

Public Works / Finance Committee



Regular Meeting
~Agenda~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, January 12, 2026

4:00 PM

**Council Chambers
206 E. Third St.**

The Moscow Mayor, City Council and Staff welcome you to today's meeting. 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 and limitations may be placed on the time allowed for comments. If you plan to address the Committee, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that council committee 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.

REGULAR AGENDA

1. Approval of Public Works/Finance Committee December 8, 2025 Minutes (ACTION ITEM) - Laurie M. Hopkins

2. Disbursement Report December 2025 (ACTION ITEM) - Sarah Decker

Presentation of the Accounts Payable Report for the month ending December 2025.

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

3. First Quarter Financial Report October 1, 2025 to December 31, 2025 for FY2026 (ACTION ITEM) - Sarah Decker

Presentation of the financial report for the first quarter of Fiscal Year 2026 (October 1, 2025 to December 31, 2025).

PROPOSED ACTIONS: Approve the FY2026 First Quarter Financial Report, or provide staff with further direction.

4. Idaho Commission on the Arts Grant Application: Public Programs in the Arts (ACTION ITEM) - Megan Cherry

The Arts Department seeks approval to apply for an annual grant administered by the Idaho Commission on the Arts (ICA). The Public Programs in the Arts (PPA) grant program is intended to provide program support for arts organizations in Idaho. These funds will represent off-setting revenue in the production of Palouse Plein Air. If the application is successful, funds are typically available at the end of the City of Moscow's FY26, and would be deferred for use in FY2027.

PROPOSED ACTIONS: Recommend approval of the Public Programs in the Arts (PPA) grant application for the current cycle, or provide staff further direction.

5. 2026 Transportation Alternatives Program (TAP) Grant Application Project No. 1 (ACTION ITEM) - Alisa Anderson / Scott Bontrager

The City of Moscow has identified a segment of Mountain View Road from Paradise Creek to State Highway 8 as a candidate for a Transportation Alternatives Program (TAP) grant. The project includes installing curb, gutter, and a shared-use path, along with constructing a retaining

wall to minimize property impacts, ultimately connecting to the upcoming construction of the South Mountain View Road TAP project to create a continuous 1.8-mile multimodal corridor. This corridor provides vital access to key destinations such as the Moscow Community Playfields, Latah County Fairgrounds, and Eastside Market Place, serving a rapidly growing residential area with high pedestrian, bicycle, and vehicle traffic, especially during events. The infrastructure improvements will support safe, accessible, and continuous connections for all users, prioritizing pedestrian and cyclist safety while encouraging diverse transportation options. The estimated cost is \$750,000, with \$500,000 requested from the TAP, and the remaining funds of \$250,000 will be provided by the City's Roadway Improvement capital accumulation.

PROPOSED ACTIONS: Authorize City staff to submit a 2026 Transportation Alternatives Program Grant Application for \$500,000 with total project costs not to exceed \$750,000 or provide staff further direction.

6. 2026 Transportation Alternatives Program (TAP) Grant Application Project No. 2 (ACTION ITEM) - Alisa Anderson / Scott Bontrager

The City of Moscow staff has identified the need to replace and expand an aging, heavily traveled pedestrian and bicycle route from a cul-de-sac at the end of Fifth Street to Sixth Street near Short's Funeral Chapel. The project will include an upgraded crosswalk over Sixth Street, connecting to Park Drive with new sidewalks on the west side from Sixth to Seventh Street. This corridor serves residents, students attending Lena Whitmore Elementary and Moscow Middle School, and a developing medical office hub along Sixth Street, which has seen significant growth. Currently, lacking sidewalks on Park Street, the connecting Sixth Street corridor functions as a key multimodal route with two bus stops within two blocks, making it ideal for funding through the Transportation Alternatives Program (TAP). The scope involves installing approximately 610 linear feet of curb and 776 linear feet of sidewalk, along with sidewalk extensions and rapid flashing beacons at the mid-block crossing on Sixth Street to improve pedestrian safety. Overall, the project's goal is to enhance connectivity and safety throughout the city, especially for children and students, while staying within the \$500,000 funding limit provided by TAP.

PROPOSED ACTIONS: Authorize City staff to submit a 2026 Transportation Alternatives Program Grant Application for Project No. 2 not to exceed \$500,000 requiring a 7.34% local match or provide staff further direction.

7. Transportation Alternatives Program (TAP) - Highway 95 Underpass Project Modification (ACTION ITEM) - Alisa Anderson / Scott Bontrager

The City of Moscow and the Moscow Urban Renewal Agency (MURA) began planning a pedestrian and bicycle underpass at South Main Street/U.S. 95 in 2018, supported by a feasibility study and a Transportation Alternatives Program (TAP) grant. The project was designed to improve pedestrian and cyclist safety by bypassing a busy five-lane intersection near the University of Idaho. The original plan included a 710-foot-long underpass, pathway connections, and removal of the old Hwy. 95 bridge, with most of the \$1.07 million cost covered by federal funding.

State-level delays postponed design work until 2023, and extensive environmental reviews extended into 2025. Updated analyses revealed significant sediment buildup and changed hydraulic conditions in Paradise Creek, making it difficult to meet clearance requirements and requiring extensive sediment removal and ongoing maintenance. These changes also increased project costs to approximately \$1.78 million, significantly raising the required local match despite increased MURA funding.

Due to the altered creek conditions, permitting challenges, and long-term maintenance concerns, the underpass was deemed infeasible at this time. As a result, the project scope has shifted toward exploring alternative above-ground pedestrian safety improvements at the same intersection, with Federal Highways Administration (FHWA) approval to revise the project approach to better fit current site conditions. This revised approach would meet safety and connectivity goals while reducing the total project cost to approximately \$1.37 million, matching the current budget.

PROPOSED ACTIONS: Authorize City staff to modify the scope of the project and complete the design utilizing remaining funds in the current State/Local agreement, or provide staff further direction.

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.

Public Works / Finance Committee



Regular Meeting
~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, December 8, 2025

4:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 4:00 p.m.

PRESENT: Hailey Lewis, Sandra Kelly, Julia Parker

OTHERS: Drew Davis, Bryce Blankenship, Evan Holmes, Sage McCetich

STAFF: Bill Belknap, Lucy Falcy, Alisa Anderson, Scott Bontrager, Laurie M. Hopkins

REGULAR AGENDA

1. Approval of Public Works/Finance Committee November 10, 2025 Minutes (ACTION ITEM) - Laurie M. Hopkins

The minutes were approved as presented.

2. Disbursement Report November 2025 (ACTION ITEM) - Sarah Decker

Presentation of the Accounts Payable Report for the month ending November 2025.

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

Decker presented the disbursement report and provided details on the major expenses including payroll, City Shop construction project, Well #6 repair, and annual workers compensation. The Committee accepted the report and that it be placed on the Council consent agenda. The Committee accepted the disbursement report for the month of November 2025.

3. Proposed Lot Line Adjustment Between 2534 and 2540 East Third Street (ACTION ITEM) - 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.

PROPOSED ACTIONS: Recommend approval of the lot line adjustment with no conditions; or recommend approval of the lot line adjustment request with conditions; or recommend denial of the lot line adjustment request; or provide staff further direction.

Faley introduced the item as written above. This adjustment will meet the five foot side yard setback. The Committee recommended approval and that it be placed on the Council consent agenda.

4. Surface Transportation Block Grant – Small Urban Funds Grant Application (ACTION ITEM) - 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 \$1,179,475, 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.

PROPOSED 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 \$1,179,475 with the corresponding Resolution or provide staff further direction.

Anderson introduced the item as written, noting that Moscow is the only city in District 2 that meets the population requirement for this grant. Bontrager presented a map of the proposed project, which includes D Street from Main Street to Hayes Street. The project is included in the Capital Improvement Plan for FY2028–2030. Anderson stated that this is the same program through which the A Street and Mountain View improvements were completed. He noted that the program has been restarted, making the City eligible to apply again.

Belknap stated that the City previously applied for this work under the Strategic Initiatives Program which were one-time funds, but Moscow was not successful in that application.

Kelly asked about the timing of the project in relation to F Street repairs. Bontrager explained that a grind-and-inlay was completed on the worst section of F Street, but the Streets Division would like to defer further work on F Street due to higher priorities. He noted that grind-and-inlay projects typically take approximately one week to complete and include pedestrian ramp improvements. Capital funds for the D Street project are fully planned for FY2028–2030, while 7.34% funds would be available in FY2027. If awarded, LHTAC would manage the project and select a consultant for design, and in many cases also provide construction management.

The Committee recommended approval and placement of the item on the City Council consent agenda.

5. 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: Recommend approval of the proposed Resolution, or provide staff further direction.

Belknap introduced the item as written above. Kelly asked why the restriction ended at 5:00 p.m.?

Sam Martinet, Chamber of Commerce, said they had a conversation with the DBA. The Alliance wanted to be open to community events but find balance between events and business operations Monday through Friday. They felt this proposal struck a good balance. Belknap added the businesses open past 5:00 p.m. could benefit most from an event as attendees may want to eat or drink at one of the downtown establishments whereas if you're a realtor's office or bank, it wouldn't provide the same benefit. Businesses open past 5:00 p.m. would see less detrimental impact. Additionally, staff felt it should be a policy, not code, so it can be adjusted in the future if necessary.

The Committee recommended approval and placement of the item on the City Council regular agenda.

ADJOURN

The meeting closed at 4:22 p.m.

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, January 12, 2026



AGENDA ITEM TITLE

Disbursement Report December 2025 (ACTION ITEM) - Sarah Decker

RESPONSIBLE STAFF

Sarah Decker, Director of Finance & Employee Services

ADDITIONAL PRESENTER(S)

DESCRIPTION

Accounts Payable Report for the month ending December 31st, 2025. A summary of the major expenditures has been approximated by category and represents 96% of the total expenditure of \$3,933,875.84.

Payroll	\$1,395,408.00
Professional Services	\$340,614.00
Sanitation	\$386,244.00
Capital Outlay	\$137,229.00
Capital Outlay - Improvements	\$17,843.00
Capital Outlay - Buildings	\$823,630.00
Minor Equipment	\$397,147.00
Supplies	\$119,430.00
Utilities	\$91,088.00
Contractual Payments	\$33,475.00
ACH Wells Fargo	\$39,665.00
Total	\$3,781,773.00

REVIEWED BY

PROPOSED ACTIONS

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

STAFF RECOMMENDATION

Accept the Disbursements Report for the month of December 2025.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

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

RECEIPTS REPORT FOR DECEMBER 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	212,386.88	137,961.83	123,317.70	0.00	148,694.67	14,295.29	312,667.57	36,990.57	0.00	5,334.75	991,649.26
105	STREETS	25,333.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,333.85
120	RECREATION AND CULTURE	0.00	0.00	25.00	0.00	10,764.39	0.00	0.00	-137.80	0.00	2.00	10,653.59
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	10,628.34	0.00	0.00	0.00	0.00	0.00	0.00	10,628.34
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	596,778.49	0.00	1,871.96	13.77	0.00	0.00	598,664.22
230	SEWER	0.00	0.00	0.00	0.00	715,843.63	0.00	1,597.94	16,455.68	0.00	0.00	733,897.25
235	STORMWATER	0.00	0.00	0.00	0.00	52,322.26	0.00	0.00	0.00	0.00	0.00	52,322.26
240	SANITATION	0.00	0.00	0.00	0.00	492,123.89	0.00	0.00	0.00	0.00	0.00	492,123.89
290	FLEET	0.00	0.00	0.00	0.00	68,775.32	0.00	0.00	0.00	0.00	0.00	68,775.32
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	139,172.45	0.00	0.00	3,045.66	0.00	0.00	142,218.11
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	569.64	0.00	0.00	0.00	25,759.02	0.00	0.00	0.00	26,328.66
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	2,534.98	0.00	0.00	0.00	2,534.98
590	BOND & INTEREST	27,264.33	0.00	0.00	0.00	0.00	0.00	337.29	0.00	0.00	0.00	27,601.62
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		264,985.06	137,961.83	123,912.34	10,628.34	2,224,475.10	14,295.29	344,768.76	56,367.88	0.00	5,336.75	3,182,731.35

**City of Moscow
Cash and Investments
Balances as of 12/31/2025**

Fund	Year to Date Balance
General Fund	\$ 2,988,850.71
Street Fund	\$ 1,821,927.05
Recreation & Culture	\$ 1,156,581.16
MSDCP	\$ 140,632.25
1912 Fund	\$ 51,426.63
Transit Center	\$ 57,472.73
Water Fund	\$ 1,879,751.16
Sewer Fund	\$ 2,982,435.28
Stormwater Fund	\$ 581,678.02
Sanitation Fund	\$ 2,277,234.87
Fleet Fund	\$ 6,564,827.62
Information Systems	\$ 1,786,383.82
Water Capital	\$ 11,247,461.92
Sewer Capital	\$ 28,847,502.57
Stormwater Capital	\$ 383,883.79
Sanitation Capital	\$ 11,471,015.90
Capital Projects	\$ 19,706,514.79
LID Construction	\$ -
Hamilton	\$ 795,470.07
Bond & Interest	\$ 615,827.18
LID Funds	\$ -
Payroll Service	\$ 1,327,468.02
Total Cash & Investments	\$ 96,684,345.54

DISBURSEMENTS REPORT FOR DECEMBER 2025

DATE	FUND NAME	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	WELLSFARGO CC ACH	ACCOUNTS PAYABLE ACH	VOID CHECKS	PAYROLL	PAYROLL	GRAND TOTALS
		12/3/2025	12/10/2025	12/18/2025	12/23/2025	12/30/2025	12/22/2025	12/3/2025	12/12/2025	12/26/2025		
BATCH #		AP 12.3.2025	AP 12.10.2025	AP 12.18.2025	AP 12.23.2025	AP 12.30.2025	AP 12.12.2025	12/10/2025 12/30/2025 AP 12.3.2025 AP 12.10.2025 AP 12.30.2025		PR168-169	PR 170	
CHECK #'s		114886-114947	114948-115012	115013-115063	115064-115101	115102-115129	December CC ACH's	December ACH's		21682	21683	
Fund #	ACH for Wells Fargo to be Imported											0.00
101	GENERAL	13,133.72	23,056.98	29,638.73	13,259.98	400,674.76	17,611.78			428,757.64	414,327.22	1,340,460.81
105	STREETS	1,313.53	24,288.15	1,675.04	4,752.72		195.77			32,442.00	33,571.84	98,239.05
120	RECREATION AND CULTURE	9,554.99	12,292.99	2,314.73	126.59	834.97	1,024.30			66,477.68	60,688.80	153,315.05
121	MSD COMM. PLAY FIELDS	1,991.84		4,941.00		6,718.60						13,651.44
123	1912 CENTER											0.00
128	TRANSIT CENTER	352.88	1,142.84	1,012.09								2,507.81
220	WATER	3,517.48	63,513.95	293,027.95	29,456.29	90,268.96	1,147.21			54,255.43	59,695.49	594,882.76
230	SEWER	16,334.29	52,963.48	2,825.07	37,569.29	16,778.81	6,947.82	22,102.94		59,499.58	62,826.09	277,847.37
235	STORMWATER	17,075.86	1,685.85	510.78	47.50		1,700.18			20,189.93	20,825.92	62,036.02
240	SANITATION	6.02	131,983.69	136.05				232,156.87		4,082.17	4,155.20	372,520.00
290	FLEET	939.74	7,896.15	270.27	21,464.67	6,669.74	902.48			14,735.32	15,300.47	68,178.84
295	INFORMATION SYSTEMS	10,025.16		23,946.13		9,883.18	10,135.19			21,418.21	22,159.21	97,567.08
320	WATER CAPITAL PROJECTS			42,445.77				1,158.07				43,603.84
330	SEWER CAPITAL PROJECTS			50,934.56		11,196.40		1,158.07				63,289.03
335	SANITATION CAPITAL PROJ											0.00
340	SANITATION CAPITAL PROJ					14,456.02						14,456.02
350	CAPITAL PROJECTS			700,549.17				30,771.55				731,320.72
355	LID CONSTRUCTION											0.00
380	HAMILTON - PARKS & REC											0.00
590	BONDS & INTEREST											0.00
	TOTAL	74,245.51	318,824.08	1,154,227.34	106,677.04	557,481.44	39,664.73	287,347.50	0.00	701,857.96	693,550.24	3,933,875.84

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, January 12, 2026



AGENDA ITEM TITLE

First Quarter Financial Report October 1, 2025 to December 31, 2025 for FY2026 (ACTION ITEM) - Sarah Decker

RESPONSIBLE STAFF

Sarah Decker, Director of Finance & Employee Services

ADDITIONAL PRESENTER(S)

DESCRIPTION

Presentation of the financial report for the first quarter of Fiscal Year 2026 (October 1, 2025 to December 31, 2025).

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve the FY2026 First Quarter Financial Report, or provide staff with further direction.

STAFF RECOMMENDATION

Approve the FY2026 First Quarter Financial Report

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Quarterly Financials - December 2025 - Council Report
2. Quarterly Financials - December 2025 - Summary

City of Moscow
QUARTERLY FINANCIAL REPORT
Budget For Fiscal Year Ending 9/30/2026
SUMMARY FINANCIAL REPORT BY FUND - BUDGET AND ACTUAL

Fund	Original Budget	Final Budget	December-25 YTD	Percent of Year 25% Budget to Actual To Date
101 General Fund Revenues	20,689,006	20,689,006	2,657,694	12.85%
Salaries & Benefits	11,523,791	11,523,791	2,534,401	21.99%
Operations	4,236,421	4,236,421	1,329,112	31.37%
Capital Outlay	43,700	43,700	0	0.00%
Transfers	4,885,094	4,885,094	1,637,692	33.52%
Total General Fund Expenditures	20,689,006	20,689,006	5,501,205	26.59%
105 Street Department Revenues	3,317,697	3,317,697	205,240	6.19%
Salaries & Benefits	1,012,770	1,012,770	212,055	20.94%
Operations	1,699,068	1,699,068	382,170	22.49%
Capital Outlay	0	0	0	0.00%
Transfers	605,859	605,859	226,465	37.38%
Total Street Fund Expenditures	3,317,697	3,317,697	820,690	24.74%
120 Recreation & Culture Revenues	3,677,226	3,677,226	782,845	21.29%
Salaries & Benefits	2,294,167	2,294,167	404,057	17.61%
Operations	1,353,434	1,353,434	218,163	16.12%
Capital Outlay	24,000	24,000	17,725	73.85%
Debt Service	0	0	0	0.00%
Transfers	5,625	5,625	5,625	100.00%
Total Parks & Rec Expenditures	3,677,226	3,677,226	645,571	17.56%
121 MSD Community Playfields Revenues	305,320	305,320	59,961	19.64%
Salaries & Benefits	72,966	72,966	6,321	8.66%
Operations	174,332	174,332	29,664	17.02%
Transfers	58,022	58,022	20,522	35.37%
Total MSD Community Playfields	305,320	305,320	56,507	18.51%
123 1912 Center Revenues	160,490	160,490	40,123	25.00%
Operations	138,500	138,500	33,385	24.10%
Capital Outlay	21,990	21,990	0	0.00%
Total 1912 Center Expenditures	160,490	160,490	33,385	20.80%
128 Transit Center Revenues	43,075	43,075	47,203	109.58%
Operations	43,075	43,075	8,229	19.10%
Transfers	0	0	0	0.00%
Total Transit Center Fund	43,075	43,075	8,229	19.10%
220 Water Fund Revenues	8,812,725	8,812,725	2,060,360	23.38%
Salaries & Benefits	1,619,873	1,619,873	348,649	21.52%
Operations	3,685,778	3,685,778	942,771	25.58%
Capital Outlay	436,232	436,232	155,695	35.69%
Debt Service	536,422	536,422	134,111	25.00%
Transfers	2,534,420	2,534,420	730,505	28.82%
Total Water Fund Expenditures	8,812,725	8,812,725	2,311,731	26.23%
230 Sewer Fund Revenues	9,868,026	9,868,026	2,655,810	26.91%
Salaries & Benefits	1,648,963	1,648,963	361,882	21.95%
Operations	4,141,224	4,141,224	833,243	20.12%
Capital Outlay	160,000	160,000	24,482	15.30%
Debt Service	403,644	403,644	14,322	3.55%
Transfers	3,514,195	3,514,195	1,013,774	28.85%
Total Sewer Fund Expenditures	9,868,026	9,868,026	2,247,703	22.78%

City of Moscow
QUARTERLY FINANCIAL REPORT
Budget For Fiscal Year Ending 9/30/2026
SUMMARY FINANCIAL REPORT BY FUND - BUDGET AND ACTUAL

				Percent of Year 25%	
Fund	Original Budget	Final Budget	December-25 YTD	Budget to Actual To Date	
235	Stormwater Fund Revenues	1,489,532	1,489,532	358,653	24.08%
	Salaries & Benefits	559,386	559,386	125,818	22.49%
	Operations	646,170	646,170	114,109	17.66%
	Capital Outlay	40,000	40,000	0	0.00%
	Debt Service	0	0	0	0.00%
	Transfers	243,976	243,976	98,494	40.37%
	Total Stormwater Fund Expenditures	1,489,532	1,489,532	338,421	22.72%
240	Sanitation Fund Revenues	7,581,059	7,581,059	1,653,402	21.81%
	Salaries & Benefits	238,733	238,733	25,622	10.73%
	Operations	6,796,558	6,796,558	1,158,702	17.05%
	Capital Outlay	0	0	0	0.00%
	Transfers	545,768	545,768	136,442	25.00%
	Total Sanitation Fund	7,581,059	7,581,059	1,320,766	17.42%
290	Fleet Management Revenues	5,416,121	5,416,121	1,256,874	23.21%
	Salaries & Benefits	406,154	406,154	88,955	21.90%
	Operations	4,457,967	4,457,967	135,660	3.04%
	Capital Outlay	552,000	552,000	34,994	6.34%
	Debt Service	0	0	0	0.00%
	Transfers	0	0	0	0.00%
	Total Fleet Management Expenditures	5,416,121	5,416,121	259,609	4.79%
295	Information Systems	2,566,009	2,566,009	454,998	17.73%
	Salaries & Benefits	599,684	599,684	113,062	18.85%
	Operations	1,961,325	1,961,325	236,858	12.08%
	Capital Outlay	0	0	0	0.00%
	Transfers	5,000	5,000	5,000	100.00%
	Total Information Systems Expenditures	2,566,009	2,566,009	354,919	13.83%
Revenue for Miscellaneous Funds					
320	Water Construction Fund	12,024,437	12,024,437	658,779	5.48%
330	Sewer Construction Fund	29,420,331	29,420,331	998,935	3.40%
335	Stormwater Capital Fund	597,083	597,083	49,839	8.35%
340	Sanitation Construction Fund	12,818,197	12,818,197	202,338	1.58%
350	Capital Projects Fund	19,694,724	19,694,724	2,017,461	10.24%
355	LID Construction Fund	0	0	0	0.00%
380	Hamilton P & R	32,000	32,000	5,223	16.32%
590	Bond & Interest Debt Service Fund	1,065,384	1,065,384	30,941	2.90%
595	LID Bonded Debt Service Fund	0	0	0	0.00%
	Total Miscellaneous Fund Revenue	75,652,156	75,652,156	3,963,515	5.24%
Expenses for Miscellaneous Funds					
320	Water Construction Fund	12,024,437	12,024,437	58,274	0.48%
330	Sewer Construction Fund	29,420,331	29,420,331	191,599	0.65%
335	Stormwater Capital Fund	597,083	597,083	0	0.00%
340	Sanitation Construciton Fund	12,818,197	12,818,197	142,330	1.11%
350	Capital Projects Fund	19,694,724	19,694,724	990,273	5.03%
355	LID Construction Fund	0	0	0	0.00%
380	Hamilton P & R	32,000	32,000	8,000	25.00%
590	Bond & Interest Debt Service Fund	1,065,384	1,065,384	600	0.06%
595	LID Bonded Debt Service Fund	0	0	0	0.00%
	Total Miscellaneous Fund Expenses	75,652,156	75,652,156	1,391,075	1.84%
Total City Revenue (1)		139,578,442	139,578,442	16,196,678	11.60%
Total City Expenses		139,578,442	139,578,442	15,289,811	10.95%

Note: Citizens are invited to inspect the detailed supporting records of the above financial statements.

(1) Budgeted revenues included Beginning Fund Balance and Budgeted expenses include Ending Fund Balance; Actuals do not include Fund Balance.

City of Moscow
QUARTERLY FINANCIAL REPORT

Budget For Fiscal Year Ending 9/30/2026

SUMMARY FINANCIAL REPORT BY FUND - BUDGET AND ACTUAL

	Original Budget	Final Budget	December-25 YTD	Percent of Year 25% Budget to Actual To Date
General Fund				
Revenues	20,689,006	20,689,006	2,657,694	12.85%
Salaries & Benefits	11,523,791	11,523,791	2,534,401	21.99%
Operations	4,236,421	4,236,421	1,329,112	31.37%
Capital Outlay	43,700	43,700	0	0.00%
Transfers	4,885,094	4,885,094	1,637,692	33.52%
Total General Fund Expenditures	20,689,006	20,689,006	5,501,205	26.59%
Bond & Interest Debt Service Revenue	1,065,384	1,065,384	30,941	2.90%
Bond & Interest Debt Service Expenditures	1,065,384	1,065,384	600	0.06%
Other Governmental Funds				
Revenues	7,503,808	7,503,808	1,135,371	15.13%
Salaries & Benefits	3,379,903	3,379,903	622,433	18.42%
Operations	3,408,409	3,408,409	671,612	19.70%
Capital Outlay	45,990	45,990	17,725	38.54%
Transfers	669,506	669,506	252,612	37.73%
Debt Service	0	0	0	0.00%
Total Other Governmental Expenditures	7,503,808	7,503,808	1,564,382	20.85%
All Capital Projects Funds				
Revenues	74,586,772	74,586,772	3,932,574	5.27%
Capital Outlay	74,586,772	74,586,772	1,390,475	1.86%
Total Capital Projects Expenditures	74,586,772	74,586,772	1,390,475	1.86%
Enterprise Funds				
Revenues	27,751,342	27,751,342	6,728,225	24.24%
Salaries & Benefits	4,066,955	4,066,955	861,971	21.19%
Operations	15,269,730	15,269,730	3,048,825	19.97%
Capital Outlay	636,232	636,232	180,177	28.32%
Debt Service	940,066	940,066	148,433	15.79%
Transfers	6,838,359	6,838,359	1,979,215	28.94%
Total Enterprise Fund Expenditures	27,751,342	27,751,342	6,218,621	22.41%
Internal Service Funds				
Revenues	7,982,130	7,982,130	1,711,872	21.45%
Salaries & Benefits	1,005,838	1,005,838	202,017	20.08%
Operations	6,419,292	6,419,292	372,518	5.80%
Capital Outlay	552,000	552,000	34,994	6.34%
Debt Service	0	0	0	0.00%
Transfers	5,000	5,000	5,000	100.00%
Total Fleet & IS Expenditures	7,982,130	7,982,130	614,528	7.70%
Total City Revenue (1)	139,578,442	139,578,442	16,196,678	11.60%
Total City Expenses	139,578,442	139,578,442	15,289,811	10.95%

Note: Citizens are invited to inspect the detailed supporting records of the above financial statements.

(1) Budgeted revenues included Beginning Fund Balance and Budgeted expenses include Ending Fund Balance; Actuals do not include Fund Balance.

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, January 12, 2026



AGENDA ITEM TITLE

Idaho Commission on the Arts Grant Application: Public Programs in the Arts (ACTION ITEM) - Megan Cherry

RESPONSIBLE STAFF

Megan Cherry, Arts Program Manager

ADDITIONAL PRESENTER(S)

DESCRIPTION

The Arts Department seeks approval to apply for an annual grant administered by the Idaho Commission on the Arts (ICA). The Public Programs in the Arts (PPA) grant program is intended to provide program support for arts organizations in Idaho. These funds will represent off-setting revenue in the production of Palouse Plein Air. If the application is successful, funds are typically available at the end of the City of Moscow's FY26, and would be deferred for use in FY2027.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Recommend approval of the Public Programs in the Arts (PPA) grant application for the current cycle, or provide staff further direction.

STAFF RECOMMENDATION

Recommend approval of the Public Programs in the Arts (PPA) grant application for the current cycle.

OTHER RESOURCES

FISCAL IMPACT

This grant typically represents between \$5000 and \$6000 in revenue to offsets costs to produce the Arts Department's regular annual programming.

PERSONNEL IMPACT

Personnel time will be required to submit the application and the final report at the end of the granting period.

ATTACHMENTS

1. 2027_ICA_PPA_Program Description
2. 2027_ICA_PPA_Application_blank

Opportunities

List of all current Opportunities

Current Applications

ID	Application Title	Organization	Status
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Opportunity Details

 Start New Application

25240 - Public Programs in the Arts - FY 2027

Opportunity Details

Entry Track / PPA

Final Application Deadline: Jan 31, 2026 11:59 PM

Status: Posted
Posted Date: Dec 1, 2025 9:27 AM
Award Amount Range: Not Applicable
Project Dates: 07/01/2026 - 06/30/2027
Award Announcement Date:

Program Officer: John McMahon
Phone: (208) 334-2119 x
Email: John.McMahon@arts.idaho.gov

Description

Description

Purpose

This annual grant opportunity supports Idaho's established arts organizations that provide public programs in the arts. These programs represent the highest standards of excellence, engage the public, encourage community access, education, and participation in the arts, and follow best practices in business management and administration. An organization must first apply in Entry Track before being eligible for PPA as determined by staff and panel recommendation.

Process

Applications are adjudicated by a panel of community arts professionals. Award amounts depend on available funds. A final report is due by July 31, which must then be approved for the grantee to remain eligible for future funding.

Amount

Grant amounts are based on a funding formula that includes a panel review assessment, organizational budget, and past Commission funding.

Program Dates

July 1, 2026 – June 30, 2027

Eligibility and Restrictions

- Applicant must be a nonprofit, IRS tax exempt 501(c)(3) organization; or be a unit of local, county, tribal, or state government, including schools and school districts. Nonprofit organizations must have a valid 501(c)(3) Determination Letter with an effective date at least three years prior to the grant application deadline date.
- Applicant must provide a Unique Entity Identifier (UEI).
- Applicant must have a minimum of a three-year program history as of the grant application deadline date.
- Applicant must compensate professional artists and administrators.
- The organization's primary purpose must be the production, presentation, or support of the arts and it must demonstrate a history of maintaining high artistic standards.
- Applicant must have completed at least one year of Entry Track funding and have received notification of PPA status.
- Final reports for past Commission grants must be submitted and approved.

PPA CYCLE

New PPA recipients may enter during any year of the cycle once PPA notification has been received from staff. PPA is reviewed on a three-year cycle.

	2025	2026	2027
January	application due	application due	application due
April	full panel review	interim (staff) review	interim (staff) review
July	final report due	final report due	final report due

(cycle repeats)

Evaluation Criteria

Artistic Merit (40 points)

- Organization produces programs of artistic merit appropriate to its mission
- Describes process used to ensure excellence in artistic programs and services

Community Involvement and Access (40 points)

- Identifies the community served and understands the needs of that community
- Describes how new, nontraditional, and underserved audiences are reached
- Provides evidence of community support for programs, as demonstrated by initiatives, partnerships, or collaborations
- Complies with ADA and Section 504 accessibility requirements

Management (20 points)

- Provides organizational structure, board and staff responsibilities, and consistent volunteer involvement
- Planning is appropriate for reaching the target audience (marketing, audience development, long range, etc.)
- Evaluation methods indicate programs are effective
- Budget is clear and indicates stability and diverse income sources
- Explains significant changes in budget amounts, deficits, multi-year grants, etc.





Submitted Applications

List of all current submitted Applications

[Application Preview](#) [Attachments](#) [Alert History](#) [Map](#)

Application Details

 [Edit Application](#)

 [Withdraw](#)

25412 - City of Moscow Arts Department

Application Details

Opportunity: 25240-Public Programs in the Arts - FY 2027
Opportunity Due Date: Jan 31, 2026 11:59 PM
Program Area: Entry Track / PPA
Status: Editing
Stage: Final Application

Initial Submit Date:
Initially Submitted By:
Last Submit Date:
Last Submitted By:

Contact Information

Primary Contact Information

First Name*: Megan Middle Name Cherry
First Name Last Name
Email*: mcherry@ci.moscow.id.us
Address*: 206 E 3rd Street



City State/Province Postal Code/Zip

Phone*: (208) 883-7036
Phone
###-###-####

Organization Information

Name*: City of Moscow, Art Department
Official IRS Name*: City of Moscow
Organization Type*: Government - Municipal
Organization Website: <https://www.ci.moscow.id.us/>
Address*: PO Box 9203

County: Moscow Idaho
City State/Province
83843
Postal Code/Zip

Phone*: (208) 883-7000 7036
###-###-#### Ext.

E-mail Address*: mcherry@ci.moscow.id.us

Applicant Institution*: None of the above

Unique Entity Identifier

The Idaho Commission on the Arts and its grants are supported, in part, by federal funding. **All organizations must obtain a Unique Entity Identifier (UEI) to comply with federal regulations. Applications submitted without a Unique Entity Identifier will be rejected as incomplete.**

1. Create a user account at <https://sam.gov/> to request a UEI. You do NOT need to create a full entity registration once a user account has been established.
2. If your organization does business directly with the federal government and you currently have a full entity registration, you have automatically been assigned a UEI. You will need to login to your SAM.gov user account to retrieve your UEI.

Unique Entity Identifier*: F6UBA482WBN7
12 digit alphanumeric code

Eligibility and Budget

Eligibility

We are a 501(c)(3) nonprofit, or a school, or unit of local, county, tribal, or state government, and have had this tax exempt status for 3 years prior to the application



for 3 years prior to the application
deadline*:

**We employ paid administrative
staff*:**

Summary

**In 50 words or less, describe what
you will do with grant funding.*:**

Budget

Enter the most recently completed fiscal year (actual)

Annual Operating Revenue:

NEA Required Fields

NEA Required Fields

**My (or my organization's) primary
discipline is:*:**

This project primarily involves:*:

**Funds will primarily support this
type of activity:*:**



COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, January 12, 2026



AGENDA ITEM TITLE

2026 Transportation Alternatives Program (TAP) Grant Application Project No. 1 (ACTION ITEM) - Alisa Anderson / Scott Bontrager

RESPONSIBLE STAFF

Alisa Anderson, Grants Manager, Scott Bontrager, City Engineer

ADDITIONAL PRESENTER(S)

DESCRIPTION

The Local Highway Technical Assistance Council (LHTAC) in partnership with the Idaho Transportation Department, is now soliciting applications for the Transportation Alternatives Program (TAP) to add projects to fiscal years 2028, 2029, and 2030. The purpose of TAP funding is to provide for a variety of alternative transportation projects and to advance Idaho Transportation Department (ITD) strategic goals of mobility, safety, and economic opportunity. The TAP program provides funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, and safe routes to school educational projects.

The City of Moscow staff has identified a segment of Mountain View Road from 400 feet north of White Avenue to State Highway 8 as an ideal candidate for a Transportation Alternatives Program (TAP) grant. The proposed scope includes installing approximately 1,250 feet of curb and gutter, implementing minor stormwater improvements, and constructing about 1,200 linear feet of shared-use path along the east side of Mountain View Road, providing a continuous shared-use pathway from Heron's Hideout Park to State Highway 8, where the Idaho Transportation Department is planning the installation of a traffic signal in 2028. Additionally, a 300-foot retaining wall, ranging from approximately 3 to 5 feet in height, will be built to minimize impacts on adjacent properties. This corridor will connect to the south end of the upcoming construction of the South Mountain View Road TAP project, scheduled for completion in Fall 2026, thereby closing a vital gap in multi-modal infrastructure between White Avenue and State Highway 8. The proposed project would expand north-south mobility options for pedestrians, cyclists, and other non-motorized users. The total estimated cost of the project is not expected to exceed \$750,000, with a maximum funding request of \$500,000 from the Transportation Alternatives Program. The remaining funds of \$250,000 will be provided by the City's Roadway Improvement capital accumulation.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Authorize City staff to submit a 2026 Transportation Alternatives Program Grant Application for \$500,000 with total project costs not to exceed \$750,000 or provide staff further direction.

STAFF RECOMMENDATION

Authorize City staff to submit a 2026 Transportation Alternatives Program Grant Application for \$500,000 with total project costs not to exceed \$750,000.

OTHER RESOURCES

FISCAL IMPACT

The project costs are currently estimated at \$750,000 with a maximum grant award of \$500,000. An additional \$250,000 will be expended from Roadway Improvements capital accumulation.

PERSONNEL IMPACT

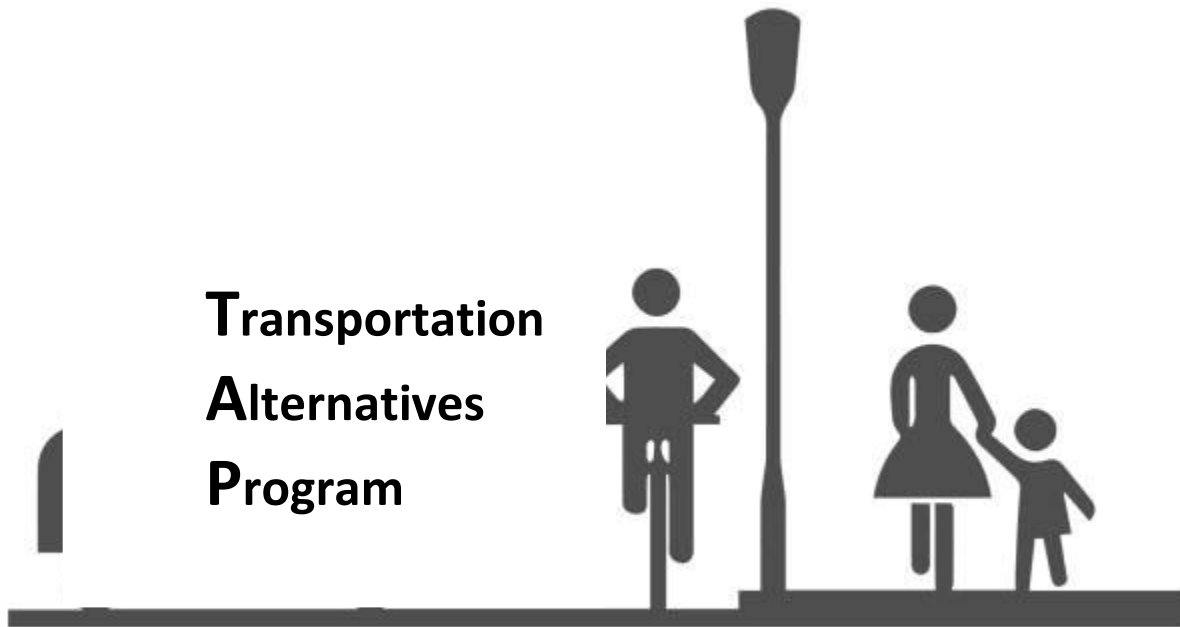
Grants, Engineering, Finance

ATTACHMENTS

- 1. TAP-Infrastructure-Application-2026-SG_Revised-December-2025-1 (1)

Transportation Alternatives Program (TAP): 2026 Application - Infrastructure Projects

Submittal Deadline: Thursday January 22nd, 2026, 4:00 pm MST
(revised December 2025)



Local Highway Technical Assistance Council
3330 Grace Street
Boise, Idaho 83703
208-344-0565
Fax 208-344-0789
www.LHTAC.org



INCLUDED IN THIS PACKET

1. APPLICATION INFORMATION.....	2
2. PROGRAM GUIDANCE	4
3. APPLICATION	8
4. SCORING	10

1. APPLICATION INFORMATION

1.1 INSTRUCTIONS

There are several changes to the TAP Infrastructure application from prior years. Major changes include:

- The ITD TAP coordinators have been updated. Please make sure you contact the appropriate ITD staff as required for your application.
- Guidance for how projects must adhere to Senate Bills 1140 and 1144 has been developed.

The following items are due to LHTAC or ITD TAP Coordinator by January 15, 2026:

- Pre-application checklist
- Environmental screening form
- TAP estimating worksheet

The forms will be returned to the applicant with signatures or with comments to be addressed prior to submission of the application. Forms with comments must still be signed prior to submission of application.

A completed application will include the following:

- Cover Sheet that includes the local sponsor and project name.
- Applicant information and funding preferences (page 9).
- Project Map that clearly defines project location with easily identifiable beginning and end points.
- Responses to questions 1-5.
- Letter or resolution from your agency stating a match commitment.
- ITD 1983 form – ROW Certificate.
- Supplemental Application Questions for projects within an MPO (if applicable).
- Railroad agreement (if applicable).
- The pre-application checklist, environmental screening form and TAP estimating worksheet.
- Application certification, signed page 7.

Completed applications should be submitted as a single electronic file to APPLICATIONS@LHTAC.ORG by 4:00 p.m. (MST) on **Thursday, January 22, 2026**.

Application resources can be found on LHTAC's website www.lhtac.org/programs/TAP

1.2 PROGRAM BACKGROUND

The Local Highway Technical Assistance Council (LHTAC) in partnership with the Idaho Transportation Department is now soliciting applications for the Transportation Alternatives Program (TAP) to add projects to fiscal years 2028, 2029, 2030. The purpose of TAP funding is to provide for a variety of alternative transportation projects and to advance ITD's strategic goals of Mobility, Safety and Economic Opportunity. The TAP program provides funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, and safe routes to school educational projects. Approximately \$7.5M is available each year with up to 95% going toward infrastructure projects and the rest funding non-infrastructure Safe Routes to School (SR2S) projects. The \$7.5M annual funding allocation is based on the IIJA Act.

ELIGIBLE PROJECTS: According to ITD Administrative Policy 5081, funds can be used for on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities act of 1990.

Examples of eligible projects:

- Paths/sidewalks along or adjacent to an existing roadway.
- Connecting sidewalks/paths between two terminal points.
- Curb ramps and other horizontal and vertical barriers to accessibility.
- Pedestrian crossing facilities across an existing roadway including signing and/or signalization.
- Reconstructing an existing non-compliant pathway or sidewalk.
- Pedestrian bridges or underpasses.

Senate Bill 1140 and 1144: By submitting an application, applicants are certifying these projects meet the intent of SB 1140 and SB1144, passed in April 2025. Approved TAP projects will satisfy the requirement that standalone bicycle and pedestrian projects be proposed in specific locations near schools, parks, or other designated bicycle or pedestrian areas.

APPLICATION:

The application for the Transportation Alternatives Program is included in this package, and can be found on the LHTAC website, www.LHTAC.org, under the Programs tab, then TAP Program.

The application is due Thursday January 15th at 4:00 p.m. (MST) and should be submitted electronically in a single PDF file to APPLICATIONS@LHTAC.ORG. The applications will be scored by the Transportation Alternatives Program (TAP) Selection and Evaluation Committee. Applicants will be notified of award in March 2026.

Limit two applications per eligible applicant.

FUNDING:

Standard TAP infrastructure awards are capped at \$500,000 in Federal-aid (plus 7.34% local match, for a total project size of \$536,700). You may submit up to two applications, however only one application will be funded per jurisdiction, unless all jurisdictions who submit applications receive an award and there is funding remaining. Jurisdictions may submit one application for a non-scalable TAP project (up to \$1M in federal funds). Competitive non-scalable TAP projects are projects that cannot be phased. Examples of non-scalable TAP projects should include large elements like pedestrian bridges, underpasses, or pedestrian tunnels. Non-scalable TAP applications count toward the two-application limit per jurisdiction. See Section 2 for additional information about standard and non-scalable infrastructure application guidance.

2. PROGRAM GUIDANCE FOR 2026

Statement of Purpose: To share guidelines for the Transportation Alternatives Program.

Program Administration Team: Local Highway Technical Assistance Council and Idaho Transportation Department.

Guidelines and/or Rules:

Basic Structure:

- Application is available by October 2, 2025.
- Application is due January 22, 2026.
- Applicant is required to submit a signed document stating everything in the application is accurate and they are able to pay the 7.34% local match.
- Projects on a state route require coordination with the ITD District TAP Coordinator prior to application submittal. Start this coordination early in the application window to allow time for a site visit or communication about project limitations within ITD Right-Of-Way.
- Projects off-system require coordination with LHTAC TAP Coordinator prior to application submittal.
- ITD design standards and federal regulations (include link) apply to all projects funded with TAP funds.

Project Types:

- Standard Project:
 - Up to \$500k federal funds (plus 7.34% local match, total project \$536,700).
 - Projects may be phased.
 - May submit two (2) applications each cycle.
- Non-Scalable Project:
 - Up to \$1M federal funds (plus 7.34% local match, total project \$1,073,400).
 - Must include a non-scalable element: pedestrian bridge, pedestrian tunnel, etc.
 - May only submit one (1) non-scalable application each cycle. Agencies may submit one (1) standard project application in addition to a non-scalable application.

Application:

- Projects must be located within the public right of way, primarily serving a transportation use.
- Limit of two applications per City, County, or Highway District (includes up to 1 Non-Scalable TAP application).

TAP Coordinators:

If a project falls within the Idaho Transportation Department (ITD) Right-of-Way (ROW), then the local sponsor must coordinate with the appropriate ITD district representative listed below. ITD must review and approve the scope of the project and provide a letter of support to be included in the project application. During design, the ITD District will have opportunities to provide comments at milestone project submittals including (but not limited to) preliminary design, final design, and plans, specifications, and estimate (PS&E) submittal. Coordination with your district representative early in the application process is recommended.

- District 1 (North Idaho): Rob Beachler (208) 772-1216
- District 2 (North-Central Idaho): Jole Wells (208) 799-4226
- District 3 (Southwest Idaho): Aaron Bauges (208) 334-8964
- District 4 (South-Central Idaho): Andrew Young
- District 5 (Southeast Idaho): Melodie Halstead (208) 239-3370
- District 6 (East Idaho): Jeff Sneddon (208) 745-5863
- LHTAC (Local roads statewide): Amanda LaMott (208) 344-0565

Scoring:

- Scoring will be by the Transportation Alternatives Program (TAP) Selection and Evaluation Committee as appointed by the Idaho Transportation Department comprising of professionals and stakeholders from various locations across Idaho.
- The MPOs will collaboratively score and rank the supplemental questions for projects that fall within MPO boundaries.
- LHTAC staff will provide project recommendations to the LHTAC Council in March 2026 and the ITD Board at the April 2026 meeting.

Funding:

- Fund approximately \$7.5M in projects annually.
- Funding available in 2028 (partial), 2029, and 2030.
- Maximum federal award of \$500k for standard projects. Maximum federal award of \$1M for non-scalable projects.
- No in-kind match.
- Local jurisdictions may design the project in-house if they have a licensed engineer who can complete Federal-aid compliant design, but this work cannot be reimbursed by the TAP grant.
- Local jurisdictions must hire a Construction Administration consultant as part of the federal project to complete the construction engineering and inspection. The local agency may augment the construction engineering and inspection agreement by providing additional inspection. This work cannot be reimbursed by the TAP grant.
- All projects will require a 7.34% local match of federal funds.
- Project costs may exceed the federal funds allocated to a project, but the local sponsor is required to pay 100% of cost overruns, unless additional federal funding is available at the time of the request.

Eligible use of Funds:

- Hire an engineer off the ITD term agreement list to complete the design to Federal-aid standards.
- Fund construction of the project through federally compliant acquisition process (state and federal procurement rules must be followed).
- Fund construction engineering and inspection (CE&I) services by a consultant off the ITD term agreement list. Local sponsor cannot perform construction administration but can help augment inspection on TAP projects.

Eligible applicants:

- City, County, or Highway District.
- Transit agency.

- Natural resource or public land agency.
- School district, local education agency, or school.
- Tribal government.
- Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails.
- A State, at the request of an eligible entity listed above.

Sponsor certifies the following conditions of application:

- Sponsor is familiar with Transportation Alternatives Program eligibility criteria.
- All Right-of-Way (ROW) was acquired in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act and no environmental issues are known to exist.
- If the project falls within ITD Right-Of-Way (ROW), sponsor has coordinated with the appropriate ITD District and has accurately represented the project scope.
- This project doesn't impact any rail lines. If a track is being crossed, sponsor has a documented agreement with the railroad attached to this application.
- Sponsor budget accurately reflects the anticipated cost of the proposed project.
- The information in the application accurately reflects available knowledge of staff.
- Sponsor understands this is a reimbursement grant, must furnish the local cash match upfront, will be reimbursed as work progresses and invoices must be submitted with accompanying documentation.
- The project must be designed and constructed following federal guidelines in order for the sponsor to be eligible for the 92.66% federal reimbursement.
- If the applicant decides to remove this project after the project has begun, the sponsor may be required to pay 100% of all federal funds expended.
- Sponsor accepts responsibility for future maintenance and operating costs of the completed project.

Sponsor Signature (Authorized Official)

Date

Sponsor Printed Name

Title

3. APPLICATION

Project Title: _____

Applicant Agency: _____

Mailing Address (this may be a P.O. Box): _____

Include a physical address if different from your mailing address: _____

Please list the person from your agency we should call if we have questions regarding this project application.

Contact Name: _____

Phone: _____

Email: _____

***A second contact is required in case the first contact is no longer with your agency.**

*Second Contacts Name: _____

Phone: _____

Email: _____

State Highway Route(s) if applicable _____

Beginning Mile Posts(s) if applicable _____

Ending Mile Posts(s) if applicable _____

- Project Area:**
- Urbanized - Areas with population over 200,000
 - Urban - Areas with population of 5,001 to 200,000
 - Rural - Areas with population of 5,000 or less

Project costs:

Total Federal Funds (92.66%): _____

Total Local Match (7.34%): _____

Total Project Cost Estimate: _____

Federal reimbursement requested for: (select all that apply)

- Design activities
- Construction activities

Preference	
Design	
2027	<input type="checkbox"/>
2028	<input type="checkbox"/>
2029	<input type="checkbox"/>
Construction	
2028	<input type="checkbox"/>
2029	<input type="checkbox"/>
2030	<input type="checkbox"/>

Unscored Application Criteria:

- Provide a map clearly showing project limits
- (pass/fail) Do you own the necessary Right-of-Way for your project? Applicant must document this with an ITD-1983 form. Do you have all necessary easements or access agreements for the project? Provide if applicable.
- (pass/fail) If your project falls within railroad Right-of-Way, do you have a written agreement from the railroad supporting your project?

Please provide a response for questions 1-5

1. (35 pts) Project Description: Describe your project and why it is important to your community. Include information on distinct elements applicable to the program including sidewalks, bike lanes, shared use path etc. (Limit 1 page).
2. (15 pts) Planning and Readiness: Is this project in your jurisdiction's transportation plan or comprehensive plan and has it been updated in the last 5 years? Do you have an ADA Transition Plan? (agencies with less than 50 employees are not required to have an ADA Transition Plan) If this project is within an MPO boundary, have you coordinated with them on the scope of this project? Do you have a resolution from your jurisdiction's governing body committing to the project match? (Limit ½ page).
3. (20 pts) Mobility: Describe how this project will increase mobility in your community? Does it tie into an existing pedestrian system and/or provide connectivity? Will the project increase biking or walking trips? Does this project remove a known barrier to accessibility? (limit ½ page).
4. (20 pts) Safety: Describe how this project will improve safety for cyclists, pedestrians, children, and those with disabilities in your community. (Limit ½ page).
5. (10 points) Do you have support from your community and/or neighboring agencies? (limit 5 pages).
 - If your project is within a Metropolitan Planning Organization (MPO) boundary, one of your five letters must be from your MPO indicating this project is in alignment with the Metropolitan Transportation Plan.
 - If your agency is part of a regional transportation group or coalition, it is recommended to include a letter from them supporting your project.

Total: 100 points

Application Checklist:

- Signed page 7 from this application packet.
- Responses to the unscored application criteria.
- Responses to questions 1-5.
- Pre-application checklist – signed by ITD or LHTAC TAP Coordinator by January 15, 2026.
- Environmental Screening Form – signed by LHTAC or ITD District Environmental Planner by January 15, 2026.
- TAP estimating worksheet - signed by LHTAC or ITD District Environmental Planner by January 15, 2026.
- Letter or resolution from your agency stating a match commitment.
- ITD 1983 form – ROW Certificate.
- Supplemental Application Questions for projects within an MPO (if applicable).
- Agreement with the railroad (if applicable).

4. SCORING

1. Project Description: 35 pts
 - a. Description clearly describes the scope and limits of the project. Describes the project elements, benefits they provide, and clearly shows how they address the needs of the project. Elements may include shoulders, bike lanes, sidewalks, shared use paths, traffic calming, street lighting and/or street furniture. 25-35 pts
 - b. Description moderately describes the scope and limits of the project. Describes the project elements, moderately shows how they address the needs of the project, and the benefits they provide. 15-25 pts
 - c. Description includes minimal information to understand the scope and limits of the project. Describe the project elements, how they address the needs of the project, and the benefits they provide. 0-15 pts
2. Planning and Readiness: 15 pts
 - a. Project is supported by a transportation plan or comprehensive plan updated w/in 5 years containing a written bicycle/pedestrian plan. Application includes a resolution from the governing body committing to pay the local match. MPO has been coordinated with and is supportive (if applicable). 10-15pts
 - b. Project is supported by a transportation plan or comprehensive plan older than 5 years without a written bicycle/pedestrian plan. Application includes resolution from governing body committing to pay the local match. MPO may or may not have been contacted (if applicable). 5-10 pts
 - c. No transportation plan. Application may or may not have a resolution from governing body committing to pay the local match. MPO may or may not have been contacted (if applicable). 0-5 pts
3. Mobility: 20 pts
 - a. Description states how this project will increase mobility and accessibility in the community, how the project ties into an existing pedestrian facility or installs new facilities where none previously existed. Clearly provides examples of new connections to services and goods (i.e. residential to school, residential to commercial, commercial to health care, etc.). Removes a known barrier to accessibility. 10-20 pts
 - b. Description states how this project will increase mobility and accessibility in the community. Limited description for how the project ties into an existing pedestrian facility or installs new facilities where none previously existed with limited examples of new connections this provides. 5-10 pts
 - c. Description includes minimal information about how the project will increase mobility and accessibility in the community. Does not provide information on new connections. 0-5 pts
4. Safety: 20 pts
 - a. Description clearly states how this project will improve safety for cyclists, pedestrians, children, and those with disabilities. Description includes pedestrian and/or bicycle counts, crash data, remarks from the local police, and other data driven documentation of safety enhancements. 15-20pts
 - b. Description moderately describes how this project will improve safety for some users. Limited data driven sources safety enhancements. 10-15pts
 - c. Project description provides little or no safety improvements. 0-10pts
5. Letters of support: 10 pts
 - a. Five signed, unique and current letters or statements of support. If this project is within ITD Right-of-Way, one of the letters must be from the ITD District. 7-10pts
 - b. Form letters or not unique letters of support. 4-7 pts
 - c. Less than five letters of support. 0-4pts

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, January 12, 2026



AGENDA ITEM TITLE

2026 Transportation Alternatives Program (TAP) Grant Application Project No. 2 (ACTION ITEM) - Alisa Anderson / Scott Bontrager

RESPONSIBLE STAFF

Alisa Anderson, Grants Manager, Scott Bontrager, City Engineer

ADDITIONAL PRESENTER(S)

DESCRIPTION

The Local Highway Technical Assistance Council (LHTAC), in partnership with the Idaho Transportation Department, is now soliciting applications for the Transportation Alternatives Program (TAP) to add projects to fiscal years 2028, 2029, and 2030. The purpose of TAP funding is to provide for a variety of alternative transportation projects and to advance Idaho Transportation Department (ITD) strategic goals of mobility, safety and economic opportunity. The TAP program provides funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, and safe routes to school educational projects.

The City of Moscow staff has identified the need to replace and expand an aging, heavily traveled pedestrian and bicycle route from a cul-de-sac at the end of Fifth Street to Sixth Street near Short's Funeral Chapel. The project will include an upgraded crosswalk over Sixth Street, connecting to Park Drive with new sidewalks on the west side from Sixth to Seventh Street. This corridor serves residents, students attending Lena Whitmore Elementary and Moscow Middle School, and a developing medical office hub along Sixth Street, which has seen significant growth. Currently, lacking sidewalks on Park Street, the connecting Sixth Street corridor functions as a key multimodal route with two bus stops within two blocks, making it ideal for funding through the Transportation Alternatives Program (TAP). The scope involves installing approximately 610 linear feet of curb and 776 linear feet of sidewalk, along with sidewalk extensions and rapid flashing beacons at the mid-block crossing on Sixth Street to improve pedestrian safety. The goal of this project is to improve overall connectivity for pedestrians throughout the city, with a particular focus on enhancing safety for children during the school year. By providing safe, accessible routes to Lena Whitmore Elementary School and Moscow Middle School, the project supports the city's broader goal of expanding and improving its pedestrian network in response to increased pedestrian activity. The total project cost is estimated to remain within the funding cap of \$500,000 provided by the Transportation Alternatives Program, requiring a 7.34% local match.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Authorize City staff to submit a 2026 Transportation Alternatives Program Grant Application for Project No. 2 not to exceed \$500,000 requiring a 7.34% local match or provide staff further direction.

STAFF RECOMMENDATION

Authorize City staff to submit a 2026 Transportation Alternatives Program Grant Application for Project No. 2 not to exceed \$500,000 requiring a 7.34% local match.

OTHER RESOURCES

The project will be administered by LHTAC with support from City staff and will be designed and inspected by consultant staff to be determined at a later date.

FISCAL IMPACT

The project costs are currently estimated at \$451,367. The City’s local match requirement of \$33,130 (7.34%) will be expended from Roadway Improvements capital accumulation.

PERSONNEL IMPACT

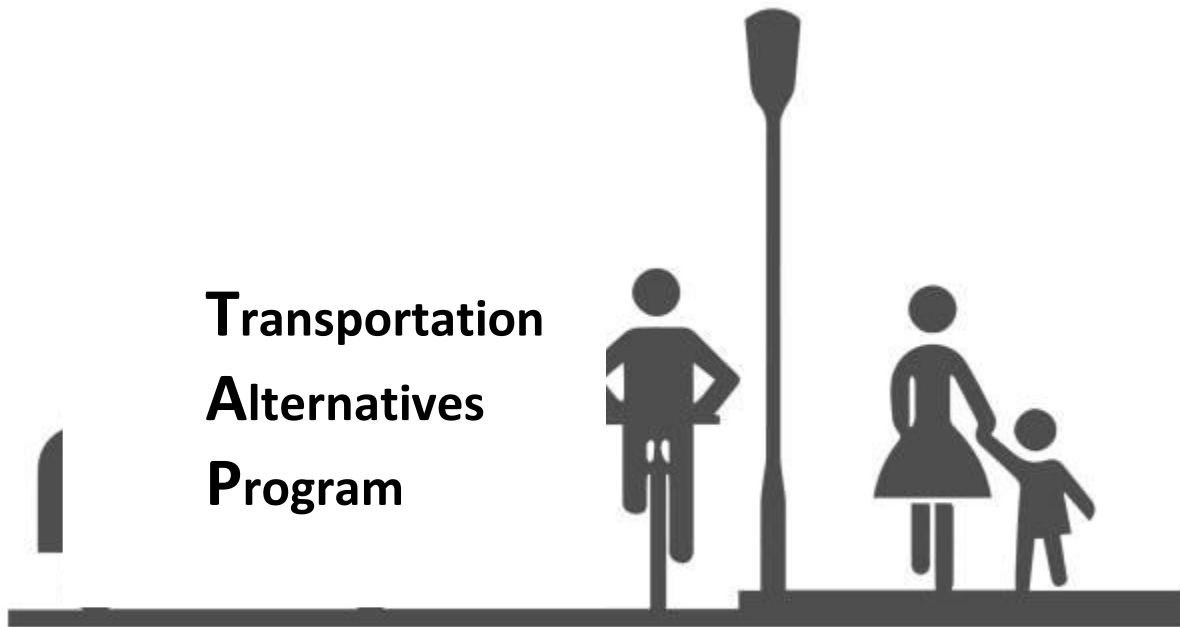
Grants, Engineering, Finance

ATTACHMENTS

- 1. TAP-Infrastructure-Application-2026-SG_Revised-December-2025-1 (1)

Transportation Alternatives Program (TAP): 2026 Application - Infrastructure Projects

Submittal Deadline: Thursday January 22nd, 2026, 4:00 pm MST
(revised December 2025)



Local Highway Technical Assistance Council
3330 Grace Street
Boise, Idaho 83703
208-344-0565
Fax 208-344-0789
www.LHTAC.org



INCLUDED IN THIS PACKET

1. APPLICATION INFORMATION.....	2
2. PROGRAM GUIDANCE	4
3. APPLICATION	8
4. SCORING	10

1. APPLICATION INFORMATION

1.1 INSTRUCTIONS

There are several changes to the TAP Infrastructure application from prior years. Major changes include:

- The ITD TAP coordinators have been updated. Please make sure you contact the appropriate ITD staff as required for your application.
- Guidance for how projects must adhere to Senate Bills 1140 and 1144 has been developed.

The following items are due to LHTAC or ITD TAP Coordinator by January 15, 2026:

- Pre-application checklist
- Environmental screening form
- TAP estimating worksheet

The forms will be returned to the applicant with signatures or with comments to be addressed prior to submission of the application. Forms with comments must still be signed prior to submission of application.

A completed application will include the following:

- Cover Sheet that includes the local sponsor and project name.
- Applicant information and funding preferences (page 9).
- Project Map that clearly defines project location with easily identifiable beginning and end points.
- Responses to questions 1-5.
- Letter or resolution from your agency stating a match commitment.
- ITD 1983 form – ROW Certificate.
- Supplemental Application Questions for projects within an MPO (if applicable).
- Railroad agreement (if applicable).
- The pre-application checklist, environmental screening form and TAP estimating worksheet.
- Application certification, signed page 7.

Completed applications should be submitted as a single electronic file to APPLICATIONS@LHTAC.ORG by 4:00 p.m. (MST) on **Thursday, January 22, 2026**.

Application resources can be found on LHTAC's website www.lhtac.org/programs/TAP

1.2 PROGRAM BACKGROUND

The Local Highway Technical Assistance Council (LHTAC) in partnership with the Idaho Transportation Department is now soliciting applications for the Transportation Alternatives Program (TAP) to add projects to fiscal years 2028, 2029, 2030. The purpose of TAP funding is to provide for a variety of alternative transportation projects and to advance ITD's strategic goals of Mobility, Safety and Economic Opportunity. The TAP program provides funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, and safe routes to school educational projects. Approximately \$7.5M is available each year with up to 95% going toward infrastructure projects and the rest funding non-infrastructure Safe Routes to School (SR2S) projects. The \$7.5M annual funding allocation is based on the IIJA Act.

ELIGIBLE PROJECTS: According to ITD Administrative Policy 5081, funds can be used for on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities act of 1990.

Examples of eligible projects:

- Paths/sidewalks along or adjacent to an existing roadway.
- Connecting sidewalks/paths between two terminal points.
- Curb ramps and other horizontal and vertical barriers to accessibility.
- Pedestrian crossing facilities across an existing roadway including signing and/or signalization.
- Reconstructing an existing non-compliant pathway or sidewalk.
- Pedestrian bridges or underpasses.

Senate Bill 1140 and 1144: By submitting an application, applicants are certifying these projects meet the intent of SB 1140 and SB1144, passed in April 2025. Approved TAP projects will satisfy the requirement that standalone bicycle and pedestrian projects be proposed in specific locations near schools, parks, or other designated bicycle or pedestrian areas.

APPLICATION:

The application for the Transportation Alternatives Program is included in this package, and can be found on the LHTAC website, www.LHTAC.org, under the Programs tab, then TAP Program.

The application is due Thursday January 15th at 4:00 p.m. (MST) and should be submitted electronically in a single PDF file to APPLICATIONS@LHTAC.ORG. The applications will be scored by the Transportation Alternatives Program (TAP) Selection and Evaluation Committee. Applicants will be notified of award in March 2026.

Limit two applications per eligible applicant.

FUNDING:

Standard TAP infrastructure awards are capped at \$500,000 in Federal-aid (plus 7.34% local match, for a total project size of \$536,700). You may submit up to two applications, however only one application will be funded per jurisdiction, unless all jurisdictions who submit applications receive an award and there is funding remaining. Jurisdictions may submit one application for a non-scalable TAP project (up to \$1M in federal funds). Competitive non-scalable TAP projects are projects that cannot be phased. Examples of non-scalable TAP projects should include large elements like pedestrian bridges, underpasses, or pedestrian tunnels. Non-scalable TAP applications count toward the two-application limit per jurisdiction. See Section 2 for additional information about standard and non-scalable infrastructure application guidance.

2. PROGRAM GUIDANCE FOR 2026

Statement of Purpose: To share guidelines for the Transportation Alternatives Program.

Program Administration Team: Local Highway Technical Assistance Council and Idaho Transportation Department.

Guidelines and/or Rules:

Basic Structure:

- Application is available by October 2, 2025.
- Application is due January 22, 2026.
- Applicant is required to submit a signed document stating everything in the application is accurate and they are able to pay the 7.34% local match.
- Projects on a state route require coordination with the ITD District TAP Coordinator prior to application submittal. Start this coordination early in the application window to allow time for a site visit or communication about project limitations within ITD Right-Of-Way.
- Projects off-system require coordination with LHTAC TAP Coordinator prior to application submittal.
- ITD design standards and federal regulations (include link) apply to all projects funded with TAP funds.

Project Types:

- Standard Project:
 - Up to \$500k federal funds (plus 7.34% local match, total project \$536,700).
 - Projects may be phased.
 - May submit two (2) applications each cycle.
- Non-Scalable Project:
 - Up to \$1M federal funds (plus 7.34% local match, total project \$1,073,400).
 - Must include a non-scalable element: pedestrian bridge, pedestrian tunnel, etc.
 - May only submit one (1) non-scalable application each cycle. Agencies may submit one (1) standard project application in addition to a non-scalable application.

Application:

- Projects must be located within the public right of way, primarily serving a transportation use.
- Limit of two applications per City, County, or Highway District (includes up to 1 Non-Scalable TAP application).

TAP Coordinators:

If a project falls within the Idaho Transportation Department (ITD) Right-of-Way (ROW), then the local sponsor must coordinate with the appropriate ITD district representative listed below. ITD must review and approve the scope of the project and provide a letter of support to be included in the project application. During design, the ITD District will have opportunities to provide comments at milestone project submittals including (but not limited to) preliminary design, final design, and plans, specifications, and estimate (PS&E) submittal. Coordination with your district representative early in the application process is recommended.

- District 1 (North Idaho): Rob Beachler (208) 772-1216
- District 2 (North-Central Idaho): Jole Wells (208) 799-4226
- District 3 (Southwest Idaho): Aaron Bauges (208) 334-8964
- District 4 (South-Central Idaho): Andrew Young
- District 5 (Southeast Idaho): Melodie Halstead (208) 239-3370
- District 6 (East Idaho): Jeff Sneddon (208) 745-5863
- LHTAC (Local roads statewide): Amanda LaMott (208) 344-0565

Scoring:

- Scoring will be by the Transportation Alternatives Program (TAP) Selection and Evaluation Committee as appointed by the Idaho Transportation Department comprising of professionals and stakeholders from various locations across Idaho.
- The MPOs will collaboratively score and rank the supplemental questions for projects that fall within MPO boundaries.
- LHTAC staff will provide project recommendations to the LHTAC Council in March 2026 and the ITD Board at the April 2026 meeting.

Funding:

- Fund approximately \$7.5M in projects annually.
- Funding available in 2028 (partial), 2029, and 2030.
- Maximum federal award of \$500k for standard projects. Maximum federal award of \$1M for non-scalable projects.
- No in-kind match.
- Local jurisdictions may design the project in-house if they have a licensed engineer who can complete Federal-aid compliant design, but this work cannot be reimbursed by the TAP grant.
- Local jurisdictions must hire a Construction Administration consultant as part of the federal project to complete the construction engineering and inspection. The local agency may augment the construction engineering and inspection agreement by providing additional inspection. This work cannot be reimbursed by the TAP grant.
- All projects will require a 7.34% local match of federal funds.
- Project costs may exceed the federal funds allocated to a project, but the local sponsor is required to pay 100% of cost overruns, unless additional federal funding is available at the time of the request.

Eligible use of Funds:

- Hire an engineer off the ITD term agreement list to complete the design to Federal-aid standards.
- Fund construction of the project through federally compliant acquisition process (state and federal procurement rules must be followed).
- Fund construction engineering and inspection (CE&I) services by a consultant off the ITD term agreement list. Local sponsor cannot perform construction administration but can help augment inspection on TAP projects.

Eligible applicants:

- City, County, or Highway District.
- Transit agency.

- Natural resource or public land agency.
- School district, local education agency, or school.
- Tribal government.
- Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails.
- A State, at the request of an eligible entity listed above.

Sponsor certifies the following conditions of application:

- Sponsor is familiar with Transportation Alternatives Program eligibility criteria.
- All Right-of-Way (ROW) was acquired in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act and no environmental issues are known to exist.
- If the project falls within ITD Right-Of-Way (ROW), sponsor has coordinated with the appropriate ITD District and has accurately represented the project scope.
- This project doesn't impact any rail lines. If a track is being crossed, sponsor has a documented agreement with the railroad attached to this application.
- Sponsor budget accurately reflects the anticipated cost of the proposed project.
- The information in the application accurately reflects available knowledge of staff.
- Sponsor understands this is a reimbursement grant, must furnish the local cash match upfront, will be reimbursed as work progresses and invoices must be submitted with accompanying documentation.
- The project must be designed and constructed following federal guidelines in order for the sponsor to be eligible for the 92.66% federal reimbursement.
- If the applicant decides to remove this project after the project has begun, the sponsor may be required to pay 100% of all federal funds expended.
- Sponsor accepts responsibility for future maintenance and operating costs of the completed project.

Sponsor Signature (Authorized Official)

Date

Sponsor Printed Name

Title

3. APPLICATION

Project Title: _____

Applicant Agency: _____

Mailing Address (this may be a P.O. Box):

 Include a physical address if different from your mailing address:

 Please list the person from your agency we should call if we have questions regarding this project application.

Contact Name: _____

Phone: _____

Email: _____

***A second contact is required in case the first contact is no longer with your agency.**

*Second Contacts Name: _____

Phone: _____

Email: _____

State Highway Route(s) if applicable _____

Beginning Mile Posts(s) if applicable _____

Ending Mile Posts(s) if applicable _____

- Project Area:**
- Urbanized - Areas with population over 200,000
 - Urban - Areas with population of 5,001 to 200,000
 - Rural - Areas with population of 5,000 or less

Project costs:

Total Federal Funds (92.66%): _____

Total Local Match (7.34%): _____

Total Project Cost Estimate: _____

Federal reimbursement requested for: (select all that apply)

- Design activities
- Construction activities

Preference	
Design	
2027	<input type="checkbox"/>
2028	<input type="checkbox"/>
2029	<input type="checkbox"/>
Construction	
2028	<input type="checkbox"/>
2029	<input type="checkbox"/>
2030	<input type="checkbox"/>

Unscored Application Criteria:

- Provide a map clearly showing project limits
- (pass/fail) Do you own the necessary Right-of-Way for your project? Applicant must document this with an ITD-1983 form. Do you have all necessary easements or access agreements for the project? Provide if applicable.
- (pass/fail) If your project falls within railroad Right-of-Way, do you have a written agreement from the railroad supporting your project?

Please provide a response for questions 1-5

1. (35 pts) Project Description: Describe your project and why it is important to your community. Include information on distinct elements applicable to the program including sidewalks, bike lanes, shared use path etc. (Limit 1 page).
2. (15 pts) Planning and Readiness: Is this project in your jurisdiction's transportation plan or comprehensive plan and has it been updated in the last 5 years? Do you have an ADA Transition Plan? (agencies with less than 50 employees are not required to have an ADA Transition Plan) If this project is within an MPO boundary, have you coordinated with them on the scope of this project? Do you have a resolution from your jurisdiction's governing body committing to the project match? (Limit ½ page).
3. (20 pts) Mobility: Describe how this project will increase mobility in your community? Does it tie into an existing pedestrian system and/or provide connectivity? Will the project increase biking or walking trips? Does this project remove a known barrier to accessibility? (limit ½ page).
4. (20 pts) Safety: Describe how this project will improve safety for cyclists, pedestrians, children, and those with disabilities in your community. (Limit ½ page).
5. (10 points) Do you have support from your community and/or neighboring agencies? (limit 5 pages).
 - If your project is within a Metropolitan Planning Organization (MPO) boundary, one of your five letters must be from your MPO indicating this project is in alignment with the Metropolitan Transportation Plan.
 - If your agency is part of a regional transportation group or coalition, it is recommended to include a letter from them supporting your project.

Total: 100 points

Application Checklist:

- Signed page 7 from this application packet.
- Responses to the unscored application criteria.
- Responses to questions 1-5.
- Pre-application checklist – signed by ITD or LHTAC TAP Coordinator by January 15, 2026.
- Environmental Screening Form – signed by LHTAC or ITD District Environmental Planner by January 15, 2026.
- TAP estimating worksheet - signed by LHTAC or ITD District Environmental Planner by January 15, 2026.
- Letter or resolution from your agency stating a match commitment.
- ITD 1983 form – ROW Certificate.
- Supplemental Application Questions for projects within an MPO (if applicable).
- Agreement with the railroad (if applicable).

4. SCORING

1. Project Description: 35 pts
 - a. Description clearly describes the scope and limits of the project. Describes the project elements, benefits they provide, and clearly shows how they address the needs of the project. Elements may include shoulders, bike lanes, sidewalks, shared use paths, traffic calming, street lighting and/or street furniture. 25-35 pts
 - b. Description moderately describes the scope and limits of the project. Describes the project elements, moderately shows how they address the needs of the project, and the benefits they provide. 15-25 pts
 - c. Description includes minimal information to understand the scope and limits of the project. Describe the project elements, how they address the needs of the project, and the benefits they provide. 0-15 pts
2. Planning and Readiness: 15 pts
 - a. Project is supported by a transportation plan or comprehensive plan updated w/in 5 years containing a written bicycle/pedestrian plan. Application includes a resolution from the governing body committing to pay the local match. MPO has been coordinated with and is supportive (if applicable). 10-15pts
 - b. Project is supported by a transportation plan or comprehensive plan older than 5 years without a written bicycle/pedestrian plan. Application includes resolution from governing body committing to pay the local match. MPO may or may not have been contacted (if applicable). 5-10 pts
 - c. No transportation plan. Application may or may not have a resolution from governing body committing to pay the local match. MPO may or may not have been contacted (if applicable). 0-5 pts
3. Mobility: 20 pts
 - a. Description states how this project will increase mobility and accessibility in the community, how the project ties into an existing pedestrian facility or installs new facilities where none previously existed. Clearly provides examples of new connections to services and goods (i.e. residential to school, residential to commercial, commercial to health care, etc.). Removes a known barrier to accessibility. 10-20 pts
 - b. Description states how this project will increase mobility and accessibility in the community. Limited description for how the project ties into an existing pedestrian facility or installs new facilities where none previously existed with limited examples of new connections this provides. 5-10 pts
 - c. Description includes minimal information about how the project will increase mobility and accessibility in the community. Does not provide information on new connections. 0-5 pts
4. Safety: 20 pts
 - a. Description clearly states how this project will improve safety for cyclists, pedestrians, children, and those with disabilities. Description includes pedestrian and/or bicycle counts, crash data, remarks from the local police, and other data driven documentation of safety enhancements. 15-20pts
 - b. Description moderately describes how this project will improve safety for some users. Limited data driven sources safety enhancements. 10-15pts
 - c. Project description provides little or no safety improvements. 0-10pts
5. Letters of support: 10 pts
 - a. Five signed, unique and current letters or statements of support. If this project is within ITD Right-of-Way, one of the letters must be from the ITD District. 7-10pts
 - b. Form letters or not unique letters of support. 4-7 pts
 - c. Less than five letters of support. 0-4pts

COMMITTEE / CITY COUNCIL STAFF REPORT



DATE: Monday, January 12, 2026

AGENDA ITEM TITLE

Transportation Alternatives Program (TAP) - Highway 95 Underpass Project Modification (ACTION ITEM) - Alisa Anderson / Scott Bontrager

RESPONSIBLE STAFF

Alisa Anderson, Grants Manager, Scott Bontrager, City Engineer

ADDITIONAL PRESENTER(S)

DESCRIPTION

In 2018, the City and Moscow Urban Renewal Agency (MURA) jointly funded a feasibility study for a pedestrian underpass on South Main/U.S. 95. The study included conceptual design, hydrological analysis, and cost estimation. In February 2020, the City submitted a Transportation Alternatives Program (TAP) grant application, which is the same grant program that previously funded the Troy Highway underpass. The Highway 95 Underpass project involved constructing a bike and pedestrian underpass within the existing stream banks of Paradise Creek at the U.S. Highway 95 crossing. This structure would enable pedestrians and cyclists to bypass the five-lane intersection where Hwy. 95 and S.H. 8 converge with Main Street near the University of Idaho campus. The project also included the removal of the old Hwy. 95 bridge. The underpass was planned to be approximately 710 feet long and 10 feet wide, similar to the Styner/White underpass on Hwy. 8. Additionally, a new pathway along the west side of Main Street was included to connect to existing pathways and improve pedestrian connectivity through new sidewalks. The original estimated total project cost was \$1,073,400, with federal funding covering approximately \$994,612 (92.66%). The City's local match was \$78,788, with MURA contributing 50% of that amount (\$39,394). The project was scheduled for design in the summer and fall of 2022, with construction planned for 2023.

Following the award of the grant, delays at the state level delayed progress. The design consultant did not receive notice to proceed until April 2023. Their scope included surveying, geotechnical and material testing, hydrological analysis, and modeling, all subject to third-party review. Environmental assessments, including cultural and archaeological reviews and wetland evaluations, extended throughout 2023, 2024, and into 2025 before final design could advance. The reports required review and approval by Idaho Transportation Department (ITD) staff engineers, the U.S. Army Corps of Engineers, and Idaho Department of Water Resources (IDWR), with follow-up work based on their comments. A preliminary construction cost estimate was received in May 2025, which revised the estimated total project cost to \$1,776,664. Due to the revised cost estimate, MURA increased their contribution amount to \$300,000, which would have required the City match to also increase to \$482,052.

As the consultant prepared design plans for review, they re-surveyed and studied current conditions in Paradise Creek to update hydraulic models. In October 2025, the consultant reported significant sediment buildup in the creek channel—accumulating from the past few years' flooding events—that could compromise meeting the original minimum clearance requirements of 8 feet in height and 10 feet in width for the underpass. The sediment accumulation was substantial enough that, according to a pre-design engineering analysis, the proposed HW95 underpass became infeasible due to these stream

changes. Sediment has accumulated in Paradise Creek over the past few years, requiring at least two feet of material to be removed from the creek at HW95 and along several hundred feet downstream for the pathway to be usable. The channel also needs perpetual maintenance to ensure the underpass does not become submerged and remains functional throughout the year. Moreover, increased downstream backwater, which was not present in 2018, along with the increase in sedimentation both upstream and downstream, further complicated the feasibility of the original design.

After ongoing discussions with the Local Highway Technical Assistance Council (LHTAC), ITD, IDWR, and City staff, it was determined that the original underpass project was not currently feasible due to these stream changes, which would require permitting and ongoing maintenance to manage sediment accumulation. The project has since shifted focus to exploring alternative above-ground pedestrian safety solutions at the same intersection. LHTAC recently obtained approval from FHWA to modify the project scope, which now includes proposed revised design elements to address the new site conditions. The new revised design scope still includes the removal of the old Hwy. 95 bridge but will instead focus on sidewalk and pedestrian ramp improvements along the south side of SH-8 and the west side of US-95. This will also include adding a pedestrian crossing along the west leg of the SH-8 and US-95 intersection. This revised approach aims to meet safety and connectivity goals while providing a sustainable and cost-effective solution for pedestrian access at the intersection. The revised scope also reduces the estimated total project cost to meet the current project budget of \$1,373,500.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Authorize City staff to modify the scope of the project and complete the design utilizing remaining funds in the current State/Local agreement, or provide staff further direction.

STAFF RECOMMENDATION

Authorize City staff to modify the scope of the project and complete the design utilizing remaining funds in the current State/Local agreement.

OTHER RESOURCES

FISCAL IMPACT

Design scope modifications will continue to be funded using the remaining \$125K associated with consultant design in the existing State/Local agreement.

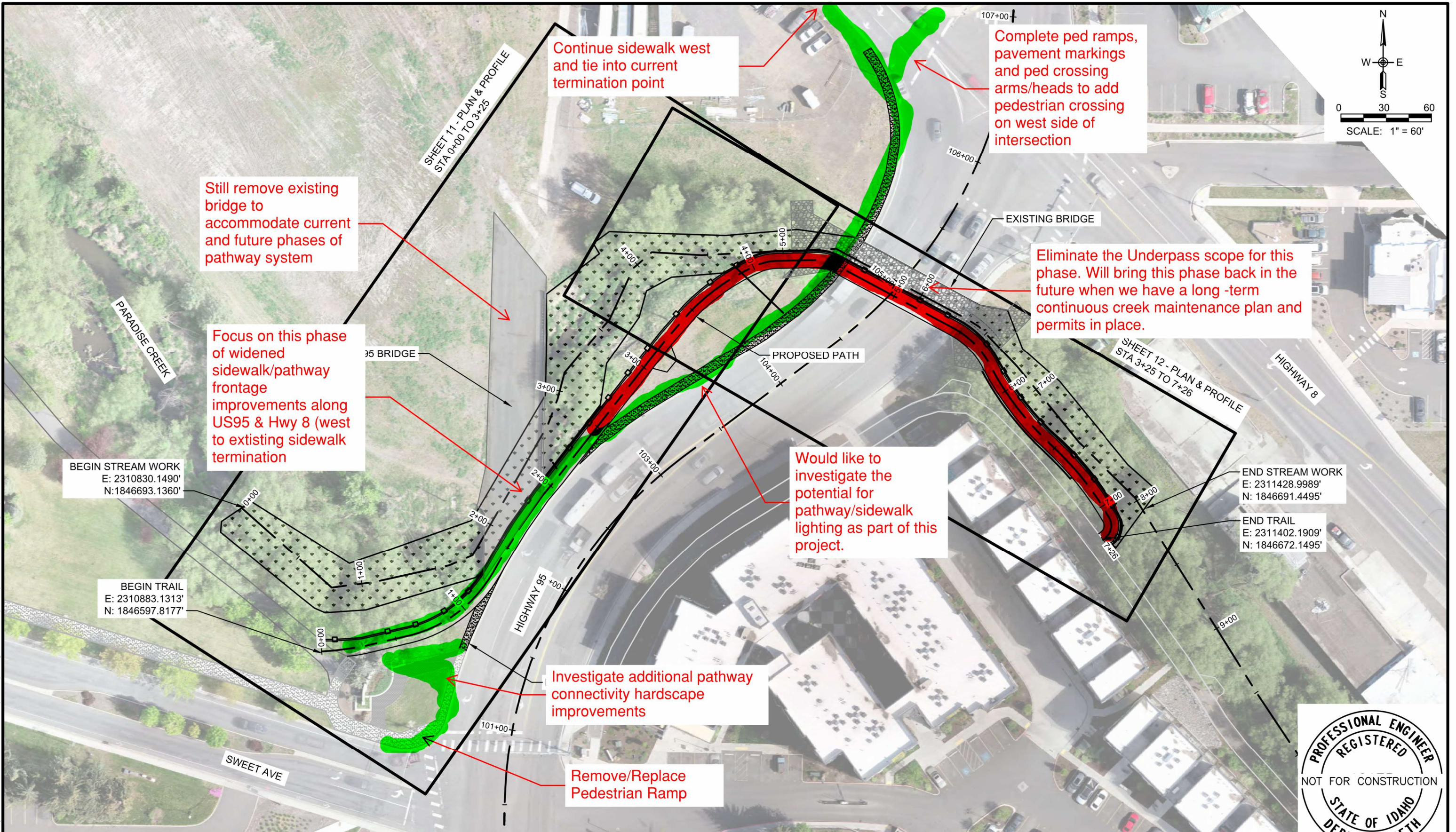
PERSONNEL IMPACT

Grants, Engineering, Finance

ATTACHMENTS

1. KN 22943 TAP South Main Ped Underpass - Revised Scope

P:\Engineering\City of Moscow\US95 Underpass\Design Phase\CAD\03 Final Design\DESIGN_HW95 Underpass_Draft_Final_20251001.dwg 10/6/2025



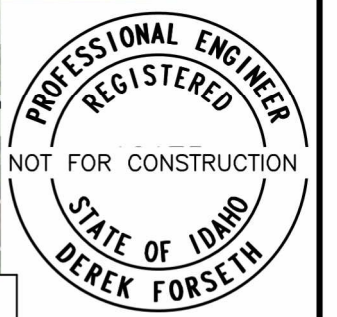
NO.	DATE	REVISIONS	BY	CHK
(A)	XX/XX/XX	XXXX	XX	XX

DRAFTER:	EH, SM, BR	COORDINATE SYSTEM:	NAD83, ISPW US FT GROUND
DESIGNER:	S. MOROSKY	SCALE:	1" = 60'
CHECKED:	D. FORSETH	APPROVED:	D. FORSETH
DATE:	10/3/2025	DATE:	10/3/2025



PEDESTRIAN UNDERPASS
MOSCOW, IDAHO

PROJECT OVERVIEW & SHEET INDEX



DATE:	10/6/2025
PROJECT NO.:	A022(943)/23061-30
SHEET NO.:	5 OF 30