

Moscow City Council



Regular Meeting ~Agenda~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, December 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

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Payment of Claims - Sarah Decker

B. Approval of Moscow City Council December 1, 2025 Minutes - Laurie M. Hopkins

C. Disbursement Report November 2025 - Sarah Decker

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

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

D. Proposed Lot Line Adjustment Between 2534 and 2540 East Third Street — Lucy Falcy

The applicant, Ryan Itani of Itani Development IV Inc., is requesting a lot line adjustment between two properties located at 2534 and 2540 East Third Street. The proposed lot line adjustment moves the east line of 2534 East Third Street approximately ten (10) feet further east into 2540 East Third Street which is currently an undeveloped parcel. This would increase the lot size of 2534 East Third Street by approximately 1,100 square feet and bring it to a total of 9,870 square feet. 2540 East Third Street will be reduced to 9,675 square feet following the lot line adjustment. Both properties are owned by Itani Development IV Inc. and are part of Rolling Hills 10th Addition. The lot line adjustment is to accommodate a desired building and site design at 2534 East Third Street that does not fit with the original platting of the lots. Both lots are zoned Single-Family Residential (R-2). The following are

minimums in the R-2 Zone: lot size- 7,000 square feet; lot width-sixty (60) feet; and side yard setback - five (5) feet with a fifteen (15) foot combined minimum. The proposed lot line adjustment does not interfere with easement, access, or utilities on either property. The proposed lot line adjustment meets all zoning code requirements. This item was reviewed at the December 8, 2025 Public Works/Finance Committee meeting and recommended for approval.

PROPOSED ACTIONS: Approve the lot line adjustment with no conditions.

E. Surface Transportation Block Grant – Small Urban Funds Grant Application - Alisa Anderson / Scott Bontrager

The Surface Transportation Block Grant (STBG) Small Urban funds are allocated for projects in urban areas with populations between 5,000 and 50,000, based on the 2020 census, and can be used for roadway construction, reconstruction, or rehabilitation, with a local match requirement of 7.34%. In Idaho, 19 small urban areas are eligible for the LHTAC Small Urban program through a competitive application process, with project funding based on estimated costs for activities such as roadway rehab, new construction, overlays, or transportation planning. City of Moscow staff has identified a project on “D” Street from Hwy. 95 to Hayes Street as a candidate for this grant, with an estimated total cost of \$1,271,828 and a requested grant of up to \$1,178,475, supplemented by a matching fund of \$93,353. The current scope of the project includes approximately 10,500 square yards of asphalt grinding, placement of pavement overlay geotextile, 1,800 tons of asphalt paving, and the construction of 20 ADA-compliant pedestrian ramps. If awarded, the project would be designed in 2026 and constructed in summer 2027. This item was reviewed by the Public Works/Finance Committee on December 8, 2025, and recommended for approval.

ACTIONS: Recommend approval to submit a grant application to the STBG Small Urban program for a grind and inlay project for “D” Street in an amount not to exceed \$1,178,475 with the corresponding Resolution.

REGULAR AGENDA

2. Mayors Appointments (ACTION ITEM)

3. Public Comment (limit 15 minutes)

4. Citizen Commission Report - Historic Preservation Commission - Mike Ray / Nels Reese

5. Professional Services Agreement with Design West for the East City Park Stage Construction Design and Administration Services (ACTION ITEM) - David Schott

On October 4, 2025, the City of Moscow issued a Request for Qualifications for design and construction management services for the East City Park Stage project. Design West Architects was selected after an evaluation of the two firms who submitted Statements of Qualifications. If approved, the proposed Professional Services Agreement will advance the East City Park Stage Project from the current thirty percent (30%) design to completion for the amount of seventy-two thousand, seven hundred dollars (\$72,700.00).

PROPOSED ACTIONS: Approve the Professional Service Agreement between the City of Moscow and Design West Architects, or provide staff with further direction.

6. Downtown Event Street Closure Policy Proposal (ACTION ITEM) - Bill Belknap

Earlier this year, the City received a request from the Moscow Chamber of Commerce and Visitor Center (Chamber) and the Downtown Business Alliance (DBA) to consider establishing a policy to reduce downtown street closures for community events during normal weekday

business hours. Over the last several years, the City has seen an increasing number of event street closure requests downtown. The Chamber and DBA believe these closures significantly deter access to businesses, disrupt regular commercial activity, and negatively impact both customers and business owners. The Mayor and Council Leadership reviewed the request and requested Staff to prepare a draft resolution that would prohibit event closures Monday through Friday from 8:00 AM to 5:00 PM for events other than those conducted by the City or on behalf of the City, as well as street closures associated with City related emergency services and the maintenance, repair, or reconstruction of City roadways and utilities located within the public right-of-way. This resolution is before the Council for consideration.

PROPOSED ACTIONS: Approve the proposed Resolution, or take other action as deemed appropriate.

7. Access Agreement-City of Moscow and New Saint Andrews College (ACTION ITEM) - Bill Belknap

City Staff is recommending approval of an agreement that will allow New Saint Andrews College (NSA) access across unimproved City property adjacent to the college building at 112 N. Main Street. The access easement will allow NSA to improve a non-conforming parking lot that has historically served tenants of the building. This item was reviewed by the Administrative Committee on November 24, 2025, and forwarded to the full Council without a recommendation.

PROPOSED ACTIONS: Approve the access easement; or take other action deemed appropriate.

REPORTS

City Council

Mayor

ADJOURN TO EXECUTIVE SESSION PER IDAHO CODE 74-206 (1)(B) AND (1)(F) - THE MEETING WILL NOT RECONVENE.

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.