the scheduled meeting. Materials provided tardy may be admitted for consideration subject to the discretion of the decision-making Board. You may obtain further information about the public hearing process and procedures on the City Website at:

<https://www.ci.moscow.id.us/593/Public-Hearing-Notices>

Laurie M. Hopkins, Moscow City Clerk


Jennifer Fleischman, Deputy City Clerk

Published: Saturday, August 30, 2025





**CITY OF MOSCOW
COMMUNITY DEVELOPMENT**
Ph.: 208-883-7035
504 S. Washington Street
jfleischman@ci.moscow.id.us
mray@ci.moscow.id.us

LUP2025-0017

For City Use Only			
Date Received			
Dept	Fee Type	Fees	Paid
CDV	Application Fee	\$1,023.00	
Receipt Number			

APPLICATION FOR PRELIMINARY SUBDIVISION PLAT

(Please type or print plainly with blue ink.)

APPLICANT:

Name: Mike Salisbury, Manager, Jemca LLC Phone: 208-301-2370
Address: 2315 Shelby Lane Moscow, Idaho Email: _____

OWNER: (if other than applicant)

Name: Jemca LLC Phone: 208-301-2370
Address: 5053 Robinson Park Road Moscow, Idaho Email: _____

ENGINEER/SURVEYOR:

Name: Scott Becker Phone: 208-882-3520
Address: 405 S Washington St. Moscow, Idaho Email: scottbecker@moscow.com

Primary point of contact (select one): Applicant ☐ Owner ☐ Engineer/Surveyor ☒

PROPERTY:

- Proposed Subdivision Name: Park Valley Addition
- Address(es) or Parcel Number(s): Portions of Block 2 & 3 of Southgate 3rd
- Legal Description: *Please attach copy of full description.*
- Gross Area of all land involved: 4.59 acres, and/or _____ sq. ft.
- Total Net Area of land area, exclusive of proposed or existing public street and/or other public lands:
3.44 acres, and/or _____ square feet.
- Total number of lots: 12 Average lot size: 12,507 Sq Ft
- Existing Zoning of subject property: R1, R2 & R3

PROJECT DESCRIPTION:

Please describe the concept of the proposed subdivision and approximate percentage (%) of each proposed new land use (i.e. 75% single-family residential; 20% multi-family; 5% commercial). Also include any proposed park land and the acreage:

All Single Family

SEWER AND WATER MAIN OVERSIZING REIMBURSEMENT POLICY:

Oversizing of utilities will not be eligible for reimbursement from the City unless a written request is submitted to the City Engineer prior to approval of the project construction drawings and written approval of such a request is issued by the City Engineer.

PRELIMINARY PLAT CHECKLIST - Please provide the following information:

- _____ 1. Subdivision name
- _____ 2. Location: Section, Township, Range
- _____ 3. Subdivider's name & address
- _____ 4. Engineer/surveyor name & address
- _____ 5. Date of subdivision
- _____ 6. Reference to adjoining subdivisions with names
- _____ 7. North arrow
- _____ 8. Scale, not less than 1 in. = 60 ft.
- _____ 9. Existing and proposed right-of-way or public tracts with widths and names
- _____ 10. Lot and block layout with numbering and dimensions
- _____ 11. Existing zoning designation, or proposed if a rezone is requested
- _____ 12. All existing and proposed easements of record stating width and purpose
- _____ 13. Location of any existing open spaces or permanent structures
- _____ 14. General layout of sewer and water utilities
- _____ 15. Proposed phasing, if any
- _____ 16. Acreage breakdown with gross and net (less right-of-way)
- _____ 17. Plan/profile of proposed street grades
- _____ 18. Existing Topography*
- _____ 18. Proposed finished grading plan*
- _____ 19. Location of any delineated wetlands and/or water bodies and, if applicable, the floodway and 100-year floodplain (BFE data must be included if the plat is ≥ 5 acres or ≥ 50 lots)
- _____ 20. Vicinity sketch

*5' max. contour interval (except for slopes $> 50\%$ may have 10' interval). Areas with existing slopes $\geq 20\%$ shall be shaded or clearly indicated on the plans.

APPLICATION SUBMITTAL:

This application must be completed and submitted with the below described items to the Community Development Department at least twenty-one (21) days prior to the hearing at which the application is to be considered by the Planning and Zoning Commission. Applicant will be notified by the City Planner I as to the time, date, and place of the hearing pertaining to this application.

The following items must be submitted with this application before it will be processed:

1. Payment of application fees.
2. Copy of neighborhood meeting invitation, mailing list, attendance list and minutes.
3. One full-sized Preliminary Plat Map and one electronic copy.

I understand this information is a public record and may be posted to a public website. I declare and certify under penalty of perjury pursuant to the law of the State of Idaho that the foregoing is true and correct and that I have legal authority to submit this Application.

mas
Signature of Applicant

6/9/25
Date

Signature of Property Owner (if different)

Date

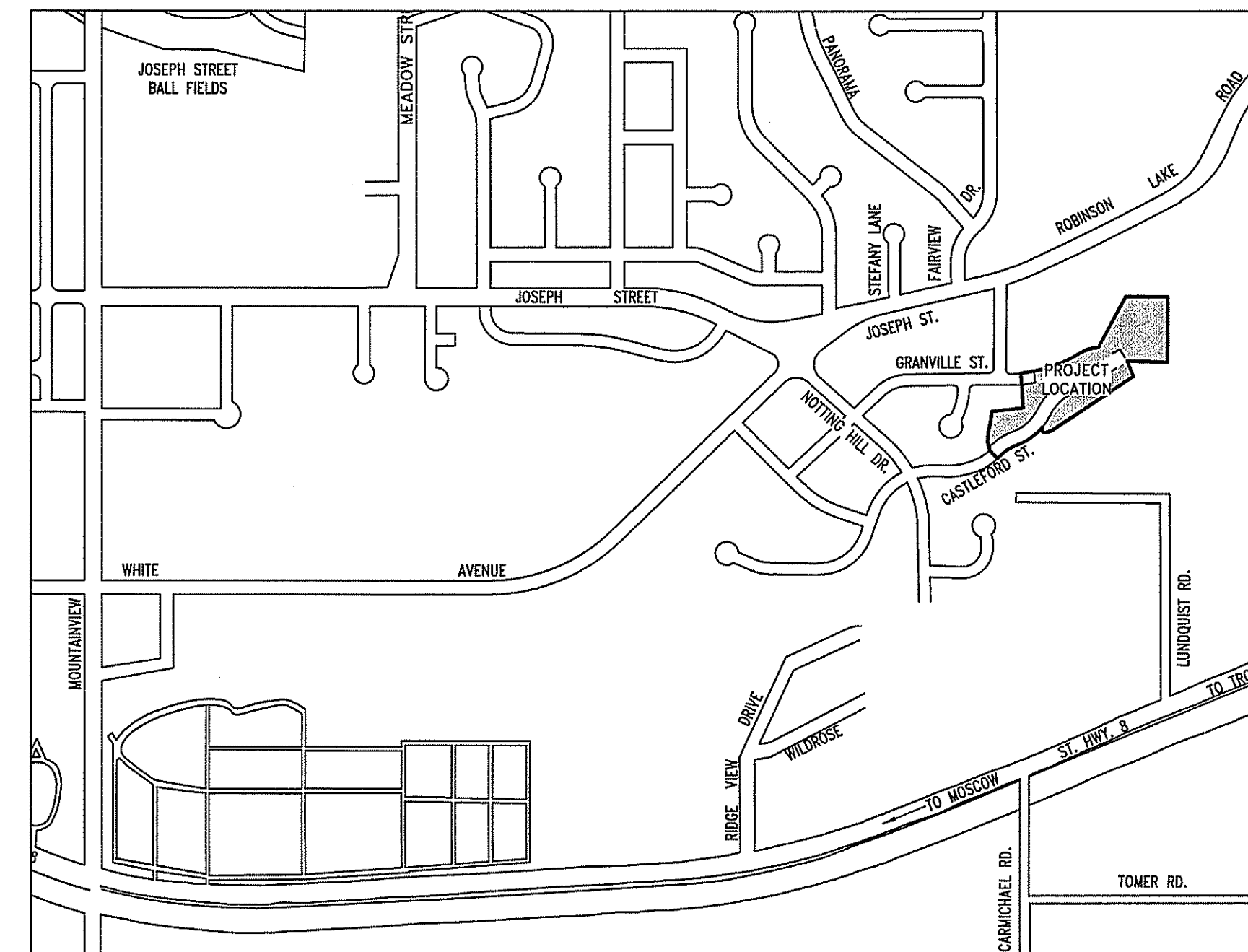
Section 16, T39N, R5W, BM



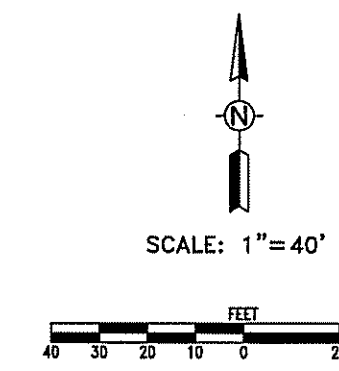
A parcel of land located in portions of Blocks 2 & 3 of Southgate 3rd Addition to the City of Moscow, Instrument #540165, Latah County Records, Portions of which are in Lot 18 of the Plat of Section 16, Book 2 of Plats, Page 36, Latah County Records, in the Northeast Quarter of Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho, described as follows:

Beginning at the northeast corner of Southgate 3rd Addition;
Thence along the east line thereof, S00°26'43"W, 40.00 feet to the northeast corner of Lot 18 of the Plat of Section 16;
Thence continuing along said east line and along the east line of said Lot 18, S00°26'43"W, 242.30 feet;
Thence leaving said common east line, N88°04'10"W, 173.76 feet;
Thence S22°04'38"E, 71.90 feet;
Thence S57°10'13"W, 422.49 feet;
Thence S31°01'13"W, 28.06 feet;
Thence 38.91 feet along a curve to the right, said curve having a Delta = 148°37'21",
Radius = 15.00 feet, Chord = to 28.88 feet and a Chord Bearing = N34°40'06"W;
Thence 138.64 feet along a non-tangent curve to the left, said curve having a Delta = 31°09'04",
Radius = 255.00 feet, Chord = 136.94 feet and a Chord Bearing = S55°13'07"W;
Thence 84.31 feet along a curve to the left, said curve having a Delta = 27°35'12",
Radius = 175.00 feet, Chord = 83.50 feet and a Chord Bearing = S58°59'34"W;
Thence 16.72 feet along a curve to the right, said curve having a Delta = 3°14'53",
Radius = 295.00 feet, Chord = 16.72 feet and a Chord Bearing = S44°48'54"W to a point on the south right-of-way line of
Castlerose Street;
Thence N43°33'39"W, 50.00 feet to a point on the north right-of-way line thereof;
Thence N14°01'48"W, 35.60 feet to a point on the east line of Lot 8, Block 2 of Southgate 3rd Addition;
Thence along said east line N02°13'00"E, 37.50 feet to the southeast corner of Lot 9, Block 2 of Southgate 3rd Addition;
Thence along the east line thereof, N11°37'04"E, 64.42 feet to the southeast corner of Lot 10, Block 2 of Southgate 3rd
Addition;
Thence along the east line thereof N06°14'08"E, 32.50 feet to the southwest corner of Lot 12, Block 2 of Southgate 3rd
Addition;
Thence along the south line thereof and the south line of Lot 13, Block 2 of Southgate 3rd Addition
N83°35'26", 136.92 feet to the southeast corner of said Lot 13;
Thence along the east line thereof, N04°00'33"W, 99.35 feet to a point on the south right-of-way line of Granville Street;
Thence N04°00'33"W, 50.03 feet to a point on the north right-of-way line thereof and the south line of Milton Arthur Park,
shown as Parcel A on the Plat of Southgate 3rd Addition;
Thence along said south line the following two courses:
Thence 276.43 feet along a non-tangent curve to the left, said curve having a Delta = 25°20'30",
Radius = 625.00 feet, Chord = 274 feet and a Chord Bearing = N71°23'55"E;
Thence 80.54 feet along a curve to the right, said curve having a Delta = 28°25'48",
Radius = 162.22 feet, Chord = 79.82 feet and a Chord Bearing = N72°58'48"E to the southeast corner of said Parcel A;
Thence along the east line thereof N28°47'39"E, 204.78 feet to a point on the north line of Lot 18 of the Plat of Section 16;
Thence continuing along said east line, N28°47'39"E, 45.52 feet to the north line of Southgate 3rd Addition;
Thence along said north line, S89°42'30"E, 181.24 feet to the Point of Beginning.

Parcel contains 4.59 acres more or less



Vicinity Map



Legend

- 
 •
 ●
 ○
 •
 ●
 (2)
 ①
 ②
 ③
 ④
 (C1)
- Found Monument as Described
 Set 5/8" Rebar Stamped "Hodge PLS 6271566"
 Set Centerline Monument Stamped "Hodge PLS 6271566"
 Found 5/8" Rebar
 Found CenterLine Monument
 Calculated Position
 Block Number
 Lot Number - Park Valley Addition
 Lot Number - Future Sierra Vista Addition
 Lot Number - Other Subdivision
 Curve Data - See Curve Table
 Park Valley Addition Plat Boundary
 Proposed Lot Line
 Future Sierra Vista Addition Lot Line
 Southgate 3rd Addition Lot Line - to be Made Obsolete
 Existing Lot Line
 Road Centerline
 Proposed Right of Way
 Existing Right of Way
 Vacated Right of Way
 Proposed Public Utility and Access Easement
 Existing Public Easement

Notes

1. The replotted lots are Zoned R3. Surrounding area in Southgate 3rd Addition is Zoned R1, R2 & R3. Milton Arthur Park and the Scheirman property are Zoned R1. University of Idaho property is in Latah County and is Zoned Ag-Forest.
2. Total plot Area: 4.59 acre±
Street Right-of-Way: 1.15 acre±
Net Lot Area: 3.44 acre±.
3. All the area within Park Valley Addition is within designated Flood Zone "C": Areas of minimal flooding.
Flood Zone designation and definitions from Flood Insurance Rate Map (FIRM)
Community-Panel Number 160800350B, dated 4-15-2002. No delineated wetlands on site.
4. This subdivision is part of the Tree Planting Dedication Fund. The homeowner may submit a permit to plant. If approved, a tree voucher will be issued for street trees in the public right of way.

Basis of Bearings

The Basis of Bearings for this survey is identical to the Idaho Coordinate System, West Zone, NAD 83 as shown between the found northeast corner of Southgate 3rd Addition and the found southeast corner of said Addition, said bearing being S00°26'43"W.

Survey References:

1. Plat of Section 16, T39N, R5W, B.M. Book 2 of Plats, Page 36.
2. Order of Vacation Instrument #16187, OARE Book 21, Pages 371-375
3. Southgate 3rd Addition to the City of Moscow, Instrument #540165.
4. Record of Survey, Instrument #609008, by D. Priest, PLS #6449.

Curve Table						Curve Table						Curve Table						Curve Table					
Curve	Length	Delta	Radius	Chord	Chrd Brng	Curve	Length	Delta	Radius	Chord	Chrd Brng	Curve	Length	Delta	Radius	Chord	Chrd Brng	Curve	Length	Delta	Radius	Chord	Chrd Brng
C1	38.91'	148°37'21"	15.00'	28.88'	N34°40'06"W	C13	25.13'	5'52'31"	245.06'	25.12'	N43°30'04"E	C25	121.73'	35°46'01"	195.00'	119.76'	N52°54'39"E	C37	136.30'	12°29'42"	625.00'	136.03'	N74°26'55"E
C2	138.64'	31°09'04"	255.00'	136.94'	S55°13'07"W	C14	108.60'	27°39'21"	225.00'	107.55'	N54°23'29"E	C26	31.52'	9°15'41"	195.00'	31.79'	N30°23'48"E	C38	85.45'	7°50'02"	625.00'	85.39'	N64°17'03"E
C3	84.31'	27°36'12"	175.00'	83.50'	S56°59'34"W	C15	144.48'	42°27'12"	195.00'	141.20'	N46°59'33"E	C27	34.33'	78°40'19"	25.00'	31.69'	N42°27'17"W	C39	17.57'	1°36'38"	625.00'	17.57'	N59°33'43"E
C4	16.72'	3°14'53"	295.00'	16.72'	S44°48'54"W	C16	40.57'	9°06'55"	255.00'	40.53'	N30°19'25"E	C28	35.26'	80°48'17"	25.00'	32.41'	N82°05'08"W	C40	80.28'	20°26'36"	225.00'	79.86'	S35°59'16"E
C5	276.43'	25°20'30"	625.00'	274.19'	N71°25'39"W	C17	44.57'	10°00'54"	255.00'	44.52'	S62°31°11"W	C29	36.65'	84°14'05"	255.00'	36.62'	S69°09'12"W	C41	83.72'	21°19'04"	625.00'	83.23'	S56°52'06"W
C6	80.54'	28°26'48"	162.20'	79.72'	N72°58'48"E	C18	135.59'	11°01'10"	705.00'	135.38'	S62°01°03"W	C30	5.59'	1°15'24"	255.00'	5.59'	S66°53'56"E	C42	320.34'	29°22'01"	225.00'	316.85'	N73°26'26"E
C7	21.50'	4°33'46"	270.00'	21.50'	N44°09'28"E	C19	61.76'	13°52'38"	255.00'	61.61'	N32°42°17"E	C31	88.08'	7°09°31"	705.00'	88.03'	N63°56'53"E	C43	64.85'	15°09'41"	245.06'	64.66'	N54°01°10"E
C8	96.47'	27°38'14"	200.00'	95.54'	N55°41°42"E	C20	142.13'	14°45'41"	195.00'	139.00'	N46°38'48"E	C32	47.51'	3°51'39"	705.00'	47.50'	N58°26'17"E	C44	43.91'	4°01'31"	625.00'	43.90'	N86°06°40"E
C9	171.80'	43°44'51"	225.00'	167.65'	N47°38'23"E	C21	147.13'	12°10'10"	765.00'	146.90'	N62°01°03"E	C33	82.53'	2°41'55"	195.00'	81.91'	N37°53'25"E	C45	53.06'	12°24'11"	245.06'	52.95'	N55°53'08"E
C10	164.00'	41°45'41"	225.00'	160.39'	N46°38'48"E	C22	37.11'	3°24°08"	625.00'	37.11'	N82°23'50"E	C34	59.60'	17°30'46"	195.00'	59.37'	N58°46'15"E	C46	13.88'	3°14'41"	245.06'	13.88'	N48°03°40"E
C11	141.36'	11°01'10"	735.00'	141.14'	N62°01°03"E	C23	111.75'	41°18'27"	155.00'	109.34'	N62°20'13"W	C35	36.19'	2°42'38"	765.00'	36.19'	N66°10'19"E						
C12	115.74'	53°03'00"	125.00'	111.65'	N70°18'56"W	C24	87.96'	53°03'00"	95.00'	84.85'	N70°18'56"W	C36	110.94'	8°18'32"	765.00'	110.84'	N60°39'44"E						

Utility and Grading Information

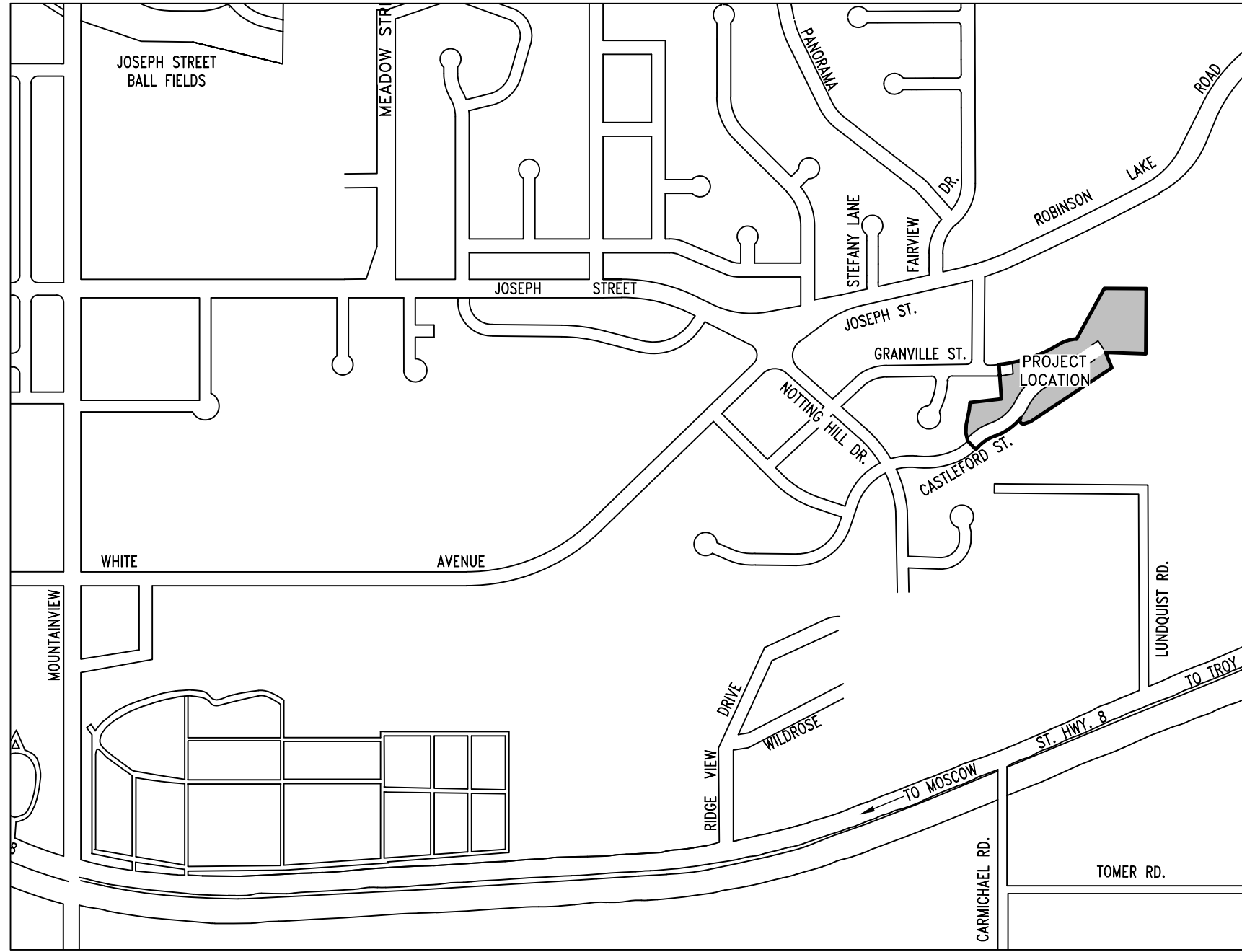
Section 16, T39N, R5W, BM

Legal Description

A parcel of land located in portions of Blocks 2 & 3 of Southgate 3rd Addition to the City of Moscow, Instrument #540165, Latah County Records, Portions of which are in Lot 18 of the Plat of Section 16, Book 2 of Plats, Page 36, Latah County Records, in the Northeast Quarter of Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho, described as follows:

Beginning at the northeast corner of Southgate 3rd Addition;
Thence along the east line thereof, S00°26'43"W, 40.00 feet to the northeast corner of Lot 18 of the Plat of Section 16;
Thence continuing along said east line and along the east line of said Lot 18, S00°26'43"W, 242.30 feet;
Thence leaving said common east line, N88°04'10"W, 173.76 feet;
Thence S22°04'36"E, 71.90 feet;
Thence S56°30'28"W, 422.49 feet;
Thence S71°01'13"W, 28.06 feet;
Thence 38.91 feet along a curve to the right, said curve having a Delta = 148°37'21",
Radius = 15.00 feet, Chord = 10 to 28.88 feet and a Chord Bearing = N34°40'06"W;
Thence 138.64 feet along a non-tangent curve to the left, said curve having a Delta = 31°09'04",
Radius = 255.00 feet, Chord = 136.94 feet and a Chord Bearing = S55°13'07"W;
Thence 84.31 feet along a curve to the left, said curve having a Delta = 27°36'12",
Radius = 175.00 feet, Chord = 83.50 feet and a Chord Bearing = S56°59'34"W;
Thence 16.72 feet along a curve to the right, said curve having a Delta = 3°14'53",
Radius = 295.00 feet, Chord = 16.72 feet and a Chord Bearing = S44°48'54"W to a point on the south right-of-way line of Castleford Street;
Thence N43°33'39"W, 50.00 feet to a point on the north right-of-way line thereof;
Thence N14°01'48"W, 35.60 feet to a point on the east line of Lot 8, Block 2 of Southgate 3rd Addition;
Thence along said east line N02°13'00"E, 37.50 feet to the southeast corner of Lot 9, Block 2 of Southgate 3rd Addition;
Thence along the east line thereof, N11°37'04"E, 64.42 feet to the southeast corner of Lot 10, Block 2 of Southgate 3rd Addition;
Thence along the east line thereof N06°14'06"E, 32.50 feet to the southwest corner of Lot 12, Block 2 of Southgate 3rd Addition;
Thence along the south line thereof and the south line of Lot 13, Block 2 of Southgate 3rd Addition
N83°35'26"E, 136.92 feet to the southeast corner of said Lot 13;
Thence along the east line thereof, N04°00'33"W, 99.35 feet to a point on the south right-of-way line of Granville Street;
Thence N04°00'33"W, 50.03 feet to a point on the north right-of-way line thereof and the south line of Milton Arthur Park, shown as Parcel A on the Plat of Southgate 3rd Addition;
Thence along said south line the following two courses:
Thence 276.43 feet along a non-tangent curve to the left, said curve having a Delta = 25°20'30",
Radius = 625.00 feet, Chord = 274.19 feet and a Chord Bearing = N71°25'39"E;
Thence 80.54 feet along a curve to the right, said curve having a Delta = 28°26'48",
Radius = 162.22 feet, Chord = 79.72 feet and a Chord Bearing = N72°58'48"E to the southeast corner of said Parcel A;
Thence along the east line thereof N28°47'39"E, 204.78 feet to a point on the north line of Lot 18 of the Plat of Section 16;
Thence continuing along said east line, N28°47'39"E, 45.52 feet to the north line of Southgate 3rd Addition;
Thence along said north line, S89°42'30"E, 181.24 feet to the Point of Beginning.

Parcel contains 4.59 acres more or less.



Vicinity Map

Legend

- Block Number
- Lot Number - Park Valley Addition
- Lot Number - Future Sierra Vista Addition
- Lot Number - Other Subdivision
- Proposed Man Hole
- Existing Man Hole
- Park Valley Addition Plat Boundary
- Proposed Lot Line
- Future Sierra Vista Addition Lot Line
- Existing Lot Line
- Road Centerline
- Proposed Right of Way
- Existing Right of Way
- Vacated Right of Way
- Proposed Public Utility and Access Easement
- Existing Public Easement
- Proposed Water Line
- Proposed Sanitary Sewer Line
- Proposed Storm Drain Line
- Existing Water Line
- Existing Storm Drain Line
- Existing Sanitary Sewer Line
- Existing 5' Contour Interval
- Type B Curb and Gutter
- Asphalt Paving
- Concrete Paving

Notes

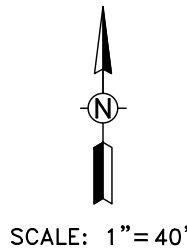
- The replatted lots are Zoned R3. Surrounding area in Southgate 3rd Addition is Zoned R1, R2 & R3. Milton Arthur Park and the Scheirman property are Zoned R1. University of Idaho property is in Latah County and is Zoned Ag-Forest.
- Total plot Area: 4.59 acres±
Street Right-of-Way: 1.15 acres±
Net Lot Area: 3.44 acres±.
- All the area within Park Valley Addition is within designated Flood Zone "C":
Areas of minimal flooding.
Flood Zone designation and definitions from Flood Insurance Rate Map (FIRM)
Community-Panel Number 1600860330D, dated 4-15-2002. No delineated wetlands on site.
- This subdivision is part of the Tree Planting Dedication Fund. The homeowner may submit a permit to plant. If approved, a tree voucher will be issued for street trees in the public right of way.

Basis of Bearings

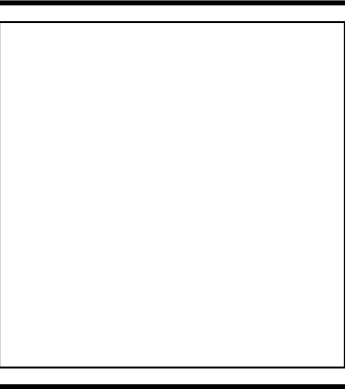
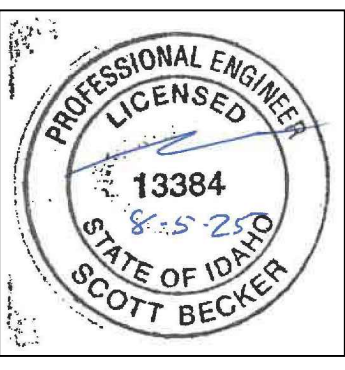
The Basis of Bearings for this survey is identical to the Idaho Coordinate System, West Zone, NAD 83 as shown between the found northeast corner of Southgate 3rd Addition and the found southeast corner of said Addition, said bearing being S00°26'43"W.

Survey References:

- Plat of Section 16, T39N, R5W, B.M. Book 2 of Plats, Page 36.
- Order of Vacation Instrument #16187, OARE Book 21, Pages 371-375.
- Southgate 3rd Addition to the City of Moscow, Instrument #540165.
- Record of Survey, Instrument #609008, by D. Priest, PLS #6449.



SCALE: 1" = 40'



Park Valley Addition - Preliminary Plat
Re-Plat of Portions of Blocks 2 & 3 of Southgate 3rd Addition to the City of Moscow
Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho
Mike Salisbury, Manager, Jemco LLC, 2315 Shelby Lane, Moscow, Idaho 83843
June - 2025

Drafted by:	SW
Checked by:	MED
File Name:	4235 PV prelim.dwg
Tab:	P2
Layer Style:	TOPO
Plot Style:	Primary.ctb
Project:	3483-07-13
Date:	8/6/25

2 OF 2

STORMWATER DRAINAGE REPORT

SOUTHGATE 3RD ADDITION: PARK VIEW AND SIERRA VISTA CASTLEFORD STREET AND SIERRA LANE

Prepared for:

MIKE SALISBURY – JEMCA LLC

Moscow, Idaho



August 5, 2025

Prepared by:



*405 South Washington Street
Moscow, ID 83843
(208) 882-3520*

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Appendix II	HydroCAD Analysis
Appendix III	HydroCAD Hydrographs
Appendix IV	HydroCAD Summaries
Appendix V	Support Material

1.0 Introduction

The lot development of Southgate 3rd Addition to the City of Moscow, Latah County, Idaho, and more specifically Sierra Vista Addition and Park Valley Addition, located along Castleford Street, Granville Street and Sierra Lane. This development will include a residential development, consisting of twenty (20) lots. This development includes three different two-lane travel roadways, including pedestrian facilities and a pedestrian pathway. In addition to making a connection of Castleford Street to Granville Street, a "Type A" temporary turnaround will be constructed at the dead end of Castleford. The development is currently zoned as portions of R-1 (Low Density, Single Family Residential), R-2 (Moderate Density, Single Family Residential), and R-3 (Medium Density Residential). This will be rezoned to where both Sierra Vista and Park Valley Additions are entirely zoned as R-3 (Medium Density Residential). Stormwater on this site shall be collected by the means of catch basins and then conveyed through underground pipes to the detention pond. The area of analysis for this project can be seen within the Appendix.

An analysis of the existing watershed is required to determine the required stormwater runoff storage volume for the fully developed site. The purpose of this report is to describe the methods and measures that will be taken to control the quantity of stormwater runoff from the addition of impervious surfaces which accompany the development of property. The methods, descriptions, and design calculations in this report conform to the Moscow Stormwater Runoff Control Standards (MSRCS) and *Stormwater Runoff Control* and are under the jurisdiction of the City of Moscow relative to the collection, treatment, and disposal of stormwater runoff.

2.0 Project Description

The proposed stormwater management concept for this project is to provide the required stormwater collection and discharge as outlined in the MSRCS and required by the City of Moscow. The proposed stormwater runoff control facilities will provide zero net increase runoff from the property. These facilities had been designed by HEDCO, more specifically Jack S. Hammond, PE #2102. A stormwater management analysis and design has been completed for the existing development and stormwater facilities present at Southgate 3rd Addition. The purpose of this report, is to reanalyze the existing facilities for Southgate 3rd Addition and ensure the existing detention pond and control structure are capable of handling the stormwater runoff created by Sierra Vista and Park Valley Additions. The IDF Curves used by HEDCO, and an adjustment of their assumed runoff coefficients were utilized in our analysis. See Appendix for additional information.

3.0 Model and Design Parameters

The specific hydrologic analysis method used in this analysis is the Rational Method. The Rational Method of predicting a design peak runoff rate is expressed by the equation $Q=CiA$, where Q is the design peak runoff rate, C is a runoff coefficient, i is the rainfall intensity, and A is the watershed area. The runoff coefficient is a function off the soil type, land use, and drainage basin slope and the rainfall intensity is determined utilizing the Intensity-Duration-Frequency (IDF) curve from local rainfall data. This method is used for computing peak runoff rates and runoff volumes for the design of runoff control systems and runoff treatment Best Management Practices (BMPs). The analysis will compare the pre-developed condition to the post-developed condition at full build-out. The rational method was chosen for the method of analysis, to try and recreate the calculations that had been completed by HEDCO. In order to ensure that the existing facilities are properly sized, we utilized the same methods to come to our solutions as Jack Hammond had when he had designed the stormwater management facilities.

The computer software used for this analysis is “HydroCAD” by HydroCAD Software Solutions LLC. This program uses runoff coefficients for various ground covers, regional precipitation depths, intensities and durations, travel times, and times of concentration to analyze a storm event through an entire site.

To generate a complete hydrograph; as required by HydroCAD, it is assumed that the runoff begins at the start of the storm and increases linearly to the peak value, which is sustained until the storm duration has elapsed and then decreases linearly to zero. The Rational method requires that the correct critical duration and the corresponding intensity be used at each point of study. This is typically defined as the duration that produces the highest peak flow. HydroCAD evaluates the peak flow for a range of durations and automatically determines the critical duration. When analyzing a pond, this procedure will determine the duration that produces the highest peak water surface elevation.

The pre-development condition and the post-development condition are modeled using HydroCAD. A summary of the design parameters is included in Table 1 and 2.

Table 1 Summary of Pre-Development Design Parameters

Description	
Condition	Pre-Development
Hydrograph Type	Rational Method
Area (square feet)	552,403
Time of Concentration	5.0
Runoff Coefficient	C = 0.30

Table 2 Summary of Post-Development Design Parameters

Description	
Condition	Post-Development
Hydrograph Type	Rational Method
Area (square feet)	552,403
Time of Concentration (min)	5.0
Runoff Coefficient	Weighted C = 0.45

4.0 Results

Model results for the pre-development and post-development peak runoff conditions are summarized in Tables 3 through 6.

Table 3 Pre-Development Results

Event	Stormwater Runoff (cfs)	Volume (ft ³)
2-year	4.18	1,298
10-year	7.33	2,275
25-year	9.11	2,827
100-year	12.14	3,769

cfs = cubic feet per second

ft³ = cubic feet

Table 4 Post-Development Results

Event	Stormwater Runoff (cfs)	Volume (ft ³)
2-year	4.91	4,705
10-year	8.79	8,429
25-year	10.95	10,501
100-year	14.48	13,886

cfs = cubic feet per second

ft³ = cubic feet**Table 5 Post-Development vs Pre-Development**

Event	Stormwater Runoff Difference (cfs)	Volume Difference (ft ³)
2-year	0.73	3,407
10-year	1.46	6,154
25-year	1.84	7,674
100-year	2.34	10,117

cfs = cubic feet per second

ft³ = cubic feet**Table 6 Post-Development Post Detention**

Event	Stormwater Runoff Discharge Rate(cfs)	Detention Pond Outflow (cfs)	Storage Volume (ft ³)	Detention Pond Water Surface Elevation (feet)
2-year	4.91	4.14	1,277	2623.24
10-year	8.79	7.29	2,971	2625.44
25-year	10.95	8.52	3,959	2626.39
100-year	14.48	13.91	4,918	2627.17

cfs = cubic feet per second

ft³ = cubic feet

5.0 Conclusions

The post-development stormwater runoff discharge rate does not exceed the pre-development rate of stormwater runoff for the 2-year storm, 10-year storm, or 25-year storm. The detention ponds are equipped with an emergency overflow structure directing flow resulting from the 100-year, 24-hour storm event and larger generated under the developed conditions to the downstream conveyance system. The runoff from this storm event is contained within the limits of the detention ponds and protects against breaching of the system. The existing pond dimensions, with an updated outlet pipe and control structure, allows for the post-development stormwater runoff from the watershed area to not exceed the pre-development rate of stormwater runoff for the 2-year storm, 10-year storm, or 25-year storm. If the increase in outlet size, from 12" to 15", is not feasible. Additional topographic survey work will be completed on the existing detention pond, as-built versus the designed dimensions. We believe the pond is larger than what was designed, and that will give us more storage to ensure the 12" outlet pipe would be feasible in containing the 100-year storm while limiting the rates of runoff into the conveyance system for the remainder of the storms. We are in the process of receiving said topographic survey information and will update our findings in a future submittal.

6.0 References

City of Moscow, 2000. *City of Moscow Stormwater Runoff Control Standards and Stormwater Runoff Control Standards*. April.

City of Moscow, 2015. *Moscow City Code, Title 5 – Public Ways and Property, Chapter 15, Stormwater Runoff Control*. December.

Appendix I

Area of Analysis Map

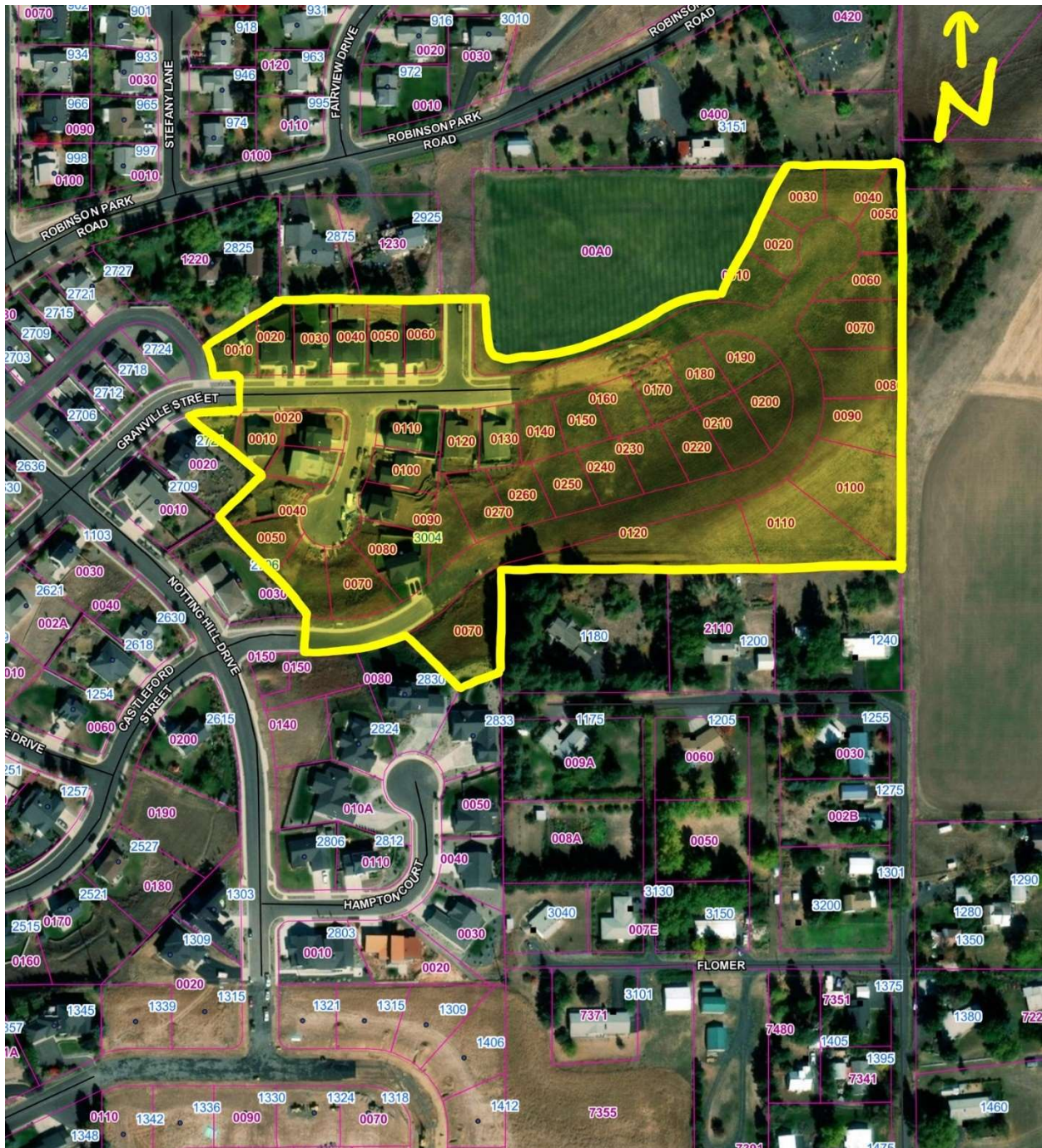


Figure 1- Area of Analysis

Appendix II HydroCAD Analysis

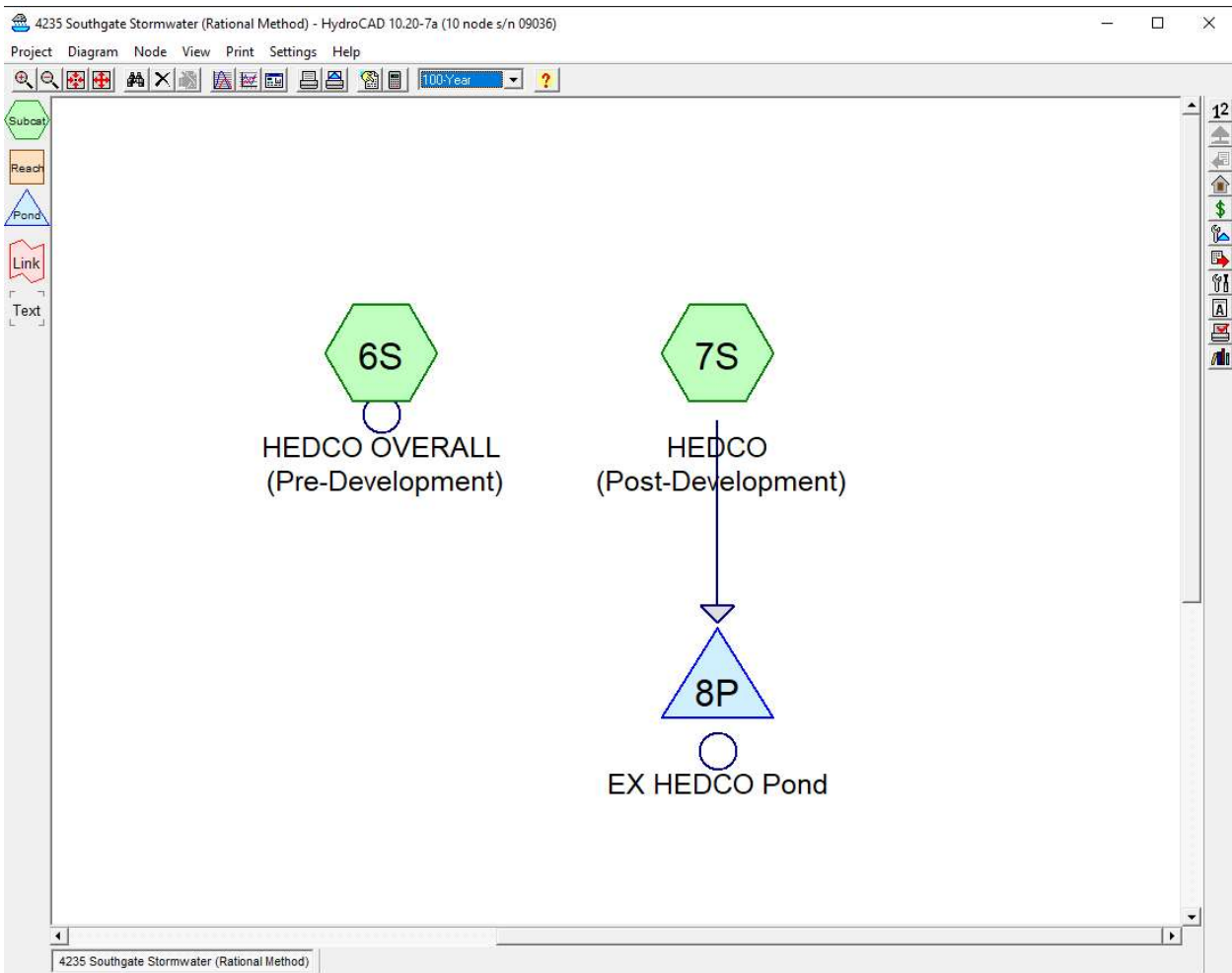


Figure 2- HydroCAD Analysis

```
// HydroCAD IDF file
// Copyright (c) 2007 HydroCAD Software Solutions LLC
// To create a custom IDF definition, copy this file and
// edit the content as required. For details see IDF.txt

// The following name should match the file name, with the
// comment used for any additional information.
name=Moscow IDF HEDCO
comment=Latah County, Idaho IDF data

// The following lines set default units, and may be omitted
// unless other units are required.

depthunits=inches
timeunits=hours
duratunits=minutes

// The following line defines the duration steps for all events.
// When using graphical IDF data, these are usually the durations
// that are marked on the graph.
duration=5 10 20 30 1*60 6*60 24*60

// Now define each of the events.
// This sample file shows several different techniques.

// The following 2-Year event is defined with intensity values.
// The number of intensity values must match the number of
// duration values defined above.
event=2-Year
inten=1.13 .95 .81 .57 .36 .18 .10

// The following 5-year event is 110% of the initial (2-year)
// intensity values. Use this technique only for an event that
// is an exact multiple of the intensity values for the FIRST
// event in the file.
// Now define two more events using specific intensity values.
// For 25-year and greater, also set a frequency factor.
event=10-Year
inten=1.98 1.68 1.46 1.03 .63 .22 .10

event=25-Year
inten=2.46 2.09 1.82 1.29 .79 .26 .12

event=100-Year
inten=3.28 2.78 2.40 1.69 1.04 .32 .14

// Note: For demonstration purposes, this file uses several
// different types of IDF definitions in the same file. Your
// actual file will generally use the same technique for all
// the events.
```

Figure 3- HEDCO IDF Curve Information

Appendix III HydroCAD Hydrographs

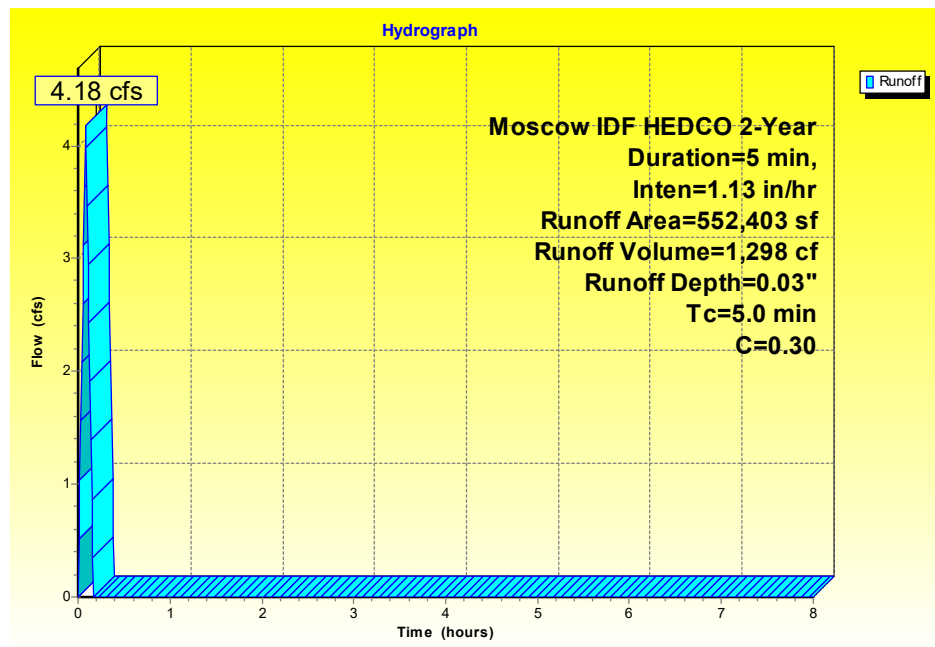


Figure 4- 2-Year Pre-Development Hydrograph

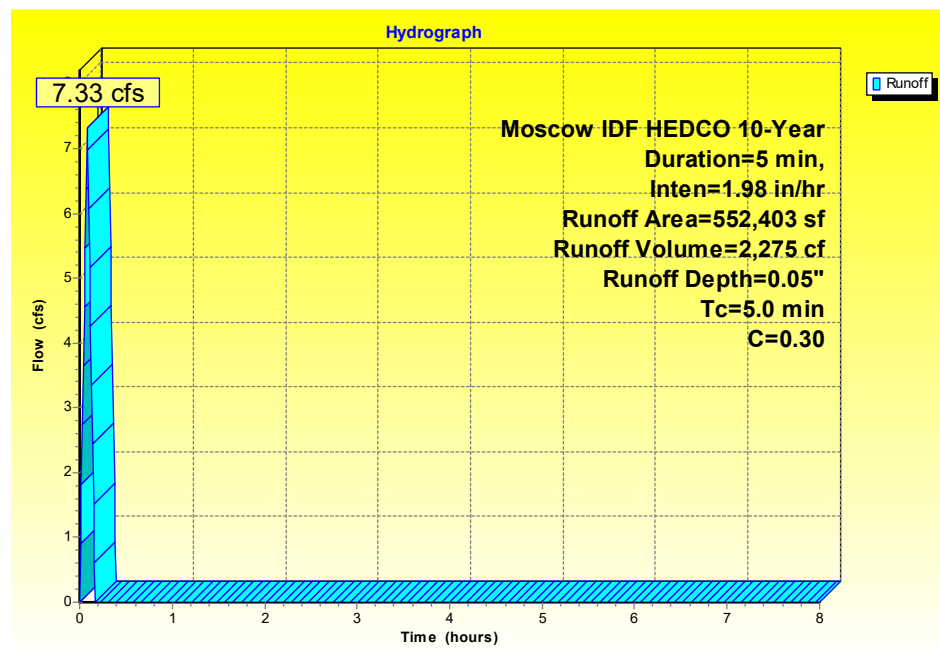


Figure 5- 10-Year Pre-Development Hydrograph

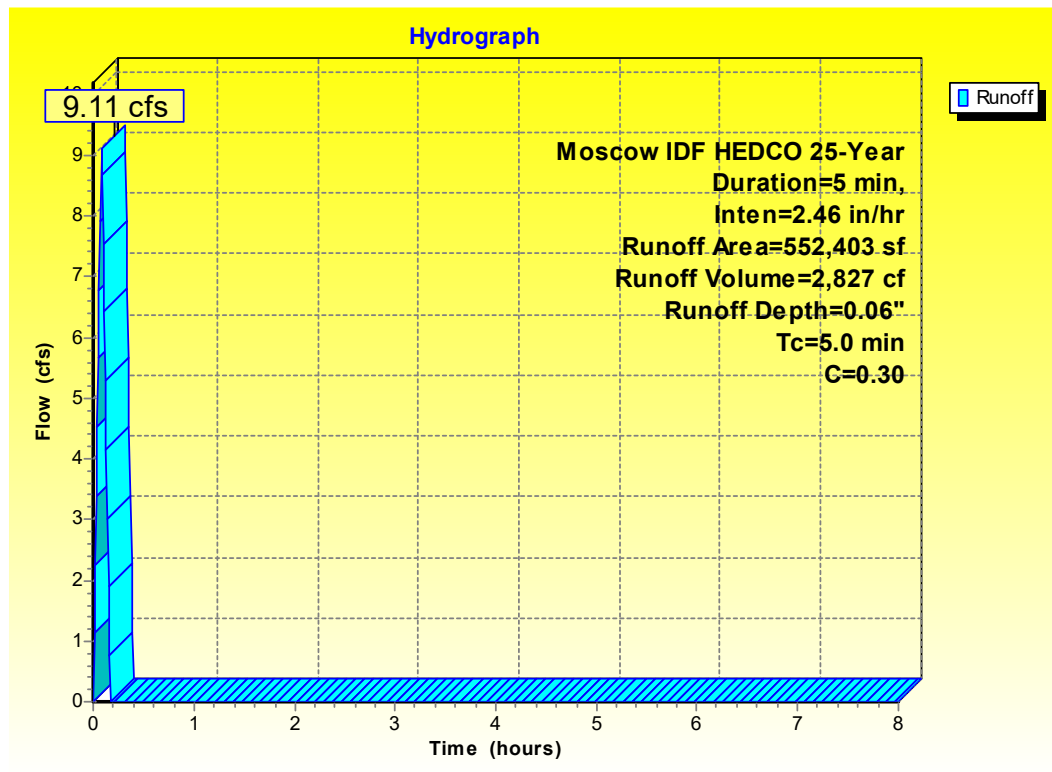


Figure 6- 25-Year Pre-Development Hydrograph (Catchment 1)

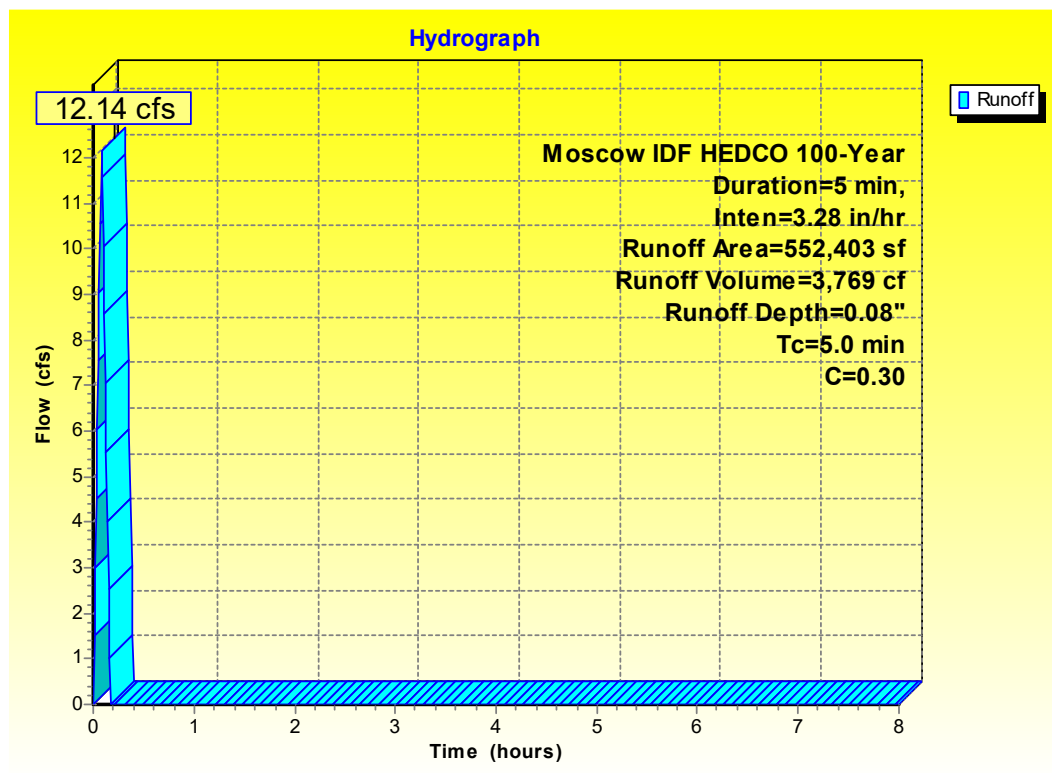


Figure 7- 100-Year Pre-Development Hydrograph (Catchment 1)

Appendix III

HydroCAD Summary

Summary for Pond 8P: EX HEDCO Pond

Inflow Area = 552,403 sf, 0.00% Impervious, Inflow Depth = 0.10" for 2-Year event
 Inflow = 4.91 cfs @ 0.09 hrs, Volume= 4,705 cf
 Outflow = 4.14 cfs @ 0.28 hrs, Volume= 4,705 cf, Atten= 16%, Lag= 11.4 min
 Primary = 4.14 cfs @ 0.28 hrs, Volume= 4,705 cf

Routing by Dyn-Stor-Ind method, Time Span= 0.00-8.00 hrs, dt= 0.01 hrs
 Peak Elev= 2,623.24' @ 0.28 hrs Surf.Area= 597 sf Storage= 1,277 cf

Plug-Flow detention time= 4.3 min calculated for 4,705 cf (100% of inflow)
 Center-of-Mass det. time= 4.1 min (14.6 - 10.5)

Volume	Invert	Avail.Storage	Storage Description
#1	2,620.00'	6,067 cf	Custom Stage Data (Irregular) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
2,620.00	221	70.3	0	0	221
2,628.00	1,482	182.0	6,067	6,067	2,680

Device	Routing	Invert	Outlet Devices
#1	Primary	2,620.00'	15.0" Round Culvert L= 27.0' Ke= 0.630 Inlet / Outlet Invert= 2,620.00' / 2,618.76' S= 0.0459 ' S= 0.0459 ' n= 0.010 PVC, smooth interior, Flow Area= 1.23 sf
#2	Device 1	2,620.00'	5.5" Vert. Orifice/Grate X 3.00 C= 0.600 Limited to weir flow at low heads
#3	Device 1	2,623.85'	2.0" W x 14.0" H Vert. Orifice/Grate X 2.00 C= 0.600 Limited to weir flow at low heads
#4	Device 1	2,626.75'	17.0" x 17.0" Horiz. Orifice/Grate C= 0.600 in 24.0" Grate (64% open area) Limited to weir flow at low heads

Primary OutFlow Max=4.14 cfs @ 0.28 hrs HW=2,623.24' (Free Discharge)
 1=Culvert (Passes 4.14 cfs of 8.80 cfs potential flow)
 2=Orifice/Grate (Orifice Controls 4.14 cfs @ 8.36 fps)
 3=Orifice/Grate (Controls 0.00 cfs)
 4=Orifice/Grate (Controls 0.00 cfs)

Figure 8 – 2-Year Detention Pond Post Development Analysis

Summary for Pond 8P: EX HEDCO Pond

Inflow Area = 552,403 sf, 0.00% Impervious, Inflow Depth = 0.18" for 10-Year event
 Inflow = 8.79 cfs @ 0.09 hrs, Volume= 8,429 cf
 Outflow = 7.29 cfs @ 0.28 hrs, Volume= 8,429 cf, Atten= 17%, Lag= 11.5 min
 Primary = 7.29 cfs @ 0.28 hrs, Volume= 8,429 cf

Routing by Dyn-Stor-Ind method, Time Span= 0.00-8.00 hrs, dt= 0.01 hrs
 Peak Elev= 2,625.44' @ 0.28 hrs Surf.Area= 957 sf Storage= 2,971 cf

Plug-Flow detention time= 6.0 min calculated for 8,429 cf (100% of inflow)
 Center-of-Mass det. time= 5.8 min (16.3 - 10.5)

Volume	Invert	Avail.Storage	Storage Description		
#1	2,620.00'	6,067 cf	Custom Stage Data (Irregular) Listed below (Recalc)		
Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
2,620.00	221	70.3	0	0	221
2,628.00	1,482	182.0	6,067	6,067	2,680

Device	Routing	Invert	Outlet Devices
#1	Primary	2,620.00'	15.0" Round Culvert L= 27.0' Ke= 0.630 Inlet / Outlet Invert= 2,620.00' / 2,618.76' S= 0.0459 ' / Cc= 0.900 n= 0.010 PVC, smooth interior, Flow Area= 1.23 sf
#2	Device 1	2,620.00'	5.5" Vert. Orifice/Grate X 3.00 C= 0.600 Limited to weir flow at low heads
#3	Device 1	2,623.85'	2.0" W x 14.0" H Vert. Orifice/Grate X 2.00 C= 0.600 Limited to weir flow at low heads
#4	Device 1	2,626.75'	17.0" x 17.0" Horiz. Orifice/Grate C= 0.600 in 24.0" Grate (64% open area) Limited to weir flow at low heads

Primary OutFlow Max=7.29 cfs @ 0.28 hrs HW=2,625.44' (Free Discharge)

- ↑ **1=Culvert** (Passes 7.29 cfs of 11.93 cfs potential flow)
- ↑ **2=Orifice/Grate** (Orifice Controls 5.44 cfs @ 10.99 fps)
- ↑ **3=Orifice/Grate** (Orifice Controls 1.85 cfs @ 4.76 fps)
- ↑ **4=Orifice/Grate** (Controls 0.00 cfs)

Figure 9 - 10-Year Detention Pond Post Development Analysis

Summary for Pond 8P: EX HEDCO Pond

Inflow Area = 552,403 sf, 0.00% Impervious, Inflow Depth = 0.23" for 25-Year event
 Inflow = 10.95 cfs @ 0.09 hrs, Volume= 10,501 cf
 Outflow = 8.52 cfs @ 0.29 hrs, Volume= 10,501 cf, Atten= 22%, Lag= 11.7 min
 Primary = 8.52 cfs @ 0.29 hrs, Volume= 10,501 cf

Routing by Dyn-Stor-Ind method, Time Span= 0.00-8.00 hrs, dt= 0.01 hrs
 Peak Elev= 2,626.39' @ 0.29 hrs Surf.Area= 1,138 sf Storage= 3,959 cf

Plug-Flow detention time= 6.3 min calculated for 10,488 cf (100% of inflow)
 Center-of-Mass det. time= 6.3 min (16.8 - 10.5)

Volume	Invert	Avail.Storage	Storage Description		
#1	2,620.00'	6,067 cf	Custom Stage Data (Irregular) Listed below (Recalc)		
Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
2,620.00	221	70.3	0	0	221
2,628.00	1,482	182.0	6,067	6,067	2,680

Device	Routing	Invert	Outlet Devices
#1	Primary	2,620.00'	15.0" Round Culvert L= 27.0' Ke= 0.630 Inlet / Outlet Invert= 2,620.00' / 2,618.76' S= 0.0459 ' / Cc= 0.900 n= 0.010 PVC, smooth interior, Flow Area= 1.23 sf
#2	Device 1	2,620.00'	5.5" Vert. Orifice/Grate X 3.00 C= 0.600 Limited to weir flow at low heads
#3	Device 1	2,623.85'	2.0" W x 14.0" H Vert. Orifice/Grate X 2.00 C= 0.600 Limited to weir flow at low heads
#4	Device 1	2,626.75'	17.0" x 17.0" Horiz. Orifice/Grate C= 0.600 in 24.0" Grate (64% open area) Limited to weir flow at low heads

Primary OutFlow Max=8.51 cfs @ 0.29 hrs HW=2,626.38' (Free Discharge)

- ↑ **1=Culvert** (Passes 8.51 cfs of 13.04 cfs potential flow)
- ↑ **2=Orifice/Grate** (Orifice Controls 5.91 cfs @ 11.94 fps)
- ↑ **3=Orifice/Grate** (Orifice Controls 2.60 cfs @ 6.69 fps)
- ↑ **4=Orifice/Grate** (Controls 0.00 cfs)

Figure 10 - 25-Year Detention Pond Post Development Analysis

Summary for Pond 8P: EX HEDCO Pond

Inflow Area = 552,403 sf, 0.00% Impervious, Inflow Depth = 0.30" for 100-Year event
 Inflow = 14.48 cfs @ 0.09 hrs, Volume= 13,886 cf
 Outflow = 13.91 cfs @ 0.27 hrs, Volume= 13,886 cf, Atten= 4%, Lag= 10.8 min
 Primary = 13.91 cfs @ 0.27 hrs, Volume= 13,886 cf

Routing by Dyn-Stor-Ind method, Time Span= 0.00-8.00 hrs, dt= 0.01 hrs
 Peak Elev= 2,627.17' @ 0.27 hrs Surf.Area= 1,300 sf Storage= 4,918 cf

Plug-Flow detention time= 6.6 min calculated for 13,886 cf (100% of inflow)
 Center-of-Mass det. time= 6.3 min (16.8 - 10.5)

Volume	Invert	Avail.Storage	Storage Description			
#1	2,620.00'	6,067 cf	Custom Stage Data (Irregular) Listed below (Recalc)			
Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)	
2,620.00	221	70.3	0	0	221	
2,628.00	1,482	182.0	6,067	6,067	2,680	

Device	Routing	Invert	Outlet Devices
#1	Primary	2,620.00'	15.0" Round Culvert L= 27.0' Ke= 0.630 Inlet / Outlet Invert= 2,620.00' / 2,618.76' S= 0.0459 ' / Cc= 0.900 n= 0.010 PVC, smooth interior, Flow Area= 1.23 sf
#2	Device 1	2,620.00'	5.5" Vert. Orifice/Grate X 3.00 C= 0.600 Limited to weir flow at low heads
#3	Device 1	2,623.85'	2.0" W x 14.0" H Vert. Orifice/Grate X 2.00 C= 0.600 Limited to weir flow at low heads
#4	Device 1	2,626.75'	17.0" x 17.0" Horiz. Orifice/Grate C= 0.600 in 24.0" Grate (64% open area) Limited to weir flow at low heads

Primary OutFlow Max=13.91 cfs @ 0.27 hrs HW=2,627.17' (Free Discharge)

- ↑ **1=Culvert** (Inlet Controls 13.91 cfs @ 11.34 fps)
- ↑ **2=Orifice/Grate** (Passes < 6.28 cfs potential flow)
- ↑ **3=Orifice/Grate** (Passes < 3.09 cfs potential flow)
- ↑ **4=Orifice/Grate** (Passes < 5.08 cfs potential flow)

Figure 11 - 100-Year Detention Pond Post Development Analysis

Appendix V
Support Material



United States
Department of
Agriculture

NRCS

Natural
Resources
Conservation
Service

A product of the National
Cooperative Soil Survey,
a joint effort of the United
States Department of
Agriculture and other
Federal agencies, State
agencies including the
Agricultural Experiment
Stations, and local
participants

**Custom Soil Resource
Report for
Latah County,
Idaho**

HEDCO Area of Analysis



July 29, 2025

Preface

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (<http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/>) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (<https://offices.sc.egov.usda.gov/locator/app?agency=nrcs>) or your NRCS State Soil Scientist (http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

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How Soil Surveys Are Made

Soil surveys are made to provide information about the soils and miscellaneous areas in a specific area. They include a description of the soils and miscellaneous areas and their location on the landscape and tables that show soil properties and limitations affecting various uses. Soil scientists observed the steepness, length, and shape of the slopes; the general pattern of drainage; the kinds of crops and native plants; and the kinds of bedrock. They observed and described many soil profiles. A soil profile is the sequence of natural layers, or horizons, in a soil. The profile extends from the surface down into the unconsolidated material in which the soil formed or from the surface down to bedrock. The unconsolidated material is devoid of roots and other living organisms and has not been changed by other biological activity.

Currently, soils are mapped according to the boundaries of major land resource areas (MLRAs). MLRAs are geographically associated land resource units that share common characteristics related to physiography, geology, climate, water resources, soils, biological resources, and land uses (USDA, 2006). Soil survey areas typically consist of parts of one or more MLRA.

The soils and miscellaneous areas in a survey area occur in an orderly pattern that is related to the geology, landforms, relief, climate, and natural vegetation of the area. Each kind of soil and miscellaneous area is associated with a particular kind of landform or with a segment of the landform. By observing the soils and miscellaneous areas in the survey area and relating their position to specific segments of the landform, a soil scientist develops a concept, or model, of how they were formed. Thus, during mapping, this model enables the soil scientist to predict with a considerable degree of accuracy the kind of soil or miscellaneous area at a specific location on the landscape.

Commonly, individual soils on the landscape merge into one another as their characteristics gradually change. To construct an accurate soil map, however, soil scientists must determine the boundaries between the soils. They can observe only a limited number of soil profiles. Nevertheless, these observations, supplemented by an understanding of the soil-vegetation-landscape relationship, are sufficient to verify predictions of the kinds of soil in an area and to determine the boundaries.

Soil scientists recorded the characteristics of the soil profiles that they studied. They noted soil color, texture, size and shape of soil aggregates, kind and amount of rock fragments, distribution of plant roots, reaction, and other features that enable them to identify soils. After describing the soils in the survey area and determining their properties, the soil scientists assigned the soils to taxonomic classes (units). Taxonomic classes are concepts. Each taxonomic class has a set of soil characteristics with precisely defined limits. The classes are used as a basis for comparison to classify soils systematically. Soil taxonomy, the system of taxonomic classification used in the United States, is based mainly on the kind and character of soil properties and the arrangement of horizons within the profile. After the soil

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scientists classified and named the soils in the survey area, they compared the individual soils with similar soils in the same taxonomic class in other areas so that they could confirm data and assemble additional data based on experience and research.

The objective of soil mapping is not to delineate pure map unit components; the objective is to separate the landscape into landforms or landform segments that have similar use and management requirements. Each map unit is defined by a unique combination of soil components and/or miscellaneous areas in predictable proportions. Some components may be highly contrasting to the other components of the map unit. The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The delineation of such landforms and landform segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, onsite investigation is needed to define and locate the soils and miscellaneous areas.

Soil scientists make many field observations in the process of producing a soil map. The frequency of observation is dependent upon several factors, including scale of mapping, intensity of mapping, design of map units, complexity of the landscape, and experience of the soil scientist. Observations are made to test and refine the soil-landscape model and predictions and to verify the classification of the soils at specific locations. Once the soil-landscape model is refined, a significantly smaller number of measurements of individual soil properties are made and recorded. These measurements may include field measurements, such as those for color, depth to bedrock, and texture, and laboratory measurements, such as those for content of sand, silt, clay, salt, and other components. Properties of each soil typically vary from one point to another across the landscape.

Observations for map unit components are aggregated to develop ranges of characteristics for the components. The aggregated values are presented. Direct measurements do not exist for every property presented for every map unit component. Values for some properties are estimated from combinations of other properties.

While a soil survey is in progress, samples of some of the soils in the area generally are collected for laboratory analyses and for engineering tests. Soil scientists interpret the data from these analyses and tests as well as the field-observed characteristics and the soil properties to determine the expected behavior of the soils under different uses. Interpretations for all of the soils are field tested through observation of the soils in different uses and under different levels of management. Some interpretations are modified to fit local conditions, and some new interpretations are developed to meet local needs. Data are assembled from other sources, such as research information, production records, and field experience of specialists. For example, data on crop yields under defined levels of management are assembled from farm records and from field or plot experiments on the same kinds of soil.

Predictions about soil behavior are based not only on soil properties but also on such variables as climate and biological activity. Soil conditions are predictable over long periods of time, but they are not predictable from year to year. For example, soil scientists can predict with a fairly high degree of accuracy that a given soil will have a high water table within certain depths in most years, but they cannot predict that a high water table will always be at a specific level in the soil on a specific date.

After soil scientists located and identified the significant natural bodies of soil in the survey area, they drew the boundaries of these bodies on aerial photographs and

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identified each as a specific map unit. Aerial photographs show trees, buildings, fields, roads, and rivers, all of which help in locating boundaries accurately.

Soil Map

The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.

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Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
28	Latahco-Thatuna complex, 0 to 5 percent slopes	0.0	0.0%
36	Palouse silt loam, 7 to 25 percent slopes	1.0	8.3%
54	Thatuna-Naff complex, 25 to 40 percent slopes	4.2	33.6%
57	Tilma-Thatuna complex, 7 to 25 percent slopes	7.3	58.1%
Totals for Area of Interest		12.5	100.0%

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

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The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

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Latah County, Idaho

28—Latahco-Thatuna complex, 0 to 5 percent slopes

Map Unit Setting

National map unit symbol: 2ph6m
Elevation: 2,210 to 3,170 feet
Mean annual precipitation: 23 to 29 inches
Mean annual air temperature: 43 to 46 degrees F
Frost-free period: 95 to 130 days
Farmland classification: Prime farmland if drained

Map Unit Composition

Latahco and similar soils: 55 percent
Thatuna and similar soils: 30 percent
Minor components: 5 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Latahco**Setting**

Landform: Flood plains
Landform position (three-dimensional): Talf
Down-slope shape: Concave
Across-slope shape: Linear
Parent material: Loess

Typical profile

A1 - 0 to 14 inches: silt loam
A2 - 14 to 20 inches: silt loam
Ec - 20 to 28 inches: silt loam
Btc - 28 to 60 inches: silty clay loam

Properties and qualities

Slope: 0 to 3 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Somewhat poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.60 in/hr)
Depth to water table: About 10 to 16 inches
Frequency of flooding: Occasional
Frequency of ponding: None
Available water supply, 0 to 60 inches: High (about 11.1 inches)

Interpretive groups

Land capability classification (irrigated): 4w
Land capability classification (nonirrigated): 4w
Hydrologic Soil Group: C/D
Ecological site: R009XY019ID - DRY MEADOW
Hydric soil rating: No

Description of Thatuna**Setting**

Landform: Loess hills
Landform position (two-dimensional): Footslope, toeslope

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Landform position (three-dimensional): Base slope
Down-slope shape: Concave
Across-slope shape: Convex
Parent material: Loess

Typical profile

A - 0 to 20 inches: silt loam
B/Ec - 20 to 39 inches: silt loam
Btcb - 39 to 60 inches: silty clay loam

Properties and qualities

Slope: 0 to 5 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Moderately well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately low to moderately high (0.06 to 0.20 in/hr)
Depth to water table: About 24 to 48 inches
Frequency of flooding: None
Frequency of ponding: None
Available water supply, 0 to 60 inches: High (about 12.0 inches)

Interpretive groups

Land capability classification (irrigated): 3w
Land capability classification (nonirrigated): 3w
Hydrologic Soil Group: C
Ecological site: R009XB555WA - North Aspect Dwarf Shrub 18-24 PZ
Hydric soil rating: No

Minor Components**Aquolls**

Percent of map unit: 5 percent
Landform: Flood plains
Landform position (three-dimensional): Dip
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: R009XY018ID - MEADOW
Hydric soil rating: Yes

36—Palouse silt loam, 7 to 25 percent slopes**Map Unit Setting**

National map unit symbol: 2ph6w
Elevation: 1,060 to 3,240 feet
Mean annual precipitation: 19 to 29 inches
Mean annual air temperature: 46 to 50 degrees F
Frost-free period: 120 to 145 days
Farmland classification: Farmland of statewide importance

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Map Unit Composition*Palouse and similar soils: 90 percent**Estimates are based on observations, descriptions, and transects of the mapunit.***Description of Palouse****Setting***Landform: Loess hills**Landform position (two-dimensional): Backslope**Landform position (three-dimensional): Side slope**Down-slope shape: Linear**Across-slope shape: Convex**Parent material: Loess***Typical profile***A - 0 to 25 inches: silt loam**Bt - 25 to 60 inches: silt loam***Properties and qualities***Slope: 7 to 25 percent**Depth to restrictive feature: More than 80 inches**Drainage class: Well drained**Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high
(0.57 to 2.00 in/hr)**Depth to water table: More than 80 inches**Frequency of flooding: None**Frequency of ponding: None**Available water supply, 0 to 60 inches: High (about 12.0 inches)***Interpretive groups***Land capability classification (irrigated): None specified**Land capability classification (nonirrigated): 4e**Hydrologic Soil Group: B**Ecological site: R009XB535WA - Loamy Dwarf Shrub 18-24 PZ**Hydric soil rating: No***54—Thatuna-Naff complex, 25 to 40 percent slopes****Map Unit Setting***National map unit symbol: 2ph7g**Elevation: 2,300 to 3,290 feet**Mean annual precipitation: 23 to 31 inches**Mean annual air temperature: 46 to 50 degrees F**Frost-free period: 120 to 145 days**Farmland classification: Not prime farmland***Map Unit Composition***Thatuna and similar soils: 60 percent**Naff and similar soils: 30 percent**Estimates are based on observations, descriptions, and transects of the mapunit.*

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Description of Thatuna**Setting**

Landform: Loess hills
Landform position (two-dimensional): Backslope, footslope
Landform position (three-dimensional): Side slope
Down-slope shape: Concave
Across-slope shape: Linear
Parent material: Loess

Typical profile

A - 0 to 20 inches: silt loam
B/Ec - 20 to 39 inches: silt loam
Btcb - 39 to 60 inches: silty clay loam

Properties and qualities

Slope: 25 to 40 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Moderately well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately low to moderately high (0.06 to 0.20 in/hr)
Depth to water table: About 24 to 48 inches
Frequency of flooding: None
Frequency of ponding: None
Available water supply, 0 to 60 inches: High (about 12.0 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 6e
Hydrologic Soil Group: C
Ecological site: R009XB555WA - North Aspect Dwarf Shrub 18-24 PZ
Hydric soil rating: No

Description of Naff**Setting**

Landform: Loess hills
Landform position (two-dimensional): Summit, backslope
Landform position (three-dimensional): Interfluve, side slope
Down-slope shape: Convex
Across-slope shape: Linear
Parent material: Loess

Typical profile

Ap - 0 to 7 inches: silt loam
Bt - 7 to 60 inches: silty clay loam

Properties and qualities

Slope: 25 to 40 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.60 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Available water supply, 0 to 60 inches: High (about 10.4 inches)

Custom Soil Resource Report

Interpretive groups*Land capability classification (irrigated):* None specified*Land capability classification (nonirrigated):* 6e*Hydrologic Soil Group:* C*Ecological site:* R009XB535WA - Loamy Dwarf Shrub 18-24 PZ*Hydric soil rating:* No**57—Tilma-Thatuna complex, 7 to 25 percent slopes****Map Unit Setting***National map unit symbol:* 2ph7k*Elevation:* 2,480 to 3,170 feet*Mean annual precipitation:* 23 to 29 inches*Mean annual air temperature:* 46 to 50 degrees F*Frost-free period:* 120 to 145 days*Farmland classification:* Farmland of statewide importance, if drained**Map Unit Composition***Tilma and similar soils:* 50 percent*Thatuna and similar soils:* 30 percent*Estimates are based on observations, descriptions, and transects of the mapunit.***Description of Tilma****Setting***Landform:* Loess hills*Landform position (two-dimensional):* Backslope*Landform position (three-dimensional):* Side slope*Down-slope shape:* Linear*Across-slope shape:* Linear*Parent material:* Loess**Typical profile***A - 0 to 11 inches:* silt loam*Bw - 11 to 20 inches:* silt loam*E - 20 to 22 inches:* silt loam*Btb - 22 to 60 inches:* silty clay**Properties and qualities***Slope:* 7 to 25 percent*Depth to restrictive feature:* 20 to 36 inches to abrupt textural change*Drainage class:* Moderately well drained*Capacity of the most limiting layer to transmit water (Ksat):* Moderately low to moderately high (0.06 to 0.20 in/hr)*Depth to water table:* About 18 to 30 inches*Frequency of flooding:* None*Frequency of ponding:* None*Available water supply, 0 to 60 inches:* Low (about 4.3 inches)

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Interpretive groups*Land capability classification (irrigated):* None specified*Land capability classification (nonirrigated):* 4w*Hydrologic Soil Group:* C/D*Ecological site:* R009XB535WA - Loamy Dwarf Shrub 18-24 PZ*Hydric soil rating:* No**Description of Thatuna****Setting***Landform:* Loess hills*Landform position (two-dimensional):* Backslope, footslope*Landform position (three-dimensional):* Side slope*Down-slope shape:* Concave*Across-slope shape:* Linear*Parent material:* Loess**Typical profile***A - 0 to 20 inches:* silt loam*B/Ec - 20 to 39 inches:* silt loam*Btcb - 39 to 60 inches:* silty clay loam**Properties and qualities***Slope:* 7 to 25 percent*Depth to restrictive feature:* More than 80 inches*Drainage class:* Moderately well drained*Capacity of the most limiting layer to transmit water (Ksat):* Moderately low to moderately high (0.06 to 0.20 in/hr)*Depth to water table:* About 24 to 48 inches*Frequency of flooding:* None*Frequency of ponding:* None*Available water supply, 0 to 60 inches:* High (about 12.0 inches)**Interpretive groups***Land capability classification (irrigated):* None specified*Land capability classification (nonirrigated):* 3e*Hydrologic Soil Group:* C*Ecological site:* R009XB555WA - North Aspect Dwarf Shrub 18-24 PZ*Hydric soil rating:* No

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Custom Soil Resource Report

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Neighborhood Meeting

TO: Neighbors and Interested Community Members

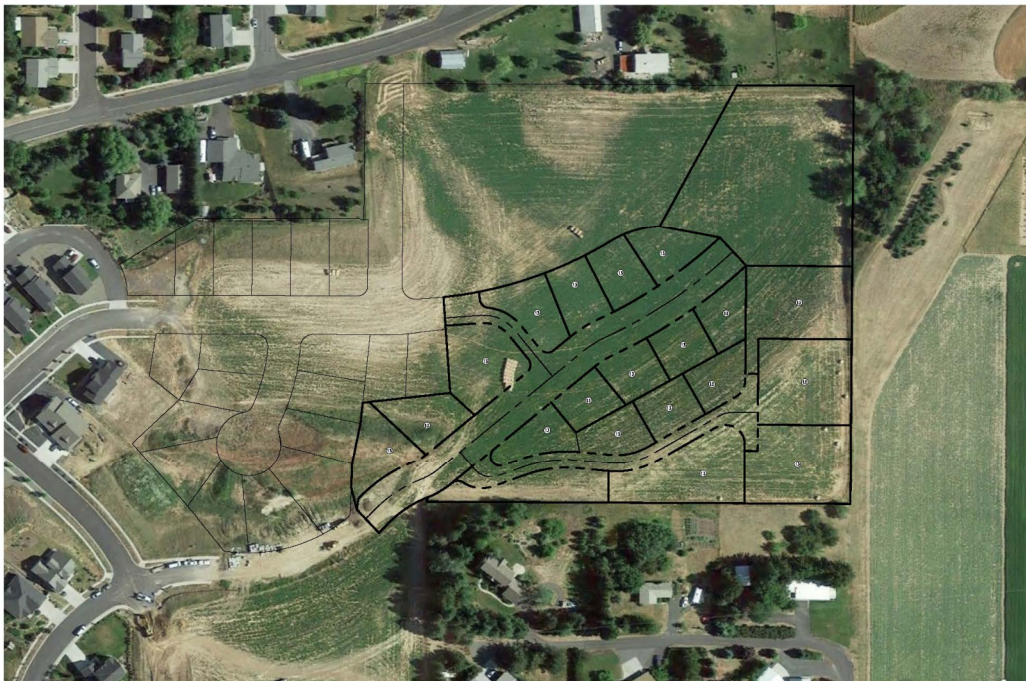
RE: Replat a portion of Southgate 3rd Addition

WHEN: Friday April 12th @ 4:00 pm

WHERE: End of Granville St (East of 2724 Granville St)

WHAT: You are invited to a neighborhood meeting regarding a Subdivision and Planned Development for the proposed Southgate Addition. Project team members will be available for discussion with individual attendees after the presentation to answer questions and record comments. See Attached Map for proposed layout.

I will also respond to email questions and comments at scottbecker@moscow.com as well as phone calls at (208) 882-3520 through April 12, 2024. All questions and comments will be recorded and submitted to the City as part of the subdivision request submittal. You will also have an opportunity to comment on the project at a future public hearing for the project.



Sincerely,

Scott Becker, PE
Project Manager
Hodge and Associates, Inc.

ABBOTT, DWAYNE
2830 HAMPTON CT
MOSCOW, ID 83843

BEESON, PETER
1200 LUNDQUIST LN
MOSCOW, ID 83843

BILLING, DEBORAH
2721 GRANVILLE ST
MOSCOW, ID 83843

BUTLER, SCOTT
1275 LUNDQUIST LN
MOSCOW, ID 83843

CARBONNEAU, RICHARD
2712 GRANVILLE ST
MOSCOW, ID 83843

CLARK, AMY
946 STEFANY LN
MOSCOW, ID 83843

DE WING, CARL
2824 HAMPTON CT
MOSCOW, ID 83843

ECKLES, BLAINE
2833 HAMPTON CT
MOSCOW, ID 83843

FERGUSON, DENNIS
1175 LUNDQUIST LN
MOSCOW, ID 83843

GOSSELIN, SHARON
2875 ROBINSON PARK RD
MOSCOW, ID 83843

AMADOR, SHERMAN
2630 CASTLEFORD ST
MOSCOW, ID 83843

BERTLIN, SHAWNA
2803 GRANVILLE ST
MOSCOW, ID 83843

BLAIR, DOLORES
963 FAIRVIEW DR
MOSCOW, ID 83843

CALDWELL, JODENE
916 FAIRVIEW DR
MOSCOW, ID 83843

CARLSON, KIRK
1254 WILTSHIRE DR
MOSCOW, ID 83843

CUMMINGS LIVING TRUST
1240 LUNDQUIST LN
MOSCOW, ID 83843

DEBERARDINIS, MICHAEL
2818 HAMPTON CT
MOSCOW, ID 83843

FARWELL, DEBRA
1118 CHELSEA CT
MOSCOW, ID 83843

FIELDS, JAMES
3010 ROBINSON PARK RD
MOSCOW, ID 83843

HANSEN, TIKI
1106 CHELSEA CT
MOSCOW, ID 83843

BECKER, MATTHEW
PO BOX 9352
MOSCOW, ID 83843

BIDDY, JEFFREY
2909 GRANVILLE ST
MOSCOW, ID 83843

BROWN, DAVID
676 PULLMAN RD
MOSCOW, ID 83843

CARBONNEAU, KIRA
2825 ROBINSON PARK RD
MOSCOW, ID 83843

CITY OF MOSCOW
ATTN: JENNIFER FLEISCHMAN
MOSCOW, ID 83843

CURTIS TRUST
1303 NOTTING HILL DR
MOSCOW, ID 83843

DINOTO, MICHAEL
PO BOX 8966
MOSCOW, ID 83843

FEMREITE, ERIC
3004 CASTLEFORD ST
MOSCOW, ID 83843

FOSTER, IVAN
2824 GRANVILLE ST
MOSCOW, ID 83843

HARDER, CARYN
PO BOX 183
POTLATCH, ID 83855

HAVRILLA, MARK
3150 FLOMER LN
MOSCOW, ID 83843

HERDT, MARK
896 FAIRVIEW DR
MOSCOW, ID 83843

JOHNSTON, JASON
1109 CHELSEA CT
MOSCOW, ID 83843

LAWRENCE, RANDY
1255 LUNDQUIST LN
MOSCOW, ID 83843

MAC LEOD, MELISSA
3643 S GILES AVE
CHICAGO, IL 60653

MCMAHAN, BLAINE
543 PARK ST
LEWISTON, ID 83501

MITCHELL, BRIAN
1103 NOTTING HILL DR
MOSCOW, ID 83843

NASSUTT, KARSTEN
2527 CASTLEFORD ST
MOSCOW, ID 83843

PETERSEN, JONATHAN
974 STEFANY LN
MOSCOW, ID 83843

RACICOT, TIMOTHY D
3100 ROBINSON PARK RD
MOSCOW, ID 83843

HEDLER, LANCE
2818 GRANVILLE ST
MOSCOW, ID 83843

HOOD LIVING TRUST
1009 PLANT SCIENCE RD
MOSCOW, ID 83843

KIRKLAND, TIMOTHY
2615 CASTLEFORD ST
MOSCOW, ID 83843

LEPPELMAN, LARRY
1040 BROWNS LN
POTLATCH, ID 83855

MARTINSON, LLOYD
972 FAIRVIEW DR
MOSCOW, ID 83843

METZKER, NORMAN
2709 GRANVILLE ST
MOSCOW, ID 83843

MORGAN, TROY
2905 GRANVILLE ST
MOSCOW, ID 83843

PARR, JOYCE
2718 GRANVILLE ST
MOSCOW, ID 83843

PRATHER, BROOKS
1301 LUNDQUIST LN
MOSCOW, ID 83843

ROSVALL, DENNIS
2809 HAMPTON CT
MOSCOW, ID 83843

HELMKE, MATHEW
886 FAIRVIEW DR
MOSCOW, ID 83843

JEMCA LLC
5053 ROBINSON PARK RD
MOSCOW, ID 83843

KREYCIK, RAND
2812 GRANVILLE ST
MOSCOW, ID 83843

LEWIS, RAND
2806 HAMPTON CT
MOSCOW, ID 83843

MC PHETRIDGE LIVING TRUST
2815 HAMPTON CT
MOSCOW, ID 83843

MILLER REVOCABLE LIVING TRUST
1205 LUNDQUIST LN
MOSCOW, ID 83843

NAAR, ERICK
2836 GRANVILLE ST
MOSCOW, ID 83843

PENBERTHY FAMILY TRUST
2821 HAMPTON CT
MOSCOW, ID 83843

PROVVIDENZA, LLC
103 N BLAINE ST
MOSCOW, ID 83843

ROURKE LIVING TRUST
2827 HAMPTON CT
MOSCOW, ID 83843

SCHIERMAN, TERRY

3151 ROBINSON PARK RD

MOSCOW, ID 83843

SIEBRECHT, CAMILLE

2925 ROBINSON PARK RD

MOSCOW, ID 83843

STALEY, MARTHA

2830 GRANVILLE ST

MOSCOW, ID 83843

UEBELHER, ROBERT JOHN

3831 W DEERPATH

BOISE, ID 83714

WALKER, ELIZABETH

3040 FLOMER LN

MOSCOW, ID 83843

WELCH, DAMON

PO BOX 8374

MOSCOW, ID 83843

SCHLECT, BRIAN

1103 CHELSEA CT

MOSCOW, ID 83843

SNODGRASS, WALTER

3130 FLOMER LN

MOSCOW, ID 83843

THOMPSON DEVELOPMENT LLC

1024 PINE CREST RD

MOSCOW, ID 83843

UNIVERSITY OF IDAHO

ATTN: GERARD BILLINGTON

MOSCOW, ID 83844

WARFEL, WILLIAM

618 E SIXTH ST

MOSCOW, ID 83843

WILLARD, BEN

1290 LUNDQUIST LN

MOSCOW, ID 83843

SENTZ, ADAM

2706 CASTLEFORD ST

MOSCOW, ID 83843

SONG, JIA

2812 HAMPTON ST

MOSCOW, ID 83843

TRUONG, BAC VAN

2621 GRANVILLE ST

MOSCOW, ID 83843

VOORHIES, MATTHEW

1221 WILTSHIRE DR

MOSCOW, ID 83843

WARNICK REVOCABLE TRUST

1180 LUNDQUIST LN

MOSCOW, ID 83843

YEAGER, KEVIN

1112 CHELSEA CT

MOSCOW, ID 83843

Meeting Attendance Sheet

LUP2025-0019

Project Name:	Partial Replat Southgate 3rd Addition
Project Number:	4373
Meeting Type:	Neighborhood Meeting
Meeting Location:	Granville Street, Moscow, ID
Meeting Time:	April 12, 2024, 4:00 PM

Name	Contact Information
N. Metzger	2709 Granville
Marty Staley	2830 Granville St
Marie Naar	2836 Granville St.
Jeff LOR4	2709 GRANVILLE ST.
Alex Carbonneau	2712 Granville St
Zenathony	2809 Hampton Ct.
Jim McPhetridge	2815 Hampton Ct. Utilities. jim.jcmc@gmail.com
Shane Eckler	2832 Hampton Ct.



April 10, 2024

 Cadastral Data - Townships Address Points  Rural Address
 Cadastral Data - Sections  Moscow  Parcel Boundaries

A number line diagram illustrating the conversion of 1:2,257 to kilometers. The top scale is in miles (mi) with major tick marks at 0, 0.01, 0.03, and 0.05. The bottom scale is in kilometers (km) with major tick marks at 0, 0.02, 0.04, and 0.08. The number 1:2,257 is written above the 0.03 mark on the miles scale. The corresponding 0.04 mark on the kilometers scale is aligned with it.

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Partial Replat Southgate 3rd Addition

Neighborhood Meeting Minutes

Friday, April 12, 2024; 4:00pm

Presenter: Scott Becker, PE; Hodge & Associates, Inc

Meeting Location: Granville Street, Southgate 3rd Addition, Moscow, ID

Meeting Purpose

Provide a project summary for the proposed Partial Replat of Southgate 3rd Addition followed by a question and answer session.

Meeting

The meeting was called to order at 4:00pm.

Scott Becker opened the meeting and described the project scope and related City standards for said work.

Upon completion Scott invited the neighbor's questions.

Q: There appears to be some wet ground in the area of the replat; what will come of that?

A: Naturally occurring springs and stormwater runoff will be collected and routed to the storm sewer per City standards.

Q: How many duplexes and apartment units are going to be a part of this project

A: These are all single-family residential units. There are no duplex lots or multi family units planned for this subdivision.

Q: How will the stormwater be addressed

A: The stormwater will be collected from streets, foundation and rood drains then connected to the existing storm system.

Q: Does the developer have a selling price estimate for the new lots?

A: Not available at this time.

Q: When will the park be finished. The materials have been on site for over 6 months

A: Unsure when the City will finish the park but my guess is they will move to finish it as soon as the ground and weather permit.

Q: When will construction begin?

A: Possibly next year but there are no plans for construction this year.

Q: Does the developer have house plans selected for the new lots and a price range?

A: Not at this time.

Q: Is this development tied in any way to the new development that is planned for on the other side of the hill?

A: The developer of Southgate 3rd Addition is different than the Ridgeview Estates 2nd Addition developer.

With no further questions or comments the meeting adjourned at 4:35pm.

Attached, please find a copy of the meeting attendance sheet.

Sincerely,

Scott Becker, PE

Hodge & Associates, Inc

Memo

To: Michael Ray, Planning Manager
From: Bob Buvel, Senior Civil Engineer
CC: Jennifer Fleischman, Administrative Assistant
Date: 2025-08-07
Re: Engineering Review of the Park Valley Addition Preliminary Re-plat

Upon reviewing the preliminary re-plat for the Park Valley Replat, the Engineering Department has the following recommendations:

- 1) Extension of Sutton Roadway and water main to Robinson Park Roadway and watermain should be required as it was with the Southgate Subdivision.
- 2) For the pathway shown between lots 3 and 4 on block 1, we recommend a 10' pathway be constructed per City Standard Drawing No. 7.
- 3) Castleford and Grandville Streets sections should match City of Moscow STD DWG 1a. The City Engineer agrees to allow the 5' green strip.

This concludes our comments for this preliminary application. Please let me know if you have any questions or comments.

Regards,

Bob Buvel

PLANNING & ZONING COMMISSION



Dennis Wilson
Commission Chair
P&Z@ci.moscow.id.us

Regular Meeting ~Minutes~

Mike Ray
Staff Liaison
208.883.7008

<https://www.ci.moscow.id.us/457/Planning-Zoning-Commission>

**Wednesday
August 13, 2025**

7:00 PM

**Council Chambers
206 E. Third Street**

Wilson called the meeting to order at 6:58 PM

MEMBERS PRESENT: Dennis Wilson, Chair; Rich Beebe, Joel Hamilton, Robb Parish, Nels Reese, Sue Scott, Victoria Seever
MEMBERS ABSENT: Scott Gropp, Cole Mize
OTHERS: Sandra Kelly
STAFF: Jennifer Fleischman, Mike Ray

REGULAR AGENDA

1. Approval of Minutes from July 9, 2025 (ACTION ITEM)

Seever moved for approval of the minutes as written, seconded by Scott. Roll Call Vote; Ayes: Hamilton, Parish, Reese, Scott, Seever, Wilson (6). Nays: None. Abstentions: Beebe (1). Motion carried.

2. Public Comment

Time limit 15 minutes. Members of the Public may speak to the Commission regarding matters NOT on the Agenda nor currently pending before the Planning and Zoning Commission. Please state your name and resident city for the record and limit your remarks to three (3) minutes.

None offered.

3. Public Hearing: Proposed Preliminary Subdivision Plat of a 4.59-acre area within Southgate 3rd Addition and located east of the current terminuses of Granville Street and Castleford Street within the City of Moscow: Permit Application LUP2025-0017 (ACTION ITEM)

Proposed Preliminary Subdivision Plat of four existing parcels totaling 4.06-acres in size to create ten (10) parcels ranging from 5,500 square feet to 7,407 square feet, and two large common area tracts, referred to as the Augustine Ave Apartments Addition.

Ray presented the Park Valley Preliminary Plat proposal as described above and recommended approval with no conditions. There have been no significant changes since the preliminary plat was approved by City Council back in 2021.

Public Hearing opened at 07:07 PM

Scott Becker (applicant's representative), Moscow, offered to answer any questions and explained that the reconfiguration of the proposed plat was to reduce the length of streets and minimize grading needs, consequently making the homes less expensive to build.

Martha Staley, Moscow, was concerned about an increase in water use with new subdivisions. She also expressed worry about construction traffic damage to the streets accessing the new development, tax changes for current landowners, and the housing costs for new residents. She had questions about the Milton Arthur Park and whether it would be completely built before the infrastructure improvements were completed.

Renita Vance, Moscow, spoke on her concerns about water runoff from the nearby hills being deposited on her property and causing damage. She also does not want dirt from grading to end up in her backyard.

Cindy Weiland, Moscow, had many questions about the cost of the houses for sale, construction timelines, and whether there would be underground or overhead electrical. She had concerns about snow melt and water draining onto her property. She commented that she has struggled with her house being re-addressed recently.

Denise Morgan, Moscow, concurred regarding the address changes and has had problems with park patrons double parking next to the park. She requested a bathroom be installed at the park instead of a portable toilet.

Jonathan Routen, Moscow, expressed appreciation for the neighborhood and wanted to know what kind of Homeowners Association (HOA) or Covenants, Conditions and Restrictions (CCSRs) would be placed on the new lots. He had some questions about the lot sizes and the number of lots of each size.

Scott Becker assured the residents that the streets would be protected during construction and were built for heavy traffic originally. The costs of the lots and/or houses are currently unknown and would be up to the buyer or homeowner to decide when the lots are developed. Stormwater drainage on the empty parcels is not currently managed, but after infrastructure is built it will route water to the detention pond and the stormwater system. All grading will have silt protection to prevent dirt from leaving the property. The Milton Arthur Park improvements are part of the City's Master Plan. There will be CCSRs for all new lots consistent with the current property in the neighborhood. The lot at the end of the cul-de-sac would be the only large one and the other ones are all approximately the same size. All the utilities would be underground.

Public Hearing closed at 07:24 PM

The Commission mentioned that some of the concerns that the public brought forth can only be addressed by City Council. A soil management report was included with the agenda packet that addressed many of the drainage concerns. The Parkland dedication requirements were completed in the first two additions, and the City is responsible for developing the new park, which is part of the Parks Master Plan. The City is currently prioritizing building restrooms in the parks. The Commission clarified that they do not have authority with which they can deny plats because of concerns with increased water use.

Parish moved to recommend approval of the Park Valley Preliminary Plat with no conditions, as recommended by Staff. The motion was seconded by Reese. Roll Call Vote; Ayes: Unanimous (7). Nays: None. Abstentions: None. Motion carried.

Scott moved to direct Staff to draft the Relevant Criteria and Standards for the Park Valley Preliminary Plat, seconded by Beebe. Roll Call Vote; Ayes: Unanimous (7). Nays: None. Abstentions: None. Motion carried.

4. Public Hearing: Proposed Preliminary Subdivision Plat and Planned Unit Development (PUD) of a 2.97-acre area within Southgate 3rd Addition and located east of the current terminuses of Granville Street and Castleford Street within the City of Moscow: Permit Application LUP2025-0018 and LUP2025-0019 (ACTION ITEM)

Proposed Preliminary Subdivision Plat and Planned Unit Development (PUD) of a 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision.

Ray presented the Sierra Vista Preliminary Plat and Preliminary PUD proposals as described above and recommended approval with no conditions. The southern houses were designed to be built into the hill with a daylight basement. The proposed plans meet all setback requirements, and the private street would not have parking. The furthest northeastern lot has a flagpole access point off the hammer head turnaround, which the Fire Department would not require a second turnaround on because the driveway would be less than 150 feet.

Public Hearing opened at 07:42 PM

Scott Becker (applicant's representative), Moscow, clarified that the PUD would have a private street with

which no parking would be allowed. He offered to answer any questions from the audience or the Commissioners.

Cindy Weiland, Moscow, reiterated everything she had said for the previous hearing and questioned why the Park Valley proposal did not have to provide house plans. She was worried that the smallest proposed house was too small and wanted to know on the plans where the detention pond was located.

Deborah Billing, Moscow, expressed concern of the drainage from the empty fields onto her property.

Scott Becker described some of the differences between a Preliminary Plat and a PUD application, and that PUDs require more detail such as floorplans. The stormwater report provided in the packet has documented solutions for all the concerns regarding drainage.

Public Hearing closed at 07:48 PM

The Commission commended the developers for creating a cohesive and well thought out neighborhood for the first two additions of Southgate, which is expected to be continued with this last addition. The smallest house in the plat could be offered as a more affordable option, but all new development will still be expensive. The Engineering Department notified the developer that a water modeling report would be required for final approval.

Reese moved to recommend approval of the Sierra Vista Preliminary Plat and Preliminary PUD with no conditions, as recommended by Staff, and directed Staff to draft the Relevant Criteria and Standards for both the Sierra Vista Preliminary Plat and Preliminary PUD. The motion was seconded by Beebe. Roll Call Vote; Ayes: Unanimous (7). Nays: None. Abstentions: None. Motion carried.

5. Approval of Reasoned Statement of Relevant Criteria and Standards (ACTION ITEM)

Proposal for a Preliminary Subdivision Plat and Preliminary Planned Unit Development (PUD) of four parcels located at 2300 Augustine Avenue within the City of Moscow, known as the Augustine Ave Apartments Addition. Permit Applications LUP2025-0010 and LUP2025-0011.

- 1. Proposed Preliminary Subdivision Plat of four existing parcels totaling 4.06-acres in size to create ten (10) parcels ranging from 5,500 square feet to 7,407 square feet, and two large common area tracts, referred to as the Augustine Ave Apartments Addition.*
- 2. Proposed Preliminary Planned Unit Development (PUD) of a 4.06-acre area to construct a mixed-use development consisting of ten (10) buildings comprised of 114 dwelling units and sixteen (16) commercial live/work units.*

Seever moved to approve both draft Relevant Criteria and Standards for the Augustine Avenue Apartments Preliminary Plat and Preliminary PUD, as written. The motion was seconded by Parish. Roll Call Vote; Ayes: Hamilton, Parish, Reese, Scott, Seever, Wilson (6). Nays: None. Abstentions: Beebe (1). Motion carried.

REPORTS

1. Transportation Commission meeting report.

The August meeting of the Transportation Commission was cancelled. The July meeting featured various discussions on various transportation issues and planning for the tabling event at the Farmers Market.

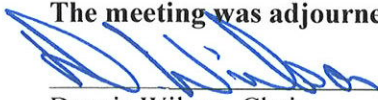
ANNOUNCEMENTS

UPCOMING EVENTS/MEETINGS

The next Planning & Zoning Commission regular meeting is scheduled for August 27, 2025.

The August 27th regular meeting will be cancelled.

The meeting was adjourned at 8:01 PM


Dennis Wilson, Chair


Date

**BEFORE THE PLANNING AND ZONING COMMISSION
OF THE CITY OF MOSCOW, COUNTY OF LATAH,
STATE OF IDAHO**

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS REGARDING A REQUEST FOR A PRELIMINARY SUBDIVISION PLAT OF A FOUR POINT FIVE NINE (4.59) ACRE AREA OF LAND GENERALLY LOCATED EAST OF THE CURRENT TERMINUSES OF GRANVILLE STREET AND CASTLEFORD STREET, KNOWN AS PARK VALLEY ADDITION TO THE CITY OF MOSCOW, IDAHO.

WHEREAS, the applicant filed an application for a Preliminary Subdivision Plat on July 1, 2025; and

WHEREAS, this matter came before the Moscow Planning and Zoning Commission during a duly noticed public hearing on August 13, 2025; and

WHEREAS, having reviewed the application, including all exhibits entered, and having considered the issues presented by the applicant and the opponents:

THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW, IDAHO, AFTER DUE DELIBERATION AND CONSIDERATION, HEREBY CONCLUDES:

I. RELEVANT FACTS AND CONCLUSIONS

1. The Planning and Zoning Commission considered the request pursuant to the City of Moscow 2019 Comprehensive Plan, City of Moscow Zoning Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The subject property is a 7.56-acre parcel that is currently vacant and is platted as Phase III of Southgate 3rd Addition. The subject property is surrounded by University of Idaho's Parker Farm to the east, prior Southgate Additions to the west, Milton Arthur Park and residential properties to the north, and residential properties within the Area of City Impact to the south.
3. The subject property is currently designated as Auto-Urban Residential (AU-R). AU-R designated areas,

“designated areas contain predominantly single-family detached homes on lots ranging from 7,000 to 11,000 square feet in size and are more isolated from surrounding uses which may require residents to rely more on automobile transportation. This designation includes those areas generally anticipated to be developed for low- to moderate-density residential uses at densities between three to six units per acre which could include a mix of detached single-family, twinhome, and townhome residential dwellings. Appropriate current zoning for Auto-Urban Residential designated areas includes Low Density Residential (R-1), Moderate Density Single Family Residential (R-2) and Medium Density Residential (R-3) in order to include a mixture of attached and detached dwellings where appropriate.”

4. All of the surrounding properties are also designated as Auto-Urban Residential, with the exception of Milton Arthur Park to the north which is designated as Parks and Open Space.
5. The subject property is currently designated as the Medium Density Residential (R-3) Zone. The subject property was rezoned in 2021 with the condition that the R-3 Zone be limited to no more than detached single-family dwellings.
6. According to the City of Moscow Zoning Code, the purpose of the R-3 Zoning District is to:
“Provide for an increase over the density allowed by the R-2 zoning district by permitting different types of housing construction. It is appropriate where activity levels are moderate, terrain permits construction of somewhat larger structures, and where public systems and neighborhood facilities can accommodate a greater intensity of land use as guided by the Comprehensive Plan.”
7. Uses permitted within the R-3 Zone include single-family dwellings, two family dwellings, townhomes, townhouses, market and community gardens, group and small childcare facilities, and public parks and recreation facilities.
8. The applicant is proposing to subdivide the existing 4.59-acre area to create 12 lots ranging from 7,207 to 59,241 square feet in size, referred to as Park Valley Subdivision. All of the proposed lots meet the minimum lot size of 6,000 sf and minimum lot width of 60 feet for the R-3 Zoning District.
9. Water service is proposed to be extended via existing water mains that have been extended to the current terminus of Granville Street and Castleford Street in Southgate 3rd Addition Phase II. A new water main will be extended off of the existing and will extend along the Castleford Street alignment to serve the proposed subdivision.
10. It is anticipated that under commonly observed household water use within the City (114 gallons per day per occupant) that the proposed 12 lots could be reasonably anticipated to use approximately 5.24 million gallons of water per year ($12 \text{ du} \times 2.25 \text{ occupants/du} \times 114 \text{ gallons/occupant} \times 365 \text{ days/year} = 1.12 \text{ M gallons/year}$).
11. Sanitary sewer currently exists within the Granville Street alignment and currently terminates at the Phase II boundary of Southgate 3rd. Sanitary sewer mains will be extended through Granville and Castleford Streets to the eastern subdivision boundary.
12. Storm Sewer will be conveyed through the subdivision through a main in Granville and Castleford Streets which will connect to the existing stormwater system in Southgate 3rd Addition.
13. The subject property is located adjacent to Granville Street and Castleford Street which are designated as local neighborhood streets. The sections Granville Street and Castleford Street adjacent to the subject property are developed as a 28-foot-wide roadway with curb, gutter, and sidewalks on both sides of the street. On-street parking is only permitted on one side of the street.
14. The proposed continuation of Granville Street is also proposed to utilize the 28-foot-wide local neighborhood street section until the “T” intersection with Castleford Street. Castleford Street is proposed to transition into the 36-foot-wide local neighborhood street section which includes parking on both sides of the street.

15. The applicant is proposing a pedestrian path which would connect Castleford Street with Milton Arthur Park at the common property line of Lots 3 and 4 of Block 1.
16. Parkland dedication requirements have previously been satisfied with the dedication, grading, and hydroseeding of Milton Arthur Park, so no further dedication is required

BASED ON THE ABOVE RELEVANT FACTS AND CONCLUSIONS, THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW HEREBY FINDS THE FOLLOWING RELEVANT CRITERIA AND STANDARDS:

II. RELEVANT CRITERIA AND STANDARDS

1. **The proposed subdivision is in conformance with all applicable City Code requirements.** The proposed preliminary plat is consistent with and in conformance with the requirements and provisions of the Medium Density Residential (R-3) Zoning District, including lot area, dimensions and other relevant provisions. The proposed preliminary plat is also in conformance with the general requirements of the Moscow Subdivision Ordinance including, but not limited to, the provision of the logical and orderly connection to the City's street network, public utilities, and the provision of public parkland.
2. **The proposed subdivision is in general conformance with the Comprehensive Plan.** The proposed preliminary plat is consistent with the City of Moscow Comprehensive Plan and provides for the logical and orderly development and extension of the City's street system. The proposed lots sizes and densities are consistent with the Comprehensive Plan Land Use designation of Auto-Urban Residential.
3. **Public Services and utilities are available or can be made available and are adequate to accommodate the proposed subdivision.** The subject property has direct access to Granville Street and Castleford Street. Water and sewer services are proposed to be extended throughout the subdivision from the existing mains at the current terminuses of Granville Street and Castleford Street. The Engineering Department has determined that the existing system has adequate potable and fire flows and sewer capacity to serve the proposed subdivision.
4. **The proposed subdivision will not be detrimental to the public health, safety, or general welfare.** The proposed preliminary plat provides for the extension of City streets and services and will not be detrimental to the public health, safety, or general welfare.

III. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the Planning and Zoning Commission of the City of Moscow recommends approval of the preliminary subdivision plat request for the four point five nine (4.59) acre area of land generally located east of the current terminuses of Granville Street and Castleford Street with no conditions.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW
this 10 day of September, 2025.



Dennis Wilson, Chair
Planning and Zoning Commission

* In accordance with Moscow City Code Section 4-6-5, any applicant, City representative or affected person, may appeal a final decision of the Board of Adjustment or of the Planning and Zoning Commission to the Council within ten (10) calendar days following a final decision of such Board or Commission regarding an interpretation of or administration of the Zoning Code by the Zoning Administrator, which includes: a variance application, conditional use permit, or PUD, by filing written notice of appeal specifying the grounds therefor with the City Clerk, or their designee. Grounds upon which an appeal to the City Council may be made following a final decision of the Board of Adjustment or of the Planning and Zoning Commission includes the following:

1. Decision violates statutory or constitutional provisions;
2. Decision exceeds statutory authority;
3. Decision was made upon unlawful procedure;
4. Decision was unsupported by substantial evidence in the records or as a whole; or
5. Decision was arbitrary, capricious, or an abuse of discretion.

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 15, 2025



AGENDA ITEM TITLE

Public Hearing: Sierra Vista Planned Unit Development and Preliminary Plat (ACTION ITEM) - Mike Ray

RESPONSIBLE STAFF

Michael Ray, Assistant CD Director/Planning Manager

ADDITIONAL PRESENTER(S)

DESCRIPTION

The applicant, Mike Salisbury, is requesting a proposed preliminary subdivision plat and Planned Unit Development (PUD) of a 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision. The subject property was originally platted as Phase III of the Southgate 3rd Addition and the applicant is requesting a replat and Planned Unit Development (PUD) on the property. The Planning and Zoning Commission conducted a public hearing on August 13, 2025 and recommended approval of the PUD and preliminary plat request with no conditions.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Conduct the public hearing upon the PUD and preliminary plat and upon consideration of any testimony presented:

1. Approve the preliminary PUD for Sierra Vista Addition with no conditions and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the preliminary PUD with conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the preliminary PUD and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.
2. If the preliminary PUD is approved, approve the preliminary plat for Sierra Vista Addition with no conditions and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria; or approve the preliminary plat with conditions and direct staff to prepare a Reasoned Statement of Relevant Criteria; or reject the preliminary plat and direct staff to prepare a Reasoned Statement of Relevant Criteria; or take other such action deemed appropriate.

STAFF RECOMMENDATION

Conduct the public hearing upon the PUD and preliminary plat and upon consideration of any testimony presented:

1. Approve the preliminary PUD for Sierra Vista Addition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria.

2. If the preliminary PUD is approved, approve the preliminary plat for Sierra Vista Addition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Staff Report
2. Public Hearing Notice
3. Packet
4. P&Z Minutes
5. P&Z PUD RCS
6. P&Z PP RCS

COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT

HEARING DATE: September 15, 2025

GENERAL INFORMATION

Hearing Body: City Council

Subject: Proposed Preliminary Subdivision Plat and Planned Unit Development (PUD) of a 2.97-acre area within Southgate 3rd Addition and located east of the current terminuses of Granville Street and Castleford Street within the City of Moscow: Permit Application LUP2025-0018

Attachments:

1. Notice of Public Hearing
2. Application for Planned Unit Development
3. Planned Unit Development Materials
4. Application for Preliminary Plat
5. Proposed Preliminary Plat
6. Neighborhood Meeting Materials

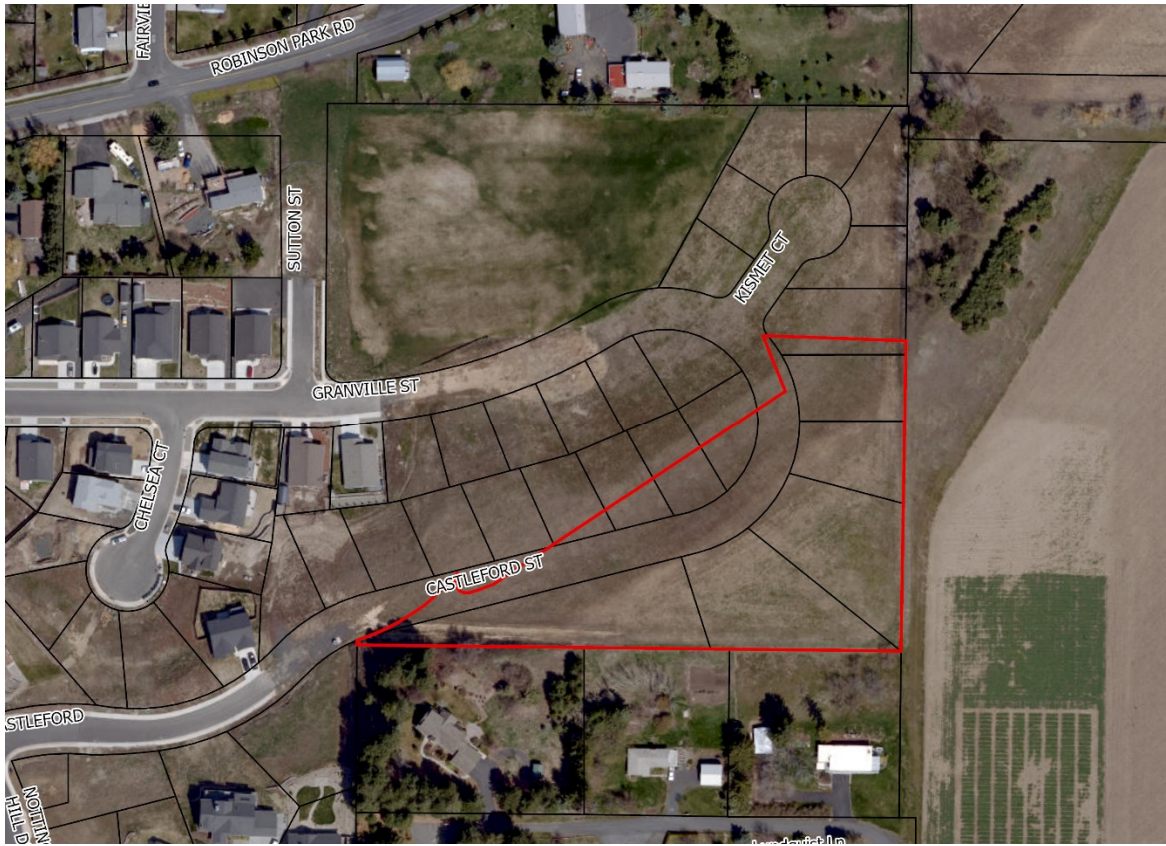
STAFF REVIEW

Proposal: The applicant, Mike Salisbury, is requesting a proposed preliminary subdivision plat and Planned Unit Development (PUD) of a 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision. The subject property was originally platted as Phase III of the Southgate 3rd Addition and the applicant is requesting a replat and Planned Unit Development (PUD) on the property.

Background: The proposed subdivision, PUD, and a rezone of the property were previously submitted in 2021 and subsequently approved by City Council on October 18, 2021. The preliminary plat was approved with five conditions and the PUD was approved with no conditions. One of the conditions on the preliminary plat was that a right-of-way vacation request shall be approved by City Council prior to final plat. The rezone was approved with the condition that the proposed R-3 Zone be limited to no more than detached single-family dwellings.

The right-of-way vacation request for the Granville Street and Kismet Court public right-of-way was subsequently approved by City Council on November 1, 2021. However, the applicant never submitted final plat or final PUD documents within the 18 months required by M.C.C. 5-1-8(C), so the preliminary plat and PUD approval is null and void. Therefore, the applicant has now submitted the preliminary plat and preliminary PUD again for review by the Planning and Zoning Commission and City Council.

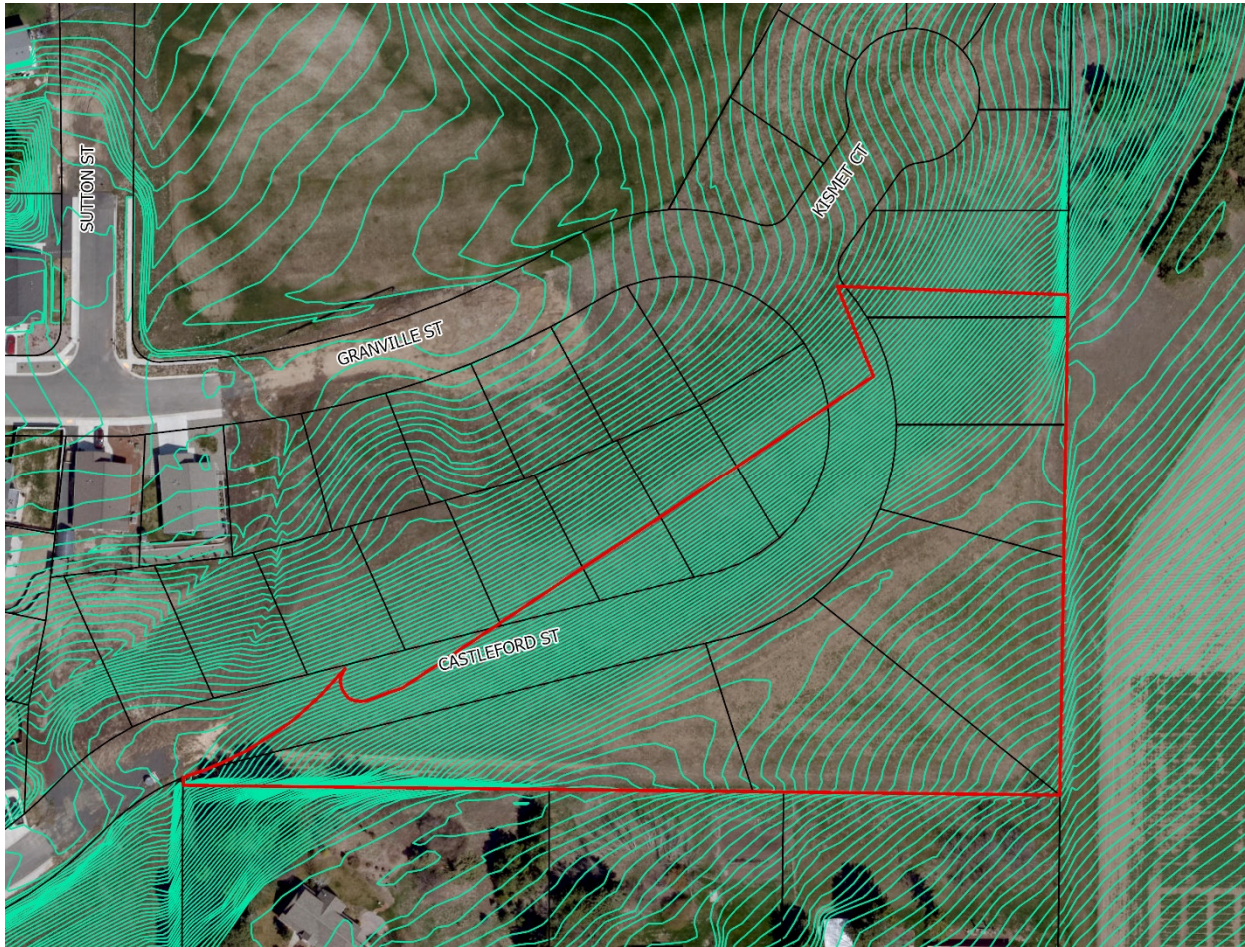
Site and Area Land Use: The subject property is a 2.97-acre area that is currently vacant is platted as Phase III of Southgate 3rd Addition. The subject property is surrounded by University of Idaho's Parker Farm to the east, prior Southgate Additions to the west, Milton Arthur Park and residential properties to the north, and residential properties within the Area of City Impact to the south.



Vicinity Map



Aerial



Topography Map

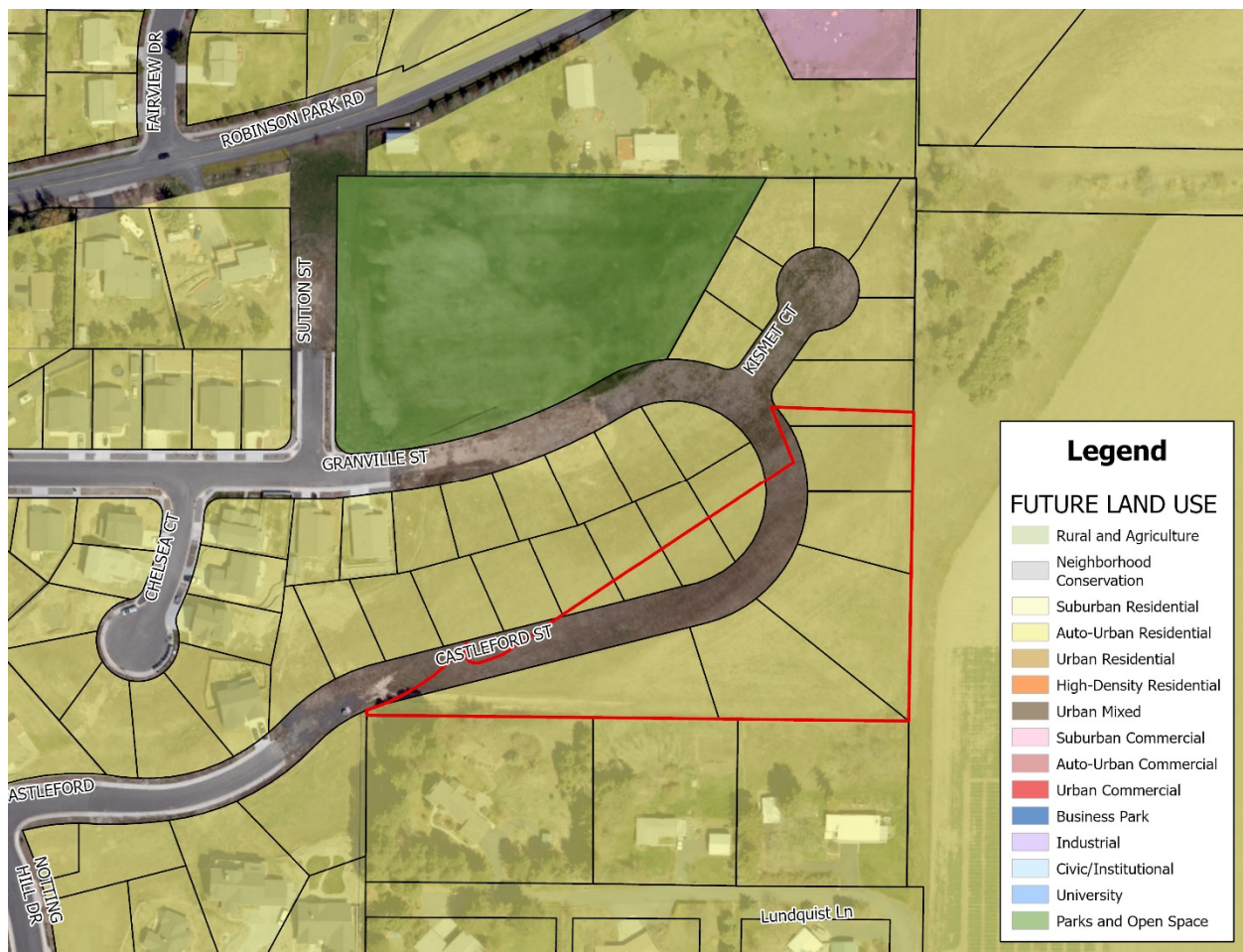
Comprehensive Plan Land Use Designation:

The subject property is currently designated by the 2019 Comprehensive Plan as Auto-Urban Residential (AU-R). According to the Comprehensive Plan, AU-R designated areas are,

“designated areas contain predominantly single-family detached homes on lots ranging from 7,000 to 11,000 square feet in size and are more isolated from surrounding uses which may require residents to rely more on automobile transportation. This designation includes those areas generally anticipated to be developed for low- to moderate-density residential uses at densities between three to six units per acre which could include a mix of detached single-family, twinhome, and townhome residential dwellings. Appropriate current zoning for Auto-Urban Residential designated areas include Low Density Residential (R-1), Moderate Density Single Family Residential (R-2) and Medium Density Residential (R-3) in order to include a mixture of attached and detached dwellings where appropriate.”

All of the surrounding properties are also designated as Auto-Urban Residential, with the exception of Milton Arthur Park to the north which is designated as Parks and Open Space.

The Comprehensive Plan designates Granville Street and Castleford Street as local neighborhood streets. All other surrounding streets are also designated as local neighborhood streets.

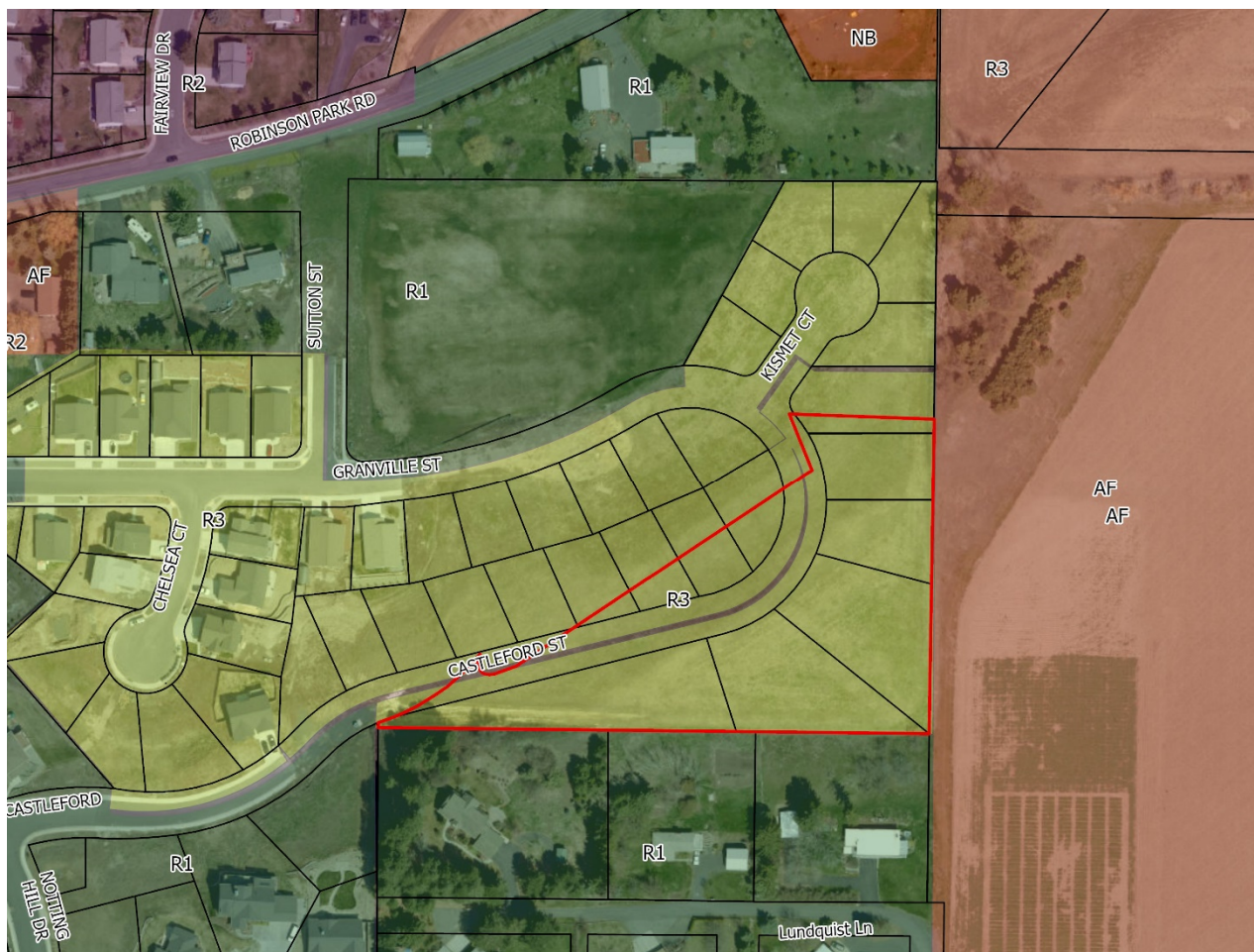


Current Comprehensive Plan Land Use Designations

Zoning: The subject property is currently designated as the Medium Density Residential (R-3) Zone. As was stated previously, the subject property was rezoned in 2021 with the condition that the proposed R-3 Zone be limited to no more than detached single-family dwellings.

The Medium Density Residential (R-3) Zoning District provides for an increase over the density allowed by the R-2 zoning district by permitting different types of housing construction. It is appropriate where activity levels are moderate, terrain permits construction of somewhat larger structures, and where public systems and neighborhood facilities can accommodate a greater intensity of land use as guided by the Comprehensive Plan.

Uses permitted within the R-3 Zone include single-family dwellings, two family dwellings, twinhomes, townhouses, market and community gardens, group and small child care facilities, and public parks and recreation facilities. However, per the condition of the 2021 rezone, residential uses are limited to only detached single-family dwellings.



Current Zoning

Preliminary Plat: The applicant is proposing to subdivide the existing 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision. All of the proposed lots meet the minimum lot size of 6,000 sf and minimum lot width of 60 feet for the R-3 Zoning District.

PUD: The applicant is proposing to construct 8 single family dwellings that will be on separately platted lots and will be accessed via a private street. The primary reason for the PUD request is to allow a private street which serves the proposed lots and also a reduction in setbacks because of challenging topography.

The proposed single family lots range from 9,189 to 19,589 square feet in size and the buildings are of similar design as the homes that have already been constructed within Southgate 3rd Addition. There are six building plans that have been chosen to fit within the design of each lot. The houses range between one story and three stories with the square footage ranging between 860 to 4,319 square feet.

The setback requirements for the R-3 Zone are a minimum of 15 feet in the front, with the exception of the garage door which is required to be 20 feet if facing the street; a minimum of 5 feet on the side, but both sides are required to equal 15 feet; and 20 feet at the rear yard. The applicant is proposing a 10 foot setback at the front to accommodate for the challenging topography of the site.

The base density requirement of the R-3 Zone 9.5 dwelling units per acre. With 8 dwelling units being proposed on 2.97 acres, the proposed density is 2.7 dwelling units per acre which is under the base density requirement. Therefore, no density bonuses are required as part of the PUD.

Water and Sewer: Water service is proposed to be extended via water mains that will be extended along the Castleford Street extension. A water main will then be extended along the proposed private street to serve the proposed lots.

It is anticipated that under commonly observed household water use within the City (114 gallons per day per occupant) that the proposed 8 lots could be reasonably anticipated to use approximately 0.74 million gallons of water per year (8 du x 2.25 occupants/du x 114 gallons/occupant x 365 days/year = 0.74 M gallons/year).

Sanitary sewer will be extended to the future main within Castleford Street via an easement on Lot 1 and an easement on Lot 1 Block 2 of the proposed Park Valley Addition to the north. Storm Sewer will be conveyed along the same alignment as the sanitary, through sewer easements on individual lots.

Access, Streets, Traffic: The subject property is located to the east of Castleford Street which is proposed to be extended with the Park Valley Addition. A private street is proposed to connect to Castleford Street and serve the 8 lots. The private street will meet the City's private street standard which includes a 20-foot-wide paved surface, curbing, and a sidewalk on the north side of the street. The applicant is proposing that the private street terminate with a hammerhead turnaround which will meet fire code requirements.

Parkland Dedication: Parkland dedication requirements have previously been satisfied with the dedication, grading, and hydroseeding of Milton Arthur Park, so no further dedication is required.

Input From Other Departments:

Engineering Division: The Engineering Department has provided comments within the attached August 7, 2025 memo from Bob Buvel, Senior Civil Engineer.

RELEVANT CRITERIA & STANDARDS:

1. The proposed subdivision is in conformance with all applicable City Code requirements.
 2. The proposed subdivision is in general conformance with the Comprehensive Plan.
 3. Public Services and utilities are available or can be made available and are adequate to accommodate the proposed subdivision.
 4. The proposed subdivision will not be detrimental to the public health, safety, or general welfare.
-
1. The proposed PUD is consistent with the Comprehensive Plan.
 2. The proposed PUD is consistent with the intents and purposes of this Chapter.
 3. The proposed PUD is compatible with the character and uses in the surrounding area.

4. Public services and utilities are available or can be made available and are adequate to accommodate the proposed PUD.
5. The proposed PUD will not endanger the public health or safety.
6. The residential densities, proposed land uses, and design proposed within the PUD promote the innovative, efficient, economic and attractive development of the subject property.

RECOMMENDATIONS:

The Planning and Zoning Commission conducted a public hearing on August 13, 2025 and recommended approval of the PUD and preliminary plat request with no conditions.

Staff recommends that the Council conduct the public hearing upon the PUD and preliminary plat and upon consideration of any testimony presented:

1. Approve the preliminary PUD for Sierra Vista Addition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria.
2. If the preliminary PUD is approved, approve the preliminary plat for Sierra Vista Addition and adopt the Planning and Zoning Commission Reasoned Statement of Relevant Criteria.

NOTICE OF PUBLIC HEARING

Proposal for Replat and Planned Unit Development (PUD) for a 7.56-Acre Area within Southgate 3rd Addition, located east of the current terminuses of Granville Street and Castleford Street within the City of Moscow as shown on the Vicinity Map below.

Permit Applications LUP2025-0017, LUP2025-0018, and LUP2025-0019.

A public hearing at which you may be present and speak will be conducted by the City Council of the City of Moscow, at which time the following proposals will be considered:

1. Proposed Preliminary Subdivision Plat of a 4.59-acre to create 12 lots ranging from 7,207 to 59,241 square feet in size, referred to as Park Valley Subdivision.
2. Proposed Preliminary Subdivision Plat and Planned Unit Development (PUD) of a 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision.

The City of Moscow Planning and Zoning Commission conducted a public hearing for the proposed PUD and Preliminary Plats on August 13, 2025 and recommended approval with no conditions.

MEETING DATE: Monday, September 15, 2025

HEARING LOCATION: Council Chambers on the Second Floor of Moscow City Hall
206 East Third Street, Moscow, Idaho

MEETING TIME: 7:00 p.m.

Note: Meeting start time is not necessarily indicative of hearing start time for the proposal advertised in this notice. Multiple hearings and/or agenda items may make it difficult to determine hearing start time, which could occur late in the meeting. The file containing information on this matter is available for public review at the Community Development Department located in the Haddock Building at 504 S Washington Street, Moscow, Idaho. Call 883-7035 for a meeting agenda and further information about the matter.

Verbal testimony at the hearing is generally limited to three (3) minutes time. Public participants desiring to submit textual materials to the decision-making board shall make that submission at least five (5) calendar working days

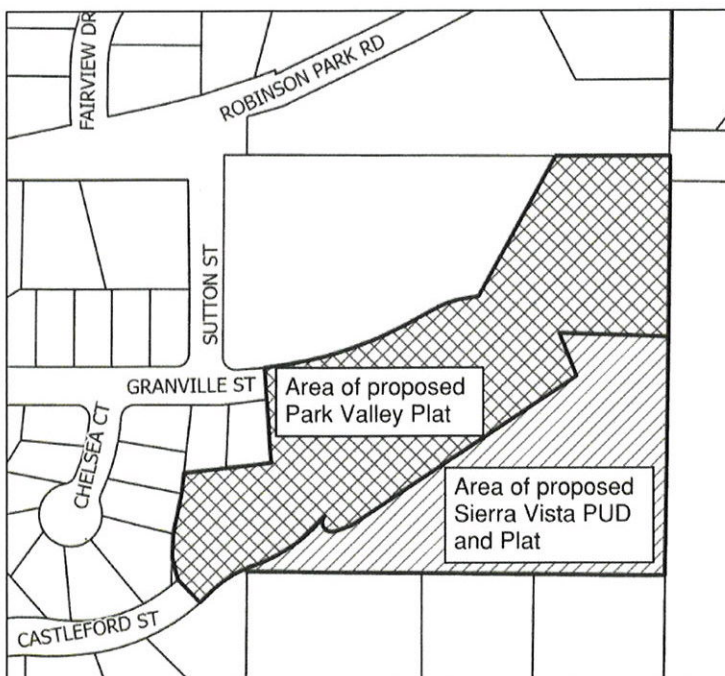
in advance of the scheduled meeting. Materials provided tardy may be admitted for consideration subject to the discretion of the decision-making Board. You may obtain further information about the public hearing process and procedures on the City Website at:

<https://www.ci.moscow.id.us/593/Public-Hearing-Notices>

Laurie M. Hopkins, Moscow City Clerk


Jennifer Fleischman, Deputy City Clerk

Published: Saturday, August 30, 2025





**CITY OF MOSCOW
COMMUNITY
DEVELOPMENT**

Ph.: 208-883-7035
504 S. Washington Street
jfleischman@ci.moscow.id.us
mray@ci.moscow.id.us

For City Use Only			
Date Received			
Dept	Fee Type	Fees	Paid
CDV	Preliminary or Major Amendment	\$749.00	
CDV	Minor Amendment or Design Review	\$316.00	
Receipt Number			

**APPLICATION FOR PRELIMINARY PLANNED UNIT DEVELOPMENT (PUD)
OR PUD AMENDMENT**

(Please type or print plainly with blue ink.)

APPLICANT:

Name: Mike Salisbury, Manger, Jemca LLC Phone: 208-301-2370

Address: ~~2315 Shelby Lane~~ 5053 Robinson Park Rd Email: _____

OWNER: (if other than applicant)

Name: Jemca LLC Phone: 208-301-2370

Address: ~~2315 Shelby Lane~~ 5053 Robinson Park Rd Email: _____

PROPERTY:

1. Proposed PUD Name: Sierra Vista

2. Address(es) or Parcel Number(s): Portions of blocks 2 & 3 southgate 3rd

3. Legal Description: See attached description on pre plat
(Subdivision) (Block) (Lot)

If described by Metes and Bounds, please attach deed on a separate sheet.

PROJECT DESCRIPTION:

Please describe the new (or revised) use, design and construction for the above property:
The revised use is for single family residential. The reason for the PUD request is due to proposed road width

issues to overcome grading.

The proposed activities and use shall be shown on an attached site plan drawn to a standard engineer's or architect's scale. The site plan shall include all required notations and detail drawings pursuant to Moscow City Code Title 4, Chapter 7, Section 7-4.B. and shall show, label and include dimensions of all property lines, easements, existing and proposed buildings, parking lot(s), driveway(s), fencing and landscaping. A site topography map shall be provided when appropriate.

For Minor Amendments/Design Review only: Skip to Page 3

AUTHORIZATION:

1. Section 7 of the Moscow Zoning Ordinance authorizes the proposed use, subject to a Planned Unit Development application.
2. Before the Moscow Planning and Zoning Commission ("Commission") can approve a Type 1 Planned Unit Development ("PUD") or City Council can approve a Type 2 PUD request, the Commission or City Council must first make findings of compliance in accordance with MCC 4-7-9, with the following six **Relevant Criteria and Standards**. Please describe in the spaces provided below how your proposed PUD is in compliance with each of the Relevant Criteria and Standards:

A. The proposed PUD is consistent with the Comprehensive Plan.

Meets comprehensive plan intent for innovative development.

B. The proposed PUD is consistent with the intents and purposes of Title 4, Chapter 7 of the City Zoning Code.

The proposed PUD is more harmonious with existing land features than traditional development.

C. The proposed PUD is compatible with the character and uses in the surrounding area.

The development and surrounding uses are single family residential.

D. Public Services and utilities are available or can be made available and are adequate to accommodate the proposed PUD.

Public services have been deemed adequate for this development in previous plat reviews.

E. The proposed PUD will not endanger the public health or safety.

No foreseen hazards are associated with this development.

F. The residential densities, proposed land uses, and design proposed within the PUD, promote the innovative, efficient, economic, and attractive development of the subject property.

CONDITIONS OF APPROVAL:

The Commission or City Council may impose required modifications or conditions as part of the approval pursuant to MCC 4-7-10, including but not limited to, (1) minimizing adverse impact on other development; (2) controlling the sequence and timing of development; (3) controlling the duration of development; (4) assuring that development is maintained properly; (5) designating the exact location and nature of development; (6) requiring the provision for on-site or off-site public facilities or services; (7) requiring more restrictive standards than those generally required in an ordinance; and/or (8) requiring mitigation of effects of the proposed PUD upon delivery of services by any political subdivision, including school districts, providing services within the planning jurisdiction.

COMPLIANCE:

1. Should the preliminary PUD be approved, a final PUD review before the original decision-making body is required to determine whether the proposed development conforms to the intent and conditions of the preliminary PUD approval.
2. Approval of a preliminary PUD proposal shall expire automatically eighteen (18) months after the date of approval unless final PUD approval has been obtained prior to such time.
3. Where final proposed PUD plans are subsequently modified from the approved preliminary PUD plans, such plan modifications must be submitted to the Community Development Department to be reviewed for substantial conformance with the approved plans. If plan modifications are not in substantial conformance, the plans may need to go through a minor or major amendment process as detailed in Title 4, Chapter 7, Section 7-13 of the Moscow City Code.
4. In the event of failure to comply with the approved PUD plans or with any of the conditions imposed upon the PUD project, such permit shall be immediately revoked and shall be automatically null and void.

REVOCATIONS:

If building permits pertaining to an approved PUD, consistent with any proposed phasing, are not obtained within eighteen (18) months of the final PUD approval, such final PUD approval shall be immediately revoked and shall be automatically null and void. The applicant may request a one (1) time extension of a final PUD approval not to exceed one (1) year. Such request shall be in writing and shall be approved by the applicable decision-making body prior to expiration of the original PUD approval or such approval shall not be granted.

The following items must be submitted with this application before it will be processed:

1. Application Fees
2. Site Plan, drawn to scale
3. Floor Plans, drawn to scale
4. Elevation Drawings and/or Renderings, drawn to scale

I understand this information is a public record and may be posted to a public website. I declare and certify under penalty of perjury pursuant to the law of the State of Idaho that the foregoing is true and correct and that I have the legal authority to submit this application.



Signature of Applicant

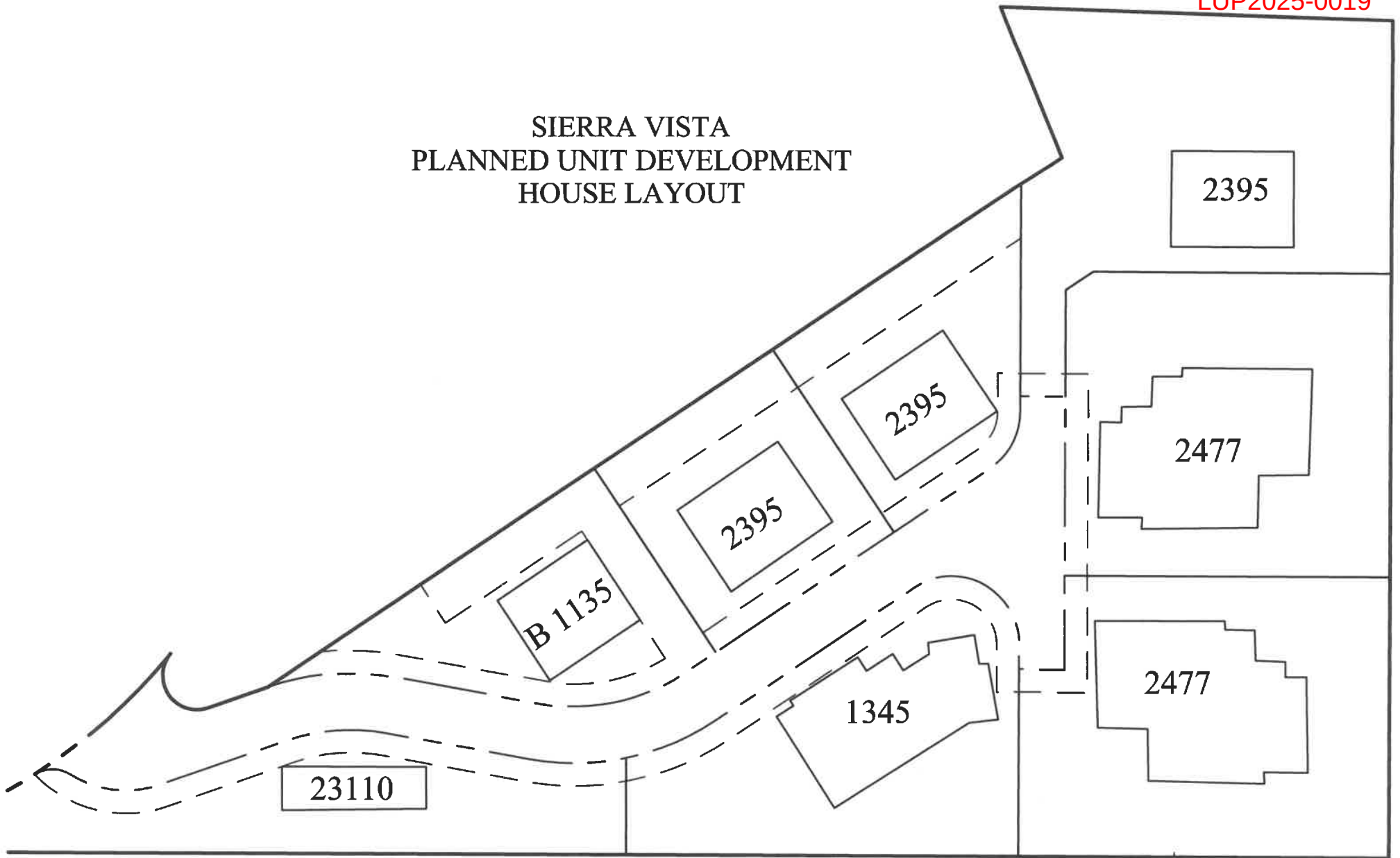
6/9/25

Date

Signature of Property Owner (if different)

Date

SIERRA VISTA
PLANNED UNIT DEVELOPMENT
HOUSE LAYOUT



SCALE: 1"=60'

Received 06-10-2025



Sub Total	3163 Sq. Ft
Bonus	+632 Sq. Ft
Width	Depth
118'-4"	62'-8"
Height	(Main Fir to Peak): 23'-11"
	(to Midpt of Roof): 19'-0"



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The Millersburg
2477



Upper Floor	911 Sq. Ft.
Main Floor	3408 Sq. Ft.
Total Area	4319 Sq. Ft.

Width	Depth
99'-0"	75'-0"

Height	(Main Flr to Peak): 32'-6"
	(to Midpt of Roof): 19'-0"

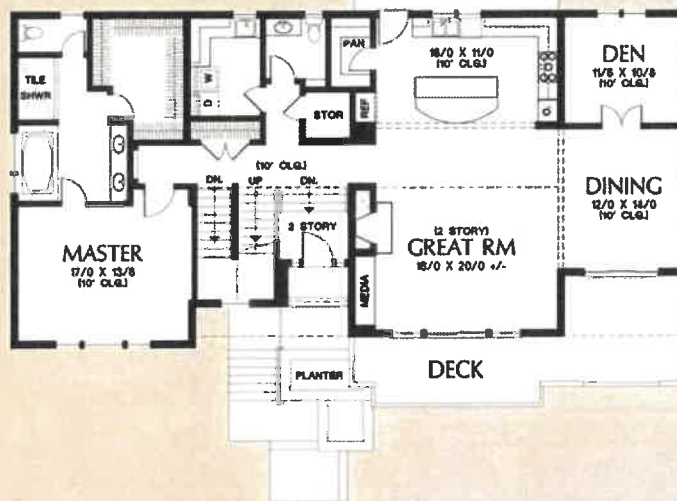
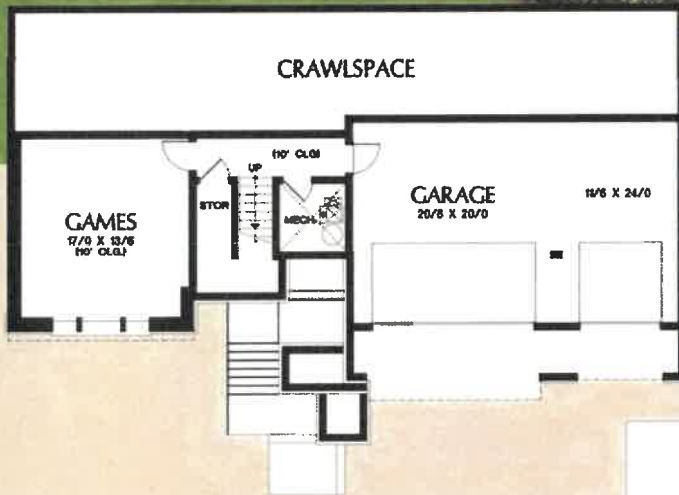


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The Milwaukee
23110



Upper Floor	641 Sq. Ft
Main Floor	1989 Sq. Ft
Lower Floor	175 Sq. Ft
Sub Total	2805 Sq. Ft
Bonus	+349 Sq. Ft

Width	Depth
66'-0"	39'-0"

Height (Main Flr to Peak): 25'-10"
(to Midpt of Roof): 22'-11"

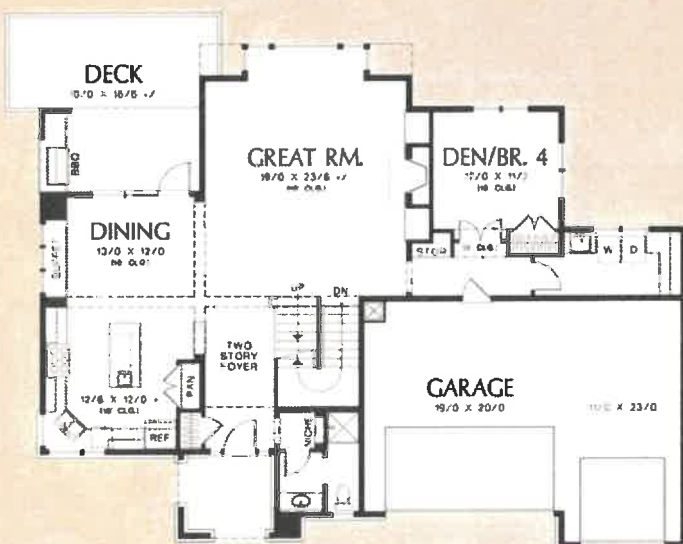
Plan Designed for Sloping Lots



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©Alan Mascord Design Associates, Inc.



Upper Floor	1367 Sq. Ft
Main Floor	1465 Sq. Ft
Lower Floor	1084 Sq. Ft
Total Area	3916 Sq. Ft

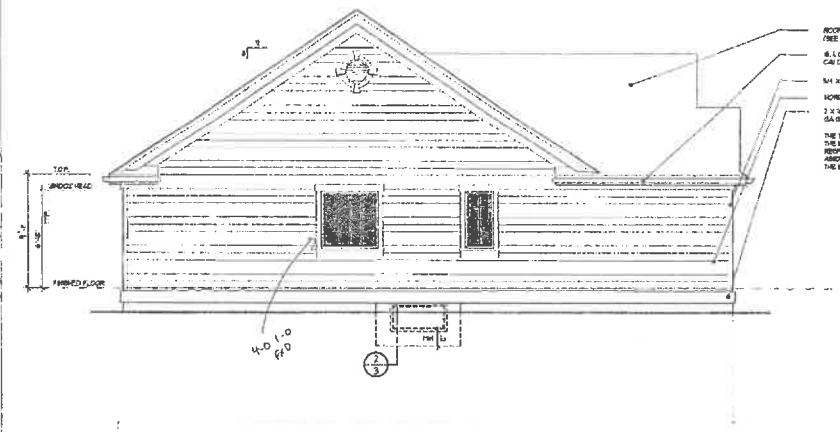
Width	Depth
61'-0"	48'-0"

Height (Main Flr to Peak): 25'-10"

Plan Designed for Sloping Lots

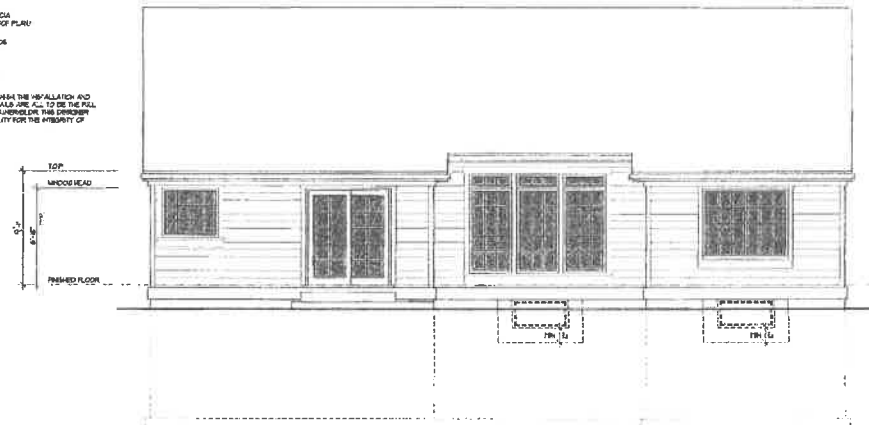


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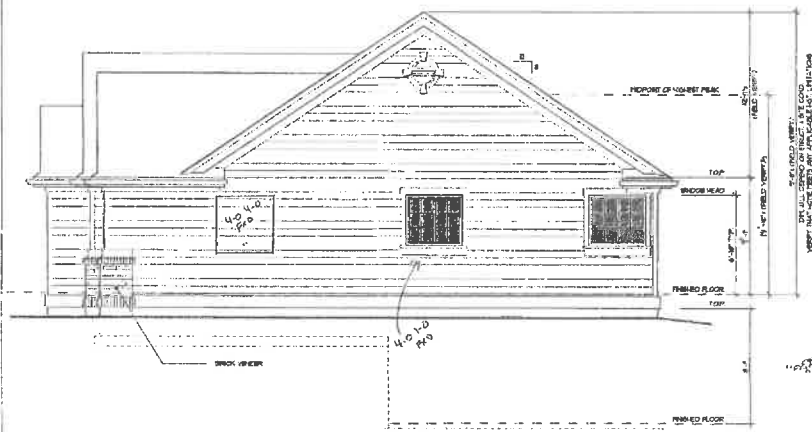
LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



FRONT ELEVATION

SCALE: 1/4" = 1'-0"

Wansford
COLLECTION

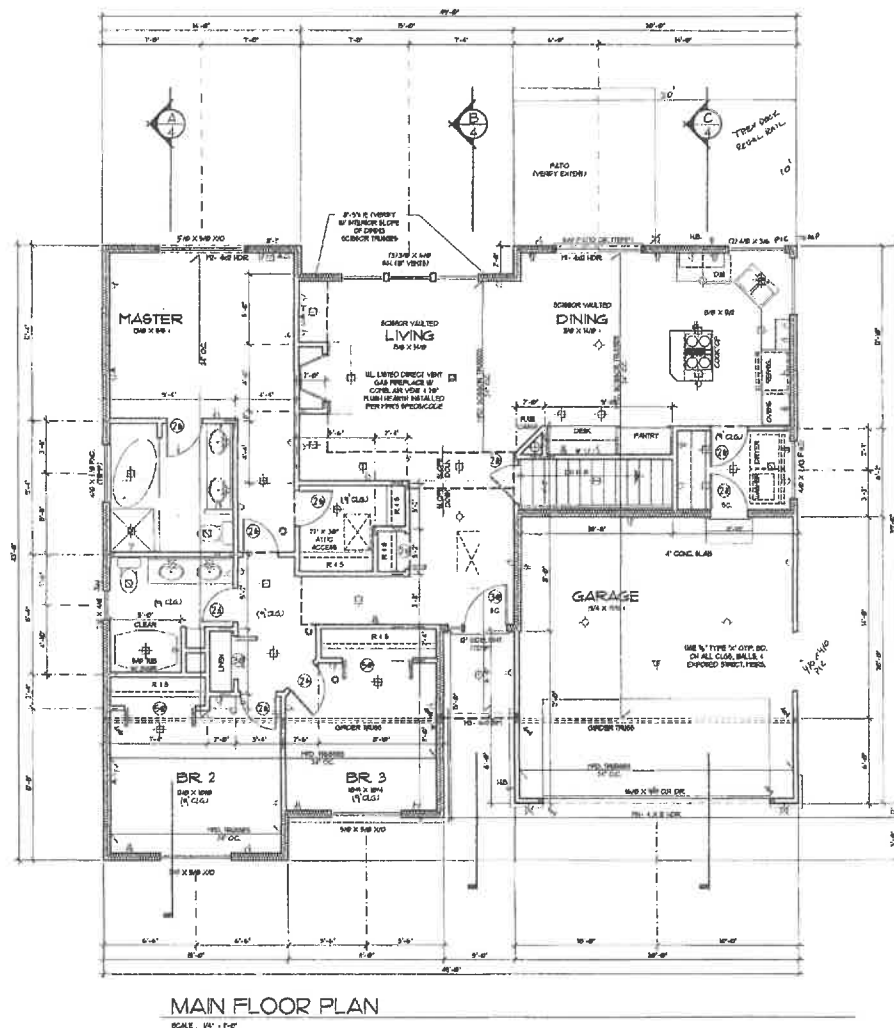
40 SNOW LOAD

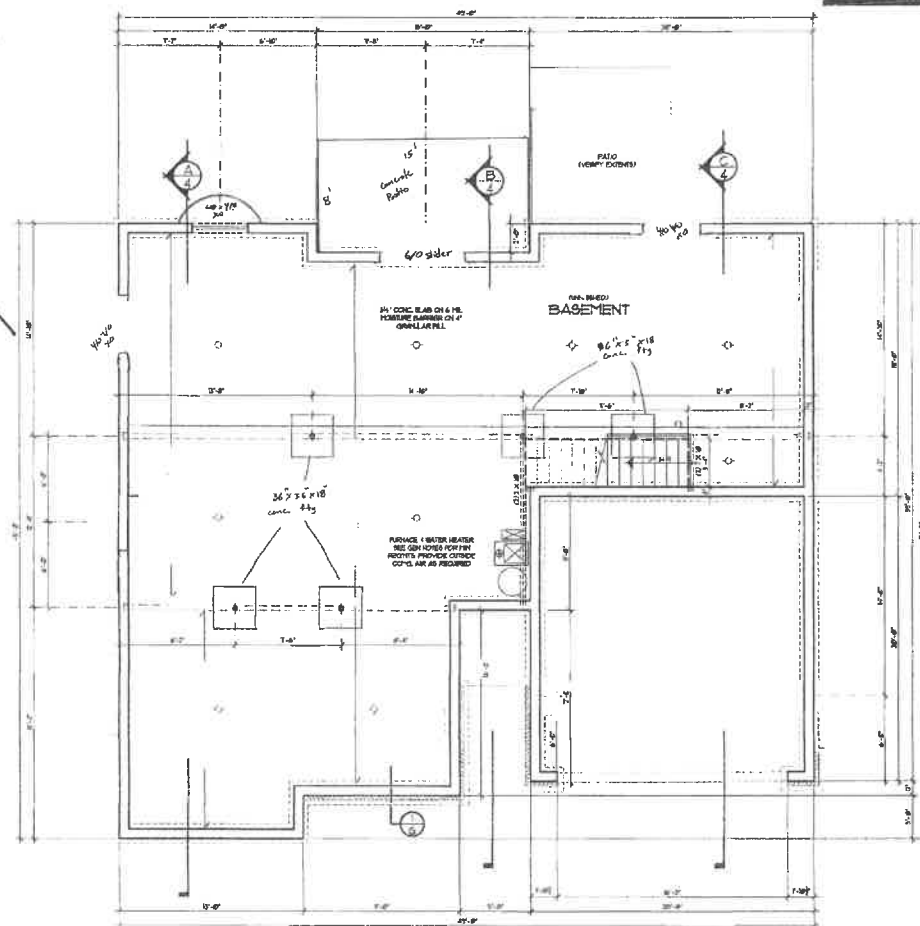
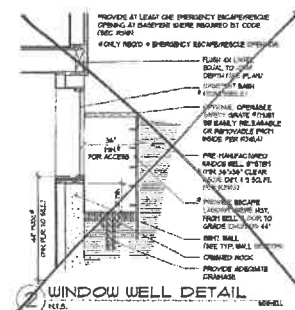
FLOOR	AREA	LOAD
1ST FLOOR	1,000 SQ. FT.	40 PSF
2ND FLOOR	1,000 SQ. FT.	40 PSF
3RD FLOOR	1,000 SQ. FT.	40 PSF
4TH FLOOR	1,000 SQ. FT.	40 PSF
5TH FLOOR	1,000 SQ. FT.	40 PSF
6TH FLOOR	1,000 SQ. FT.	40 PSF
7TH FLOOR	1,000 SQ. FT.	40 PSF
8TH FLOOR	1,000 SQ. FT.	40 PSF
9TH FLOOR	1,000 SQ. FT.	40 PSF
10TH FLOOR	1,000 SQ. FT.	40 PSF
11TH FLOOR	1,000 SQ. FT.	40 PSF
12TH FLOOR	1,000 SQ. FT.	40 PSF
13TH FLOOR	1,000 SQ. FT.	40 PSF
14TH FLOOR	1,000 SQ. FT.	40 PSF
15TH FLOOR	1,000 SQ. FT.	40 PSF
16TH FLOOR	1,000 SQ. FT.	40 PSF
17TH FLOOR	1,000 SQ. FT.	40 PSF
18TH FLOOR	1,000 SQ. FT.	40 PSF
19TH FLOOR	1,000 SQ. FT.	40 PSF
20TH FLOOR	1,000 SQ. FT.	40 PSF

B1135
1

THE CONTRACTOR ASSUMES FULL RESPONSIBILITY
FOR THE CORRECT INSTALLATION OF ALL
EXTERIOR FINISHES AND MATERIALS.

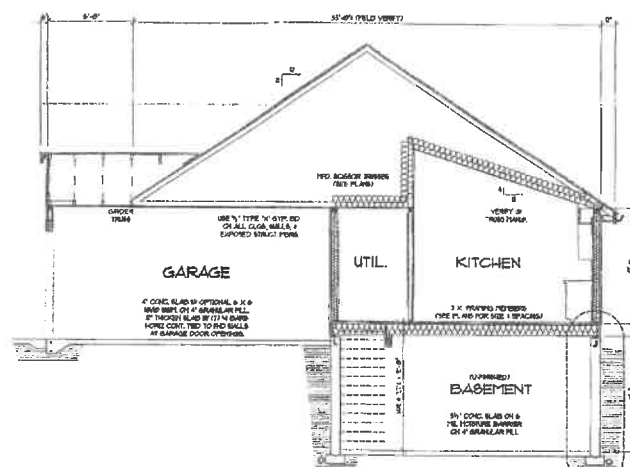
COPYRIGHT © 1998 ALAN WANSFORD DESIGN ASSOCIATES, INC.





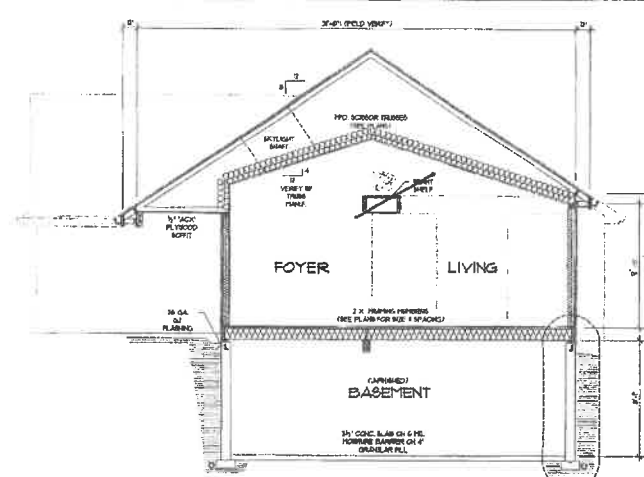
BASEMENT PLAN

COPYRIGHT © 1990 ALAN HASEGORD DESIGN ASSOCIATES, INC.

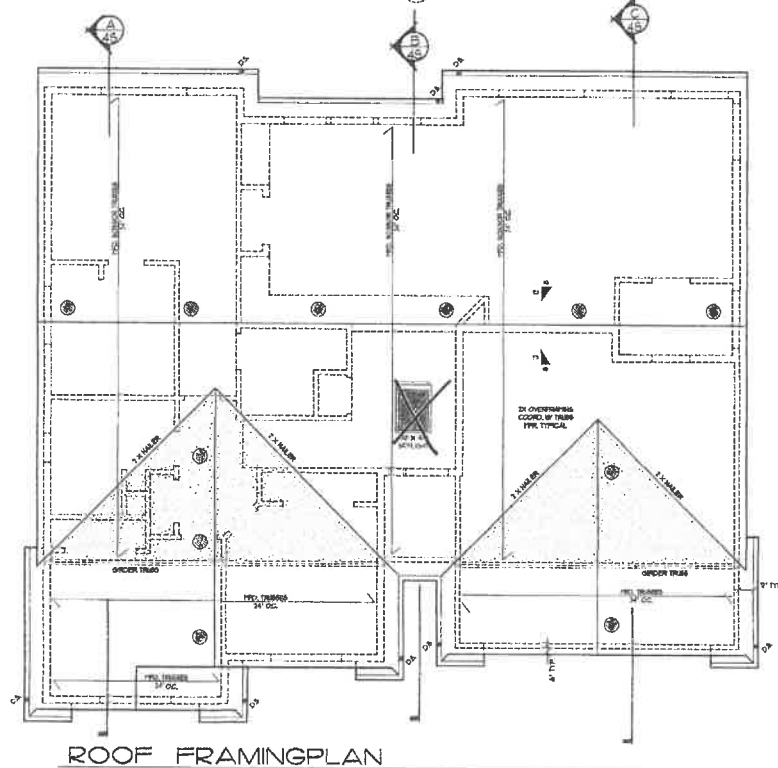


C BUILDING SECTION
SCALE: 1/4" = 1'-0"

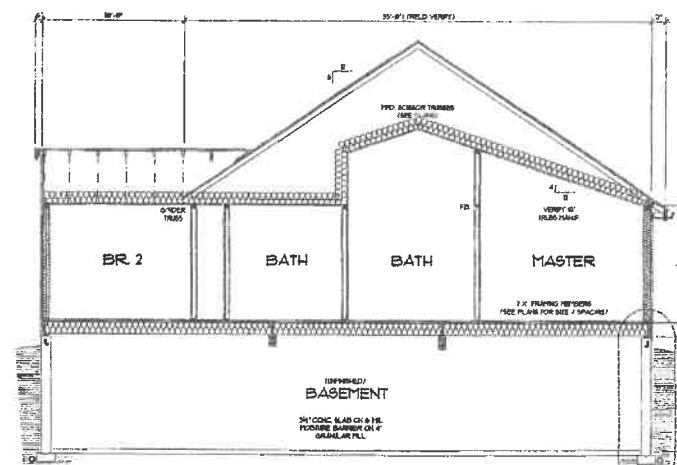
ENERGY ENVELOPE KEY
WALLS: 2x6 STUDS, 1/2\"/>



B BUILDING SECTION
SCALE: 1/4" = 1'-0"



ROOF FRAMING PLAN
SCALE: 1/4" = 1'-0"



A BUILDING SECTION
SCALE: 1/4" = 1'-0"

Harvard
COLLECTION

40 KNOW LOAD

B1135
4

Plan 484-5



860 sq/ft, 2 beds, 2 baths, 56' wide, 36' deep



Pricing

Plan Set	
PDF Set	\$1395.00
5 Copy Set	\$1495.00
Reproducible Set	\$1495.00
8 Copy Set	\$1550.00
Study Set	\$990.00
Single Set	\$1395.00

Foundation	
Crawlspace	+\$0.00
Slab	+\$0.00
Pier	+\$590.00

Right-Reading Reverse	
Each	+\$95.00

Additional Construction Sets	
Each Additional Set	+\$95.00/each

Audio Video Design	
Each	\$100.00

Construction Guide	
Each	\$39.00

Mirror Reversed Sets	
Each Additional Set	+\$95.00

House Features	
Guest Suite	Hobby Rec Room Game Room
Main Floor Bedrooms	Suited For Narrow Lot
Main Floor Master Bedroom	Suited For View Lot
Walk In Closet	Grill Deck Sundeck
Eating Bar	Economical To Build
Kitchen Island	Empty Nester
Den Office Study Computer	Suited For Vacation Home
Great Room Living Room	
Styles Classifications	
Modern	

Specifications	
Decks	630 sq/ft
Main Floor	860 sq/ft
Depth	36'
Height	16'
Width	56'
Primary Pitch	1:12
Roof Framing	Wood
Ceiling-DetailsKITCHEN/Greatroom/bedroom is 9' FLAT -CLEARSTORY 13.5' FLAT -MASTER BEDROOM 12' FLAT -MASTER BATH 9' FLAT "Heat Stack" design draws air from lower ceiling areas and ventilates through the upper ceiling clerestory cooling the home passively.	
Main Ceiling	8'
Upper Ceiling Ft	14'

Floor Plan - Main Floor





**CITY OF MOSCOW
COMMUNITY DEVELOPMENT**
Ph.: 208-883-7035
504 S. Washington Street
jfleischman@ci.moscow.id.us
mray@ci.moscow.id.us

LUP2025-0018

For City Use Only			
Date Received			
Dept	Fee Type	Fees	Paid
CDV	Application Fee	\$1,023.00	
	Receipt Number		

APPLICATION FOR PRELIMINARY SUBDIVISION PLAT

(Please type or print plainly with blue ink.)

APPLICANT:

Name: Mike Salisbury, Manager, Jemca LLC Phone: 208-301-2370
Address: 2315 Shelby Lane Moscow, Idaho Email: _____

OWNER: (if other than applicant)

Name: Jemca LLC Phone: 208-301-2370
Address: 5053 Robinson Park Road Moscow, Idaho Email: _____

ENGINEER/SURVEYOR:

Name: Scott Becker Phone: 208-882-3520
Address: 405 S Washington St. Moscow, Idaho Email: scottbecker@moscow.com

Primary point of contact (select one): Applicant ☐ Owner ☐ Engineer/Surveyor ☒

PROPERTY:

- Proposed Subdivision Name: Sierra Vista Addition
- Address(es) or Parcel Number(s): Portions of Block 2 & 3 of Southgate 3rd
- Legal Description: *Please attach copy of full description.*
- Gross Area of all land involved: 2.97 acres, and/or _____ sq. ft.
- Total Net Area of land area, exclusive of proposed or existing public street and/or other public lands:
2.62 acres, and/or _____ square feet.
- Total number of lots: 8 Average lot size: 13,081 Sq Ft
- Existing Zoning of subject property: Primarily R1, some R2

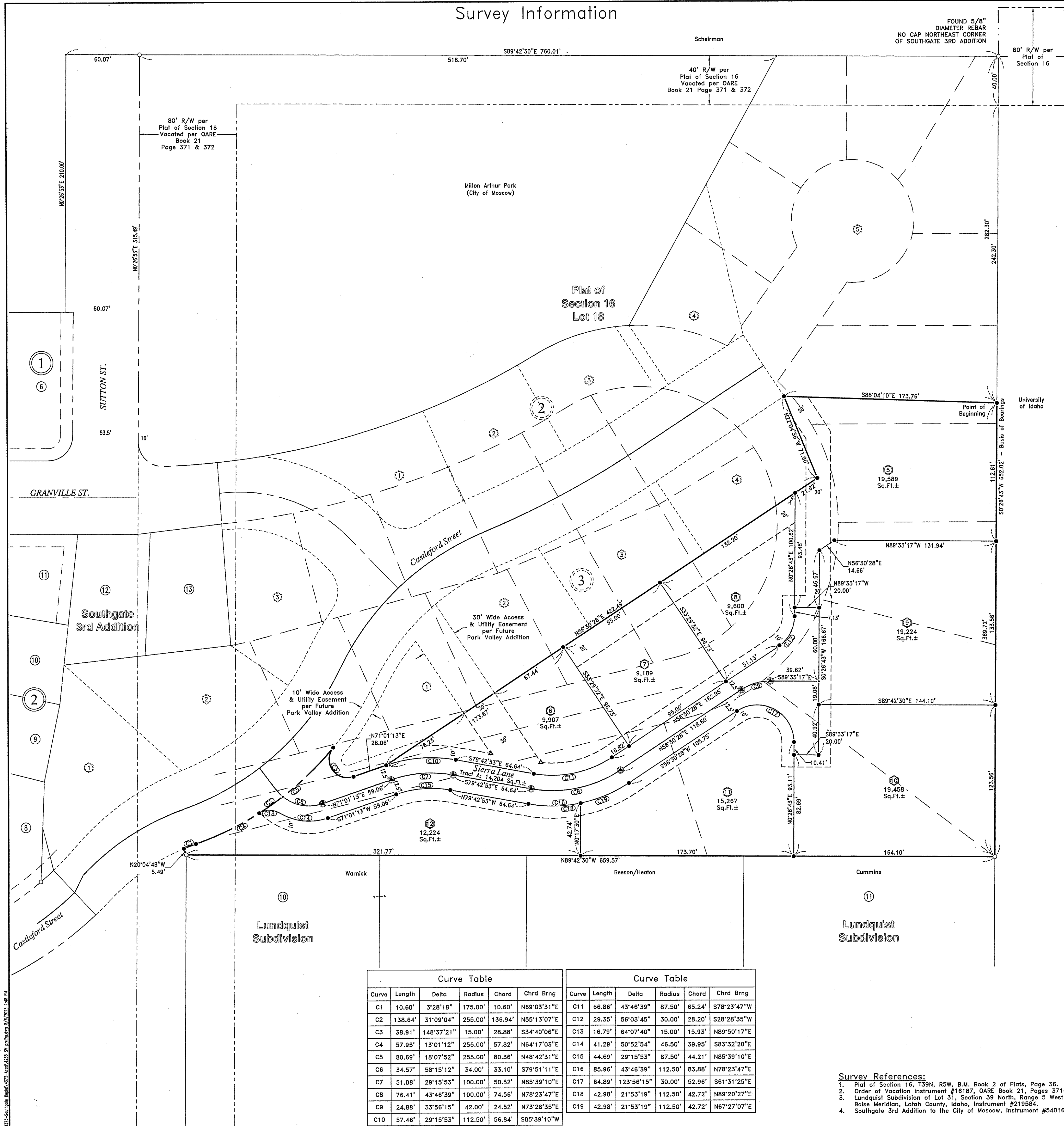
PROJECT DESCRIPTION:

Please describe the concept of the proposed subdivision and approximate percentage (%) of each proposed new land use (i.e. 75% single-family residential; 20% multi-family; 5% commercial). Also include any proposed park land and the acreage:

All Single Family

Survey Information

Section 16, T39N, R5W, BM



Legal Description

A parcel of land located in Portions of Blocks 2 & 3 of Southgate 3rd Addition to the City of Moscow, Instrument #540165, Latah County Records, Portions of which are in Lot 18 of the Plat of Section 16, Book 2 of Plats, Page 36, Latah County Records, in the Northeast Quarter of Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho, described as follows:

Commencing at the northeast corner of Southgate 3rd Addition;
Thence along the east line thereof, S00°26'43"W, 40.00 feet to the northwest corner of Lot 18 of the Plat of Section 16;
Thence continuing along said east line and along the east line of said Lot 18, S00°26'43"W, 242.30 feet to the Point of Beginning;
Thence continuing along said common east line S00°26'43"W, 369.72 feet to the common southeast corner of said Lot 18 and of Southgate 3rd Addition;
Thence along the common south line of said Lot 18 and said Southgate 3rd Addition, N89°42'30"W, 659.57 feet to the southwest corner of said Lot 18;
Thence leaving the south line of said Lot 18 and continuing along the south line of said Southgate 3rd Addition, N20°04'48"W, 5.49 feet;
Thence leaving said southline, 10.60 feet along a non-tangent curve to the right, said curve having a Delta = 3°28'18", Radius = 175.00 feet, Chord = 10.60 feet and a Chord Bearing = N69°03'31"E;
Thence 138.64 feet along a curve to the left, said curve having a Delta = 31°09'04", Radius = 255.00 feet, Chord = 136.94 feet and a Chord Bearing = N55°13'07"E;
Thence 38.91 feet along a non-tangent curve to the left, said curve having a Delta = 148°37'21", Radius = 15.00 feet; Chord = 28.88 feet and a Chord Bearing = S34°40'06"E;
Thence N71°01'13"E, 28.06 feet;
Thence N50°30'28"E, 422.49 feet;
Thence N22°04'36"W, 71.80 feet;
Thence S88°04'10"E, 173.76 feet to the Point of Beginning.

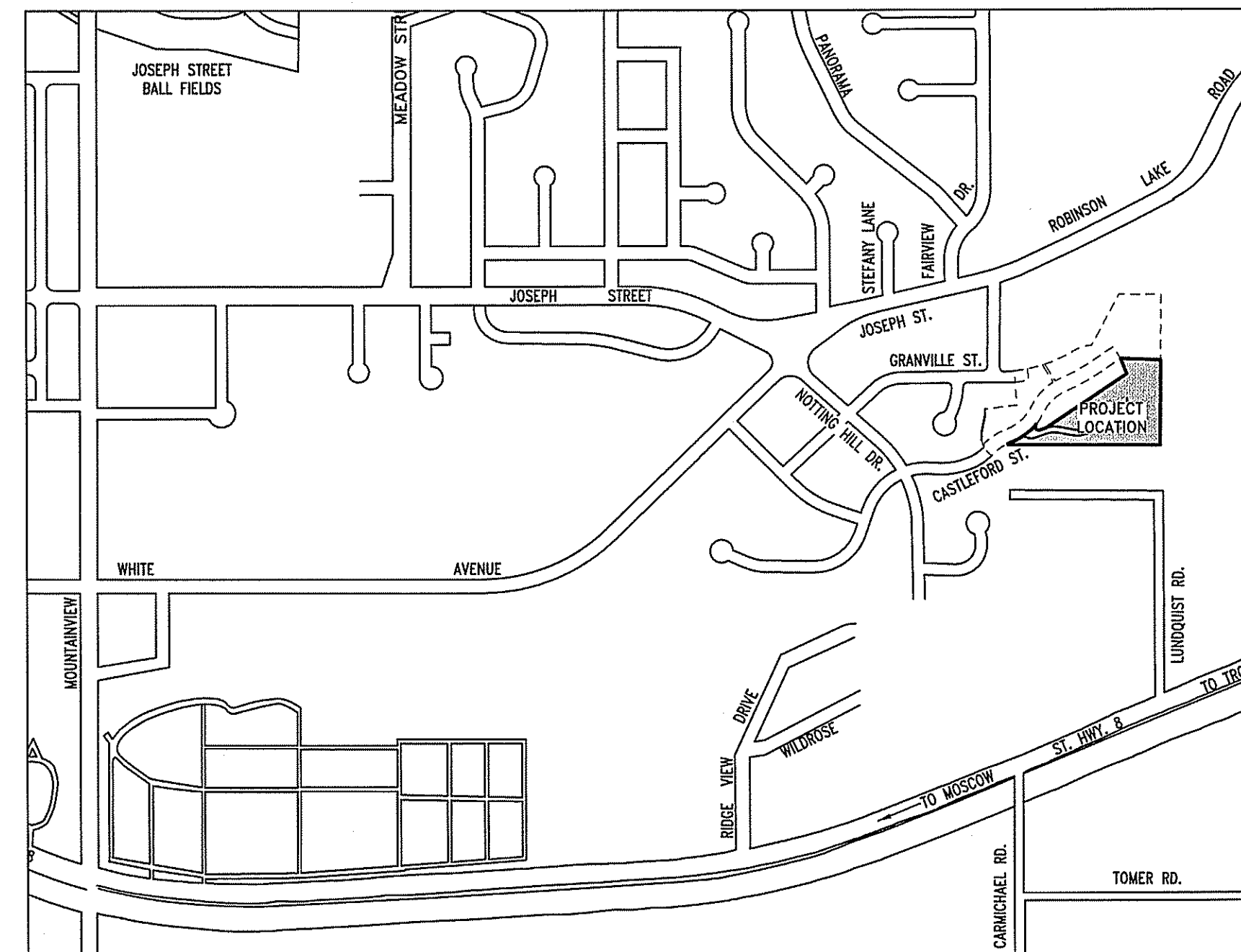
Parcel contains 2.97 acres more or less.

Notes

- The replatted lots are Zoned R3. Surrounding area in Southgate 3rd Addition is Zoned R1, R2 & R3. Land to the south and the east are in Latah County. University of Idaho property to the east is Zoned Ag-Forest. Warnick, Beeson/Heaton & Cummins properties to the south are Zoned Single Family Residential.
- Total plat Area: 2.97 acres;
Sierra Court/Tract A Area: 0.35 acres;
Net Lot Area: 2.62 acres.
- All the area within Sierra Vista Addition is within designated Flood Zone "C": Areas of minimal flooding.
Flood Zone designation and definitions from Flood Insurance Rate Map (FIRM) Community-Panel Number 16008603300, dated 9-01-1985. No delineated wetlands on site.
- This subdivision is part of the Tree Planting Dedication Fund. The homeowner may submit a permit to plant. If approved, a tree voucher will be issued for street trees in the public right of way.

Basis of Bearings

The Basis of Bearings for this survey is identical to the Idaho Coordinate System, West Zone, NAD 83 as shown between the found northeast corner of Southgate 3rd Addition and the found southeast corner of said Addition, said bearing being S00°26'43"W.



Vicinity Map

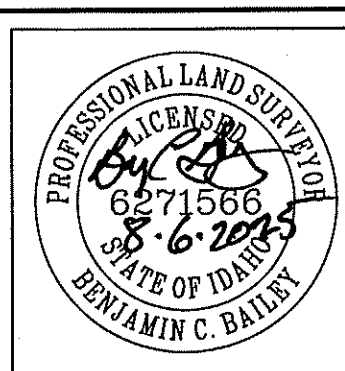
Legend

- Found Monument as Described
- Set 5/8" Rebar Stamped "Hodge PLS 6271566"
- Set Centerline Monument Stamped "Hodge PLS 6271566"
- Found 5/8" Rebar
- Found Centerline Monument
- Calculated Position
- Block Number
- Lot Number - Sierra Vista Addition
- Lot Number - Future Park Valley Addition
- Lot Number - Other Subdivision
- Curve Data - See Curve Table
- Sierra Vista Addition Plat Boundary
- Proposed Lot Line
- Future Park Valley Addition Lot Line
- Southgate 3rd Addition Lot Line - to be Made Obsolete
- Existing Lot Line
- Road Centerline
- Proposed Right of Way
- Existing Right of Way
- Vacated Right of Way
- Proposed Public Utility and Access Easement
- Existing Public Easement

Curve Table					Curve Table				
Curve	Length	Delta	Radius	Chord	Chrd Brng	Curve	Length	Delta	Radius
C1	10.60'	3°28'18"	175.00'	10.60'	N69°03'31"E	C11	66.86'	43°46'39"	87.50'
C2	138.64'	31°09'04"	255.00'	136.94'	N55°13'07"E	C12	29.35'	56°03'45"	30.00'
C3	38.91'	148°37'21"	15.00'	28.88'	S34°40'06"E	C13	16.79'	64°07'40"	15.00'
C4	57.95'	13°01'12"	255.00'	57.82'	N64°17'03"E	C14	41.29'	50°52'54"	46.50'
C5	80.69'	18°07'52"	255.00'	80.36'	N48°42'31"E	C15	44.69'	29°15'53"	87.50'
C6	34.57'	58°15'12"	34.00'	33.10'	S79°51'11"E	C16	85.96'	43°46'39"	112.50'
C7	51.08'	29°15'53"	100.00'	50.52'	N85°39'10"E	C17	64.89'	123°56'15"	30.00'
C8	76.41'	43°46'39"	100.00'	74.56'	N78°23'47"E	C18	42.98'	21°53'19"	112.50'
C9	24.88'	33°56'15"	42.00'	24.52'	N73°28'35"E	C19	42.98'	21°53'19"	112.50'
C10	57.46'	29°15'53"	112.50'	56.84'	S85°39'10"W				

Hodge & Associates, Inc.
Engineers - Planners - Landscape Architects

P.O. Box 8779
405 S. Washington Street
Moscow, Idaho 83843
(208) 882-3520



Sierra Vista Addition - Preliminary Plat
Re-Plat of Portions of Blocks 2 & 3 of Southgate 3rd Addition to the City of Moscow
Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho
Mike Salisbury, Manager, Jemco, LLC, 2515 Shelby Lane, Moscow, Idaho 83843
June - 2025

Drafted by: SW
Checked by: MED
File Name: 4235 SV prelim.dwg
Tab: P1
Layer Style: TOPO
Plot Style: Primary.ctb
Project: 3483-07-13
Date: 8/6/25

1 OF 2

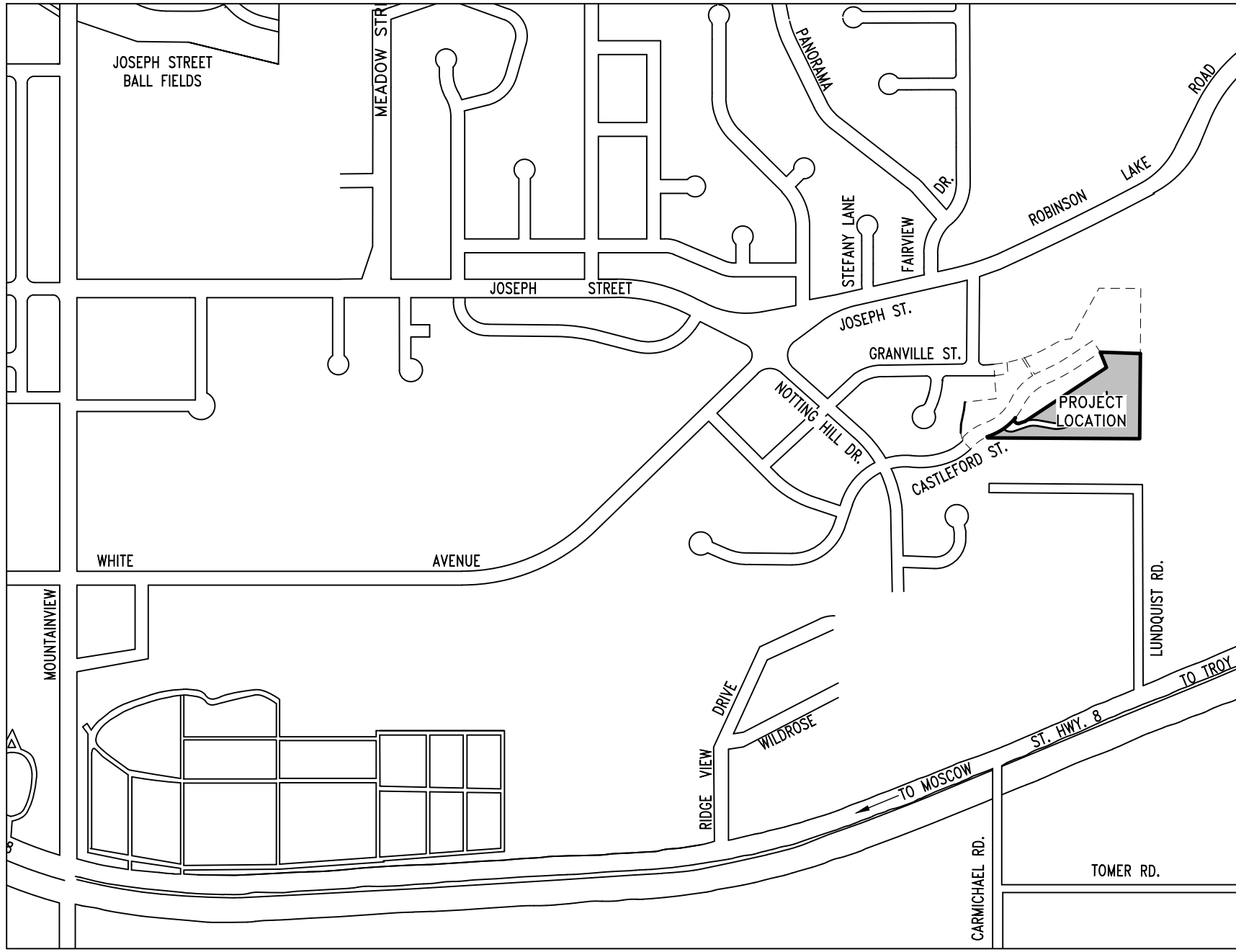


Section 16, T39N, R5W, BM

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Thence N71°01'13"E, 28.06 feet;
Thence N56°30'28"E, 422.49 feet;
Thence N22°04'36"W, 71.90 feet;
Thence S88°04'10"E, 173.76 feet to the Point of Beginning.
Parcel contains 2.97 acres more or less.

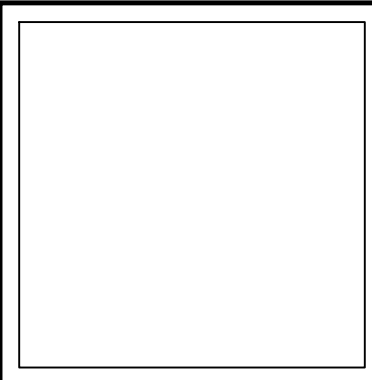
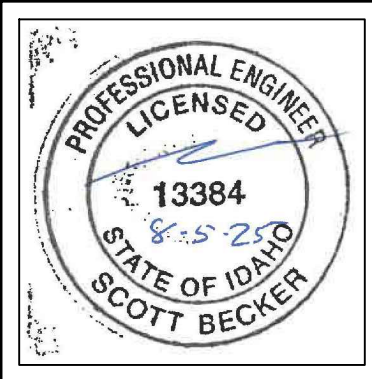
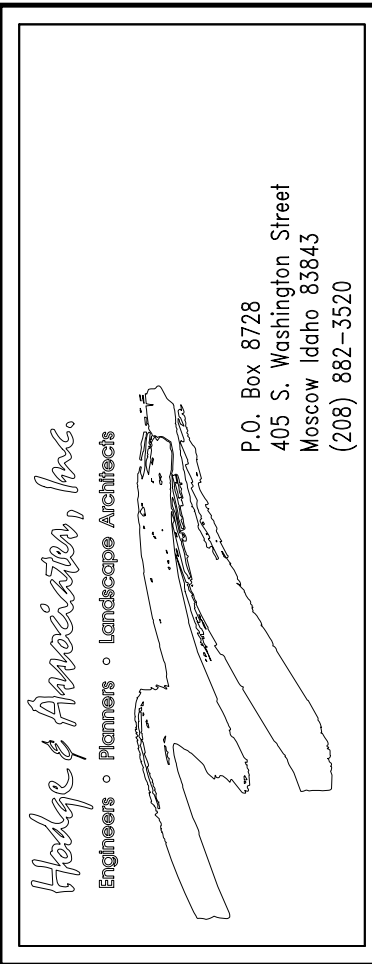
Notes
1. The replatted lots are Zoned R3. Surrounding area in Southgate 3rd Addition is Zoned R1, R2 & R3. Land to the south and the east are in Latah County. University of Idaho property to the east is Zoned Ag-Forest. Warnick, Beeson/Heaton & Cummins properties to the south are Zoned Single Family Residential.
2. Total plat Area: 2.97 acres±
Sierra Court/Tract A Area: 0.35 acres±
Net Lot Area: 2.62 acres±.
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Legend	
	Block Number
	Lot Number - Sierra Vista Addition
	Lot Number - Future Park Valley Addition
	Lot Number - Other Subdivision
	Proposed Man Hole
	Existing Man Hole
	Sierra Vista Addition Plat Boundary
	Proposed Lot Line
	Future Park Valley Addition Lot Line
	Existing Lot Line
	Road Centerline
	Proposed Right of Way
	Existing Right of Way
	Vacated Right of Way
	Proposed Public Utility and Access Easement
	Existing Public Easement
	Proposed Water Line
	Proposed Sanitary Sewer Line
	Proposed Storm Drain Line
	Existing Water Line
	Existing Storm Drain Line
	Existing Sanitary Sewer Line
	Existing 5' Contour Interval
	Type A Curb
	Type B Curb and Gutter
	Asphalt Paving
	Concrete Paving

Survey References:
1. Plat of Section 16, T39N, R5W, B.M. Book 2 of Plats, Page 36.
2. Order of Vacation Instrument #16187, OARE Book 21, Pages 371-375.
3. Lundquist Subdivision of Lot 31, Section 39 North, Range 5 West of the Boise Meridian, Latah County, Idaho, Instrument #219584.
4. Southgate 3rd Addition to the City of Moscow, Instrument #540165.



Sierra Vista Addition - Preliminary Plat
Re-Plat of Portions of Blocks 2 & 3 of Southgate 3rd Addition to the City of Moscow
Section 16, Township 39 North, Range 5 West, Boise Meridian, Latah County, Idaho
Mike Salisbury, Manager, Jemco, LLC, 2315 Shelby Lane, Moscow, Idaho 83843
June - 2025

Drafted by:	SW
Checked by:	MED
File Name:	4235 SV prelim.dwg
Tab:	P2
Layer Style:	TOPO
Plot Style:	Primary.ctb
Project:	3483-07-13
Date:	8/6/25

Neighborhood Meeting

TO: Neighbors and Interested Community Members

RE: Replat a portion of Southgate 3rd Addition

WHEN: Friday April 12th @ 4:00 pm

WHERE: End of Granville St (East of 2724 Granville St)

WHAT: You are invited to a neighborhood meeting regarding a Subdivision and Planned Development for the proposed Southgate Addition. Project team members will be available for discussion with individual attendees after the presentation to answer questions and record comments. See Attached Map for proposed layout.

I will also respond to email questions and comments at scottbecker@moscow.com as well as phone calls at (208) 882-3520 through April 12, 2024. All questions and comments will be recorded and submitted to the City as part of the subdivision request submittal. You will also have an opportunity to comment on the project at a future public hearing for the project.



Sincerely,

Scott Becker, PE
Project Manager
Hodge and Associates, Inc.

ABBOTT, DWAYNE
2830 HAMPTON CT
MOSCOW, ID 83843

BEESON, PETER
1200 LUNDQUIST LN
MOSCOW, ID 83843

BILLING, DEBORAH
2721 GRANVILLE ST
MOSCOW, ID 83843

BUTLER, SCOTT
1275 LUNDQUIST LN
MOSCOW, ID 83843

CARBONNEAU, RICHARD
2712 GRANVILLE ST
MOSCOW, ID 83843

CLARK, AMY
946 STEFANY LN
MOSCOW, ID 83843

DE WING, CARL
2824 HAMPTON CT
MOSCOW, ID 83843

ECKLES, BLAINE
2833 HAMPTON CT
MOSCOW, ID 83843

FERGUSON, DENNIS
1175 LUNDQUIST LN
MOSCOW, ID 83843

GOSSELIN, SHARON
2875 ROBINSON PARK RD
MOSCOW, ID 83843

AMADOR, SHERMAN
2630 CASTLEFORD ST
MOSCOW, ID 83843

BERTLIN, SHAWNA
2803 GRANVILLE ST
MOSCOW, ID 83843

BLAIR, DOLORES
963 FAIRVIEW DR
MOSCOW, ID 83843

CALDWELL, JODENE
916 FAIRVIEW DR
MOSCOW, ID 83843

CARLSON, KIRK
1254 WILTSHIRE DR
MOSCOW, ID 83843

CUMMINGS LIVING TRUST
1240 LUNDQUIST LN
MOSCOW, ID 83843

DEBERARDINIS, MICHAEL
2818 HAMPTON CT
MOSCOW, ID 83843

FARWELL, DEBRA
1118 CHELSEA CT
MOSCOW, ID 83843

FIELDS, JAMES
3010 ROBINSON PARK RD
MOSCOW, ID 83843

HANSEN, TIKI
1106 CHELSEA CT
MOSCOW, ID 83843

BECKER, MATTHEW
PO BOX 9352
MOSCOW, ID 83843

BIDDY, JEFFREY
2909 GRANVILLE ST
MOSCOW, ID 83843

BROWN, DAVID
676 PULLMAN RD
MOSCOW, ID 83843

CARBONNEAU, KIRA
2825 ROBINSON PARK RD
MOSCOW, ID 83843

CITY OF MOSCOW
ATTN: JENNIFER FLEISCHMAN
MOSCOW, ID 83843

CURTIS TRUST
1303 NOTTING HILL DR
MOSCOW, ID 83843

DINOTO, MICHAEL
PO BOX 8966
MOSCOW, ID 83843

FEMREITE, ERIC
3004 CASTLEFORD ST
MOSCOW, ID 83843

FOSTER, IVAN
2824 GRANVILLE ST
MOSCOW, ID 83843

HARDER, CARYN
PO BOX 183
POTLATCH, ID 83855

HAVRILLA, MARK
3150 FLOMER LN
MOSCOW, ID 83843

HERDT, MARK
896 FAIRVIEW DR
MOSCOW, ID 83843

JOHNSTON, JASON
1109 CHELSEA CT
MOSCOW, ID 83843

LAWRENCE, RANDY
1255 LUNDQUIST LN
MOSCOW, ID 83843

MAC LEOD, MELISSA
3643 S GILES AVE
CHICAGO, IL 60653

MCMAHAN, BLAINE
543 PARK ST
LEWISTON, ID 83501

MITCHELL, BRIAN
1103 NOTTING HILL DR
MOSCOW, ID 83843

NASSUTT, KARSTEN
2527 CASTLEFORD ST
MOSCOW, ID 83843

PETERSEN, JONATHAN
974 STEFANY LN
MOSCOW, ID 83843

RACICOT, TIMOTHY D
3100 ROBINSON PARK RD
MOSCOW, ID 83843

HEDLER, LANCE
2818 GRANVILLE ST
MOSCOW, ID 83843

HOOD LIVING TRUST
1009 PLANT SCIENCE RD
MOSCOW, ID 83843

KIRKLAND, TIMOTHY
2615 CASTLEFORD ST
MOSCOW, ID 83843

LEPPELMAN, LARRY
1040 BROWNS LN
POTLATCH, ID 83855

MARTINSON, LLOYD
972 FAIRVIEW DR
MOSCOW, ID 83843

METZKER, NORMAN
2709 GRANVILLE ST
MOSCOW, ID 83843

MORGAN, TROY
2905 GRANVILLE ST
MOSCOW, ID 83843

PARR, JOYCE
2718 GRANVILLE ST
MOSCOW, ID 83843

PRATHER, BROOKS
1301 LUNDQUIST LN
MOSCOW, ID 83843

ROSVALL, DENNIS
2809 HAMPTON CT
MOSCOW, ID 83843

HELMKE, MATHEW
886 FAIRVIEW DR
MOSCOW, ID 83843

JEMCA LLC
5053 ROBINSON PARK RD
MOSCOW, ID 83843

KREYCIK, RAND
2812 GRANVILLE ST
MOSCOW, ID 83843

LEWIS, RAND
2806 HAMPTON CT
MOSCOW, ID 83843

MC PHETRIDGE LIVING TRUST
2815 HAMPTON CT
MOSCOW, ID 83843

MILLER REVOCABLE LIVING TRUST
1205 LUNDQUIST LN
MOSCOW, ID 83843

NAAR, ERICK
2836 GRANVILLE ST
MOSCOW, ID 83843

PENBERTHY FAMILY TRUST
2821 HAMPTON CT
MOSCOW, ID 83843

PROVVIDENZA, LLC
103 N BLAINE ST
MOSCOW, ID 83843

ROURKE LIVING TRUST
2827 HAMPTON CT
MOSCOW, ID 83843

SCHIERMAN, TERRY

3151 ROBINSON PARK RD

MOSCOW, ID 83843

SIEBRECHT, CAMILLE

2925 ROBINSON PARK RD

MOSCOW, ID 83843

STALEY, MARTHA

2830 GRANVILLE ST

MOSCOW, ID 83843

UEBELHER, ROBERT JOHN

3831 W DEERPATH

BOISE, ID 83714

WALKER, ELIZABETH

3040 FLOMER LN

MOSCOW, ID 83843

WELCH, DAMON

PO BOX 8374

MOSCOW, ID 83843

SCHLECT, BRIAN

1103 CHELSEA CT

MOSCOW, ID 83843

SNODGRASS, WALTER

3130 FLOMER LN

MOSCOW, ID 83843

THOMPSON DEVELOPMENT LLC

1024 PINE CREST RD

MOSCOW, ID 83843

UNIVERSITY OF IDAHO

ATTN: GERARD BILLINGTON

MOSCOW, ID 83844

WARFEL, WILLIAM

618 E SIXTH ST

MOSCOW, ID 83843

WILLARD, BEN

1290 LUNDQUIST LN

MOSCOW, ID 83843

SENTZ, ADAM

2706 CASTLEFORD ST

MOSCOW, ID 83843

SONG, JIA

2812 HAMPTON ST

MOSCOW, ID 83843

TRUONG, BAC VAN

2621 GRANVILLE ST

MOSCOW, ID 83843

VOORHIES, MATTHEW

1221 WILTSHIRE DR

MOSCOW, ID 83843

WARNICK REVOCABLE TRUST

1180 LUNDQUIST LN

MOSCOW, ID 83843

YEAGER, KEVIN

1112 CHELSEA CT

MOSCOW, ID 83843

Meeting Attendance Sheet

LUP2025-0019

Project Name: Partial Replat Southgate 3rd Addition

Project Number: 4373

Meeting Type: Neighborhood Meeting

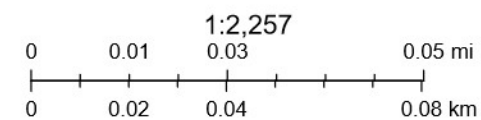
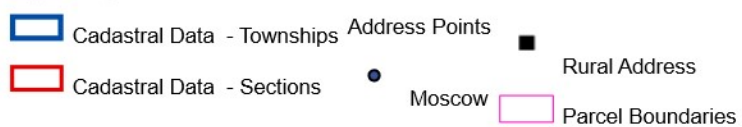
Meeting Location: Granville Street, Moscow, ID

Meeting Time: April 12, 2024, 4:00 PM

Name	Contact Information
N. Metzger	2709 Granville
Marty Staley	2830 Granville St
Marie Naar	2836 Granville St.
Jeff LOR4	2709 GRANVILLE ST.
Alex Carbonneau	2712 Granville St
Zenathony	2809 Hampton Ct.
Jim McPhetridge	2815 Hampton Ct. Utilities. jim.jcmc@gmail.com
Shane Eckler	2852 Hampton Ct.



April 10, 2024



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Partial Replat Southgate 3rd Addition

Neighborhood Meeting Minutes

Friday, April 12, 2024; 4:00pm

Presenter: Scott Becker, PE; Hodge & Associates, Inc

Meeting Location: Granville Street, Southgate 3rd Addition, Moscow, ID

Meeting Purpose

Provide a project summary for the proposed Partial Replat of Southgate 3rd Addition followed by a question and answer session.

Meeting

The meeting was called to order at 4:00pm.

Scott Becker opened the meeting and described the project scope and related City standards for said work.

Upon completion Scott invited the neighbor's questions.

Q: There appears to be some wet ground in the area of the replat; what will come of that?

A: Naturally occurring springs and stormwater runoff will be collected and routed to the storm sewer per City standards.

Q: How many duplexes and apartment units are going to be a part of this project

A: These are all single-family residential units. There are no duplex lots or multi family units planned for this subdivision.

Q: How will the stormwater be addressed

A: The stormwater will be collected from streets, foundation and rood drains then connected to the existing storm system.

Q: Does the developer have a selling price estimate for the new lots?

A: Not available at this time.

Q: When will the park be finished. The materials have been on site for over 6 months

A: Unsure when the City will finish the park but my guess is they will move to finish it as soon as the ground and weather permit.

Q: When will construction begin?

A: Possibly next year but there are no plans for construction this year.

Q: Does the developer have house plans selected for the new lots and a price range?

A: Not at this time.

Q: Is this development tied in any way to the new development that is planned for on the other side of the hill?

A: The developer of Southgate 3rd Addition is different than the Ridgeview Estates 2nd Addition developer.

With no further questions or comments the meeting adjourned at 4:35pm.

Attached, please find a copy of the meeting attendance sheet.

Sincerely,

Scott Becker, PE

Hodge & Associates, Inc

Memo

To: Michael Ray, Planning Manager
From: Bob Buvel, Senior Civil Engineer
cc: Jennifer Fleischman, Administrative Assistant
Date: 2025-08-07
Re: Engineering Review of the Sierra Vista Preliminary Re-plat

Upon reviewing the preliminary re-plat for the Sierra Vista Replat, the Engineering Department has the following recommendations:

- 1) The Easement around Tract A Sierra Court should be designated as a Public Utility and Public Access Easement, as the sidewalk lies within the Easement and not Tract A.
- 2) Water modeling will be required to determine whether the existing water system is adequate to serve the proposed subdivision prior to final plat.

This concludes our comments for this preliminary application. Please let me know if you have any questions or comments.

Regards,

Bob Buvel

PLANNING & ZONING COMMISSION



Dennis Wilson
Commission Chair
P&Z@ci.moscow.id.us

Regular Meeting ~Minutes~

Mike Ray
Staff Liaison
208.883.7008

<https://www.ci.moscow.id.us/457/Planning-Zoning-Commission>

**Wednesday
August 13, 2025**

7:00 PM

**Council Chambers
206 E. Third Street**

Wilson called the meeting to order at 6:58 PM

MEMBERS PRESENT: Dennis Wilson, Chair; Rich Beebe, Joel Hamilton, Robb Parish, Nels Reese, Sue Scott, Victoria Seever
MEMBERS ABSENT: Scott Gropp, Cole Mize
OTHERS: Sandra Kelly
STAFF: Jennifer Fleischman, Mike Ray

REGULAR AGENDA

1. Approval of Minutes from July 9, 2025 (ACTION ITEM)

Seever moved for approval of the minutes as written, seconded by Scott. Roll Call Vote; Ayes: Hamilton, Parish, Reese, Scott, Seever, Wilson (6). Nays: None. Abstentions: Beebe (1). Motion carried.

2. Public Comment

Time limit 15 minutes. Members of the Public may speak to the Commission regarding matters NOT on the Agenda nor currently pending before the Planning and Zoning Commission. Please state your name and resident city for the record and limit your remarks to three (3) minutes.

None offered.

3. Public Hearing: Proposed Preliminary Subdivision Plat of a 4.59-acre area within Southgate 3rd Addition and located east of the current terminuses of Granville Street and Castleford Street within the City of Moscow: Permit Application LUP2025-0017 (ACTION ITEM)

Proposed Preliminary Subdivision Plat of four existing parcels totaling 4.06-acres in size to create ten (10) parcels ranging from 5,500 square feet to 7,407 square feet, and two large common area tracts, referred to as the Augustine Ave Apartments Addition.

Ray presented the Park Valley Preliminary Plat proposal as described above and recommended approval with no conditions. There have been no significant changes since the preliminary plat was approved by City Council back in 2021.

Public Hearing opened at 07:07 PM

Scott Becker (applicant's representative), Moscow, offered to answer any questions and explained that the reconfiguration of the proposed plat was to reduce the length of streets and minimize grading needs, consequently making the homes less expensive to build.

Martha Staley, Moscow, was concerned about an increase in water use with new subdivisions. She also expressed worry about construction traffic damage to the streets accessing the new development, tax changes for current landowners, and the housing costs for new residents. She had questions about the Milton Arthur Park and whether it would be completely built before the infrastructure improvements were completed.

Renita Vance, Moscow, spoke on her concerns about water runoff from the nearby hills being deposited on her property and causing damage. She also does not want dirt from grading to end up in her backyard.

Cindy Weiland, Moscow, had many questions about the cost of the houses for sale, construction timelines, and whether there would be underground or overhead electrical. She had concerns about snow melt and water draining onto her property. She commented that she has struggled with her house being re-addressed recently.

Denise Morgan, Moscow, concurred regarding the address changes and has had problems with park patrons double parking next to the park. She requested a bathroom be installed at the park instead of a portable toilet.

Jonathan Routen, Moscow, expressed appreciation for the neighborhood and wanted to know what kind of Homeowners Association (HOA) or Covenants, Conditions and Restrictions (CCSRs) would be placed on the new lots. He had some questions about the lot sizes and the number of lots of each size.

Scott Becker assured the residents that the streets would be protected during construction and were built for heavy traffic originally. The costs of the lots and/or houses are currently unknown and would be up to the buyer or homeowner to decide when the lots are developed. Stormwater drainage on the empty parcels is not currently managed, but after infrastructure is built it will route water to the detention pond and the stormwater system. All grading will have silt protection to prevent dirt from leaving the property. The Milton Arthur Park improvements are part of the City's Master Plan. There will be CCSRs for all new lots consistent with the current property in the neighborhood. The lot at the end of the cul-de-sac would be the only large one and the other ones are all approximately the same size. All the utilities would be underground.

Public Hearing closed at 07:24 PM

The Commission mentioned that some of the concerns that the public brought forth can only be addressed by City Council. A soil management report was included with the agenda packet that addressed many of the drainage concerns. The Parkland dedication requirements were completed in the first two additions, and the City is responsible for developing the new park, which is part of the Parks Master Plan. The City is currently prioritizing building restrooms in the parks. The Commission clarified that they do not have authority with which they can deny plats because of concerns with increased water use.

Parish moved to recommend approval of the Park Valley Preliminary Plat with no conditions, as recommended by Staff. The motion was seconded by Reese. Roll Call Vote; Ayes: Unanimous (7). Nays: None. Abstentions: None. Motion carried.

Scott moved to direct Staff to draft the Relevant Criteria and Standards for the Park Valley Preliminary Plat, seconded by Beebe. Roll Call Vote; Ayes: Unanimous (7). Nays: None. Abstentions: None. Motion carried.

4. Public Hearing: Proposed Preliminary Subdivision Plat and Planned Unit Development (PUD) of a 2.97-acre area within Southgate 3rd Addition and located east of the current terminuses of Granville Street and Castleford Street within the City of Moscow: Permit Application LUP2025-0018 and LUP2025-0019 (ACTION ITEM)

Proposed Preliminary Subdivision Plat and Planned Unit Development (PUD) of a 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision.

Ray presented the Sierra Vista Preliminary Plat and Preliminary PUD proposals as described above and recommended approval with no conditions. The southern houses were designed to be built into the hill with a daylight basement. The proposed plans meet all setback requirements, and the private street would not have parking. The furthest northeastern lot has a flagpole access point off the hammer head turnaround, which the Fire Department would not require a second turnaround on because the driveway would be less than 150 feet.

Public Hearing opened at 07:42 PM

Scott Becker (applicant's representative), Moscow, clarified that the PUD would have a private street with

which no parking would be allowed. He offered to answer any questions from the audience or the Commissioners.

Cindy Weiland, Moscow, reiterated everything she had said for the previous hearing and questioned why the Park Valley proposal did not have to provide house plans. She was worried that the smallest proposed house was too small and wanted to know on the plans where the detention pond was located.

Deborah Billing, Moscow, expressed concern of the drainage from the empty fields onto her property.

Scott Becker described some of the differences between a Preliminary Plat and a PUD application, and that PUDs require more detail such as floorplans. The stormwater report provided in the packet has documented solutions for all the concerns regarding drainage.

Public Hearing closed at 07:48 PM

The Commission commended the developers for creating a cohesive and well thought out neighborhood for the first two additions of Southgate, which is expected to be continued with this last addition. The smallest house in the plat could be offered as a more affordable option, but all new development will still be expensive. The Engineering Department notified the developer that a water modeling report would be required for final approval.

Reese moved to recommend approval of the Sierra Vista Preliminary Plat and Preliminary PUD with no conditions, as recommended by Staff, and directed Staff to draft the Relevant Criteria and Standards for both the Sierra Vista Preliminary Plat and Preliminary PUD. The motion was seconded by Beebe. Roll Call Vote; Ayes: Unanimous (7). Nays: None. Abstentions: None. Motion carried.

5. Approval of Reasoned Statement of Relevant Criteria and Standards (ACTION ITEM)

Proposal for a Preliminary Subdivision Plat and Preliminary Planned Unit Development (PUD) of four parcels located at 2300 Augustine Avenue within the City of Moscow, known as the Augustine Ave Apartments Addition. Permit Applications LUP2025-0010 and LUP2025-0011.

- 1. Proposed Preliminary Subdivision Plat of four existing parcels totaling 4.06-acres in size to create ten (10) parcels ranging from 5,500 square feet to 7,407 square feet, and two large common area tracts, referred to as the Augustine Ave Apartments Addition.*
- 2. Proposed Preliminary Planned Unit Development (PUD) of a 4.06-acre area to construct a mixed-use development consisting of ten (10) buildings comprised of 114 dwelling units and sixteen (16) commercial live/work units.*

Seever moved to approve both draft Relevant Criteria and Standards for the Augustine Avenue Apartments Preliminary Plat and Preliminary PUD, as written. The motion was seconded by Parish. Roll Call Vote; Ayes: Hamilton, Parish, Reese, Scott, Seever, Wilson (6). Nays: None. Abstentions: Beebe (1). Motion carried.

REPORTS

1. Transportation Commission meeting report.

The August meeting of the Transportation Commission was cancelled. The July meeting featured various discussions on various transportation issues and planning for the tabling event at the Farmers Market.

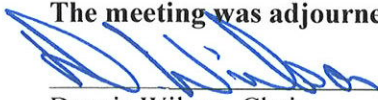
ANNOUNCEMENTS

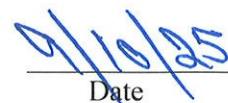
UPCOMING EVENTS/MEETINGS

The next Planning & Zoning Commission regular meeting is scheduled for August 27, 2025.

The August 27th regular meeting will be cancelled.

The meeting was adjourned at 8:01 PM


Dennis Wilson, Chair


Date

**BEFORE THE PLANNING AND ZONING COMMISSION
OF THE CITY OF MOSCOW, COUNTY OF LATAH,
STATE OF IDAHO**

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS REGARDING A REQUEST FOR A PLANNED UNIT DEVELOPMENT (PUD) OF A TWO POINT NINE SEVEN (2.97) ACRE AREA OF LAND GENERALLY LOCATED EAST OF THE CURRENT TERMINUSES OF GRANVILLE STREET AND CASTLEFORD STREET, KNOWN AS SIERRA VISTA ADDITION TO THE CITY OF MOSCOW, IDAHO.

WHEREAS, the applicant filed an application for a Preliminary Subdivision Plat on July 1, 2025; and

WHEREAS, this matter came before the Moscow Planning and Zoning Commission during a duly noticed public hearing on August 13, 2025; and

WHEREAS, having reviewed the application, including all exhibits entered, and having considered the issues presented by the applicant and the opponents:

THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW, IDAHO, AFTER DUE DELIBERATION AND CONSIDERATION, HEREBY CONCLUDES:

I. RELEVANT FACTS AND CONCLUSIONS

1. The Planning and Zoning Commission considered the request pursuant to the City of Moscow 2019 Comprehensive Plan, City of Moscow Zoning Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The subject property is a 2.97-acre parcel that is currently vacant and is platted as Phase III of Southgate 3rd Addition. The subject property is surrounded by University of Idaho's Parker Farm to the east, prior Southgate Additions to the west, Milton Arthur Park and residential properties to the north, and residential properties within the Area of City Impact to the south.
3. The subject property is currently designated as Auto-Urban Residential (AU-R). AU-R designated areas,

“designated areas contain predominantly single-family detached homes on lots ranging from 7,000 to 11,000 square feet in size and are more isolated from surrounding uses which may require residents to rely more on automobile transportation. This designation includes those areas generally anticipated to be developed for low- to moderate-density residential uses at densities between three to six units per acre which could include a mix of detached single-family, twinhome, and townhome residential dwellings. Appropriate current zoning for Auto-Urban Residential designated areas includes Low Density Residential (R-1), Moderate Density Single Family Residential (R-2) and Medium Density Residential (R-3) in order to include a mixture of attached and detached dwellings where appropriate.”

4. All of the surrounding properties are also designated as Auto-Urban Residential, with the exception of Milton Arthur Park to the north which is designated as Parks and Open Space.
5. The subject property is currently designated as the Medium Density Residential (R-3) Zone. The subject property was rezoned in 2021 with the condition that the R-3 Zone be limited to no more than detached single-family dwellings.
6. According to the City of Moscow Zoning Code, the purpose of the R-3 Zoning District is to:
“Provide for an increase over the density allowed by the R-2 zoning district by permitting different types of housing construction. It is appropriate where activity levels are moderate, terrain permits construction of somewhat larger structures, and where public systems and neighborhood facilities can accommodate a greater intensity of land use as guided by the Comprehensive Plan.”
7. Uses permitted within the R-3 Zone include single-family dwellings, two family dwellings, twinhomes, townhouses, market and community gardens, group and small child care facilities, and public parks and recreation facilities.
8. The applicant is proposing to subdivide the existing 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision. All of the proposed lots meet the minimum lot size of 6,000 sf and minimum lot width of 60 feet for the R-3 Zoning District.
9. The applicant is proposing to construct 8 single family dwellings that will be on separately platted lots and will be accessed via a private street. The primary reason for the PUD request is to allow a private street which serves the proposed lots and also a reduction in front setbacks because of challenging topography.
10. The proposed single family lots range from 9,189 to 19,589 square feet in size and the buildings are of similar design as the homes that have already been constructed within Southgate 3rd Addition. There are six building plans that have been chosen to fit within the design of each lot. The houses range between one story and three stories with the square footage ranging between 860 to 4,319 square feet.
11. The setback requirements for the R-3 Zone are a minimum of 15 feet in the front, with the exception of the garage door which is required to be 20 feet if facing the street; a minimum of 5 feet on the side, but both sides are required to equal 15 feet; and 20 feet at the rear yard. The applicant is proposing a 10-foot setback at the front to accommodate for the challenging topography of the site.
12. The base density requirement of the R-3 Zone 9.5 dwelling units per acre. With 8 dwelling units being proposed on 2.97 acres, the proposed density is 2.7 dwelling units per acre which is under the base density requirement. Therefore, no density bonuses are required as part of the PUD.
13. Water service is proposed to be extended via water mains that will be extended along the Castleford Street extension. A water main will then be extended along the proposed private street to serve the proposed lots.
14. It is anticipated that under commonly observed household water use within the City (114 gallons per day per occupant) that the proposed 8 lots could be reasonably anticipated to use approximately 0.74 million gallons of water per year (8 du x 2.25 occupants/du x 114 gallons/occupant x 365 days/year = 0.74 M gallons/year).

15. Sanitary sewer will be extended to the future main within Castleford Street via an easement on Lot 1 and an easement on Lot 1 Block 2 of the proposed Park Valley Addition to the north. Storm Sewer will be conveyed along the same alignment as the sanitary, through sewer easements on individual lots.
16. Storm Sewer will be conveyed through the subdivision through a main in Granville and Castleford Streets which will connect to the existing stormwater system in Southgate 3rd Addition.
17. The subject property is located to the east of Castleford Street which is proposed to be extended with the Park Valley Addition. A private street is proposed to connect to Castleford Street and serve the 8 lots. The private street will meet the City's private street standard which includes a 20-foot-wide paved surface, curbing, and a sidewalk on the north side of the street. The applicant is proposing that the private street terminate with a hammerhead turnaround which will meet fire code requirements.
18. Parkland dedication requirements have previously been satisfied with the dedication, grading, and hydroseeding of Milton Arthur Park, so no further dedication is required.

BASED ON THE ABOVE RELEVANT FACTS AND CONCLUSIONS, THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW HEREBY FINDS THE FOLLOWING RELEVANT CRITERIA AND STANDARDS:

II. RELEVANT CRITERIA AND STANDARDS

1. **The proposed PUD is consistent with the Comprehensive Plan.** The proposed PUD is consistent with the uses and densities designated within the 2019 Comprehensive Plan. The PUD allows for the construction of single-family dwellings that fit within the challenging topography of the site. Therefore, the Commission finds that the proposed PUD is consistent with the Comprehensive Plan.
2. **The proposed PUD is consistent with the intents and purposes of this Chapter.** The proposed PUD meets the intent of the PUD chapter to permit and encourage innovative, economical, and attractive development; which includes land uses which harmonize with natural features and constraints; which promotes efficient, innovative, economical, attractive, and environmentally sensitive development; and which efficiently phases and locates public and private services and facilities. The proposed PUD is an efficient development which utilizes a private street to access all portions of the topographically challenged property.
3. **The proposed PUD is compatible with the character and uses in the surrounding area.** The PUD is consistent with the surrounding area which is primarily a mixture of residential developments. The proposed PUD provides for development of the subject property at a similar density as already exists within Southgate 3rd Addition.
4. **Public services and utilities are available or can be made available and are adequate to accommodate the proposed PUD.** Public Works has indicated that water, sanitary sewer, and storm sewer systems are readily available in the area and can accommodate the proposed PUD. The subject property has been determined to be developable in the

2012 Comprehensive Water System Plan and the 2011 Comprehensive Sewer System Plan.

5. **The proposed PUD will not endanger the public health or safety.** There is no evidence that the proposed PUD would have an impact on the public health and safety. The proposed PUD will help serve the need of providing a range of sizes of single-family homes.
6. **The residential densities, proposed land uses, and design proposed within the PUD promote the innovative, efficient, economic and attractive development of the subject property.** The proposed design of the eight single family dwellings utilizes the challenging topography with a private street to provide addition single-family homes in the City. The proposed homes have a design which is attractive and will provide a quality product that fits in with the area.

III. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the Planning and Zoning Commission of the City of Moscow recommends approval of the Planned Unit Development (PUD) request for the two point nine seven (2.97) acre area of land generally located east of the current terminuses of Granville Street and Castleford Street with no conditions.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW
this 10 day of September, 2025.



Dennis Wilson, Chair
Planning and Zoning Commission

* In accordance with Moscow City Code Section 4-6-5, any applicant, City representative or affected person, may appeal a final decision of the Board of Adjustment or of the Planning and Zoning Commission to the Council within ten (10) calendar days following a final decision of such Board or Commission regarding an interpretation of or administration of the Zoning Code by the Zoning Administrator, which includes: a variance application, conditional use permit, or PUD, by filing written notice of appeal specifying the grounds therefor with the City Clerk, or their designee. Grounds upon which an appeal to the City Council may be made following a final decision of the Board of Adjustment or of the Planning and Zoning Commission includes the following:

1. Decision violates statutory or constitutional provisions;
2. Decision exceeds statutory authority;
3. Decision was made upon unlawful procedure;
4. Decision was unsupported by substantial evidence in the records or as a whole; or
5. Decision was arbitrary, capricious, or an abuse of discretion.

**BEFORE THE PLANNING AND ZONING COMMISSION
OF THE CITY OF MOSCOW, COUNTY OF LATAH,
STATE OF IDAHO**

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS REGARDING A REQUEST FOR A PRELIMINARY SUBDIVISION PLAT OF A TWO POINT NINE SEVEN (2.97) ACRE AREA OF LAND GENERALLY LOCATED EAST OF THE CURRENT TERMINUSES OF GRANVILLE STREET AND CASTLEFORD STREET, KNOWN AS SIERRA VISTA ADDITION TO THE CITY OF MOSCOW, IDAHO.

WHEREAS, the applicant filed an application for a Preliminary Subdivision Plat on July 1, 2025; and

WHEREAS, this matter came before the Moscow Planning and Zoning Commission during a duly noticed public hearing on August 13, 2025; and

WHEREAS, having reviewed the application, including all exhibits entered, and having considered the issues presented by the applicant and the opponents:

THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW, IDAHO, AFTER DUE DELIBERATION AND CONSIDERATION, HEREBY CONCLUDES:

I. RELEVANT FACTS AND CONCLUSIONS

1. The Planning and Zoning Commission considered the request pursuant to the City of Moscow 2019 Comprehensive Plan, City of Moscow Zoning Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The subject property is a 2.97-acre parcel that is currently vacant and is platted as Phase III of Southgate 3rd Addition. The subject property is surrounded by University of Idaho's Parker Farm to the east, prior Southgate Additions to the west, Milton Arthur Park and residential properties to the north, and residential properties within the Area of City Impact to the south.
3. The subject property is currently designated as Auto-Urban Residential (AU-R). AU-R designated areas,

“designated areas contain predominantly single-family detached homes on lots ranging from 7,000 to 11,000 square feet in size and are more isolated from surrounding uses which may require residents to rely more on automobile transportation. This designation includes those areas generally anticipated to be developed for low- to moderate-density residential uses at densities between three to six units per acre which could include a mix of detached single-family, twinhome, and townhome residential dwellings. Appropriate current zoning for Auto-Urban Residential designated areas includes Low Density Residential (R-1), Moderate Density Single Family Residential (R-2) and Medium Density Residential (R-3) in order to include a mixture of attached and detached dwellings where appropriate.”

4. All of the surrounding properties are also designated as Auto-Urban Residential, with the exception of Milton Arthur Park to the north which is designated as Parks and Open Space.
5. The subject property is currently designated as the Medium Density Residential (R-3) Zone. The subject property was rezoned in 2021 with the condition that the R-3 Zone be limited to no more than detached single-family dwellings.
6. According to the City of Moscow Zoning Code, the purpose of the R-3 Zoning District is to:
“Provide for an increase over the density allowed by the R-2 zoning district by permitting different types of housing construction. It is appropriate where activity levels are moderate, terrain permits construction of somewhat larger structures, and where public systems and neighborhood facilities can accommodate a greater intensity of land use as guided by the Comprehensive Plan.”
7. Uses permitted within the R-3 Zone include single-family dwellings, two family dwellings, twinhomes, townhouses, market and community gardens, group and small childcare facilities, and public parks and recreation facilities.
8. The applicant is proposing to subdivide the existing 2.97-acre area to create 8 lots ranging from 9,189 to 19,589 square feet in size, referred to as Sierra Vista Subdivision. All of the proposed lots meet the minimum lot size of 6,000 sf and minimum lot width of 60 feet for the R-3 Zoning District.
9. The applicant has concurrently applied for a Planned Unit Development (PUD) on the subject property to allow a private street which serves the proposed lots as well as a reduction in front yard setbacks.
10. Water service is proposed to be extended via water mains that will be extended along the Castleford Street extension. A water main will then be extended along the proposed private street to serve the proposed lots.
11. It is anticipated that under commonly observed household water use within the City (114 gallons per day per occupant) that the proposed 8 lots could be reasonably anticipated to use approximately 0.74 million gallons of water per year ($8 \text{ du} \times 2.25 \text{ occupants/du} \times 114 \text{ gallons/occupant} \times 365 \text{ days/year} = 0.74 \text{ M gallons/year}$).
12. Sanitary sewer will be extended to the future main within Castleford Street via an easement on Lot 1 and an easement on Lot 1 Block 2 of the proposed Park Valley Addition to the north. Storm Sewer will be conveyed along the same alignment as the sanitary, through sewer easements on individual lots.
13. Storm Sewer will be conveyed through the subdivision through a main in Granville and Castleford Streets which will connect to the existing stormwater system in Southgate 3rd Addition.
14. The subject property is located to the east of Castleford Street which is proposed to be extended with the Park Valley Addition. A private street is proposed to connect to Castleford Street and serve the 8 lots. The private street will meet the City’s private street standard which includes a 20-foot-wide paved surface, curbing, and a sidewalk on the north side of the street. The applicant is proposing that the private street terminate with a hammerhead turnaround which will meet fire code requirements.

15. Parkland dedication requirements have previously been satisfied with the dedication, grading, and hydroseeding of Milton Arthur Park, so no further dedication is required.

BASED ON THE ABOVE RELEVANT FACTS AND CONCLUSIONS, THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW HEREBY FINDS THE FOLLOWING RELEVANT CRITERIA AND STANDARDS:

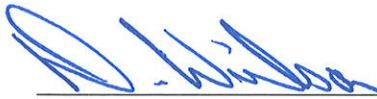
II. RELEVANT CRITERIA AND STANDARDS

1. **The proposed subdivision is in conformance with all applicable City Code requirements.** The proposed preliminary plat is consistent with and in conformance with the requirements and provisions of the Medium Density Residential (R-3) Zoning District, including lot area, dimensions and other relevant provisions. The proposed preliminary plat is also in conformance with the general requirements of the Moscow Subdivision Ordinance including, but not limited to, the provision of the logical and orderly connection to the City's street network, public utilities, and the provision of public parkland.
2. **The proposed subdivision is in general conformance with the Comprehensive Plan.** The proposed preliminary plat is consistent with the City of Moscow Comprehensive Plan and provides for the logical and orderly development and extension of the City's street system. The proposed lots sizes and densities are consistent with the Comprehensive Plan Land Use designation of Auto-Urban Residential.
3. **Public Services and utilities are available or can be made available and are adequate to accommodate the proposed subdivision.** The subject property has direct access to Castleford Street. Water and sewer services are proposed to be extended throughout the subdivision from the existing mains at the current terminuses of Granville Street and Castleford Street. The Engineering Department has determined that the existing system has adequate potable and fire flows and sewer capacity to serve the proposed subdivision.
4. **The proposed subdivision will not be detrimental to the public health, safety, or general welfare.** The proposed preliminary plat provides for the extension of City streets and services and will not be detrimental to the public health, safety, or general welfare.

III. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the Planning and Zoning Commission of the City of Moscow recommends approval of the preliminary subdivision plat request for the two point nine seven (2.97) acre area of land generally located east of the current terminuses of Granville Street and Castleford Street with no conditions.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW
this 10 day of September, 2025.



Dennis Wilson, Chair
Planning and Zoning Commission

* In accordance with Moscow City Code Section 4-6-5, any applicant, City representative or affected person, may appeal a final decision of the Board of Adjustment or of the Planning and Zoning Commission to the Council within ten (10) calendar days following a final decision of such Board or Commission regarding an interpretation of or administration of the Zoning Code by the Zoning Administrator, which includes: a variance application, conditional use permit, or PUD, by filing written notice of appeal specifying the grounds therefor with the City Clerk , or their designee. Grounds upon which an appeal to the City Council may be made following a final decision of the Board of Adjustment or of the Planning and Zoning Commission includes the following:

1. Decision violates statutory or constitutional provisions;
2. Decision exceeds statutory authority;
3. Decision was made upon unlawful procedure;
4. Decision was unsupported by substantial evidence in the records or as a whole; or
5. Decision was arbitrary, capricious, or an abuse of discretion.

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 15, 2025



AGENDA ITEM TITLE

Approval of Expansion of the Moscow Police Department K9 Program (ACTION ITEM) - Anthony Dahlinger / Ryan Snyder

RESPONSIBLE STAFF

Anthony Dahlinger, Police Chief

ADDITIONAL PRESENTER(S)

DESCRIPTION

The Moscow Police Department is requesting approval to expand the current K9 program to include one additional narcotics detection K9. The department's sole K9, Ragnar, began his tour of duty in August 2022 and his efforts to combat illicit drugs in the community have been a great success. Ragnar is currently four years old, which equates to him being approximately halfway through his working lifespan. It is the intention of the MPD to continue the use of canines to assist in keeping Moscow safe and most importantly, save lives by keeping deadly drugs like fentanyl out of the community. Expansion of the K9 program at this time is highly beneficial as it would allow for a staggered succession of the K9 units in the future. The Additional K9 would also allow the police department the ability to schedule the two K9 units to be on opposing shifts, ensuring that a K9 unit would be on patrol both during daylight and nighttime hours. Funds in the police department's FY26 Drug Investigation Expense budget (101-071-632-42) have been identified and authorized for use to purchase the second K9 animal. These are pre-existing funds stemming from prior forfeitures and seizures from criminal drug cases. Also approved in the FY26 budget on August 4, 2025, was the purchase of an additional patrol vehicle to be unfitted to become the second K9 patrol vehicle (budget line: 290-132-770-75).

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve the expansion of the Moscow Police Department K9 program, or take other action deemed appropriate.

STAFF RECOMMENDATION

Approve the expansion of the Moscow Police Department K9 program.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Additional K9 Justification - Council



Moscow Police Department MEMORANDUM



Office of the Chief of Police

September 10, 2025

To: City of Moscow Council Members & Mayor Bettge

From: Chief Anthony Dahlinger

Subject: Additional K9 Request for FY26

The department's sole K9, Ragnar, is currently four years old, which equates to him being approximately halfway through his working lifespan. It is my preference and intention for MPD to continue the use of canines to assist in keeping Moscow safe and most importantly, save lives by keeping deadly drugs like fentanyl out of our community.

According to the United States Drug Enforcement Administration (DEA), fentanyl is approximately 100 times more potent than morphine and just 2mg of fentanyl can be lethal. Fentanyl is found in many different forms but is commonly in either a powder or pill form. Counterfeit pills (crafted to look like prescription pills) can contain anywhere from .02 to 5.1 milligrams of fentanyl each and 42% of pills were found to contain at least 2mg of fentanyl. It is estimated that 1 kilogram (1,000 grams) of fentanyl has the potential to kill 500,000 people.

K9 Ragnar began his tour of duty on August 1, 2022. Since that time, his deployments have resulted in the seizure of the following illicit drugs:

- Methamphetamine = 807.9g
- Fentanyl = 640.52g
- Fentanyl (pills) = 126
- Cocaine = 78.1g
- Heroin = 68.6g
- Marijuana = 2,700.37g

Understanding the above statistics regarding the lethality of fentanyl, K9 Ragnar has led to the seizure of enough fentanyl with the potential to kill 446,260 people, over 16 times the population of Moscow. Unfortunately, the fentanyl crisis is ongoing. I speculate that a second narcotics detection K9 unit will at least double these seizure numbers, thereby significantly aiding in the protection of our community and getting these extremely dangerous drugs off the street. This requested second K9 team, if approved and implemented, will ideally be assigned to a schedule that is opposite of K9 Ragnar in an effort to have a K9 unit on duty during opposing hours for better utilization and coverage.

Through intelligence gathering, MPD has learned that the news has spread of K9 Ragnar's effectiveness and MPD's proactive and aggressive efforts on eliminating drugs in our town. The word among individuals involved in drug trafficking is to **stay out of Moscow** and that deterrence is exactly what we want.

When MPD first established our new K9 program, there were many unknowns that fortunately we now have answers to. One of those unknowns was what the ongoing cost would be. We know now those ongoing expenses such as food, veterinarian visits, boarding, additional training, etc. are minimal. This cost has been reduced further in FY25 since we have changed to using a different boarding service for times when Ragnar's handler, Sgt. Snyder, is out of town and they are significantly cheaper than our previous arrangement. The additional ongoing expenses for a second canine will likely be covered within our current drug dog supplies budget line requiring no additional funding for FY26.

Certainly, the largest cost associated with an additional K9 unit is the purchase of a second dedicated K9 patrol vehicle. The estimated cost to purchase and upfit a new K9 patrol vehicle is approximately \$80,000, which includes all necessary specialized K9 vehicle additions. With the K9 vehicles being the only issued patrol vehicles, they have the ability to last much longer than fleet vehicles due to being used less frequently than fleet patrol vehicles.

The other initial costs of a second K9 are of course the purchase of the animal and the training of the new K9 team as well as the building of a new kennel at the handler's residence. The estimated cost of acquiring the new K9 is between \$8,500 and \$10,000, depending on where we source the animal. The training aspect for the second K9 and handler is estimated at about \$1,000 and can be done locally. This is dramatically less expensive than it was for Ragnar when we sent Sgt. Snyder and Sgt. Gunderson to Illinois for their initial training. In FY22, MPD used a contractor for the construction of Ragnar's kennel at a cost of \$4,675.

In the police department's Drug Investigation Expense budget 101-071-632-42, we currently have a balance of \$55,377.00. These funds are designated to only be used for drug investigation and enforcement purposes. The utilization of these funds to purchase a second drug detection K9 and related start up equipment, such as building a kennel and K9 handler training, would ensure the police department can work to expand our K9 program with minimal additional funds requested. This is especially prudent considering the City's current budget constraints.

The expected career of a narcotics detection K9 is approximately seven years. With K9 Ragnar nearing the halfway point of his career, now is an optimal time to introduce a second K9 unit to establish a staggered replacement in the future. This staggered replacement will ensure there is no lapse in time where MPD would be without a K9, continually working to keep these dangerous substances out of our city.

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, September 15, 2025



AGENDA ITEM TITLE

Whitman County BUILD Grant Application Memorandum of Understanding (ACTION ITEM) - Bill Belknap

RESPONSIBLE STAFF

Bill Belknap, City Administrator

ADDITIONAL PRESENTER(S)

DESCRIPTION

Whitman County has been actively working to advance improvements to Sand Road and Kirkendahl Road to provide an alternative east-west route for freight traffic to utilize to reduce traffic within downtown Pullman. This improvement would also benefit Moscow by reducing freight traffic in downtown Moscow. This route was studied in the recent Pullman-Whitman County Freight Alternatives Study completed by the Palouse Regional Transportation Planning Organization. Whitman County would like to apply for a Federal BUILD grant to complete the design and engineering for the project. As envisioned in the study, the project would begin at the Mountain View/Highway 8 intersection with the installation of a signal and continue south and then west with improvements to Mountain View Road and Palouse River Drive continuing west to U.S. Highway 195. The City and Whitman County would like to engage Welch Comer Engineers to assist with the grant application and completion of the Benefit Cost Analysis for the January application cycle. Given the tight timeline and the fact that the City already has a master services agreement with Welch-Comer, we are proposing to have the City contract with Welch in an amount not to exceed \$45,000. Whitman County would fund 70% of the cost, and the City would fund the remaining 30%, which is reflective of each entity's proportionate share of the estimated \$18.9 million project. Staff have prepared a Memorandum of Understanding (MOU) to document this joint project.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve the proposed Memorandum of Understanding with Whitman County, or take other action deemed appropriate.

STAFF RECOMMENDATION

Approve the proposed Memorandum of Understanding with Whitman County

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. MOU Whitman County_Moscow_BUILD Grant Application_Draft

MEMORANDUM OF UNDERSTANDING FOR
JOINT TRANSPORTATION GRANT APPLICATION PREPARATION
BETWEEN CITY OF MOSCOW, IDAHO AND
WHITMAN COUNTY, WASHINGTON

THIS MEMORANDUM OF UNDERSTANDING FOR JOINT TRANSPORTATION GRANT APPLICATION PREPARATION (hereinafter “MOU”), is made and entered into this _____ day of _____, 2025, by and between the City of Moscow, Idaho, 206 East Third Street, Moscow, Idaho, 83843, a municipal corporation of the State of Idaho (hereinafter "CITY"), and Whitman County, Washington, 411 North Mill Street, Colfax, Washington, 99111 (hereinafter "COUNTY") an essential administrative unit of the State of Washington.

INTRODUCTION

WHEREAS, COUNTY and CITY desire to jointly plan for the improvement of transportation facilities within each entity’s jurisdiction; and

WHEREAS, COUNTY has identified the need to make transportation improvements to accommodate freight movement into and within Whitman County; and

WHEREAS, COUNTY has identified a project to accommodate freight movement through the Sand Road-Kirkendahl Project (hereinafter “Project”) as detailed within the recently completed Pullman-Whitman County Freight Alternatives Study attached hereto as Exhibit ‘A’ and incorporated herein by this reference (hereinafter “Study”); and

WHEREAS, CITY desires to facilitate freight movement around CITY and reduce freight movement within the downtown area; and

WHEREAS, CITY believes the Project, if completed, would facilitate freight movement around the City and reduce heavy truck traffic in the downtown area; and

WHEREAS, the U.S. Department of Transportation offers transportation improvement grants through the Better Utilizing Investments to Leverage Development (BUILD) grant program; and

WHEREAS, CITY and COUNTY wish to engage a qualified design professional to assist with the preparation of a joint BUILD grant application to fund design and engineering for the Project; and

WHEREAS, CITY and COUNTY desire to share the grant application preparation cost as detailed herein;

NOW, THEREFORE, CITY and COUNTY agree 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, in consideration of the mutual covenants and stipulations set out, do hereby agree as follows:

SECTION 1: TERMS AND CONDITIONS

- A. **Scope of Work:** The consultant services shall include the preparation of a BUILD Grant application for the preliminary engineering and design of the Project as described in the Study. The project corridor begins at the intersection of Kirkendahl Road and U.S. Highway 195 and extends eastward to the intersection of Mountain View Road and Idaho State Highway 8 and has an estimated construction cost of \$18.9 Million.
- B. **Selection of Design Professional:** CITY and COUNTY shall mutually agree upon the selection of the design professional to furnish the services contemplated under this MOU. The selected design professional shall have demonstrated experience and expertise in transportation planning and design.
- C. **Costs and Payment:** CITY and COUNTY agree that the cost of the professional services shall not exceed a total of Forty-Five Thousand Dollars (\$45,000). CITY shall be responsible for thirty percent (30%) of the cost and COUNTY shall be responsible for seventy percent (70%) of the cost which reflects the relative percentage of the total estimated construction cost within each entity's respective jurisdiction. CITY shall enter into a contract with the selected design professional and shall jointly administer and oversee the work of the design professional with COUNTY. Payment for services shall be paid by CITY to the design professional no more than once a month upon receipt of an itemized statement of services performed. CITY shall submit a reimbursement request to COUNTY for payment of COUNTY's portion, along with the invoice received. COUNTY shall remit payment to CITY within thirty (30) days of receiving the request for reimbursement.
- D. **Term:** This MOU shall be in full force and effect until the completion and submission of the grant application, which shall be completed no later than March 31, 2026.
- E. **Non-Binding Future Obligations:** It is understood by the Parties that the work contemplated under this MOU is preliminary in nature for the purpose of preparation of a grant application and this MOU shall not bind either party to any obligation beyond what is contained herein.
- F. **Severability.** The terms of this Agreement shall be severable. 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.

SECTION 2: MODIFICATION AND ASSIGNABILITY

This MOU contains the entire agreement between the Parties, and no statements, promises, or inducements made by either Party, or agents of either Party, are valid or binding unless contained herein. This MOU may not be enlarged, modified or altered except upon written agreement signed by the Parties hereto. COUNTY and CITY shall not assign any right, duties or obligations under this MOU to any other person or entity, governmental or otherwise, without the prior written approval of the other Party.

SECTION 3: TERMINATION OF MOU

CITY or COUNTY may terminate this MOU with sixty (60) days' notice to the other Party. Both Parties shall be equally responsible for any financial obligations to the design professional incurred up to and beyond the notice of termination as may be required under the professional services agreement with the design professional.

SECTION 4: ADHERENCE TO LAW REQUIRED

All applicable Federal, State, and Local statutes and regulations are hereby made a part of this MOU and shall be adhered to at all times. Violation of any of these statutes or regulations by CITY and/or COUNTY shall be deemed material and shall subject CITY and/or COUNTY to termination of this MOU.

SECTION 5: NO JOINT VENTURE

Nothing contained in this MOU shall be in any way construed as creating a separate legal entity, or expressing or implying that the Parties have joined together in any joint venture partnership or agency relationship.

SECTION 6: WAIVER, JURISDICTION AND VENUE

The failure of COUNTY or CITY to insist on strict performance of any of the terms and conditions in this MOA shall not be deemed a waiver of the rights or remedies that either Party may have regarding that specific instance and shall not be deemed a waiver of any subsequent breach or default in any of the terms and conditions hereof. This MOU 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.

SECTION 7: INDEMNIFICATION

The Parties are governmental entities subject to statutory and constitutional restrictions concerning the acceptance of liability. The Parties liabilities are further governed by the Idaho Tort Claims Act and the Revised Code of Washington. It is the intention of the Parties that each will be responsible for its own acts and omissions, and those of its officers and employees acting within the course and scope of their employment.

SECTION 8: LEGAL FEES

In the event either Party incurs legal expenses to enforce the terms and conditions of this MOU, the prevailing Party is entitled to recover reasonable attorney's fees and other costs and expenses whether the same are incurred with or without a lawsuit.

SECTION 9: COUNTY AND CITY REPRESENTATIVES AND NOTICE

The person designated as the COUNTY representative is Mark Storey, Public Works Director and the person designated as the CITY representative is Bill Belknap, City Administrator. The designated representatives shall be authorized to administer this MOU and the subsequent contract to be entered into with the design professional. All communication or notification to be given pursuant to this MOU shall be given to the following:

COUNTY:

Mark Storey, Public Works Director
Whitman County
310 N. Main Street
Colfax, Washington 99111

CITY:

Bill Belknap, City Supervisor
City of Moscow
206 East Third Street
Moscow, Idaho 83843

SECTION 10: INTERPRETATION AND HEADINGS

As a further condition of this MOU, COUNTY and CITY acknowledge that this MOU shall be deemed and construed to have been prepared mutually by each Party and it shall be expressly agreed that any uncertainty or ambiguity existing therein shall not be construed against any Party. Headings, captions, and titles of sections of this Agreement are for the convenience of reference only, and are not intended to define, limit, or describe the scope or intent of any provision of this Agreement, and shall not affect the construction of any provision of this Agreement.

SECTION 11: APPROPRIATIONS AND APPROVAL

This Agreement is contingent upon the Parties receiving the necessary funding to cover the obligations provided herein. In the event that such funding is not received or appropriated, then, and in that event, the Parties 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.

SECTION 12: AUTHORITY TO EXECUTE

CITY and COUNTY each represent and warrant to the other that this MOU 1) has been validly executed and delivered; 2) has been duly authorized; and 3) constitutes a valid binding agreement of such Party enforceable in accordance with its terms.

IN WITNESS WHEREOF, said COUNTY and CITY have caused this MOU to be executed on the day and year first above written.

COUNTY:

CITY:

Art Swannack,
Whitman County Commissioner

Arthur D. Bettge, Mayor

Tom Handy,
Whitman County Commissioner

Chad Whetzel,
Whitman County Commissioner

ATTEST:

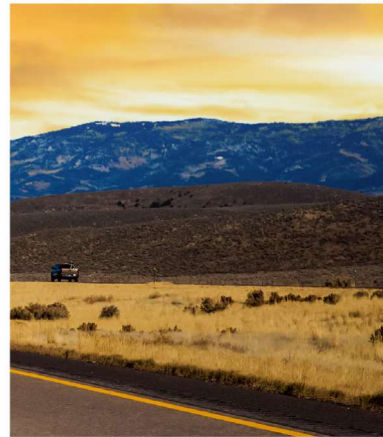
Corey Mitzimberg,
Clerk of the Board

ATTEST:

Laurie M. Hopkins, City Clerk

Pullman-Whitman County Freight Alternatives Study

Palouse Regional Transportation Planning Organization



JUNE 2025

Prepared by

Pullman - Whitman County Freight Alternatives Study

SUBMITTED TO THE:
Palouse Regional Transportation Planning Organization



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JUNE 2025

PREPARED BY:
WELCH COMER ENGINEERS
330 E. LAKESIDE AVENUE, SUITE 101
COEUR d'ALENE, ID 83814
(208)664-9382
wc@welchcomer.com



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Executive Summary

The Pullman-Whitman County Freight Alternatives Study, led by the Palouse Regional Transportation Planning Organization in partnership with and funded by the Washington Department of Transportation (WSDOT), addresses growing concerns over truck traffic through downtown Pullman, Washington. As the civic and commercial hub of the city, downtown Pullman experiences significant freight-related congestion, noise, safety concerns, and diminished pedestrian experience—particularly due to agricultural and other heavy vehicles.

The study identifies practical, cost-effective alternatives to shift through-truck traffic away from the downtown core while supporting efficient freight movement. These options are intended to complement—not replace—larger regional solutions previously identified or currently under study. The process included strong public engagement, stakeholder interviews, a Transportation Advisory Group, and origin-destination freight analysis.

Key Findings

- About 50% of downtown truck traffic is through-traffic without a local destination.
- Of the through truck traffic, 75% is traveling in an east-west or west-east direction.
- Stakeholders—especially freight and agricultural operators—support rerouting trucks due to challenges in navigating downtown streets.
- Routes already favored by truck drivers include Albion Road, Bishop Boulevard, and Sand Road–Kirkendahl Road, though all require varying levels of improvement.

Top Practical Routes Identified

Though several routes were evaluated, the routes identified below were the most practical to reduce truck traffic passing through downtown Pullman.

1. Bishop Boulevard Route

- Most competitive option with minor travel time increases.
- Estimated improvement cost: \$7.65 million.
- Highest near-term priority due to strong truck diversion potential.

2. Sand Road–Kirkendahl Road Route

- Supported regionally and already partially under study/design.
- Estimated improvement cost: \$18.9 million.
- Most suitable for agricultural traffic coming from the east.

3. Albion Road Route

- Existing truck route with lower infrastructure needs
- Estimated improvement cost: \$9.2 million
- Key link to the Port of Almota for agricultural goods

Estimated Truck Reduction Potential

Truck trips per day through downtown Pullman on Grand Avenue, Paradise Street, and Main Street were estimated to be 1,400 medium trucks (FHWA Classes 5–7) and 100 heavy trucks (Class 8) for a total of around 1,500 daily trucks. Using travel time competitiveness and truck movement data:

- Bishop Boulevard is expected to divert approximately 400 daily non-agricultural truck trips from downtown.
- Sand Road–Kirkendahl Road may divert about 250 daily non-agricultural truck trips.
- Albion Road is projected to remove approximately 25 daily non-agricultural truck trips.

These practical alternatives have the potential to divert the majority of the 750 daily through-truck trips currently traveling through downtown Pullman, which make up roughly 50% of the total trucks in downtown Pullman.

Implementation Strategy

Given the full cost of all recommended improvements (~\$32.7 million), a phased approach is advised:

- Immediate Term (~\$2.9M): Focus on priority upgrades to Bishop Boulevard intersections and signal upgrades
- Near Term (Next 5 Years, ~\$12.6M): Make Kirkendahl Road truck-capable and continue Bishop enhancements
- Medium Term (5–10 Years, ~\$12.5M): Improve Sand Road, replace bridges on Bishop and Sand, and construct Albion roundabout
- Long Term (10–15 Years, ~\$7.7M): Address remaining intersection on the Sand Road route in Moscow, Idaho and complete improvements on roadways and a bridge on the Albion Route.

Conclusion

This study provides a data-driven, community-informed roadmap for rerouting freight traffic currently driving through downtown Pullman. Prioritizing the Bishop Boulevard and Sand Road–Kirkendahl alternatives offer the best near-term opportunities to meet the goals while supporting regional freight mobility.



1 - Introduction

Background and Need for the Study

Downtown Pullman serves as the civic and commercial heart of the community, but it also functions as a primary corridor for regional freight movement. Over time, an increasing volume of truck traffic—particularly from agricultural, industrial, and commercial sources—has raised concerns about safety, congestion, noise, and the overall pedestrian experience in the downtown core. These issues have been consistently identified by residents, business owners, and local leaders, prompting a growing call to explore alternatives for rerouting freight traffic away from downtown streets.

Recognizing the need to preserve the vitality and walkability of downtown Pullman while also supporting regional economic activity, the Palouse Regional Transportation Planning Organization (RTPO) and WSDOT initiated the Pullman/Whitman County Freight Alternatives Study. This study seeks to evaluate practical options for reducing or eliminating through freight traffic in the downtown area by identifying and assessing alternative routes that balance safety, efficiency, cost, environmental impact, and compatibility with existing land uses.

Building on past planning and strong community input, the study offers data-driven recommendations to guide future infrastructure and policy decisions. Its goal is to improve quality of life in downtown Pullman while supporting regional freight efficiency. It presents cost-effective options to reroute through-truck traffic that complement, not replace, broader regional solutions.

Study Area

The study focuses on the City of Pullman and its immediate surroundings in Whitman County, Washington. The area includes key freight-generating zones such as agricultural lands, industrial sites, and highway links—especially those connected to SR 27, SR 195, SR 270, and other major arterials. Critical infrastructure includes the Pullman Central Business District, nearby neighborhoods, major intersections, and current freight corridors.

The study also considers the broader Palouse region's transportation network, including routes extending into Idaho, to ensure alternatives meet regional freight needs while minimizing local impacts.

The objective is to reduce heavy truck traffic in the downtown Pullman core, as shown in the exhibit.



Revitalization of Pullman's Main Street in 2024 introduced traffic calming measures—like curb bulbs, road diet, narrower lanes, and a speed table—to enhance pedestrian connectivity and encourage trucks to use alternate routes.

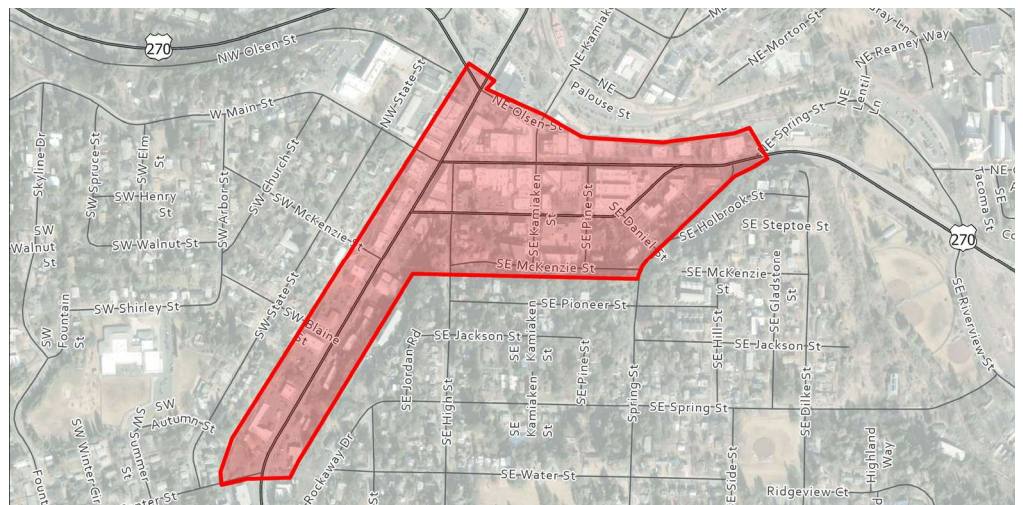


Exhibit 1-1: Downtown Pullman Core limits for purposes of the study.



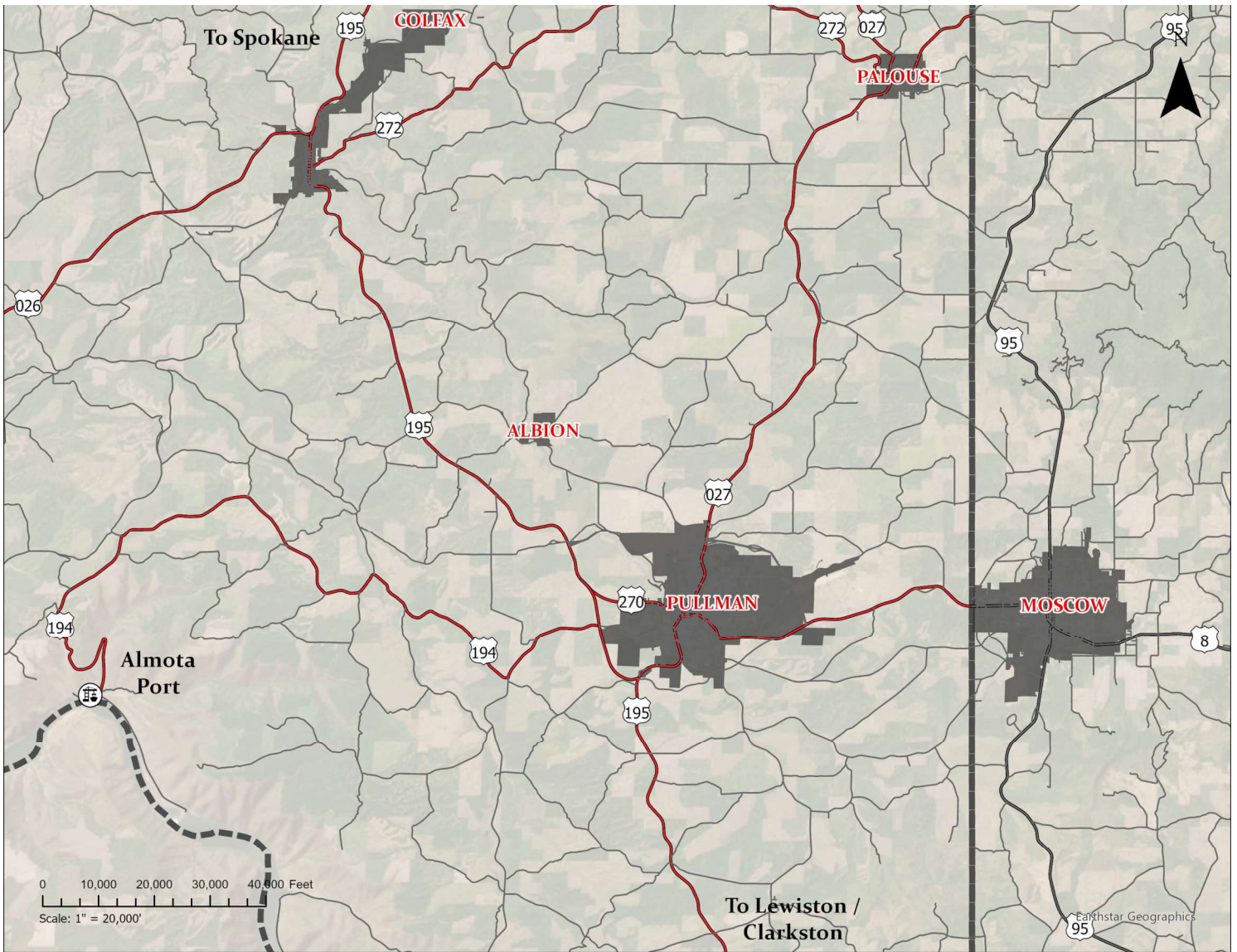


Exhibit 1-2: The study area includes the region in and around the City of Pullman. Some routes extend into Moscow, Idaho.

Study Goals and Objectives

While freight mobility in Pullman has been the subject of various studies over the years, this effort is distinct in its focus on identifying **practical** solutions—those that can be implemented relatively quickly and affordably. The emphasis is on actionable outcomes that address freight challenges while aligning with current community and regional goals.

The Pullman/Whitman County Freight Alternatives Study aims to identify practical freight routes that reduce or eliminate heavy truck traffic in downtown Pullman, improving safety, mobility, and livability while preserving regional freight efficiency. The proposed solutions are designed to be more feasible, cost-effective, and quicker to implement, complementing—rather than replacing—broader regional mobility efforts. The alternatives are not “either-or” options; each may serve specific freight movements and can work in combination to support overall system efficiency.

Specific objectives include:

- Preserve and support downtown vitality by improving the environment for businesses, residents, and visitors.
- Identify and evaluate alternative freight routes that meet the operational needs of freight-dependent industries.
- Minimize adverse impacts to surrounding land uses, neighborhoods, and the environment.
- Leverage existing data and past planning efforts to inform decision-making and reduce redundancy.
- Engage the community and stakeholders throughout the process to ensure proposed solutions reflect local and regional priorities.
- Develop planning-level cost estimates and practical recommendations to support future project development and funding applications.



2 - Community and Stakeholder Engagement

Public Engagement Overview

A central component of the Pullman/Whitman County Freight Alternatives Study was a robust public and stakeholder engagement process designed to ensure that the community's values, concerns, and insights were reflected in the study outcomes. Recognizing that freight mobility impacts a broad spectrum of users—including residents, businesses, freight operators, and agricultural interests—the engagement strategy was tailored to reach a diverse audience through multiple channels. The team directly connected with nearly 150 people through the various outreach efforts and estimates having reached ten times that indirectly through various media efforts.

Community engagement included:

- Transportation Advisory Group meetings
- One-on-one engagement with stakeholders
- Community Open House
- Virtual outreach

Transportation Advisory Group

The process began with the formation of a Transportation Advisory Group (TAG), which met three times to provide input at key project milestones. TAG members represented a cross-section of the community and played a critical role in reviewing data, identifying challenges, evaluating draft alternatives, and helping shape the criteria used for route assessment. The TAG roster and materials provided at TAG meetings are included in the appendix of the report.

TAG Meeting 1 – Project Launch

The first TAG meeting was held on January 13, 2025 and introduced the purpose of the study, timeline, and approach. The consultant team reviewed past planning efforts, shared baseline data, and outlined the project's goals. Key topics included:

- Overview of existing freight conditions and concerns.
- Review of known constraints and travel patterns.
- Introduction to potential freight route alternatives.
- Discussion of community priorities and desired outcomes.

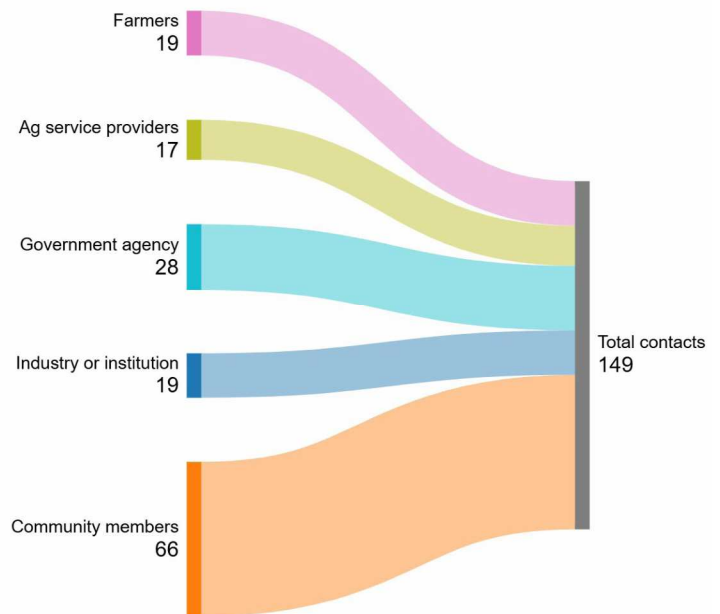
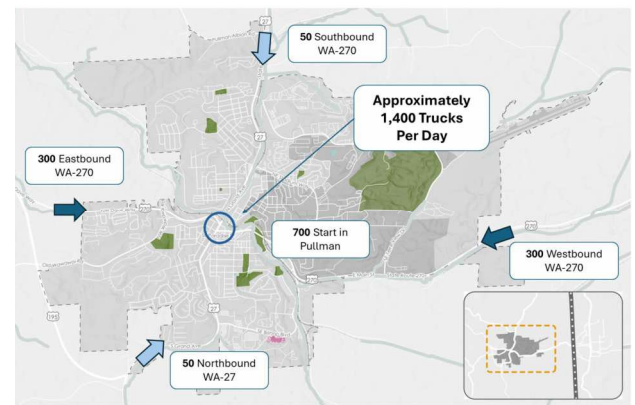
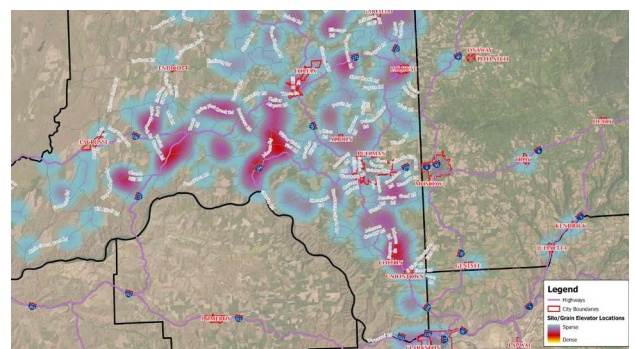


Exhibit 2-1: Direct engagement efforts connected with nearly 150 community members. Passive efforts likely reached many more.



Preliminary data presented to the TAG during the first meeting



Grain silo density provided by the County was mapped to help inform agricultural freight patterns.

TAG Meeting 2 - Preliminary Alternatives and Evaluation Criteria

The second TAG meeting was held February 11, 2025 and focused on presenting the data collected to date and reviewing draft route alternatives. The consultant team also introduced proposed evaluation criteria for ranking the alternatives. Key discussion items included:

- Freight origin-destination data and validation approach.
- Suitability and constraints of initial route options.
- Proposed ranking criteria (e.g., travel time, safety, cost, land use compatibility).
- TAG feedback on refining the practical alternatives and evaluation criteria.

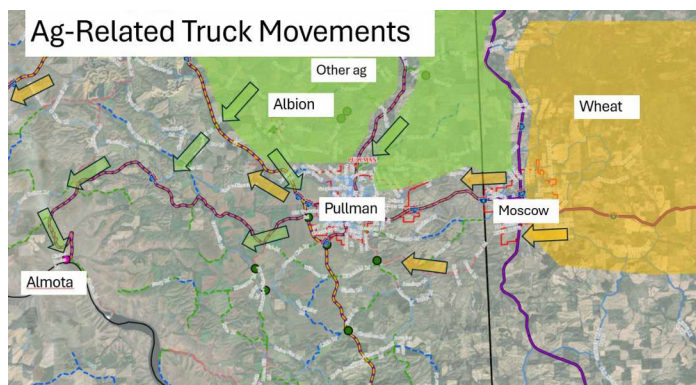
In the meeting, the team explained that based on the preliminary origin-destination analysis, approximately 50% of the 1,500 daily heavy truck trips in downtown Pullman have an origination or a destination in the immediate vicinity. The goal of the study was refined to focus on the 50% that is passing through. This session helped narrow the focus to the most promising freight corridors and ensured the evaluation metrics aligned with regional priorities.

TAG Meeting 3 - Final Alternatives and Prioritization

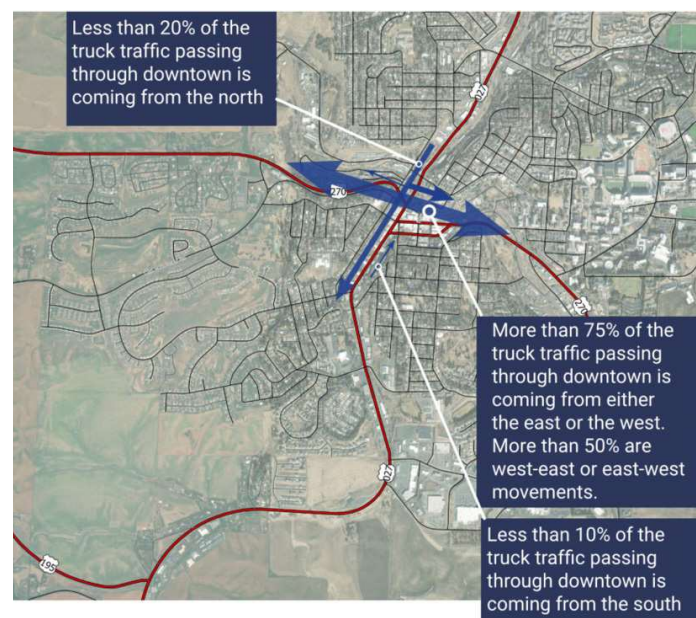
The final TAG meeting took place after the community open house and focused on reviewing public feedback and refining the preferred alternatives. The meeting was held on April 9, 2025. Key topics included:

- Summary of open house participation and input.
- Review of updated route concepts and conceptual alignments.
- Cost estimates and potential implementation considerations.
- Feedback of prioritization of alternatives based on evaluation criteria.

The TAG's input during this final meeting was instrumental in identifying recommended alternatives and confirming that the alternatives reflected both community interests and technical feasibility.

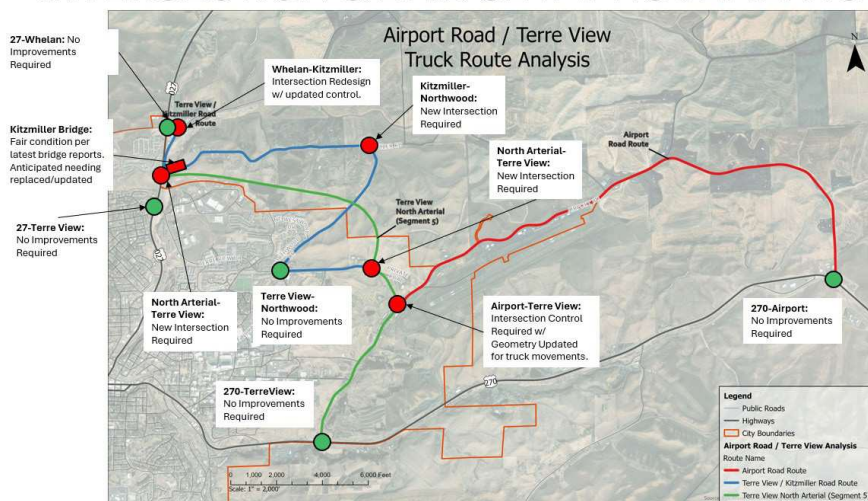


The team's understanding of agriculture related truck movements were explained to the TAG.



The team's understanding of high-level truck origins and destinations were explained to the TAG.

INTERSECTION & BRIDGE IMPROVEMENTS



Intersection and bridge upgrades required were criteria that helped prioritize the practical routes.

One-on-One Engagement with Stakeholders

As part of the freight mobility study for the Pullman region, extensive outreach was conducted between December 2024 and April 2025 to gather input from agricultural producers, freight operators, and logistics companies. The goal was to understand existing freight patterns, bottlenecks, and opportunities for improved truck movement around Pullman and the broader Palouse area. Conversations were held in person, by phone, by text, and through email with over 25 stakeholders, and a major theme emerged: freight operators actively avoid downtown Pullman whenever possible, citing congestion, tight intersections, and limited truck maneuverability. The full report is included in the appendix.

Stakeholder Interview Highlights:

- Truck drivers generally prefer to avoid downtown Pullman, but limitations on alternative routes make that challenging. Freight operators identified Albion Road, Bishop Boulevard, and Airport Road as potentially preferred alternatives, though each requires improvements to be truly useful options.
- Seasonal freight traffic creates pressure points. Fertilizer deliveries peak in early spring and fall; hay and grain hauling are heavy during summer and early fall.
- Infrastructure on alternative routes needs improvement. Common needs include paving, widening, adding turn lanes, replacing weight-restricted bridges, and addressing key bottlenecks at major intersections.
- There is strong support for targeted improvements and long-term interest in a more significant route around the City. Small fixes would help now, but many stakeholders see a “ring road” as the lasting solution to freight congestion.

Agricultural Stakeholders: Agricultural stakeholders, including Norm Druffel Farms, Dick Druffel Farms, Diamond-S, and Anderson Farms, consistently reported significant challenges moving equipment and hauling crops across town. Many rely on alternate routes like Albion Road, Sand Road, Kirkendahl Road, and Bishop Boulevard to bypass downtown Pullman, despite these roads having their own issues such as steep grades, narrow lanes, soft road bases, and weight-restricted bridges.

Moving large farm equipment is particularly challenging, especially during harvest season, and many operators intentionally move before 7:00 a.m. to avoid peak traffic.

Freight Stakeholders: Major freight operators such as McGregor Company, Clearwater Paper, Idaho Forest Group, and PNW (Pacific Northwest Farmers Cooperative) emphasized the importance of north-south and east-west connectivity. They highlighted the seasonal nature of freight movement, with fertilizer deliveries peaking in March-April and October, and hay and grain harvests leading to major truck traffic from June through October. Companies noted that most truck traffic tries to avoid downtown Pullman by using Airport Road and Albion Road. Stakeholders consistently pointed out that Bishop Boulevard and Airport Road serve as key alternative routes, although infrastructure limitations on these routes were also noted.

Agency Meetings: Interviews with various ports, City of Moscow, Latah County, Town of Albion, WSU, and Horrocks, a consultant currently working on another study (US-95 PEL) with the Idaho Transportation Department (ITD) led to a greater understanding of regional freight mobility challenges. It was in these meetings that the team understood the WSU freight delivery routes, destinations and routes related to crops in fields east of Moscow, and current efforts in Idaho that support the study goals.

Overall Feedback: Several infrastructure needs and opportunities were identified through this outreach. Sand Road-Kirkendahl was seen as a critical alternate route but requires paving, stabilization, and bridge improvements to serve heavy freight traffic reliably. Adjacent land owners expressed that paving has attracted more bicyclists creating safety concerns.

Bottlenecks at the Bishop Boulevard/Grand Avenue intersection, the curve at Grand Avenue/Davis Way, and limited turn radii at major intersections were frequently cited.

Weight restrictions on bridges along Sand Road and Bishop Boulevard were flagged as significant impediments to using these alternative routes.

While smaller, practical fixes such as adding turn lanes or reinforcing bridges would provide short-term relief, many emphasized that significant investments would be needed to meaningfully shift truck traffic away from downtown Pullman.

Communication and outreach efforts were positively received, with companies like Coleman Oil, McGregor Company, Whitman County Conservation District, and PNW offering to distribute Open House information to their clients and delivery networks. Several participants also volunteered additional contacts or suggestions for connecting with growers, haulers, and trucking companies across the region.



Community Open House

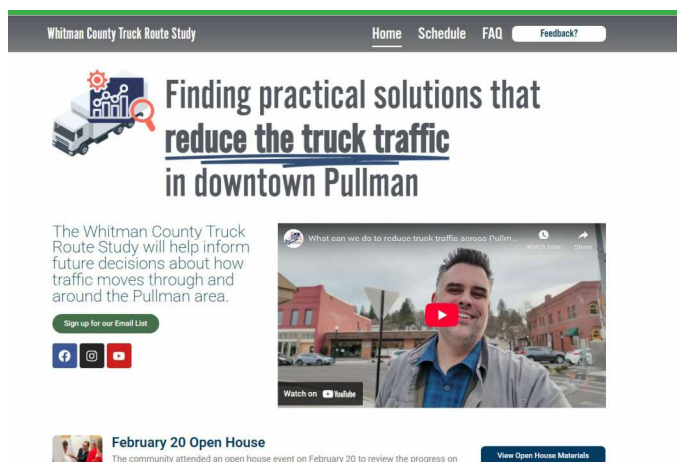
An open house, held at City of Pullman City Hall on February 20, 2025, drew more than 50 attendees and generated 13 written comments. Attendees expressed genuine interest in exploring alternatives to reduce the number of trucks traveling through downtown Pullman. Key take-a-ways included:

- Bishop Boulevard is a good alternative route but presents challenges due to the presence of the hospital and perceived existing congestion.
- Strong support for improving the Sand Road–Kirkendahl Road corridor as a freight alternative.
- Interest in creating an east-west route north of Pullman to better serve WSU event traffic; however, this was identified primarily as a need for passenger vehicles rather than heavy trucks.

The materials presented in the meeting, sign in sheet, written comments, advertisement, and social media posts advertising the event are included in the appendix.

Virtual Engagement

The robust virtual engagement effort included a website (<https://whitmantruckroutes.org>) and social media pages on Facebook and Instagram (@whitmantruckroutes). These pages included project goals, an introductory video with a call to action, assisted in advertising the open house, and provided the public additional opportunities to be involved. Additionally, e-newsletters were emailed to an expansive local email database with project updates. Copies of the e-newsletters are available in the appendix. The virtual outreach was successful - nearly 260 e-newsletters were opened and the team received 37 virtual comments on the draft study.



Strong virtual engagement helped keep the public informed about the project.



The project team explained project goals and potential routes to the public.



The public provided written comment that was reviewed by the project team.



The public had genuine insight into potential solutions to this decades-long problem.



The public informed the project team.

3 - Existing Conditions Analysis

Existing Freight Patterns

Freight traffic plays a vital role in the economic health of Pullman and the surrounding Palouse region, supporting agricultural production, manufacturing, and retail supply chains. However, the routing of heavy trucks through downtown Pullman presents growing challenges, including safety concerns, congestion, and diminished quality of life for residents and visitors.

To understand how and why freight moves through the area, this study examines existing freight patterns, including the origin and destination of truck trips, typical travel routes, and the key generators and receivers of freight. Identifying these patterns is essential to evaluating the feasibility of alternative routes and assessing their potential effectiveness in diverting trucks away from the downtown core.

This analysis uses multiple data sources—including origin-destination data, local GIS layers, Washington State Department of Transportation (WSDOT) freight data, intersection traffic counts from a previous study, and previously collected OD data which was more tailored to the immediate downtown core. Insights gained from stakeholders, the Transportation Advisory Group (TAG), and community input further ground the analysis in local experience and operational realities.

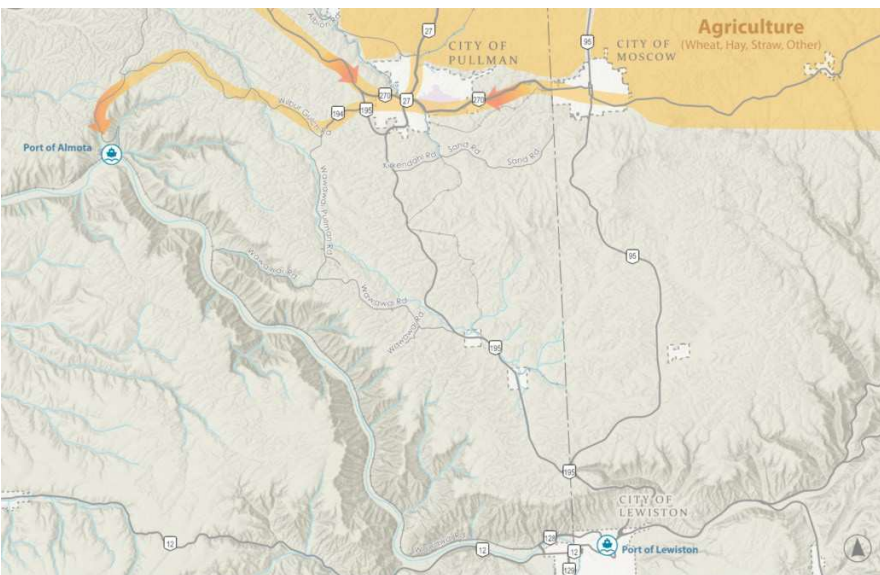


Exhibit 3-1: Much of the agricultural freight passing through Pullman is headed to the middle of Washington State or to the Port of Almota.

Understanding existing freight dynamics provides the foundation for identifying practical alternatives that meet the operational needs of freight users while minimizing negative impacts on downtown Pullman.

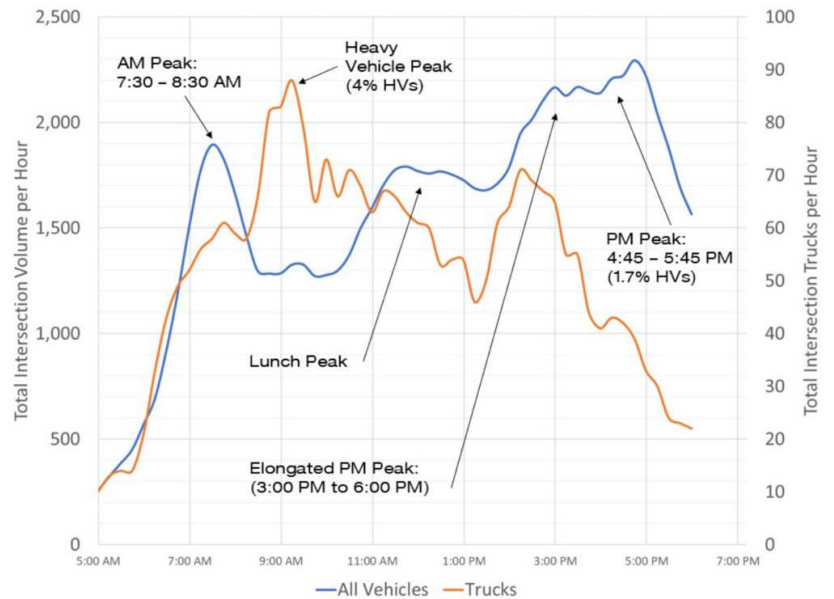


Exhibit 3-2: The freight peak downtown is typically different than that of passenger vehicles (Grand/Main is shown).

Key Findings:

- About one-half of the truck traffic in downtown Pullman has a destination within the downtown.
- Heavy truck traffic typically does not share a peak with the roadway peak (see traffic count from Main Street/Grand Avenue from a previous study).
- Seasonal freight activity contributes to traffic surges, with fertilizer deliveries peaking in early spring and fall, and increased hay and grain hauling occurring during the summer and early fall months.
- Wheat and hay trucks generally originate east of Moscow and travel through both Moscow and Pullman enroute to the middle of Washington State.
- Produce other than wheat and hay originate all over the Palouse and may deliver to local silos or to the port at Almota.

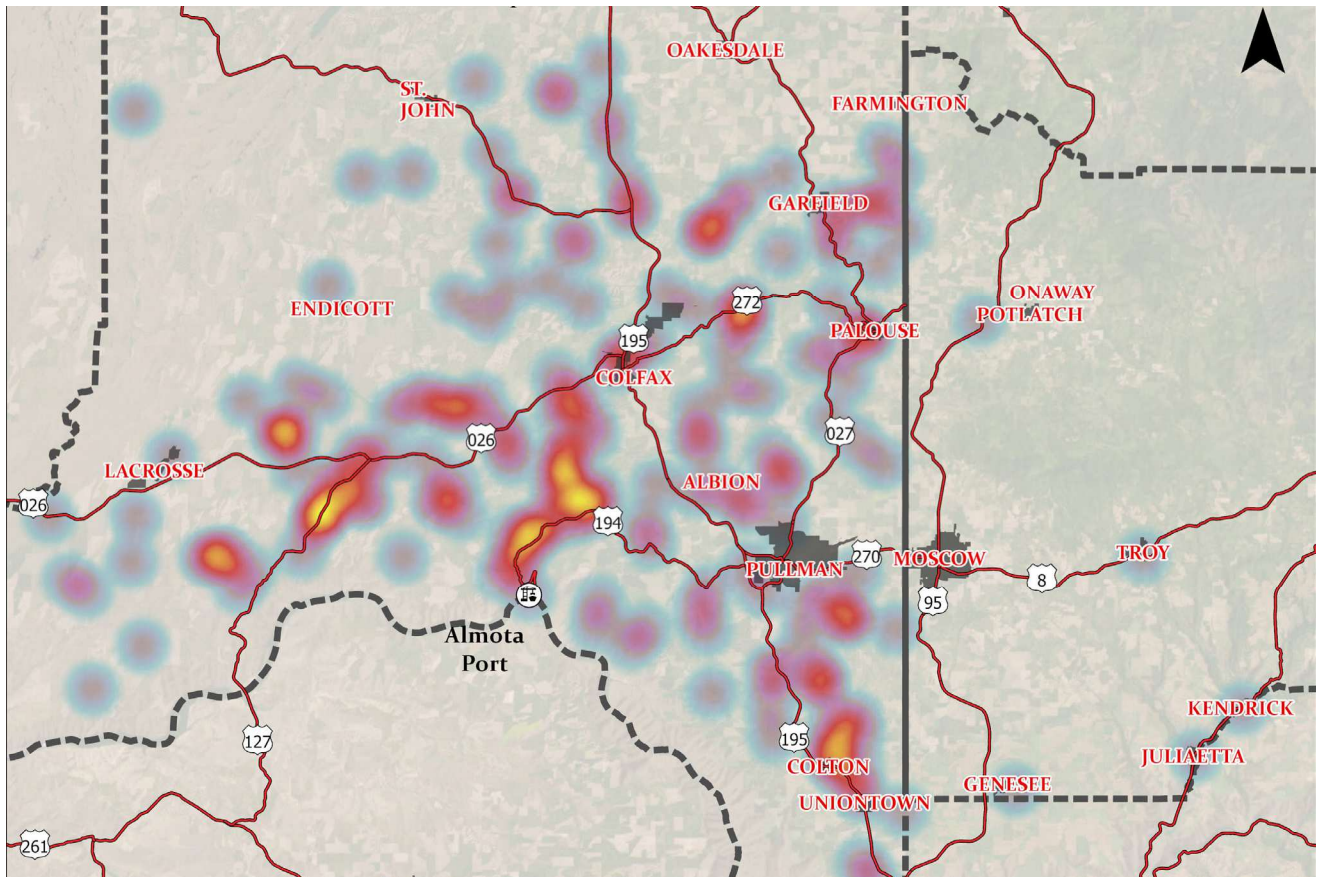


Exhibit 3-3: Silo density was one item that helped the team understand agricultural freight patterns.

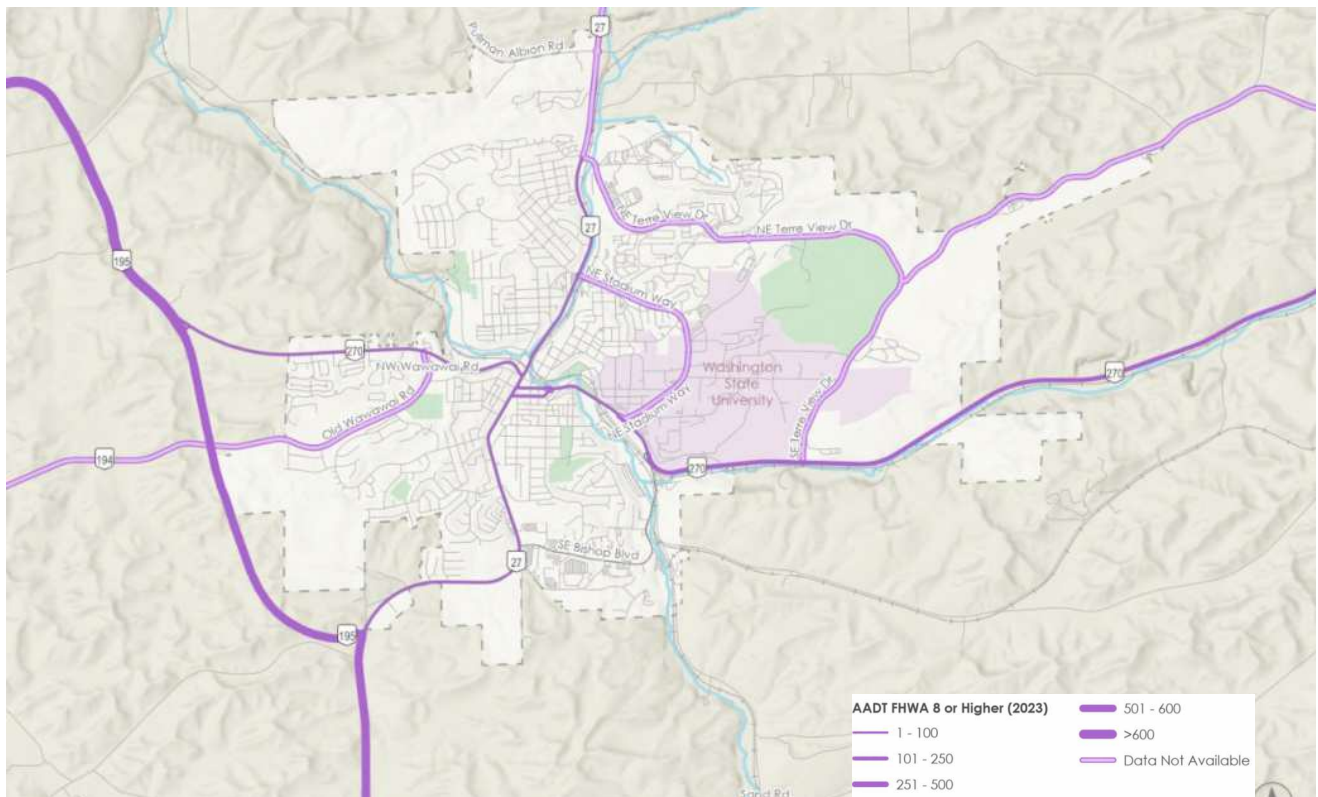


Exhibit 3-4: Freight traffic pulled from Replica was used by the team to understand routes already used by

Literature Review

As noted, freight traffic through downtown Pullman has been a longstanding concern. Over the years, numerous alternative routes have been proposed in past studies or are being explored through ongoing efforts. The design team compiled these historical routes into a single reference graphic. While many of these options remain relevant, they no longer meet this study's criteria for practicality due to current conditions and would likely cost tens or even hundreds of millions to construct. This study does not seek to replace those broader regional alternatives, but instead focuses on identifying more practical, lower-cost options to reduce through freight traffic specifically in the downtown core.



The compiled routes are illustrated in the figure below.

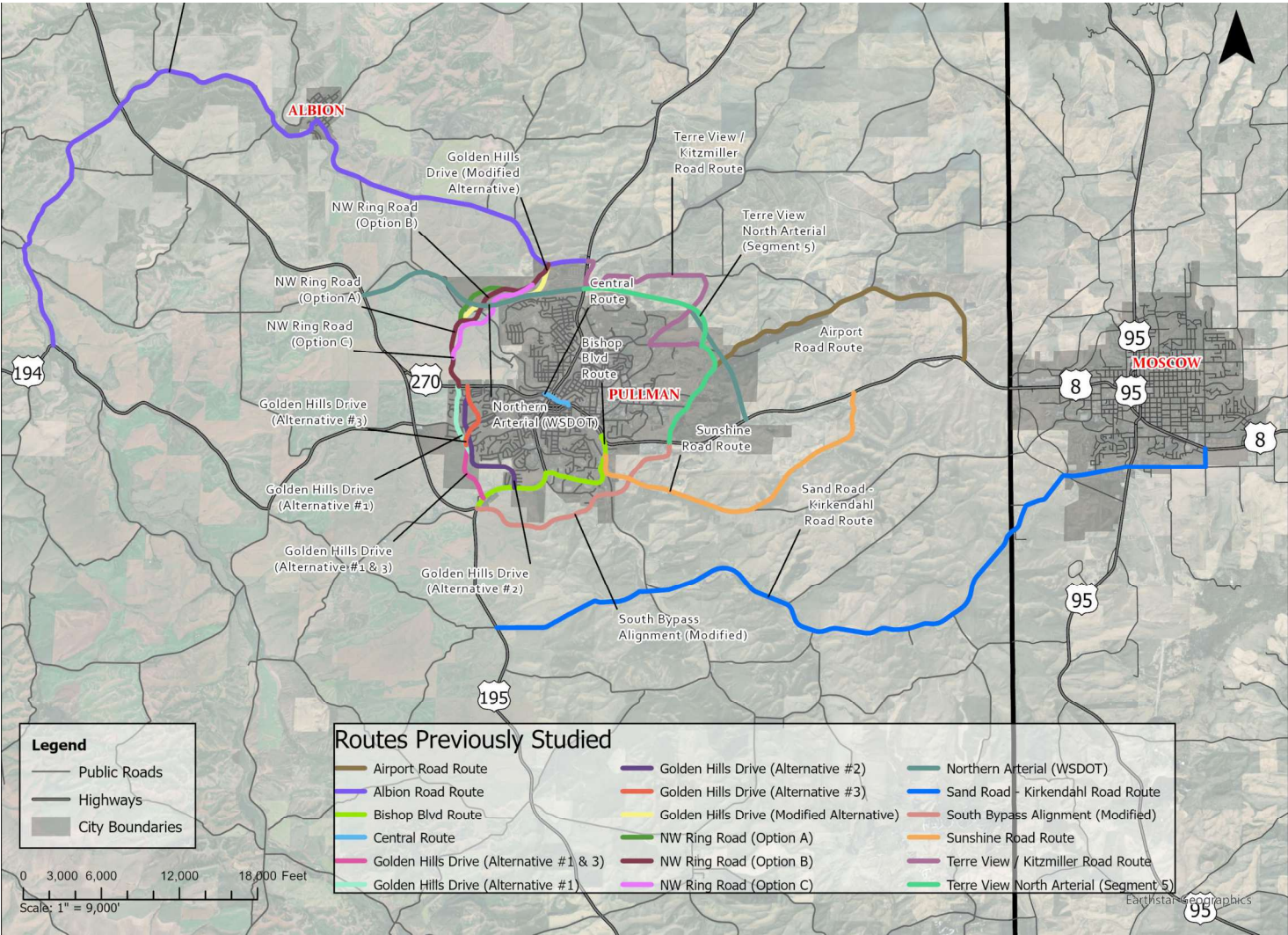


Exhibit 3-5: Map of compiled possible routes from all past studies, utilizing existing and/or new roadways to reduce traffic congestion in downtown Pullman.



Practical Solutions Review

Based on a review of past project information and input from stakeholders, the list of routes was narrowed to those considered initially practical—meaning they appeared moderately feasible to construct within a reasonable time frame. Practical routes are identified in the following figure.

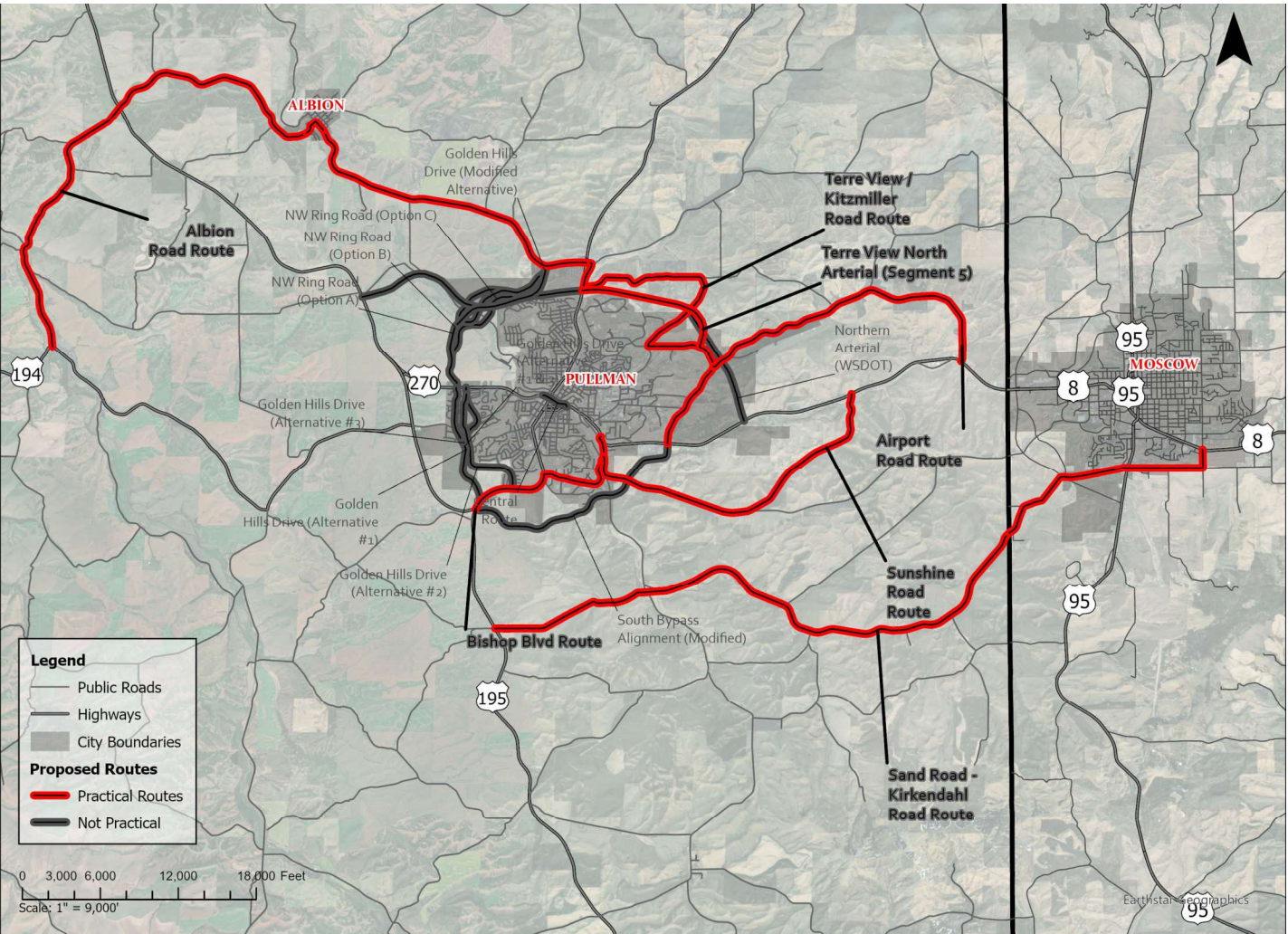


Exhibit 3-6: Routes determined to be practical were further evaluated.

4 - Alternatives Analysis

Potential Practical Routes

Sand Road – Kirkendahl Road Route

The Sand Road–Kirkendahl Road corridor emerged as a practical freight alternative due to its use of existing infrastructure and alignment with regional transportation plans in both Washington and Idaho. The City of Moscow has identified this corridor as a preferred truck route and is conducting its own concurrent route evaluations. In Idaho, ITD is studying Palouse River Drive—which would connect to Sand Road—as part of the US-95 Palouse Region PEL. Planned improvements are already underway, including roadway design and the replacement of two Sand Road bridges in Idaho. Additionally, a feasibility study for Kirkendahl Road was recently completed by Great West Engineering for Whitman County, further reinforcing the corridor’s potential.

Freight operators recommended widening Kirkendahl Road and adding turn lanes at SR-195, but the corridor faces several other challenges to function effectively as a freight route. Key improvements would be needed, including curve realignment on Sand Road to improve sight distance, shoulder widening to accommodate bicycles, and minor safety upgrades. Kirkendahl Road is currently unpaved, and the intersection of Sand, Kirkendahl, and Johnson Roads would require realignment—necessitating a new bridge, roadway construction, and geometric improvements. Travel times are also expected to be longer than the existing downtown route, which could impact its competitiveness for some freight operators.

Despite these limitations, the corridor remains one of the more immediately actionable alternatives due to planned improvements already in motion and strong regional support for its use as a truck route.

Bishop Boulevard - SR195 Route

The Bishop Boulevard–SR-195 corridor presents a practical alternative for both freight and passenger traffic by leveraging existing roads and intersections. Its close proximity to downtown Pullman makes it a competitive option with minimal added travel time and a potential diversion route to ease city center congestion. However, several challenge must be addressed. Key intersections at SR-27 and SR-270 require upgrades to safely and efficiently accommodate trucks. In addition, environmental considerations could complicate or increase the cost of implementation. Environmental constraints related to a bridge replacement and the intersection improvements may also add complexity and cost to implementation. Additionally, steep grades along the route could pose difficulties for larger freight vehicles, warranting further evaluation of signal improvements to ensure the corridor operates effectively.



Bicyclist on Sand Road.



Kirkendahl Road.



Bishop Blvd and SR27(Grand Avenue) Intersection.



Bishop Blvd and SR270 Intersection.



Albion Route

The Albion Road corridor serves as an existing truck route and provides a direct connection to the Almota Port for agricultural users, making it a practical option for freight movement. Because it already supports truck traffic and is currently signed as a truck route, this alternative would likely require fewer physical improvements, resulting in lower implementation costs compared to other alternatives.

The Albion route is less suitable as an alternative for passenger vehicles due to its rural alignment and limited connectivity to key city destinations. Additionally, for trucks traveling north-south through the region, this alignment may result in increased travel time, which could affect its overall appeal for rerouted freight traffic.

Residents of the town of Albion have expressed concerns about increased truck traffic, citing issues such as a load-limited bridge, lack of pedestrian facilities, and limited funding for road repairs and maintenance.

Terre View - North Arterial (Segment 5)

The Terre View – North Arterial corridor (Segment 5) offers a promising alternative that leverages the existing leased right-of-way for the former SR 276. Its proximity to downtown results in minimal additional travel time, making it appealing for both freight and passenger vehicles. The alignment also enhances regional connectivity and supports long-range transportation planning goals.

Unlike other alternatives that primarily rely on existing roads, this route would require construction of a new roadway along much of its length. As such, it represents a more complex undertaking with significant capital investment required. In addition to high construction costs, the corridor faces environmental constraints, vertical profile challenges, and potential conflicts with airport runway protection zones. Despite these hurdles, it remains a feasible long-term solution with the potential to serve as a major east-west freight and passenger corridor for the region.

Terre View - Kitzmiller Road

The Terre View – Kitzmiller Road route presents a practical option that takes advantage of existing right-of-way along the Kitzmiller alignment. This corridor would require fewer improvements on connecting roads such as Terre View Drive and Whelan Road/SR 27, making it a potentially more cost-effective option.

However, this alignment does not utilize the previously designated SR 276 leased right-of-way, which may limit opportunities for coordinated regional planning. Additionally, the route passes closer to residential neighborhoods around Washington State University, raising potential concerns about noise, safety, and compatibility with adjacent land uses. Vertical and horizontal alignment challenges may also affect freight vehicle performance and would need to be addressed as part of any design effort.



Old Moscow Highway, looking toward Bishop Blvd.



Albion Road & SR195 intersection.



Terre View.

Sunshine Road Route

The Sunshine Road corridor provides a practical and cost-effective option by utilizing existing roadway infrastructure that requires upgrades to accommodate heavy vehicle traffic. Additionally, spring runoff in 2025 caused damage and road closures; therefore drainage upgrades may be necessary. Its close proximity to downtown results in minimal additional travel time, making it an efficient and accessible alternative for both freight and passenger vehicles.

However, the viability of this route is partially dependent on proposed upgrades to the Bishop Boulevard truck corridor. Additionally, intersection improvements—particularly at Bishop Boulevard and Johnson Avenue—would be necessary to support safe and effective freight movement through this alignment. Grades near the intersection with SR270 and proximity to residential properties are a concern.



Sunshine Road.

Airport Road

Using Airport Road as a truck route offers key benefits but also faces notable challenges and costs. The proposed upgrades support freight traffic with wide lanes, a center turn lane, and a roundabout designed for large trucks, while also improving access to the growing Pullman-Moscow Regional Airport (PMRA). The route connects to SR 270 and the Idaho border, supporting regional truck movement and adjacent industrial development. Pedestrian and bicycle facilities are also included, aligning with the community's multimodal goals.

However, the route runs alongside sensitive areas like Airport Creek and wetlands, requiring careful design and environmental mitigation. Much of the road is on PMRA property, needing FAA coordination, property acquisition, and a formal land release, which may delay progress. Stormwater must be managed with underground systems due to wildlife concerns near the airport, adding to costs. The project remains unfunded and will require extensive permitting and grant applications.

Estimated project costs exceed \$15 million. To fully divert trucks from downtown, Airport Road would need to connect west to Terre View Drive—but that route passes through congested residential neighborhoods and the WSU campus, posing safety and livability concerns. Without that connection, Airport Road alone may not sufficiently reduce downtown truck traffic.



Airport Road at Terre View Road.



Airport Road at near the airport.

Assessment Criteria

To evaluate each potential freight route, nine assessment criteria were developed based on project goals, stakeholder input, and technical feasibility. These include: total project cost, required intersection improvements, bridge improvement needs, route length and added travel distance, zoning compatibility, impacts to private property, environmental constraints, safety performance, and multimodal conflicts with pedestrian and bicycle activity. Each criterion was weighted based on its relative importance and used to compare route practicality. A summary of these criteria and their comparative rankings is provided in the matrix on page 24.

Total Project Cost

The primary objective of this study is to identify practical and effective truck routes that can divert freight traffic away from downtown Pullman. While previous studies have explored alternative routes for both freight and passenger vehicles, many of those proposals relied on the construction of entirely new roadways. Given funding constraints, total project cost was a heavily weighted factor in evaluating the feasibility of each route.

Each corridor was assessed for necessary improvements, including modifications to horizontal and vertical alignment, intersection geometry, bridge replacements, and structural upgrades to accommodate increased truck volumes. These improvements were used to develop cost estimates.

Intersection Improvements

Each proposed route must include intersections capable of safely and efficiently accommodating truck traffic in order to function as an effective freight corridor. While the cost of intersection upgrades is already included in the overall project cost metric, this criterion evaluates the broader implications of those improvements—such as connectivity to the existing road network, potential environmental impacts, and effects on adjacent land uses or the public. For this analysis, each intersection along a route was assessed to determine whether improvements would be necessary to support truck movements. The total number of required upgrades was then used as a comparative measure across all routes. Because the associated costs are already captured in the heavily weighted project cost metric, this intersection factor carries a relatively low weight in the overall evaluation.

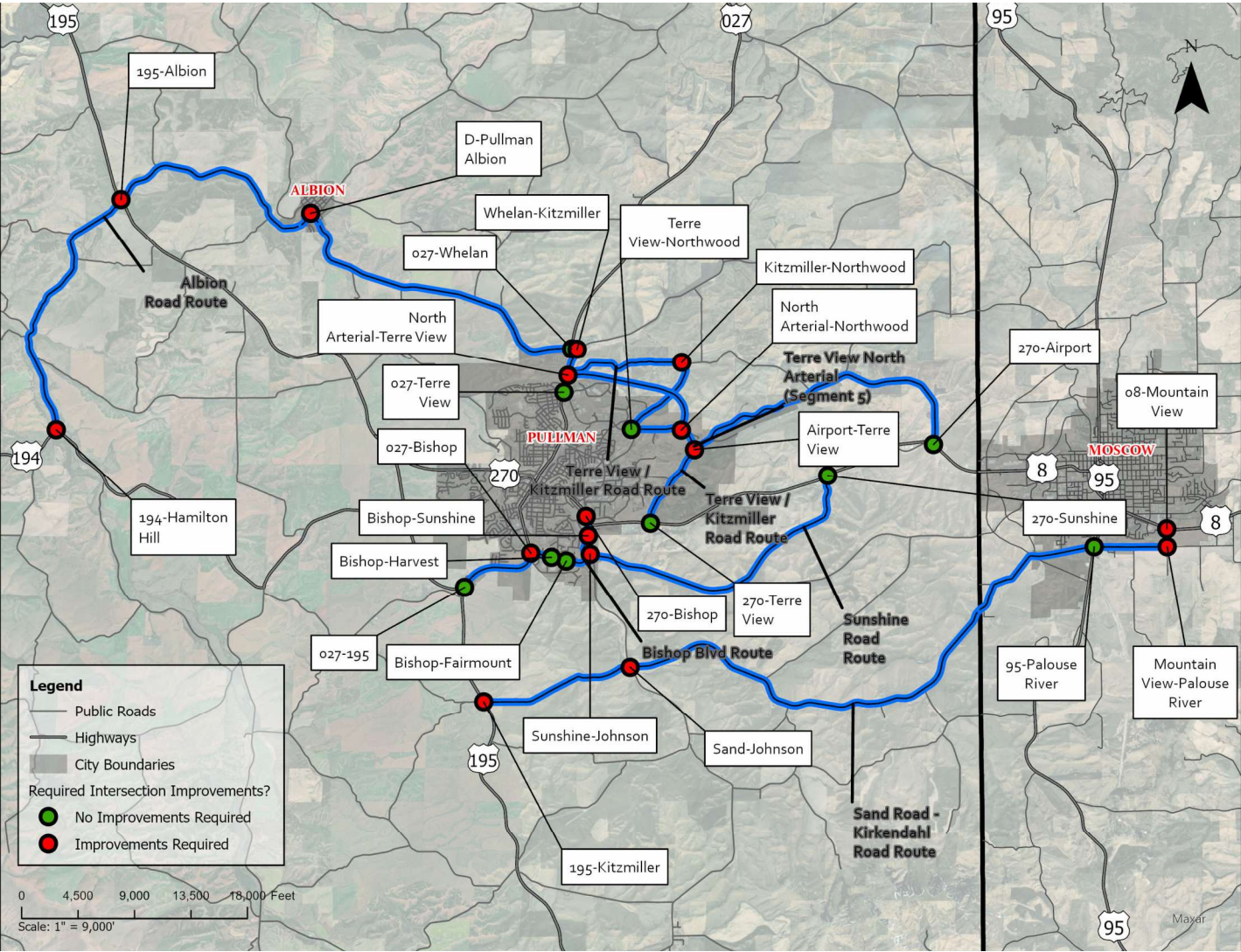


Exhibit 4-1: Intersection Improvements Required.



Bridge Improvements

This metric evaluates whether each proposed truck route requires new bridges or upgrades to existing bridges that may not currently support increased truck traffic, or may warrant replacement due to age or structural condition. As with intersection improvements, the costs associated with bridges were assessed using publicly available WSDOT Bridge Inventory GIS data and Google Earth imagery to identify posted load limits. Bridges with posted weight restrictions and those rated as "Fair" or worse in recent inspections were assumed to require replacement to accommodate freight traffic. The total number of affected bridges was used to assign comparative rankings across the alternatives. Because costs are already factored into the high-weight cost metric, this bridge factor was assigned a lower weight in the overall decision matrix. Therefore, this metric focuses on the broader impacts, as outlined in the intersection improvements section—such as connectivity, environmental considerations, and public disruption.

Route Length & Additional Distance

Trucks commonly travel through downtown Pullman because it is perceived as the most direct and time-efficient route for completing regional trips. For an alternative route to be effective and appealing to freight operators, it must not significantly increase travel time or distance—and ideally, it should reduce both compared to the existing downtown route. In this analysis, each proposed route was matched with the trip types it best supports. For example, a route designed for east-to-south movement would not be an efficient option for trucks traveling east to north. Therefore, only the most logical and applicable trip pairings were evaluated for each corridor. These were then compared to the equivalent downtown Pullman route to estimate differences in travel distance. While this analysis focused primarily on distance and speed, it did not incorporate factors such as intersection control or delays. Travel speed along each corridor was considered for representative trips, with further detail provided in the Origin-Destination (OD) study section of this report.

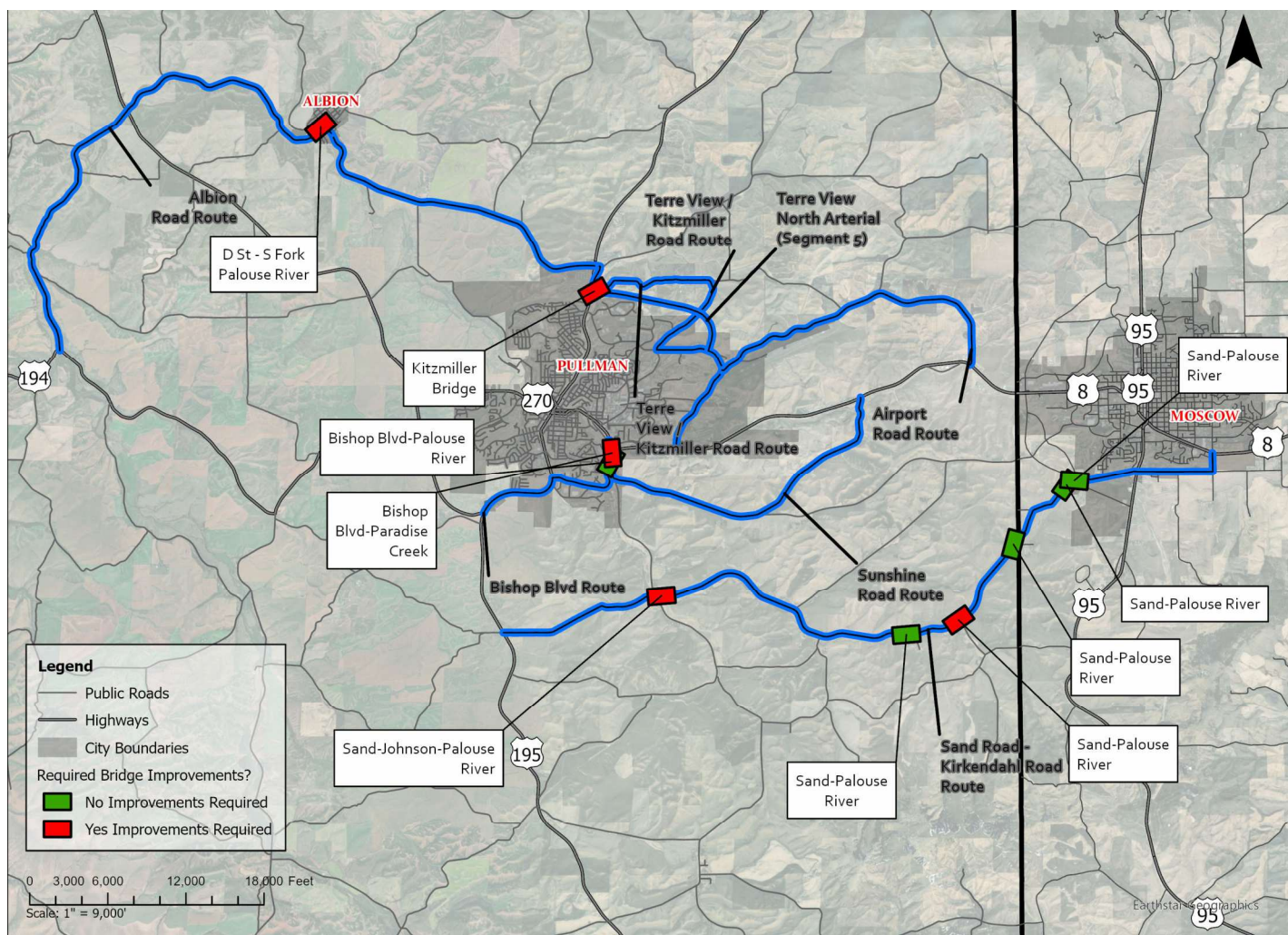


Exhibit 4-2: Bridge Improvements Overview



Zoning

An effective truck route is one that travels through areas zoned for industrial, agricultural, or commercial use—locations where freight trips typically originate or terminate. In contrast, routes passing through residential neighborhoods or university campus zones are generally less desirable due to safety, noise, and compatibility concerns.

For this analysis, zoning data from Whitman County and the City of Pullman helped determine the percentage of each route that falls within different land use categories. Routes were then ranked based on the proportion of their alignment through industrial, commercial, and agricultural zones, which were given the highest weight. Residential and Washington State University (WSU) campus areas received the lowest weight. This metric carries a higher weight in the decision matrix, as effective truck routing should maximize functionality while minimizing disruption to sensitive land uses.

Private Property Impacts

Each route was evaluated for potential impacts to private property in the form of right-of-way (ROW) acquisition needed to accommodate the roadway improvements and geometric upgrades required for truck traffic. Using Whitman County GIS parcel data, the number of parcels likely to be affected by ROW needs was quantified for each route. Routes with fewer impacted properties received higher rankings, while those with more extensive impacts were ranked lower.

This metric carries a lower weight in the overall evaluation because its effects are closely related to those already captured in the zoning compatibility metric.

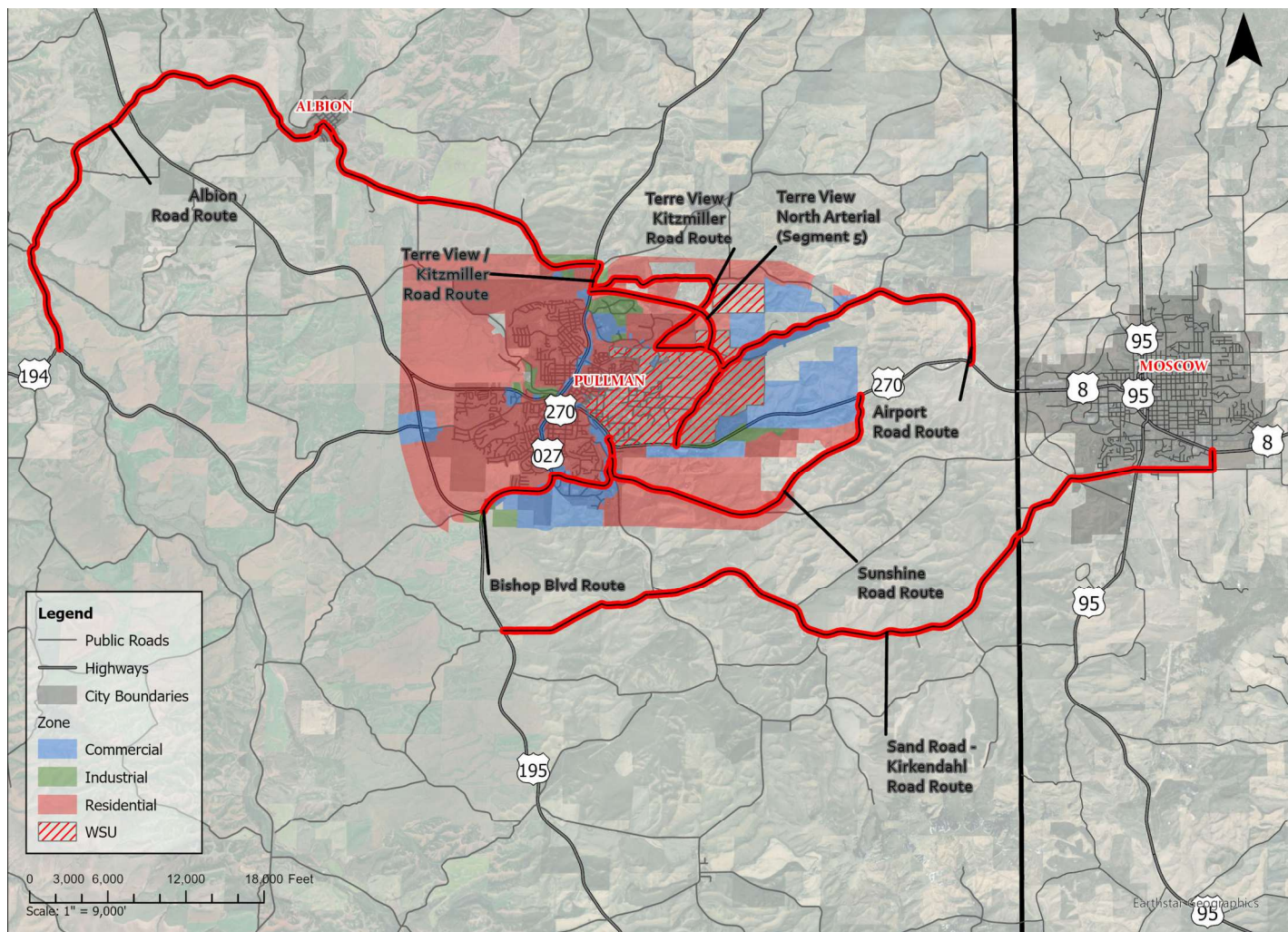


Exhibit 4-3: Zoning Analysis Overview

Environmental Impacts

Environmental and infrastructure constraints were key considerations in evaluating each route's feasibility. Using USGS Wetlands GIS data, each corridor was assessed for its interaction with streams, rivers, and wetland areas. Additional factors included potential impacts to railroad property and proximity to the Pullman airport's runway protection zone. These constraints can significantly affect a route's constructability, permitting complexity, and overall feasibility.

Due to the potential severity of these impacts, this metric was given a higher weight in the decision matrix. The analysis incorporated available USGS data, current and historical railroad alignments, and the Mead & Hunt Future Runway Protection Zone Road Exposure Analysis. Each route was evaluated based on the number of wetland and railroad crossings, as well as estimated exposure to the airport's protection zone. Routes with fewer environmental and infrastructure impacts were ranked higher, while those with more constraints received lower scores.

Safety Analysis

Crash history and roadway safety were key factors in evaluating each proposed truck route. Data from the Washington State Patrol (WSP) and Idaho's Local Highway Technical Assistance Council (LHTAC) covered crashes from March 2019 to March 2025. Outliers—such as incidents involving impaired drivers or excessive speeding—were excluded to better reflect each route's baseline safety.

Crash severity was converted to societal cost estimates using WSDOT Safety Analysis guidelines and normalized by estimated Average Annual Daily Traffic (AADT) from Replica data. This produced a cost per vehicle-mile traveled metric, allowing direct comparison across routes. Given the importance of safety, this factor was weighted heavily. Routes with the lowest cost per AADT ranked highest; those with the highest costs ranked lowest.

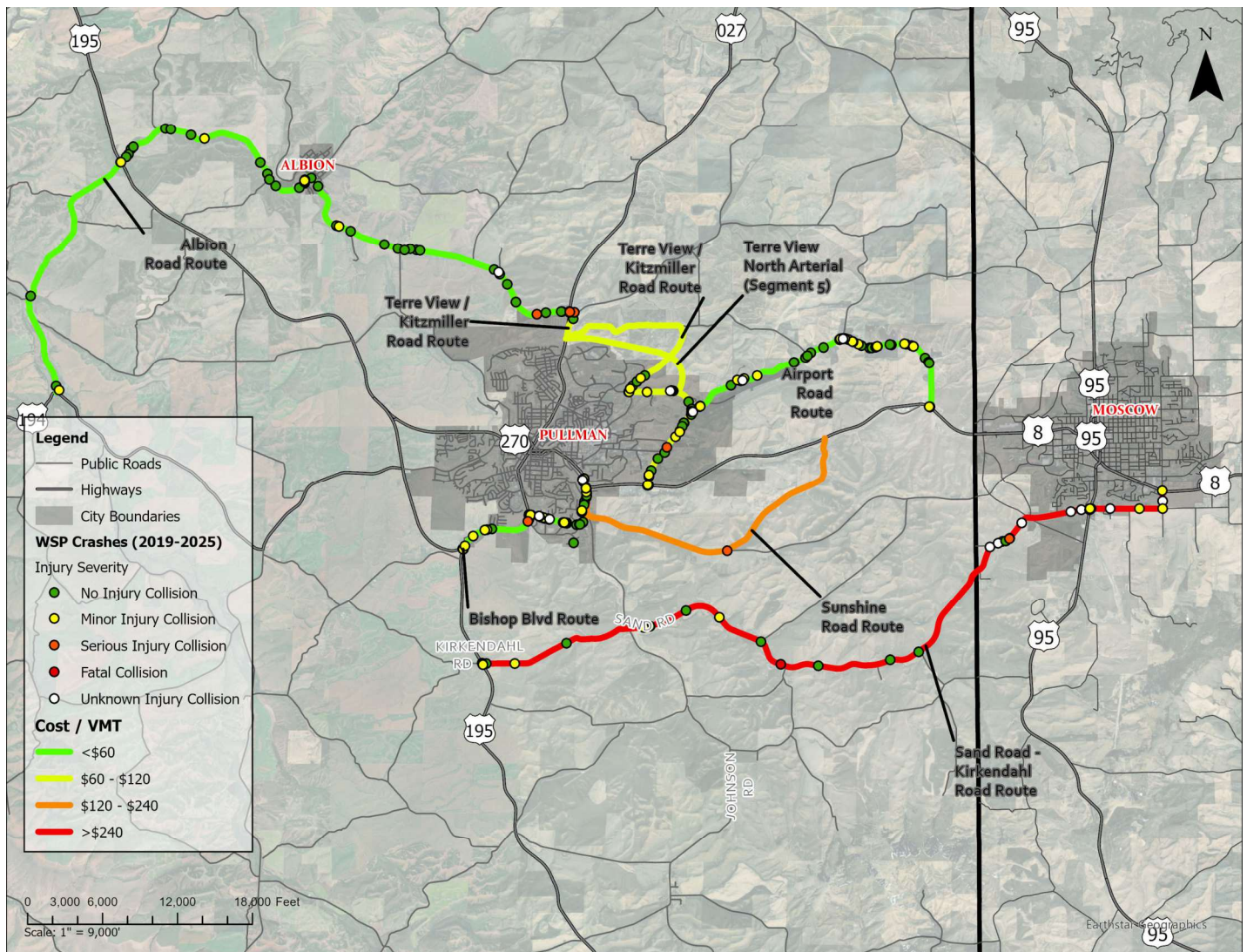


Exhibit 4-4: Safety analysis took into account the frequency and severity of crashes together with the traffic volume and length of the roadway.

On the practical routes, crashes with commercial vehicles accounted for less than five percent of all crashes. None of the commercial vehicle crashes were more severe than a minor injury. There is no indication that designating a route a “truck route” will increase the crash rate on the roadway or contribute to safety concerns.

Crash Severity	Airport Rd	Albion Rd	Bishop Blvd	Sand Rd & Kirkendahl	Sunshine Rd	Terre View & Kitzmiller	Terre View & North Arterial
Property Damage Only	4	1	5	28	0	2	0
No Injury	36	45	107	17	4	49	27
Minor injury	24	9	36	8	0	33	14
Serious Injury	0	2	3	1	1	3	3
Fatal	0	0	0	1	0	0	0

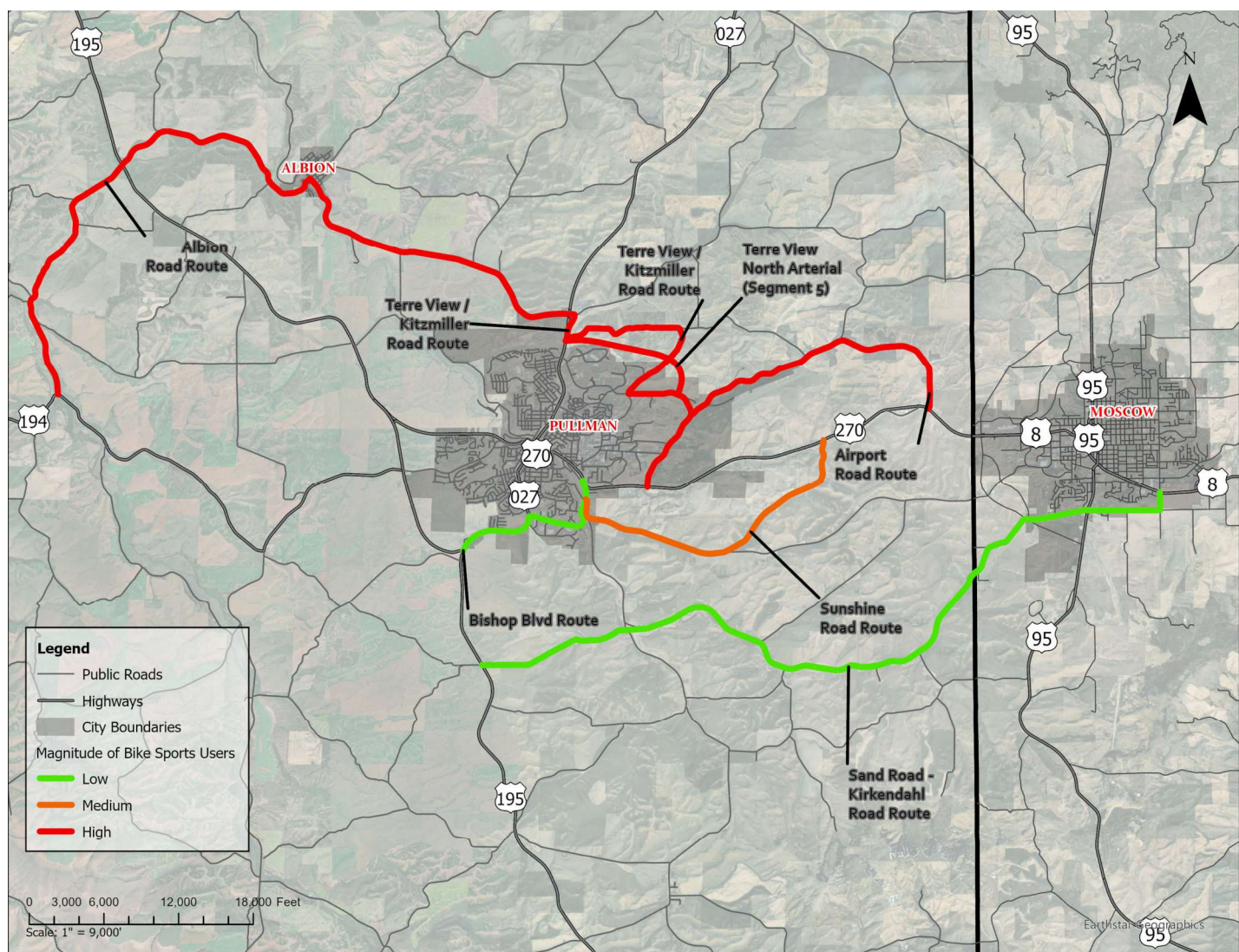


Exhibit 4-5: Bicycle Multimodal Analysis.

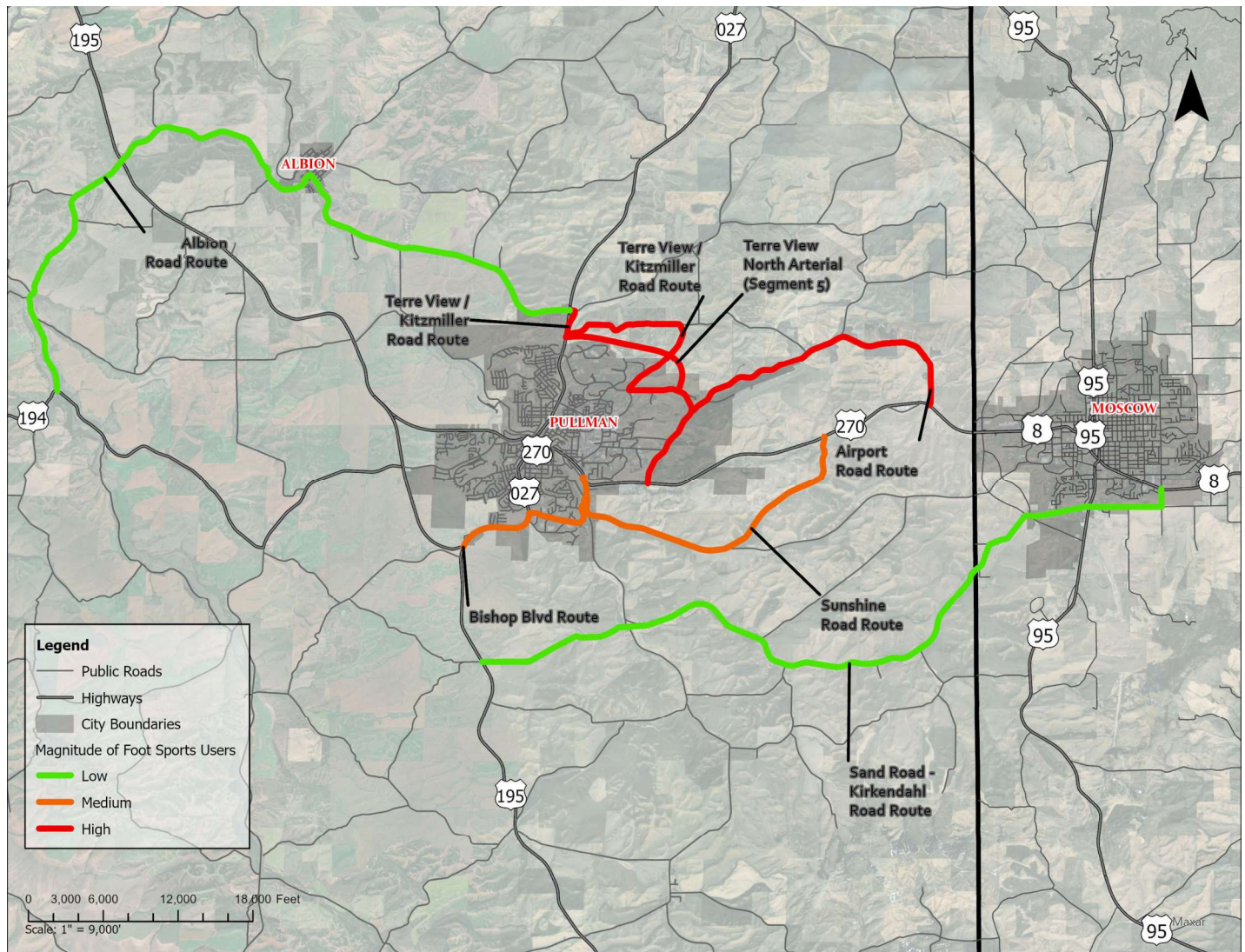


Exhibit 4-6: Foot-traffic Multitmodal Analysis.

Multimodal Impacts

Potential multi-modal impacts were evaluated using the best available data to estimate anticipated pedestrian and bicycle activity along each proposed truck route. The online fitness tracking platform Strava was utilized to gauge relative usage, based on publicly available data from users engaging in walking and cycling activities. While the Strava dataset does not represent all users—only those who use the app—it provides a reasonable proxy for identifying corridors with higher or lower levels of non-motorized activity.

For this analysis, the total number of Strava-recorded foot and bicycle segments along each route was compiled and reviewed. These totals served as indicators of expected multi-modal use.

Routes with lower estimated pedestrian and bicycle activity received higher rankings, while those intersecting with heavily used multi-modal corridors were ranked lower. This metric was given a higher weight in the decision matrix due to its dual significance: increased truck traffic along active walking and biking routes can heighten safety risks and may also reduce truck route efficiency due to frequent pedestrian crossings—both mid-block and at intersections.

Route Options	Total Project Cost	Additional Distance	# of Req. Intersect. Improved	# of Req. Bridge Improved	Zoning Compatible	Private Property Impacts	Est. Environ. Impacts	Safety	Multi-Modal Impacts	SCORE	
Ranking Description	\$\$\$\$ = 1 -> \$ = 4	More = 1 -> Less = 4	More = 1 -> Less = 4	More = 1 -> Less = 4	Indust. = 1 Ag. = 1 Comm. = 2 WSU/Res=4	More = 1 -> Less = 4	More = 1 -> Less = 4	More = 1 -> Less = 4	More = 1 -> Less = 4	Adjusted Weighted Value	
Category Weight	5	1	2	2	3	2	3	3	3		
Airport Road											54
Albion											61
Bishop Blvd											79
Sand Rd – Kirkendahl Rd											58
Sunshine Rd											53
Terre View – Kitzmiller Rd											37
Terre View – North Arterial											52

Suitability Rating
1-4

 Not Good
 Not Good, but Better
 Good
 Best

Exhibit 4-7: Practical Route Alternatives Matrix

Impacts Analysis Summary

Based on the established evaluation criteria, three practical routes emerged as the potentially effective options: Bishop Boulevard, Albion Road, and Sand Road–Kirkendahl. A summary of the evaluation results is presented in the matrix. These top-performing routes were further analyzed for their route competitiveness and potential to reduce truck traffic in downtown Pullman.

5 - Evaluation of Practical Solutions

Route Competitiveness Assessment

Once the three most practical routes were identified, a route competitiveness analysis was conducted to better understand regional freight movement and support the selection of preferred alternatives for the full Pullman-Whitman Freight Alternatives Study.

The Origin-Destination (OD) analysis focused on:

- Regional and local freight travel patterns along existing corridors.
- Projected freight diversion to each proposed alternative.
- Route competitiveness—how effectively each option is expected to meet freight transportation needs.

This is a summary of the origin-destination and route competitiveness analysis. The full memorandum provided by Kittelson is included in the appendix.

Existing Truck Data and Patterns

The team analyzed truck data from Replica, a transportation data platform that estimates freight volumes using in-dash GPS data and public traffic counts, primarily on major roadways. The analysis focused on data from an average weekday in Spring 2024—the most recent available at the time.

Around 1,500 truck trips per day through downtown Pullman on Grand Avenue, Paradise Street, and Main Street were estimated:

- 1,400 medium trucks (FHWA Classes 5–7)
- 100 heavy trucks (Class 8)

About half of these trips began and ended within Pullman, while the other half—roughly 750 through-trips—had no local origin or destination and these freight trips are the focus of this analysis. Key findings include:

- Most through-truck traffic (75%) travels east-west along SR 270.
- Very few trucks travel north-south, likely due to low demand or the availability of SR 195 as an existing alternative.
- Fewer than 10% of trucks come from the south.
- Fewer than 20% of trucks come from the north.

Agricultural truck traffic is likely underrepresented in Replica’s dataset, as many of those trips occur outside typical data collection periods or involve independent operators without in-dash GPS. To address this, the analysis was supplemented with feedback from agricultural stakeholders.

Assessing Route Competitiveness

To evaluate each route’s potential, Kittelson tested travel time scenarios to see if trucks could realistically be shifted out of downtown. The key questions were:

- Is downtown currently the fastest route? If so, there’s an opportunity to divert trucks using efficient alternatives.
- Is the alternative route competitive? Even slightly slower routes may still be attractive if they offer fewer delays, less congestion, or simpler navigation

Routes were categorized as:

- **Strong Alternatives** – As fast or within 10% of downtown travel time.
- **Potential Alternatives** – 10–25% slower than downtown.
- **Not Viable** – Over 25% slower or still require passing through downtown.

Estimated Truck Diversion Potential

The team estimated how many trucks—both non-agricultural and agricultural—could realistically be shifted out of downtown Pullman using the proposed alternatives.

Non-Agricultural Trips: Replica trip data was used to estimate potential diversion. Full credit was given to routes with a strong alternative; half credit to those with a possible alternative.

Agricultural Trips: Routes commonly used by agricultural trucks were identified. Strong alternatives were given full credit, and possible alternatives half credit to calculate a total “routes shifted” score. Trips between Pullman and Moscow on SR 270 were excluded to avoid double-counting. The team had goals to estimate agriculture truck traffic diverted as well, however, data was unavailable to facilitate this item. In the future, this could be revisited if the City and County could provide harvest and non-harvest traffic counts along the routes and downtown.

Estimated Truck Diversion Results

Truck Route	Non-Agriculture Trips Diverted	No. of Agriculture Routes Shifted
Sand Road - Kirkendahl Road	250 Trucks	4 Routes
Bishop Boulevard	400 Trucks	4 Routes
Albion Road	25 Trucks	2 Routes



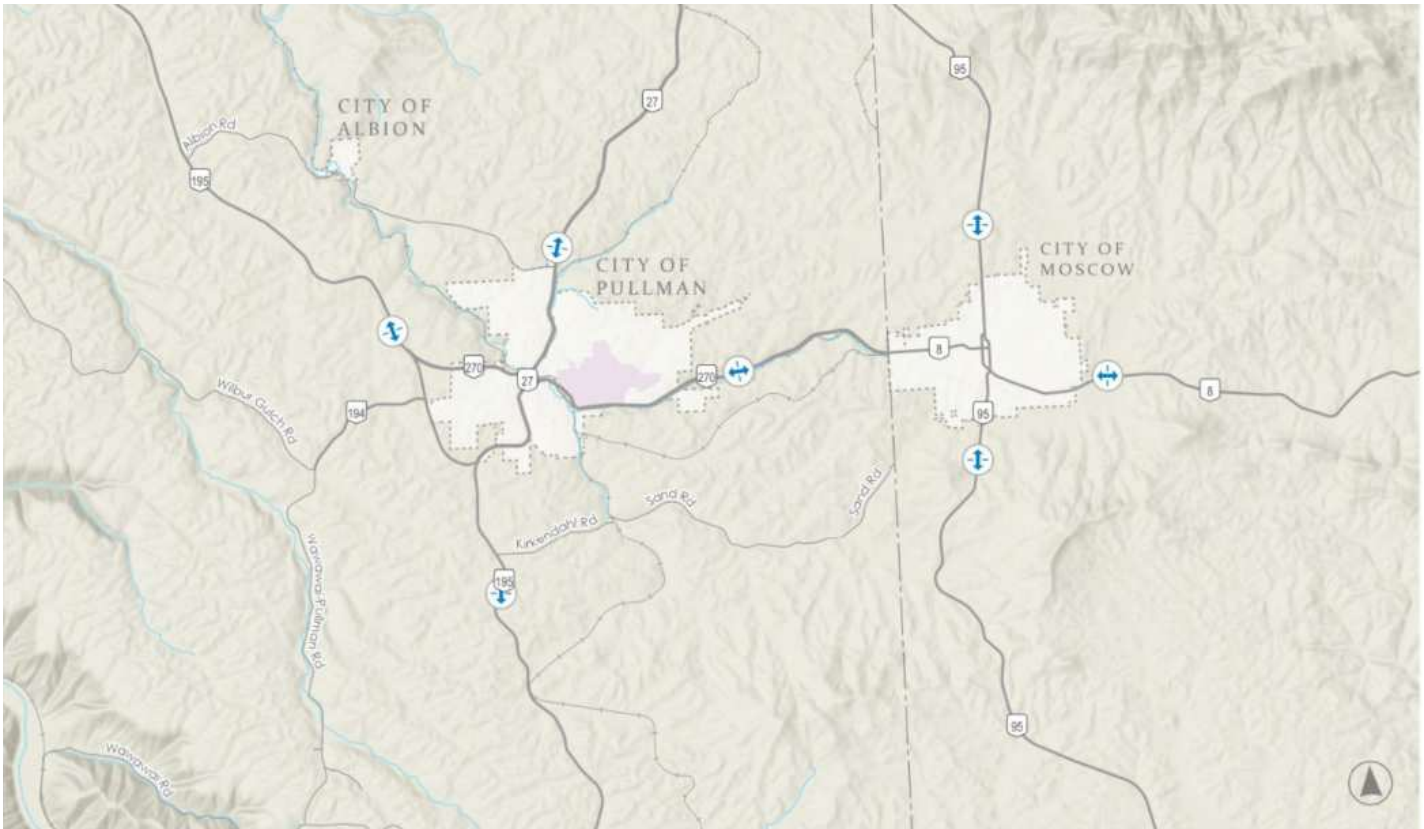


Exhibit 5-1: Gates for Route Testing.

Predictive Crash Analysis

Crash data was reviewed for all corridors over a multi-year period. Key findings include:

- Bishop Boulevard had the highest crash volume (151 total), but no fatal crashes and only three serious injuries.
- Albion Road recorded 57 crashes in total, with two serious injuries.
- Sand Road-Kirkendahl had 54 crashes, predominantly property-damage-only, with only one serious injury and one fatal crash.
- Across all corridors, commercial vehicle crashes accounted for less than 5% of total crashes.
- None of the commercial vehicle crashes were more severe than minor injuries.

This low rate of truck-related crashes and the absence of severe outcomes indicate that existing roadway conditions do not pose unusual risks to truck operations.

Highway Safety Manual (HSM) Part C predictive methods were used to estimate potential changes in crash frequency associated with increased truck traffic on each corridor. The methodology included current Average Daily Traffic (ADT) volumes and projected increases in daily truck trips.

- Albion Road: 950 ADT; +25 trucks/day
- Sand Road-Kirkendahl: 350 ADT; +250 trucks/day
- Bishop Boulevard: 12,000 ADT; +400 trucks/day

Estimated increases in crash frequency range from negligible (<0.1%) on Bishop Boulevard and Albion Road to modest (1.4% - 7.1%) on Sand Road-Kirkendahl, depending on assumptions about truck crash modification factors.

Historical crash data and predictive modeling do not indicate a significant safety concern associated with designating Bishop, Albion, or Sand Road-Kirkendahl as truck routes, especially because the historical crash data shows that truck crashes are rare. The routes exhibit low crash frequencies and severities, and commercial vehicle involvement is minimal.

Designating one or more of these corridors as a truck route is unlikely to increase crash risk in a meaningful way, particularly if accompanied by modest design enhancements (e.g., center turn lanes, shoulder widening, or intersection improvements). These findings support the safety viability of all three corridors as potential truck routes to reduce trucks in downtown Pullman.

Estimates of Cost

Each practical route requires targeted improvements to enhance safety and make it a more viable option for truck traffic. The recommended improvements are summarized and shown in exhibits.

Sand Road-Kirkendahl Road: Improvements are needed along Sand Road, Kirkendahl Road, and Palouse River Drive in Moscow to make the corridor safe and suitable for truck traffic—particularly agricultural trucks traveling from east of Moscow to destinations west of Pullman or the Port of Almota. Planned work on Sand Road includes widening shoulders for bicycle traffic, pavement repair, safety upgrades, a bridge replacement, and intersection improvements in Moscow, totaling \$9.3 million. Two additional bridge replacements in Idaho are already funded and currently in design. Kirkendahl Road, currently unpaved, will be realigned south of its current location, including a new bridge at the Sand/Kirkendahl/Johnson intersection and turn lanes at SR195. The intersection also improves a tight curve noted by residents to restrict sight distance. Improvements to this segment total \$9.6 million. Combined, the estimated cost for the full Sand Road-Kirkendahl corridor is approximately \$18.9 million.

Sand Road-Kirkendahl	Estimated Cost
Sand Road Widening	\$1.7 million
Sand Road Bridge	\$1.5 million
Sand Road Pavement Repair	\$200,000
Sand Road guardrail/misc. safety improvements	\$280,000
Palouse River/Mountain View Intersection (in Moscow, Idaho)	\$3.5 million
SH8/Mountain View Intersection (in Moscow, Idaho)	\$2.1 million
New Kirkendahl Road & Intersection	\$6.4 million
SR195/Kirkendahl Turn Lanes	\$980,000
New Kirkendahl Bridge	\$2.2 million
Total	\$18.9 million

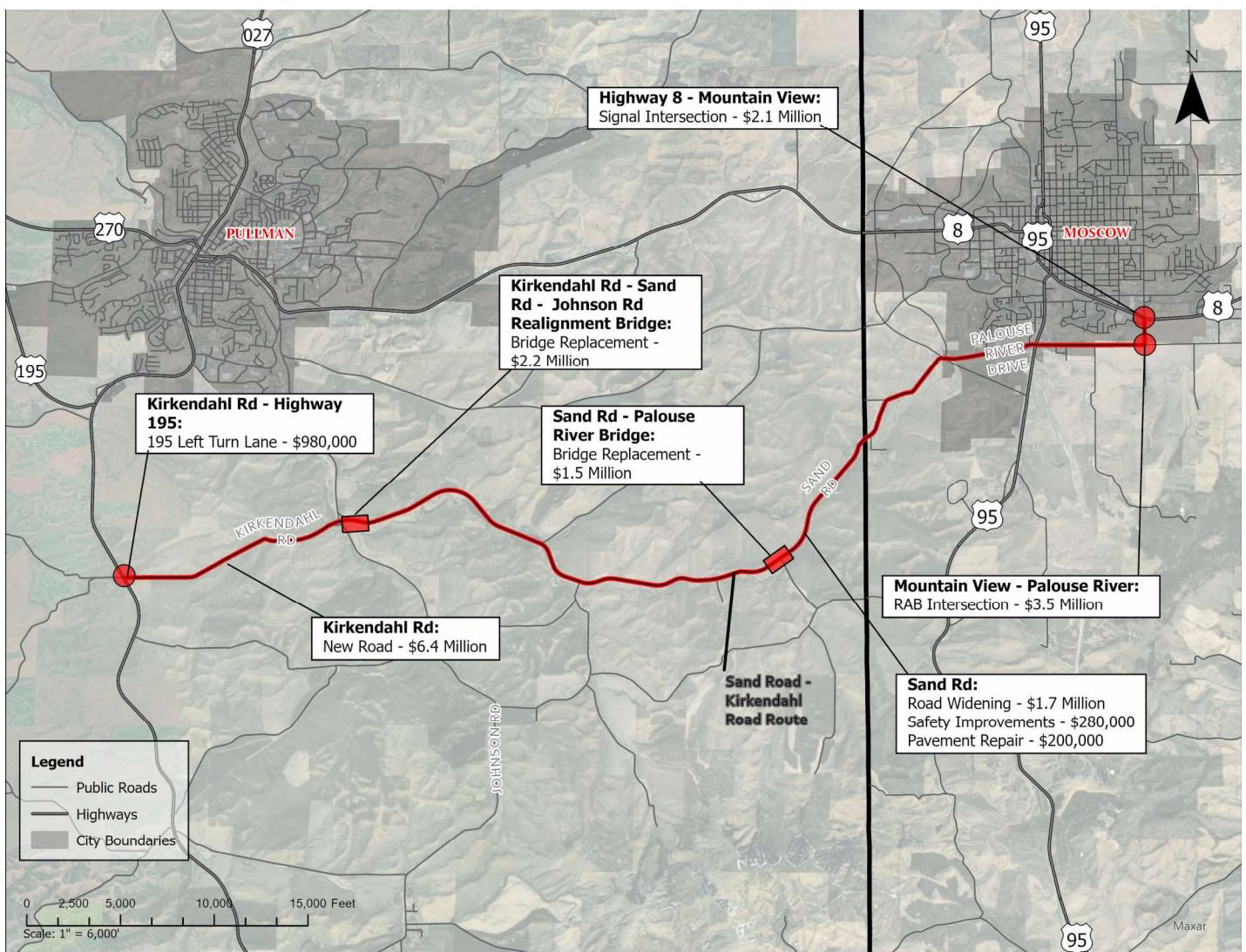


Exhibit 5-2: Improvements recommended along the Sand Road-Kirkendahl Road route.



Bishop Boulevard: Bishop Boulevard serves as a natural bypass around downtown Pullman and is primarily bordered by commercial properties. To better accommodate truck traffic and improve safety, an estimated \$7.65 million in upgrades are needed. Key improvements include realignment at SR270, signal enhancements to reduce uphill delays for westbound trucks at Fairmount, and structural improvements to the roadway—assumed in this study to involve full-depth reclamation (FDR), including pulverization, asphalt-treated base, and full-length repaving. Additional upgrades include replacing the Paradise Creek bridge, improving the southeast corner at Bishop/SR27, and relocating light poles on the west end to support overall corridor functionality. Upgraded signal detection, actuation, and coordination systems—along with associated equipment and software—are also necessary to optimize traffic flow. The alteration on the southeast corner of SR27 may require lengthening of the culvert, wetland mitigation/permitting, and a biological assessment. The existing gabion retaining wall will be expanded and the pedestrian ramp and push button will also need modification.

Bishop Boulevard	Estimated Cost
Bishop/SR270 Re-alignment	\$1.34 million
Signal Upgrades	\$540,000
Paradise Cr Bridge Replacement	\$1.83 million
Bishop/SR27 Southeast Corner	\$840,000
Bishop FDR	\$3.0 million
Relocate Light Poles	\$100,000
Total	\$7.65 million

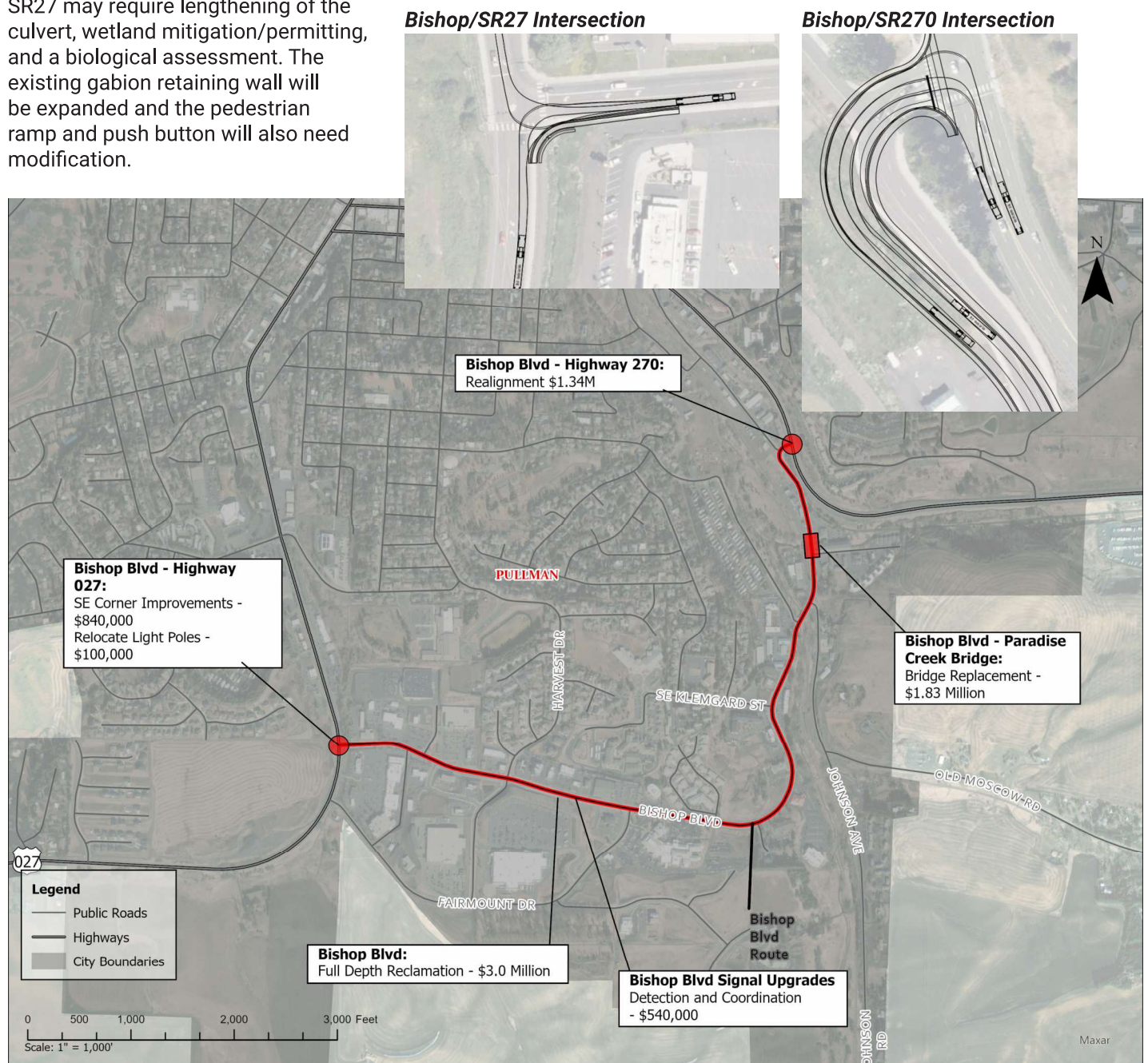


Exhibit 5-3: Improvements recommended along the Bishop Boulevard Route.



Albion Road Route: To support Albion Road and Hamilton Hill Road as a viable truck route, a range of infrastructure upgrades totaling \$9.3 million are needed. These include full-depth reclamation of D Street and Front Street within the Albion city limits, replacement of the South Fork Palouse River bridge which currently has posted load limits, and improvements at the D Street/Front Street intersection to accommodate truck turning movements.

The most significant investment is a proposed roundabout at SR195, estimated at \$4.9 million, which should include advanced warning and chicanes to slow highway traffic.

Additional work includes enhancing sight distance at the intersection of Hamilton Hill/SR194 (mostly just removing trees obstructing northbound left turning vehicles). Additionally, there are two bus stops in Albion near the silos and the bridge. Those bus stops likely need lighting, signing, and potentially widening if more trucks use this route.

Albion Road	Estimated Cost
Full-depth reclamation in Albion	\$560,000
S. Fork Palouse River Bridge	\$2.8 million
Albion/D Street Intersection	\$840,000
SR195/Albion Roundabout	\$4.9 million
Sight Distance Improvements (SR194/Hamilton Hill)	\$90,000
Total	\$9.3 million

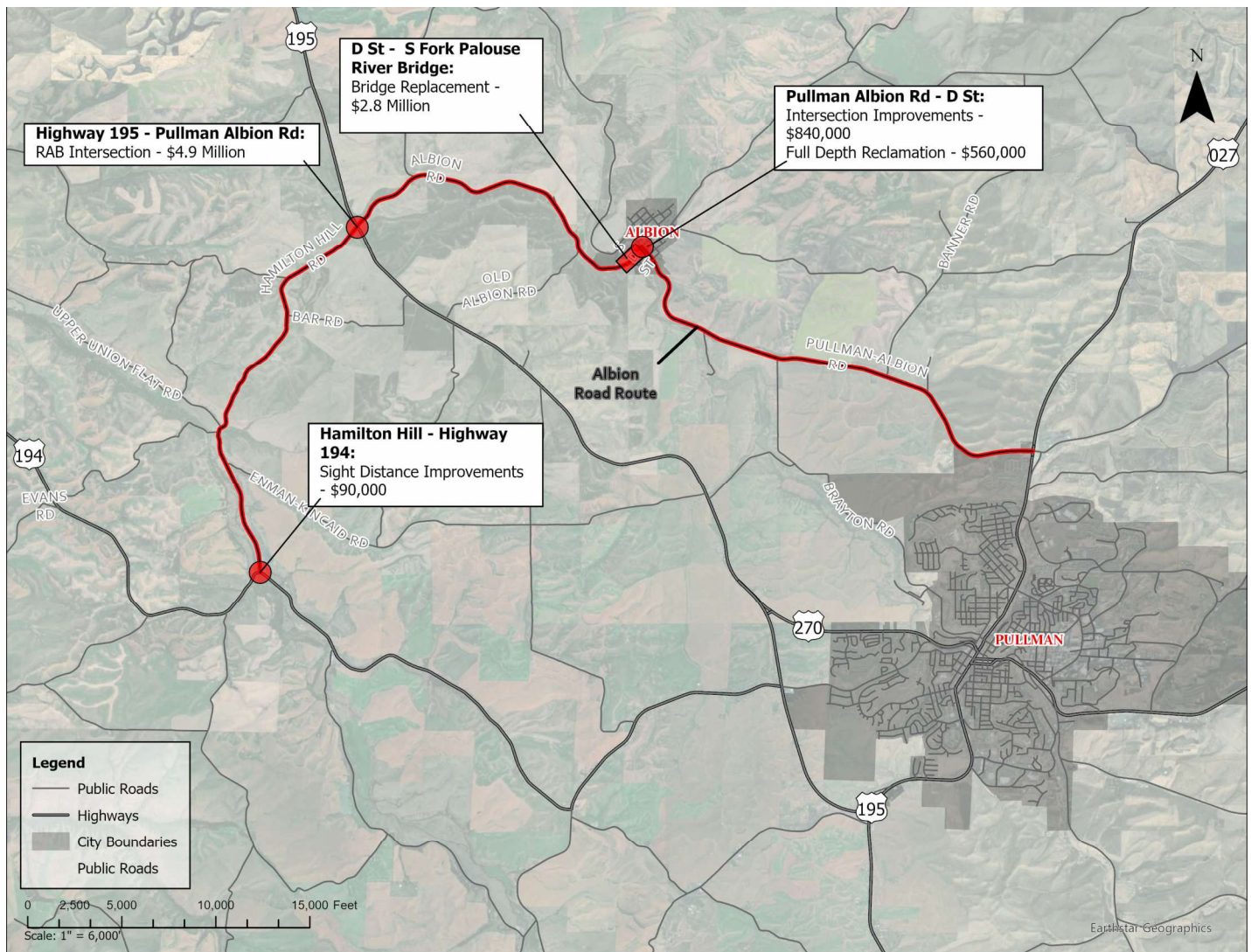


Exhibit 5-4: Improvements recommended along the Albion Road Route.



Implementation Considerations

The recommended improvements across the three identified routes total \$35.7 million, which may seem impractical as a single investment. However, the intent is to implement the improvements in phases, prioritizing those most likely to support heavy vehicle use and reduce truck traffic passing through downtown Pullman.

Immediate Term : Immediate-term improvements focus on removing physical barriers to truck usage and should be prioritized for early implementation. The highest priority is Bishop Boulevard, which offers the greatest potential to reduce downtown truck traffic. Upgrades at State Highway intersections and signal enhancements along the corridor—aimed at improving truck mobility and traffic flow—are estimated to cost \$2.82 million. Additional near-term actions include installing truck route signage on SR195, SR27, and SR270, and coordinating with WSU to update its official delivery truck route. Improvements to sight distance at the Hamilton Hill/SR194 intersection can also be implemented right away. In all, immediate term improvements are estimated to cost \$2.91 million

Near Term: Near term improvements are those that further support truck reduction in downtown Pullman improvements and are those that remove a physical barrier to truck usage. These improvements should be considered within the next five years, as funding allows. Near-term improvements those that make Kirkendahl usable by trucks and further improve Bishop Boulevard for truck usage. The total estimated cost of near term improvements are \$12.6 million

Medium Term: Medium-term improvements aim to further reduce truck traffic in downtown Pullman but may be more challenging to fund or have a less significant impact on through truck reduction in downtown Pullman. These improvements should be considered for implementation within the next five to ten years, as funding becomes available. Medium-term improvements are those that make Sand Road more usable by agriculture trucks originating east of Moscow, by widening shoulders to allow bicycles and trucks to share the corridor safely, miscellaneous roadway and safety improvements along Sand Road, replacing a bridge with load limits on Sand Road, and improves the intersection of SH8/ Mountain View in Moscow, Idaho. Other medium term improvements include replacing a bridge on Bishop Boulevard, and improves the Albion Road/SR195 by constructing a roundabout.

Immediate Term Improvements

Bishop Boulevard	Estimated Cost
Bishop/SR270 Re-alignment	\$1.34 million
Bishop/SR27 Southeast Corner	\$840,000
Signal Upgrades	\$540,000
Relocate Light Poles	\$100,000
Albion Road	Estimated Cost
Hamilton Hill/SR194 Sight Distance	\$90,000
Immediate Term Total	\$2.91 million

Near Term Improvements

Bishop Boulevard	Estimated Cost
Bishop Blvd FDR	\$3.0 million
Sand Road-Kirkendahl	Estimated Cost
New Kirkendahl Road & Johnson Road Intersection/curve realignment	\$6.4 million
SR195/Kirkendahl Turn Lanes	\$980,000
New Kirkendahl Bridge	\$2.2 million
Near Term Total	\$12.6 million

Medium Term Improvements

Bishop Boulevard	Estimated Cost
Paradise Bridge Replacement	\$1.8 million
Sand Road-Kirkendahl	Estimated Cost
Sand Road Widening	\$1.7 million
Sand Road Pavement Repair	\$200,000
Sand Road guardrail/misc. safety improvements	\$280,000
Replace Sand Road Bridge	\$1.5 million
SH8/Mountain View Intersection (in Moscow, Idaho)	\$2.1 million
Albion Road	Estimated Cost
SR195/Albion Roundabout	\$4.9 million
Medium Term Total	\$12.5 million

