

Moscow City Council



Regular Meeting
~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, December 15,
2025

7:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 7:00 p.m.

PRESENT: Mayor Art Bettge, Bryce Blankenship, Drew Davis, Sandra Kelly, Hailey Lewis, Julia Parker, Gina Taruscio

OTHERS: Evan Holmes, Council-elect; Sage McCetich, Council-elect

STAFF: Bill Belknap, Mia Bautista, David Schott, Mike Ray, Tyler Palmer, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council Member Taruscio led the Pledge of Allegiance

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Payment of Claims - Sarah Decker

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

C. Disbursement Report November 2025 - Sarah Decker

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

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

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

The applicant, Ryan Itani of Itani Development IV Inc., is requesting a lot line adjustment between two properties located at 2534 and 2540 East Third Street. The proposed lot line adjustment moves the east line of 2534 East Third Street approximately ten (10) feet further east into 2540 East Third Street which is currently an undeveloped parcel. This would increase the lot size of 2534 East Third Street by approximately 1,100 square feet and bring it to a total of 9,870 square feet. 2540 East Third Street will be reduced to 9,675 square feet following the lot line adjustment. Both properties are owned by Itani Development IV Inc. and are part of Rolling Hills 10th Addition. The lot line adjustment is to accommodate a desired building and site design at 2534 East Third Street that does not fit with the original platting of the lots. Both lots are zoned Single-Family Residential (R-2). The following are minimums in the R-2 Zone: lot size- 7,000 square feet; lot width-sixty (60) feet; and side yard setback - five (5) feet with a fifteen (15) foot combined minimum. The proposed lot line adjustment does not interfere with easement, access, or utilities on either property. The proposed lot line adjustment meets all zoning code requirements. This item was reviewed at the December 8, 2025 Public Works/Finance Committee meeting and recommended for approval.

ACTION: Approve the lot line adjustment with no conditions.

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

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

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

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

REGULAR AGENDA

2. Mayors Appointments (ACTION ITEM)

Mayor Bettge presented to the City Council for consideration a list of Commission reappointments. See attachment. Parker moved and Taruscio seconded approval of the reappointments. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

3. Public Comment (limit 15 minutes)

John Slagboom (Moscow) commented on not being able to remark on items that are on the agenda. It creates a buffer on the public's ability to make comments on relevant items on the agenda. As such, he doesn't feel the city should spend \$1,000,000 on the East City Park stage.

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

Ray introduced Nels Reese, chair of the HPC. Reese provided membership of the commission and the 2025 Orchid Awards, which included the Kenworthy, Moscow Hotel/Garden Lounge, Shook residence, and the Lauder residence. He also spoke on the historic districts around town.

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

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

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

Davis recused himself from item 5. Schott introduced the item as written above and provided background on the project. In May 2024, the Council approved a contract with Design West Architects to develop a 30% conceptual design and cost estimate. The design was to build upon a previous design and outreach effort that concluded in 2012 based on an extensive public outreach effort that dating back to 2010. This Professional Services Agreement will advance the East City Park Stage Project from 30% to completion.

Kelly asked about the removal of pathway. Schott replied that the pathway should be addressed at the 65% design and he anticipates it will co-exist with the stage.

Lewis clarified this agreement is authorizing design planning from 30% to a full plan including construction management. The construction bid will come before city council for review and approval.

Parker moved to approve the professional services agreement between the City of Moscow and Design West Architects. Taruscio seconded. Roll Call Vote: Ayes: Five (5). Nays: None. Abstentions: One (Davis). Motion carried.

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

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

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

Belknap introduced the item as written above adding the DBA asked for a code change, but staff felt a resolution would be more appropriate for the proposed policy as it is more flexible and can provide time to evaluate how it may affect downtown and the city.

Taruscio confirmed with Belknap that the Community Events Division, based on the last two years, identified a total of two events that may be impacted annually depending on when it fell on the calendar week.

Parker commented there are more and more events requesting the entertainment district. She has found it odd that anyone can pay for and have an event downtown. She feels this is the right direction.

Blankenship appreciated the way this item came through the process and echoed Parker's sentiments.

Lewis reiterated this was a direct request from the downtown business association as there are appointment driven businesses in the downtown corridor. She feels it is a good middle path to not jeopardize something that builds community in the downtown corridor. It preserves those businesses that are reliant on 8am - 5pm businesses.

Davis said he agrees with his fellow councilors.

Lewis moved to approve the proposed resolution. Kelly seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

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

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

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

Belknap provided an aerial photo of the property and provided a history of the property which was conveyed to the City from ITD. NSA owns the south side of this area. The City leased the property to CJ's in 2005. In 2015, the city developed an entryway beautification plan to identify improvements and this area was included as an urban park. In 2016, the City entered into discussions with the then current owner regarding a longer term lease with conditions for improvements. The proposed lease had a 10 year initial term with 10 year renewals and a requirement to improve the area within 2 years. The lease fees would be waived during the initial 10-year term due to improvements to the City's property. Lease fees would then start in the 11th year at \$1,565 per year with 3% annual escalator. The building was sold prior to presentation to city council.

This year, with support from the Mayor and Council Leadership, Staff engaged in a discussion with New Saint Andrews College representatives. Explore interest in jointly improving this area in a manner that would be mutually beneficial, similar to the proposal with Cadillac Jacks. New Saint Andrews (NSA) expressed interest and led to the proposed access/lease agreement. The proposed agreement would grant an easement across the southern 15.8 feet of the City's Property. In exchange, NSA would pay the City \$1,200 per year with a 3% annual escalator (based upon 4% of the estimated market value). NSA would be required to improve the property within 2 years (paving & landscaping). City would complete landscaping improvements on the remaining City property within 2 years of NSA's improvement completion. The lease is proposed at a 20-year term due to NSA improvement requirements and is tied to the existing use and not transferable. The proposed easement to NSA will not preclude the landscape improvements envisioned for the City property and would reduce the anticipated City expenditure

Kelly confirmed the improvements are only a parking lot and asked what the landscaping improvements may be. Belknap said it hasn't gone into any design but could be a public art installation with a landscape feature.

Taruscio felt due to the oddity of the property, this seems like a good solution and is in favor of it. Taruscio moved to approve the access easement. Davis seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Farmers Market Commission – Davis said the Commission is discussing policies and content for 2026.

Moscow Urban Renewal Agency – Davis said the Agency discussed the future of the 6th and Jackson

property.

Moscow Arts Commission – Blankenship reported the Commission discussed public art at the police station, city shop, and East City Park stage.

SMART Transit – Lewis reported the full-time director has started.

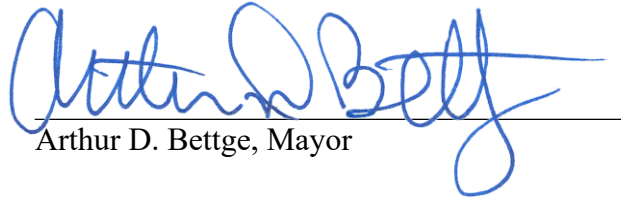
Council members spoke on other meetings and events they attended.

Mayor

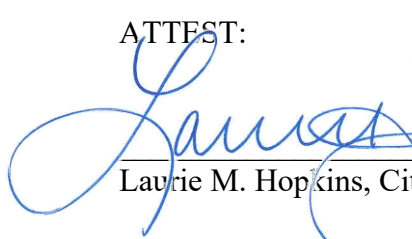
Mayor Bettge said the airport board meeting is moving forward with the 20 year Comprehensive Plan. Other projects are on hold due to funding. He attended the AIC legislative meeting where they discussed the housing study, nepotism clauses. He attended and presented the Orchid awards and met with Scott Green regarding development

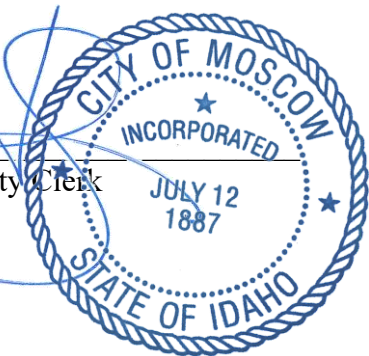
ADJOURN TO EXECUTIVE SESSION PER IDAHO CODE 74-206 (1)(B) AND (1)(F) - THE MEETING WILL NOT RECONVENE.

Lewis moved, Kelly seconded to adjourn to executive session per Idaho Code 74-206 (1)(B) and (F) at 8:08 p.m. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.


Arthur D. Bettge, Mayor

ATTEST:


Laurie M. Hopkins, City Clerk



**CITY OF MOSCOW
MINUTES OF CITY COUNCIL EXECUTIVE SESSION
December 15, 2025**

Present: Mayor Bettge, Bryce Blankenship, Sandra Kelly, Hailey Lewis, Julia Parker, Gina Taruscio

Also Present: Bill Belknap, City Administrator; Mia Bautista, City Attorney

The executive session was called to order at 8:33 p.m.

- 1st Item (74-206(1)(F) - pending litigation): 8:13 p.m. – 8:28 p.m.
- 2nd item (74-206(1)(B) - complaint about public officer/employee and (1)(F) potential litigation)
8:28 p.m. – 9:08 p.m.
- 3rd Item (74-206(1)(F) - pending litigation): 9:08 p.m. – 9:10 p.m.

The executive session was adjourned at 9:10 p.m.