



**Lewiston City Council
REGULAR MEETING AGENDA
July 22, 2024 - 6:00 PM
Lewiston City Library – Second Floor Event Space – 411 D Street
Lewiston, Idaho 83501**

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's website at cityoflewiston.org.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

This is an opportunity for citizens to address the Council on agenda items or other items they wish to bring to the attention of the Council. Citizens are encouraged to discuss operational issues in advance with the Mayor. In consideration of others wishing to speak, please limit your remarks to three minutes.

IV. PRESENTATIONS

- A. FINANCIAL REPORT - MAY 2024:** Financial report for May 2024, in accordance with Idaho Code 50-208 (Finance Director Gordon)
- B. FINANCIAL REPORT - JUNE 2024:** Financial report for June 2024, in accordance with Idaho Code 50-208 (Finance Director Gordon)
- C. LEWISTON POLICE DEPARTMENT AUDIT:** Presentation of the Lewiston Police Department audit (Police Chief Kuzik)

V. CONSENT AGENDA

All items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a councilor so requests, in which case the item will be removed from the Consent Agenda and considered on the Active Agenda under "Items Moved from the Consent Agenda".

- A. CITY COUNCIL MINUTES:** Considering approval of the following meeting minutes: 6/24/2024 Regular; 6/26/2024 Joint City/County; and the 7/8/2024 Regular - Action Item
- B. ADVISORY BOARD MINUTES:** Considering approval of the minutes for the 6/12/2024 and 6/26/2024 Planning & Zoning Commission meetings - Action Item
- C. VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 6/28/2024–7/11/2024 in the amount of \$1,432,702.36 - Action Item

VI. ACTIVE AGENDA

- A. **RESOLUTION 2024-32:** Considering amending and restating the City of Lewiston's administrative fee for abatement actions by the City - Action Item (Mayor Johnson)
- B. **RESOLUTION 2024-34:** Considering approving a revised City of Lewiston Utility Customer Service Policies & Procedures updated July 2024 - Action Item (Public Works Director Johnson)
- C. **BID AWARD: IFB-24-020 LEWISTON WWTP WATERLINE EXTENSION:** Considering approving the bid award for the Wastewater Treatment Plant Waterline Extension to Crea Construction, Inc. in the total amount of \$750,480.60, and authorizing the Mayor to execute the contract between the City of Lewiston and Crea Construction, Inc. - Action Item (Public Works Director Johnson)
- D. **FIRE SERVICE WATER LINE AND ACCESS EASEMENT:** Considering granting a Fire Service Water Line and Access Easement to Nez Perce County for a fire water service line for the Nez Perce County Courthouse across the northwestern corner of City property located at the intersection of F Street and 12th Street - Action Item (City Surveyor Weigand)
- E. **KROEGER COMPANY PROPOSED OPIOID SETTLEMENT AGREEMENT:** Considering whether the City of Lewiston will opt-in to the multistate settlement agreement with Kroeger Company for its role in the national opioid crisis. - Action Item (City Attorney Tengono)
- F. **RESOLUTION 2024-33:** Considering authorizing the Mayor to sign, on behalf of the City of Lewiston, opioid settlement documents related to the National Opioid Settlement and settlement of lawsuits related to this matter as they may become required - Action Item (City Attorney Tengono)
- G. **COOPERATIVE EMERGENCY SERVICES AGREEMENT:** Considering approval of the Cooperative Emergency Services Agreement between the City of Lewiston and Clearwater Paper Corporation for Fire and Emergency Support Services - Action Item (Fire Chief Rightmier)

VII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

VIII. UNFINISHED AND NEW BUSINESS

- A. **CITY COUNCILOR COMMENTS:** Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.
- B. **CITY BOARDS AND COMMISSIONS LIAISON UPDATES**
- C. **MAYOR COMMENTS**
- D. **ADVISORY BOARD AND COMMISSION APPOINTMENTS:** - Action Item
 - 1. **DISABILITY ADVISORY COMMISSION:** Considering appointing Mark Havens to a three (3) year term - Action Item
- E. **AGENDA TOPICS:** - Action Item

IX. ADJOURNMENT - Action Item

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact the City Clerk's Office at least forty-eight (48) hours in advance of the meeting at 208-746-3671, ext. 6202.

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Eight Months Ended May 31, 2024

[See comment/footnote on last page](#)

GENERAL FUND

UNDEFINED

	<u>MTD</u> <u>REVENUES</u>	<u>YTD</u> <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u> <u>EXPENSES</u>	<u>YTD</u> <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	37,181	2,288,017	5,218,100	43.85%	-	-	-	
Licenses & Permits	434	3,480	6,700	51.94%	-	-	-	
Other	121,276	148,764	2,038,400	7.30%	-	-	-	
Property Tax	148,803	8,997,033	16,600,130	54.20%	-	-	-	
Service Charges	125,875	1,007,000	1,510,600	66.66%	-	-	-	
Interest	75,905	616,842	552,210	111.70%	-	-	-	
Total	\$ 509,474	\$ 13,061,136	\$ 25,926,140	50.38%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 14,113	\$ 109,345	\$ 170,440	64.15%
Supplies & Materials	-	-	-		88	402	2,650	15.17%
Services & Charges	-	-	-		6,948	608,272	874,880	69.53%
Capital	-	-	-		-	515	3,300	15.61%
Total	\$ -	\$ -	\$ -		\$ 21,149	\$ 718,534	\$ 1,051,270	68.35%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 23,373	\$ 135,699	\$ 363,800	37.30%
Supplies & Materials	-	-	-		7	944	2,550	37.01%
Services & Charges	-	-	-		3,299	40,063	75,540	53.04%
Capital	-	-	-		-	2,314	3,400	68.06%
Total	\$ -	\$ -	\$ -		\$ 26,678	\$ 179,020	\$ 445,290	40.20%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 38,650	\$ 205,549	\$ 370,900	55.42%
Supplies & Materials	-	-	-		74	869	8,300	10.47%
Services & Charges	-	-	-		12,771	83,226	189,910	43.82%
Capital	-	-	-		-	700	1,600	43.75%
Total	\$ -	\$ -	\$ -		\$ 51,495	\$ 290,343	\$ 570,710	50.87%

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
LEGAL								
Personnel Services	\$ -	\$ -	\$ -		\$ 66,053	\$ 323,821	\$ 492,860	65.70%
Supplies & Materials	-	-	-		18	534	3,600	14.82%
Services & Charges	-	-	-		24,653	196,039	276,870	70.81%
Capital	-	-	-		-	-	1,100	0.00%
Total	\$ -	\$ -	\$ -		\$ 90,725	\$ 520,394	\$ 774,430	67.20%
PARKS & FACILITIES								
Other	\$ 1,200	\$ 4,480	\$ 1,500	298.66%	\$ -	\$ -	\$ -	
Service Charges	100	100	43,200	0.23%	-	-	-	
Personnel Services	-	-	-		190,251	1,124,313	1,972,300	57.01%
Supplies & Materials	-	-	-		24,318	132,800	258,570	51.36%
Services & Charges	-	-	-		91,461	766,966	1,202,240	63.79%
Capital	-	-	-		-	33,118	58,600	56.51%
Total	\$ 1,300	\$ 4,580	\$ 44,700	10.25%	\$ 306,031	\$ 2,057,197	\$ 3,491,710	58.92%
POLICE								
Grants	\$ 6,066	\$ 49,360	\$ 53,500	92.26%	\$ -	\$ -	\$ -	
Other	4,503	75,933	45,500	166.89%	-	-	-	
Service Charges	420	110,599	228,660	48.37%	-	-	-	
Personnel Services	-	-	-		780,525	4,663,228	7,711,070	60.47%
Supplies & Materials	-	-	-		17,068	139,215	214,870	64.79%
Services & Charges	-	-	-		69,610	797,469	1,276,970	62.45%
Capital	-	-	-		16,202	72,245	540,670	13.36%
Total	\$ 10,988	\$ 235,891	\$ 327,660	71.99%	\$ 883,405	\$ 5,672,157	\$ 9,743,580	58.21%
FIRE								
Grants	\$ -	\$ 766	\$ 57,000	1.34%	\$ -	\$ -	\$ -	
Intergovernmental	-	89,425	250,000	35.77%	-	-	-	
Licenses & Permits	2,474	10,154	20,200	50.27%	-	-	-	
Other	-	708	6,460	10.96%	-	-	-	
Service Charges	352,102	1,330,847	3,466,000	38.40%	-	-	-	
Personnel Services	-	-	-		843,457	5,483,562	8,244,340	66.51%
Supplies & Materials	-	-	-		16,993	179,519	303,720	59.11%
Services & Charges	-	-	-		98,421	775,308	1,274,150	60.85%
Capital	-	-	-		183	5,445	55,490	9.81%
Total	\$ 354,576	\$ 1,431,900	\$ 3,799,660	37.68%	\$ 959,055	\$ 6,443,833	\$ 9,877,700	65.24%

	MTD <u>REVENUES</u>	YTD <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	MTD <u>EXPENSES</u>	YTD <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
COMMUNITY DEVELOPMENT								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	213,458	1,212,954	1,149,000	105.57%	-	-	-	
Other	-	26	-	0.00%				
Service Charges	2,100	16,800	26,400	63.64%	-	-	-	
Personnel Services	-	-	-		151,187	881,705	1,446,440	60.96%
Supplies & Materials	-	-	-		3,382	14,549	38,080	38.21%
Services & Charges	-	-	-		23,019	253,713	410,100	61.87%
Capital	-	-	-		1,052	4,503	17,700	25.44%
Total	\$ 215,558	\$ 1,229,781	\$ 1,175,400	104.63%	\$ 178,640	\$ 1,154,470	\$ 1,912,320	60.37%
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 4,000	0.00%	\$ -	\$ -	\$ -	
Other	2,250	7,890	26,100	30.23%	-	-	-	
Service Charges	32,657	235,982	423,000	55.79%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		45,533	260,372	400,490	65.01%
Supplies & Materials	-	-	-		14,065	72,820	158,750	45.87%
Services & Charges	-	-	-		15,627	88,415	167,160	52.89%
Capital	-	-	-		-	3,585	8,000	44.81%
Total	\$ 34,907	\$ 243,872	\$ 453,100	53.82%	\$ 75,225	\$ 425,191	\$ 734,400	57.90%
FINANCE								
Service Charges	\$ 18,845	\$ 141,999	\$ 200,000	71.00%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		133,185	742,609	1,183,510	62.75%
Supplies & Materials	-	-	-		9,839	43,240	75,700	57.12%
Services & Charges	-	-	-		17,539	198,213	322,610	61.44%
Capital	-	-	-		-	-	3,500	0.00%
Total	18,845	141,999	200,000	71.00%	160,563	984,062	1,585,320	62.07%
CONTINGENCY								
Services & Charges			\$ -		\$ -	\$ -	\$ 50,000	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 50,000	0.00%
PUBLIC SAFETY								
Capital			\$ -		\$ -	\$ -	\$ 50,000	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 50,000	0.00%
PROPERTY IMPROVEMENTS								
Other	\$ -	\$ -	\$ 6,400,000	0.00%	\$ -	\$ -	\$ -	
Capital					62,456	419,684	6,870,000	6.11%
Total	\$ -	\$ -	\$ 6,400,000	0.00%	\$ 62,456	\$ 419,684	\$ 6,870,000	6.11%

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
GOLF COURSE								
Service Charges	\$ -	\$ 19,983	\$ 174,520	11.45%	\$ -	\$ -	\$ -	0.00%
Services & Charges	-	-			-	99,725	208,720	47.78%
Capital	-	-	-		51,511	76,350	379,410	20.12%
Total	\$ -	\$ 19,983	\$ 174,520	11.45%	\$ 51,511	\$ 176,076	\$ 588,130	29.94%
OPIOID SETTLEMENT								
Other	\$ -	\$ 178,100	\$ -	0.00%	\$ -	\$ -	\$ -	
Services & Charges	-	-	-		-	10,134	175,000	5.79%
Total	\$ -	\$ 178,100	\$ -	0.00%	\$ -	\$ 10,134	\$ 175,000	5.79%
INSURANCE TRUST								
Other	\$ -	\$ 17,645	\$ 25,000	70.58%	\$ -	\$ -	\$ -	
Interest	44	330	500	65.96%	-	-	-	
Supplies & Materials	-	-	-		-	174	2,500	6.96%
Services & Charges	-	-	-		3,713	424,230	404,320	104.92%
Total	\$ 44	\$ 17,975	\$ 25,500	70.49%	\$ 3,713	\$ 424,404	\$ 406,820	104.32%
UNCOLLECTIBLE ACCOUNTS								
Services & Charges	\$ -	\$ -	\$ -		\$ 16,667	\$ 133,336	\$ 200,000	66.67%
Total	\$ -	\$ -	\$ -	0.00%	\$ 16,667	\$ 133,336	\$ 200,000	66.67%
TOTAL GENERAL FUND	\$ 1,145,693	\$ 16,565,217	\$ 38,526,680	43.00%	\$ 2,887,314	\$ 19,608,833	\$ 38,526,680	50.9%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	1,740	11,737	50,000	23.47%	-	-	-	
Property Tax	-	50,000	100,000	50.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	2,621	20,277	10,000	202.77%	-	-	-	
Capital					9,728	53,586	160,000	33.49%
Total	\$ 4,361	\$ 82,013	\$ 160,000	51.26%	\$ 9,728	\$ 53,586	\$ 160,000	33.49%
TRANSPORTATION								
Grants	\$ 15,714	\$ 73,871	\$ 514,260	14.36%	\$ -	\$ -	\$ -	
Intergovernmental	254,255	716,413	990,930	72.30%	-	-	-	
Other	-	4,892	(239,660)	-2.04%	-	-	-	
Property Tax	-	1,000,000	2,781,000	35.96%	-	-	-	
Interest	28,564	210,587	100,000	210.59%	-	-	-	
Services & Charges	-	-	-		28,936	115,745	-	0.00%
Capital	-	-	-		11,410	134,781	4,146,530	3.25%
Total	\$ 298,534	\$ 2,005,763	\$ 4,146,530	48.37%	\$ 40,346	\$ 250,525	\$ 4,146,530	6.04%
LIBRARY								
Other	\$ 55	\$ 690	\$ 34,500	2.00%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	160	1,223	2,000	61.17%	-	-	-	
Capital	-	-	-		-	-	36,500	0.00%
Total	\$ 215	\$ 1,913	\$ 36,500	5.24%	\$ -	\$ -	\$ 36,500	0.00%
TOTAL CAPITAL PROJECTS FUND	\$ 303,110	\$ 2,089,689	\$ 4,343,030	48.12%	\$ 50,075	\$ 304,112	\$ 4,343,030	7.0%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ -	\$ 503,365	\$ 546,000	92.19%	\$ -	\$ -	\$ -	
Interest	6,098	47,355	55,000	86.10%	-	-	-	
Supplies & Materials	-	-	-		-	-	500	0.00%
Services & Charges	-	-	-		83,798	700,016	600,500	116.57%
TOTAL WORKERS COMP FUND	\$ 6,098	\$ 550,720	\$ 601,000	91.63%	\$ 83,798	\$ 700,016	\$ 601,000	116.5%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
WATER FUND								
WATER								
Grants	\$ -	\$ -	\$ 7,000,000	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	65,720	0.00%	-	-	-	
Other	4,903	1,840,516	2,506,000	73.44%	-	-	-	
Service Charges	555,308	4,169,160	7,715,460	54.04%	-	-	-	
Interest	33,449	278,951	190,000	146.82%	-	-	-	
Personnel Services	-	-	-		257,303	1,492,903	2,324,050	64.24%
Supplies & Materials	-	-	-		44,943	244,313	558,710	43.73%
Services & Charges	-	-	-		244,823	2,092,265	3,352,770	62.40%
Capital	-	-	-		1,779,551	3,065,985	11,241,650	27.27%
TOTAL WATER FUND	\$ 593,660	\$ 6,288,627	\$ 17,477,180	35.98%	\$ 2,326,619	\$ 6,895,466	\$ 17,477,180	39.5%

WASTEWATER FUND								
WASTEWATER								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Intergovernmental	303,505	2,285,186	3,707,910	61.63%	-	-	-	
Other	25,750	195,988	6,577,820	2.98%	-	-	-	
Service Charges	592,574	4,656,530	6,806,980	68.41%	-	-	-	
Interest	96,018	753,705	460,000	163.85%	-	-	-	
Personnel Services	-	-	-		218,395	1,283,733	2,292,250	56.00%
Supplies & Materials	-	-	-		57,066	270,309	455,090	59.40%
Services & Charges	-	-	-		308,794	2,527,658	3,905,310	64.72%
Capital	-	-	-		340,663	3,374,965	10,900,060	30.96%
TOTAL WASTEWATER FUND	\$ 1,017,847	\$ 7,891,410	\$ 17,552,710	44.96%	\$ 924,918	\$ 7,456,666	\$ 17,552,710	42.5%

STORMWATER FUND								
STORMWATER								
Grants	\$ 19,960	\$ 19,960	\$ -	-	\$ -	\$ -	\$ -	
Other	-	17,414	(181,110)	-9.62%	-	-	-	
Service Charges	193,077	1,004,451	2,100,000	47.83%	-	-	-	
Interest	1,301	1,301	-	0.00%	-	-	-	
Personnel Services	-	-	-		34,059	178,553	351,380	50.81%
Supplies & Materials	-	-	-		438	6,192	46,970	13.18%
Services & Charges	-	-	-		21,697	302,199	848,420	35.62%
Capital	-	-	-		-	78,343	672,120	11.66%
TOTAL STORMWATER FUND	\$ 214,338	\$ 1,043,126	\$ 1,918,890	54.36%	\$ 56,194	\$ 565,287	\$ 1,918,890	29.5%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
SANITATION FUND								
SANITATION								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Other	5,311	52,145	14,260	365.68%	-	-	-	
Service Charges	606,747	4,801,776	7,172,010	66.95%	-	-	-	
Interest	23,195	187,310	105,000	178.39%	-	-	-	
Personnel Services	-	-	-		50,032	310,931	494,890	62.83%
Supplies & Materials	-	-	-		1,184	6,036	31,100	19.41%
Services & Charges	-	-	-		570,178	3,969,758	6,445,780	61.59%
Capital	-	-	-		1,075	215,279	319,500	67.38%
TOTAL SANITATION FUND	\$ 635,253	\$ 5,041,232	\$ 7,291,270	69.14%	\$ 622,469	\$ 4,502,004	\$ 7,291,270	61.7%
CEMETERY FUND								
CEMETERY								
Other	\$ -	\$ 1,590	\$ 74,520	2.13%	\$ -	\$ -	\$ -	
Property Tax	-	50,000	150,000	33.33%	-	-	-	
Service Charges	2,126	17,711	53,650	33.01%	-	-	-	
Interest	1,448	11,698	7,500	155.98%	-	-	-	
Interfund Transfer	-	-	50,000	0.00%	-	-	-	
Personnel Services	-	-	-		9,845	59,196	146,950	40.28%
Supplies & Materials	-	-	-		1,217	5,309	12,500	42.47%
Services & Charges	-	-	-		8,576	39,857	120,720	33.02%
Capital	-	-	-		-	-	55,500	0.00%
TOTAL CEMETERY FUND	\$ 3,574	\$ 80,999	\$ 335,670	24.13%	\$ 19,638	\$ 104,362	\$ 335,670	31.1%
ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ 117,433	\$ 229,510	\$ 490,000	46.84%	\$ -	\$ -	\$ -	
Licenses & Permits	-	321	-	0.00%	-	-	-	
Other	-	22,532	3,300,690	0.68%	-	-	-	
Interest	18,441	165,330	97,500	169.57%	-	-	-	
Capital	-	-	-		28,068	278,444	3,888,190	7.16%
TOTAL ECONOMIC DEVELOPMENT	\$ 135,874	\$ 417,693	\$ 3,888,190	10.74%	\$ 28,068	\$ 278,444	\$ 3,888,190	7.2%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
TRANSPORTATION & ENGINEERING FUND								
TRANSPORTATION								
Grants	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Intergovernmental	4	645,013	1,312,840	49.13%	-	-	-	
Licenses & Permits	1,895	15,358	15,000	102.39%	-	-	-	
Other	620	91,027	(199,790)	-45.56%	-	-	-	
Property Taxes	-	2,123,000	2,123,000	100.00%	-	-	-	
Service Charges	71,682	736,503	1,189,230	61.93%	-	-	-	
Interest	9,440	49,428	35,000	141.22%	-	-	-	
Personnel Services	-	-	-		220,715	1,418,774	2,417,450	58.69%
Supplies & Materials	-	-	-		70,405	274,603	503,270	54.56%
Services & Charges	-	-	-		115,102	941,582	1,519,860	61.95%
Capital	-	-	-		-	17,987	34,700	51.84%
TOTAL TRANSPORTATION FUND	\$ 83,642	\$ 3,660,330	\$ 4,475,280	81.79%	\$ 406,222	\$ 2,652,946	\$ 4,475,280	59.3%
LIBRARY FUND								
LIBRARY								
Grants	\$ 1,250	\$ 14,250	\$ 7,500	190.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	200	0.00%				
Other	225	12,106	103,570	11.69%				
Property Taxes	-	1,000,000	1,473,500	67.87%				
Service Charges	427	2,763	4,500	61.39%				
Interest	2,379	16,352	20,000	81.76%	-	-	-	
Personnel Services					119,376	698,735	1,156,800	60.40%
Supplies & Materials					5,391	80,337	139,150	57.73%
Services & Charges					19,325	147,190	250,920	58.66%
Capital	-	-	-		5,183	37,550	62,400	60.18%
TOTAL LIBRARY FUND	\$ 4,281	\$ 1,045,471	\$ 1,609,270	64.97%	\$ 149,275	\$ 963,811	\$ 1,609,270	59.9%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
FLEET MAINTENANCE								
FLEET								
Grants	\$ -	\$ -	\$ 220,000	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	3,236	15,700	20.61%				
Other	(1)	(28,207)	1,593,320	-2%				
Service Charges	181,003	1,450,110	2,022,920	71.68%				
Interest	6,098	77,886	35,000	222.53%	-	-	-	
Personnel Services					65,461	387,147	596,850	64.86%
Supplies & Materials					20,246	155,565	254,730	61.07%
Services & Charges					72,412	555,206	881,360	62.99%
Capital	-	-	-		2,218,458	2,222,453	2,154,000	103.18%
TOTAL FLEET MAINTENANCE	\$ 187,100	\$ 1,503,026	\$ 3,886,940	38.67%	\$ 2,376,577	\$ 3,320,371	\$ 3,886,940	85.4%
INFORMATION SYSTEMS								
INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	32,586	34,486	42,670	80.82%	-	-	-	
Service Charges	110,464	883,987	1,324,630	66.73%				
Interest	1,849	13,601	9,550	142.42%	-	-	-	
Personnel Services					74,000	411,097	641,050	64.13%
Supplies & Materials					220	2,395	3,500	68.42%
Services & Charges					22,219	427,116	515,300	82.89%
Capital	-	-	-		46,615	166,659	217,000	76.80%
TOTAL INFORMATION SYSTEMS	\$ 144,900	\$ 932,074	\$ 1,376,850	67.70%	\$ 143,055	\$ 1,007,266	\$ 1,376,850	73.2%
SPECIAL ASSESSMENTS								
BUSINESS IMPROVEMENT DISTRICT								
Assessments	\$ -	\$ 32,005	\$ 200,000	16.00%	\$ -	\$ -	\$ -	
Supplies & Materials					807	3,333	4,980	66.92%
Services & Charges					3,757	11,700	195,020	6.00%
TOTAL SPECIAL ASSESSMENTS	\$ -	\$ 32,005	\$ 200,000	16.00%	\$ 4,564	\$ 15,032	\$ 200,000	7.5%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ 326,248	\$ 1,425,947	\$ 1,052,000	135.55%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	35,208	252,746	236,000	107.10%				
Services & Charges					98,701	786,720	1,288,000	61.08%
TOTAL POLICE RETIREMENT	\$ 361,456	\$ 1,678,692	\$ 1,288,000	130.33%	\$ 98,701	\$ 786,720	\$ 1,288,000	61.1%

TRANSIT FUND

TRANSIT								
Grants	\$ -	\$ 92,784	\$ 1,722,480	5.39%	\$ -	\$ -	\$ -	
Intergovernmental	191,429	248,552	96,100	258.64%	-	-	-	
Other	5,500	5,510	144,100	3.82%	-	-	-	
Property Tax	-	241,680	460,180	52.52%	-	-	-	
Service Charges	3,627	27,722	43,200	64.17%	-	-	-	
Interest	1,535	19,551	14,000	139.65%				
Personnel Services					99,062	585,796	945,390	61.96%
Supplies & Materials	-	-	-		5,406	47,932	90,200	53.14%
Services & Charges					9,843	124,724	202,130	61.70%
Capital	-	-	-		137,773	413,631	1,242,340	33.29%
TOTAL TRANSIT FUND	\$ 202,091	\$ 635,799	\$ 2,480,060	25.64%	\$ 252,084	\$ 1,172,083	\$ 2,480,060	47.3%

CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE								
Other	\$ -	\$ 129,872	\$ 34,000	381.98%	\$ -	\$ -	\$ -	
Service Charges	277	766	3,000	25.53%				
Interest	-	10,480	17,000	61.65%				
Services & Charges	-				-	1,504	4,000	37.61%
Interfund Transfers	-	-	-		-	-	50,000	0.00%
TOTAL PERPETUAL CARE	\$ 277	\$ 141,118	\$ 54,000	261.33%	\$ -	\$ 1,504	\$ 54,000	2.8%

GRAND TOTAL OF ALL FUNDS	\$ 5,039,193	\$ 49,597,228	\$ 107,305,020	46.22%	\$ 10,429,573	\$ 50,334,922	\$ 107,305,020	46.91%
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[Citizens are invited to inspect the detailed supporting records of the above financial statements](#)

CITY OF LEWISTON TREASURY REPORT - 05/31/24

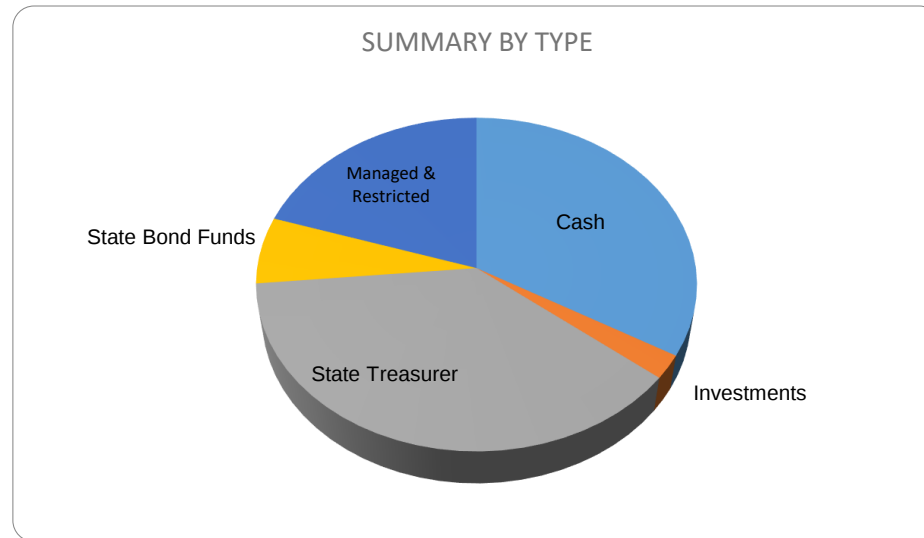
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 3,434,729	\$ -	\$ -	\$ -	\$ -	\$ 3,434,729
	LCCU	-	-	-	-	5	5
	P1FCU	-	258,313	-	-	41	258,354
	ICCU	-	-	-	-	25	25
	FNWCU	-	261,398	-	-	5	261,403
	STATE TREASURER	-	-	9,101,539	3,447,804	-	12,549,343
	UMPQUA	-	-	-	-	633,236	633,236
	ZIONS	-	261,049	-	-	149,880	410,929
	STCU	-	264,221	-	-	-	264,221
GENERAL FUND TOTAL		\$ 3,434,729	\$ 1,044,981	\$ 9,101,539	\$ 3,447,804	\$ 783,192	\$ 17,812,245
CAPITAL	WELLS FARGO	4,529,417	-	-	-	-	4,529,417
	STATE TREASURER	-	-	3,063,515	-	-	3,063,515
CAPITAL FUND TOTAL		\$ 4,529,417	\$ -	\$ 3,063,515	\$ -	\$ -	\$ 7,592,932
WORKER'S COMP	WELLS FARGO	289,471	-	-	-	-	289,471
	GLACIER	-	-	-	-	25,000	25,000
	STATE TREASURER	-	-	354	1,646,637	-	1,646,991
WORKER'S COMP FUND TOTAL		\$ 289,471	\$ -	\$ 354	\$ 1,646,637	\$ 25,000	\$ 1,961,462
WATER	WELLS FARGO	3,950,985	-	-	-	533,016	4,484,001
	BANNER BANK	-	-	-	-	183,650	183,650
	STATE TREASURER	-	-	3,464,422	627	-	3,465,049
WATER FUND TOTAL		\$ 3,950,985	\$ -	\$ 3,464,422	\$ 627	\$ 716,666	\$ 8,132,700
WASTEWATER	WELLS FARGO	10,273,219	-	-	-	713,769	10,986,989
	BANNER BANK	-	-	-	-	958,915	958,915
	P1FCU	-	-	-	-	-	-
	ICCU	-	263,966	-	-	-	263,966
	STATE TREASURER	-	-	11,536,958	705,790	-	12,242,748
WASTEWATER FUND TOTAL		\$ 10,273,219	\$ 263,966	\$ 11,536,958	\$ 705,790	\$ 1,672,684	\$ 24,452,617
SANITATION	WELLS FARGO	2,782,117	-	-	-	-	2,782,117
	LCCU	-	250,000	-	-	-	250,000
	P1FCU	-	250,000	-	-	-	250,000
	STATE TREASURER	-	-	2,584,577	-	-	2,584,577
SANITATION FUND TOTAL		\$ 2,782,117	\$ 500,000	\$ 2,584,577	\$ -	\$ -	\$ 5,866,693
STORMWATER	WELLS FARGO	315,323	-	-	-	-	315,323
STORMWATER FUND TOTAL		\$ 315,323	\$ -	\$ -	\$ -	\$ -	\$ 315,323

CITY OF LEWISTON TREASURY REPORT - 05/31/24

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
CEMETERY	WELLS FARGO	347,240	-	-	-	-	347,240
CEMETERY FUND TOTAL		\$ 347,240	\$ -	\$ -	\$ -	\$ -	\$ 347,240
ECONOMIC DEVELOPMENT	WELLS FARGO	1,133,449	-	-	-	-	1,133,449
	STATE TREASURER			3,195,629			3,195,629
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 1,133,449	\$ -	\$ 3,195,629	\$ -	\$ -	\$ 4,329,079
TRANSPORTATION	WELLS FARGO	1,722,872	-	-	-	-	1,722,872
	ZIONS	-	261,863	-	-	-	261,863
	STATE TREASURER	-	-	209,641	-	-	209,641
TRANSPORTATION FUND TOTAL		\$ 1,722,872	\$ 261,863	\$ 209,641	\$ -	\$ -	\$ 2,194,376
LIBRARY	WELLS FARGO	496,058	-	-	-	-	496,058
	STATE TREASURER			10,175			10,175
LIBRARY FUND TOTAL		\$ 496,058	\$ -	\$ 10,175	\$ -	\$ -	\$ 506,233
FLEET	WELLS FARGO	316,716	-	-	-	-	316,716
	STATE TREASURER	-	-	542,521	-	-	542,521
FLEET FUND TOTAL		\$ 316,716	\$ -	\$ 542,521	\$ -	\$ -	\$ 859,237
IT	WELLS FARGO	250,730	-	-	-	-	250,730
	STATE TREASURER			216,940			216,940
IT FUND TOTAL		\$ 250,730	\$ -	\$ 216,940	\$ -	\$ -	\$ 467,670
POLICE RETIREMENT	US BANK	-	-	-	-	13,651,298	13,651,298
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 13,651,298	\$ 13,651,298
PUBLIC TRANSIT	WELLS FARGO	124,899	-	-	-	-	124,899
PUBLIC TRANSIT FUND TOTAL		\$ 124,899	\$ -	\$ -	\$ -	\$ -	\$ 124,899
PERPETUAL CARE	US BANK	-	-	-	-	1,096,148	1,096,148
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 1,096,148	\$ 1,096,148
GRAND TOTALS		\$ 29,967,225	\$ 2,070,810	\$ 33,926,272	\$ 5,800,858	\$ 17,944,988	\$ 89,710,153

Other Includes: Fiduciary Funds, Equity Buy-in Funds, Funds Reserved for Debt Repayment, Unemployment Reserves and Funds Held in Trust

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
SUMMARY BY BANK	WELLS FARGO	\$ 29,967,225	\$ -	\$ -	\$ -	\$ 1,246,786	\$ 31,214,010
	BANNER BANK	-	-	-	-	1,142,565	1,142,565
	FNWCU	-	261,398	-	-	5	261,403
	ICCU	-	263,966	-	-	25	263,991
	LCCU	-	250,000	-	-	5	250,005
	P1FCU	-	508,313	-	-	41	508,354
	STCU	-	264,221	-	-	-	264,221
	MOUNTAIN WEST	-	-	-	-	25,000	25,000
	STATE TREASURER	-	-	33,926,272	5,800,858	-	39,727,130
	UMPQUA	-	-	-	-	633,236	633,236
	ZIONS	-	522,912	-	-	149,880	672,792
	US BANK	-	-	-	-	14,747,446	14,747,446
TOTALS		\$ 29,967,225	\$ 2,070,810	\$ 33,926,272	\$ 5,800,858	\$ 17,944,988	\$ 89,710,153



CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Nine Months Ended June 30, 2024

[See comment/footnote on last page](#)

GENERAL FUND

UNDEFINED

	<u>MTD</u> <u>REVENUES</u>	<u>YTD</u> <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u> <u>EXPENSES</u>	<u>YTD</u> <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	1,093,555	3,381,572	5,218,100	64.80%	-	-	-	
Licenses & Permits	403	3,883	6,700	57.96%	-	-	-	
Other	(14)	148,750	2,038,400	7.30%	-	-	-	
Property Tax	405,119	9,402,152	16,600,130	56.64%	-	-	-	
Service Charges	125,875	1,132,875	1,510,600	75.00%	-	-	-	
Interest	71,117	687,959	552,210	124.58%	-	-	-	
Total	\$ 1,696,055	\$ 14,757,191	\$ 25,926,140	56.92%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 14,113	\$ 123,457	\$ 170,440	72.43%
Supplies & Materials	-	-	-		89	491	2,650	18.54%
Services & Charges	-	-	-		148,623	756,895	874,880	86.51%
Capital	-	-	-		-	515	3,300	15.61%
Total	\$ -	\$ -	\$ -		\$ 162,825	\$ 881,359	\$ 1,051,270	83.84%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 16,798	\$ 152,496	\$ 363,800	41.92%
Supplies & Materials	-	-	-		137	1,081	2,550	42.38%
Services & Charges	-	-	-		4,626	44,689	76,570	58.36%
Capital	-	-	-		57	2,371	3,000	79.03%
Total	\$ -	\$ -	\$ -		\$ 21,617	\$ 200,637	\$ 445,920	44.99%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 26,372	\$ 231,921	\$ 370,900	62.53%
Supplies & Materials	-	-	-		873	1,742	8,300	20.98%
Services & Charges	-	-	-		13,297	96,523	189,910	50.83%
Capital	-	-	-		-	700	1,600	43.75%
Total	\$ -	\$ -	\$ -		\$ 40,542	\$ 330,885	\$ 570,710	57.98%

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
LEGAL								
Personnel Services	\$ -	\$ -	\$ -		\$ 28,388	\$ 352,209	\$ 492,860	71.46%
Supplies & Materials	-	-	-		76	609	3,600	16.93%
Services & Charges	-	-	-		41,488	237,528	276,870	85.79%
Capital	-	-	-		-	-	1,100	0.00%
Total	\$ -	\$ -	\$ -		\$ 69,952	\$ 590,346	\$ 774,430	76.23%
PARKS & FACILITIES								
Other	\$ 300	\$ 4,780	\$ 1,500	318.66%	\$ -	\$ -	\$ -	
Service Charges	18,313	18,413	43,200	42.62%	-	-	-	
Personnel Services	-	-	-		147,782	1,272,095	1,972,300	64.50%
Supplies & Materials	-	-	-		18,958	151,759	258,570	58.69%
Services & Charges	-	-	-		96,533	863,499	1,202,240	71.82%
Capital	-	-	-		-	33,118	58,600	56.51%
Total	\$ 18,613	\$ 23,193	\$ 44,700	51.89%	\$ 263,274	\$ 2,320,470	\$ 3,491,710	66.46%
POLICE								
Grants	\$ -	\$ 49,360	\$ 53,500	92.26%	\$ -	\$ -	\$ -	
Other	3,087	79,020	45,500	173.67%	-	-	-	
Service Charges	139,473	250,071	228,660	109.36%	-	-	-	
Personnel Services	-	-	-		544,703	5,207,931	7,711,070	67.54%
Supplies & Materials	-	-	-		12,897	152,112	212,970	71.42%
Services & Charges	-	-	-		110,056	907,525	1,280,270	70.89%
Capital	-	-	-		3,617	75,862	539,270	14.07%
Total	\$ 142,560	\$ 378,451	\$ 327,660	115.50%	\$ 671,272	\$ 6,343,429	\$ 9,743,580	65.10%
FIRE								
Grants	\$ -	\$ 766	\$ 57,000	1.34%	\$ -	\$ -	\$ -	
Intergovernmental	178,371	267,797	250,000	107.12%	-	-	-	
Licenses & Permits	3,017	13,172	20,200	65.21%	-	-	-	
Other	-	708	6,460	10.96%	-	-	-	
Service Charges	223,509	1,554,356	3,466,000	44.85%	-	-	-	
Personnel Services	-	-	-		628,263	6,111,825	8,244,340	74.13%
Supplies & Materials	-	-	-		11,038	190,557	309,260	61.62%
Services & Charges	-	-	-		87,503	862,811	1,268,610	68.01%
Capital	-	-	-		4,127	9,572	55,490	17.25%
Total	\$ 404,898	\$ 1,836,798	\$ 3,799,660	48.34%	\$ 730,931	\$ 7,174,764	\$ 9,877,700	72.64%

	MTD <u>REVENUES</u>	YTD <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	MTD <u>EXPENSES</u>	YTD <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
COMMUNITY DEVELOPMENT								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	107,501	1,320,456	1,149,000	114.92%	-	-	-	
Other	1,100	1,126	-	0.00%				
Service Charges	2,100	18,900	26,400	71.59%	-	-	-	
Personnel Services	-	-	-		106,875	988,580	1,446,440	68.35%
Supplies & Materials	-	-	-		1,431	15,979	38,080	41.96%
Services & Charges	-	-	-		29,694	283,407	410,100	69.11%
Capital	-	-	-		2,152	6,655	17,700	37.60%
Total	\$ 110,701	\$ 1,340,482	\$ 1,175,400	114.04%	\$ 140,152	\$ 1,294,622	\$ 1,912,320	67.70%
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 4,000	0.00%	\$ -	\$ -	\$ -	
Other	8,100	15,990	26,100	61.26%	-	-	-	
Service Charges	35,462	271,444	423,000	64.17%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		34,962	295,334	400,490	73.74%
Supplies & Materials	-	-	-		9,042	81,862	158,750	51.57%
Services & Charges	-	-	-		15,361	103,776	167,160	62.08%
Capital	-	-	-		-	3,585	8,000	44.81%
Total	\$ 43,562	\$ 287,434	\$ 453,100	63.44%	\$ 59,365	\$ 484,556	\$ 734,400	65.98%
FINANCE								
Service Charges	\$ 17,684	\$ 159,683	\$ 200,000	79.84%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		89,296	831,905	1,183,510	70.29%
Supplies & Materials	-	-	-		1,876	45,116	75,700	59.60%
Services & Charges	-	-	-		16,207	214,421	322,610	66.46%
Capital	-	-	-		-	-	3,500	0.00%
Total	17,684	159,683	200,000	79.84%	107,379	1,091,442	1,585,320	68.85%
CONTINGENCY								
Services & Charges			\$ -		\$ -	\$ -	\$ 49,370	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 49,370	0.00%
PUBLIC SAFETY								
Capital			\$ -		\$ -	\$ -	\$ 50,000	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 50,000	0.00%
PROPERTY IMPROVEMENTS								
Other	\$ -	\$ -	\$ 6,400,000	0.00%	\$ -	\$ -	\$ -	
Capital					132,615	552,299	6,870,000	8.04%
Total	\$ -	\$ -	\$ 6,400,000	0.00%	\$ 132,615	\$ 552,299	\$ 6,870,000	8.04%

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
GOLF COURSE								
Service Charges	\$ -	\$ 19,983	\$ 174,520	11.45%	\$ -	\$ -	\$ -	0.00%
Services & Charges	-	-			-	99,725	208,720	47.78%
Capital	-	-	-		4,201	80,551	379,410	21.23%
Total	\$ -	\$ 19,983	\$ 174,520	11.45%	\$ 4,201	\$ 180,276	\$ 588,130	30.65%
OPIOID SETTLEMENT								
Other	\$ -	\$ 178,100	\$ -	0.00%	\$ -	\$ -	\$ -	
Services & Charges	-	-	-		-	10,134	175,000	5.79%
Total	\$ -	\$ 178,100	\$ -	0.00%	\$ -	\$ 10,134	\$ 175,000	5.79%
INSURANCE TRUST								
Other	\$ -	\$ 17,645	\$ 25,000	70.58%	\$ -	\$ -	\$ -	
Interest	40	370	500	73.96%	-	-	-	
Supplies & Materials	-	-	-		-	174	2,500	6.96%
Services & Charges	-	-	-		1,777	426,007	404,320	105.36%
Total	\$ 40	\$ 18,015	\$ 25,500	70.65%	\$ 1,777	\$ 426,181	\$ 406,820	104.76%
UNCOLLECTIBLE ACCOUNTS								
Services & Charges	\$ -	\$ -	\$ -		\$ 16,667	\$ 150,003	\$ 200,000	75.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ 16,667	\$ 150,003	\$ 200,000	75.00%
TOTAL GENERAL FUND	\$ 2,434,113	\$ 18,999,330	\$ 38,526,680	49.31%	\$ 2,422,569	\$ 22,031,403	\$ 38,526,680	57.2%

	MTD <u>REVENUES</u>	YTD <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	MTD <u>EXPENSES</u>	YTD <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	129,181	140,917	50,000	281.83%	-	-	-	
Property Tax	-	50,000	100,000	50.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	2,562	22,839	10,000	228.39%	-	-	-	
Capital					10,500	64,086	160,000	40.05%
Total	\$ 131,743	\$ 213,756	\$ 160,000	133.60%	\$ 10,500	\$ 64,086	\$ 160,000	40.05%
TRANSPORTATION								
Grants	\$ 11,653	\$ 85,524	\$ 514,260	16.63%	\$ -	\$ -	\$ -	
Intergovernmental	100,000	816,413	990,930	82.39%	-	-	-	
Other	70,205	75,096	(239,660)	-31.33%	-	-	-	
Property Tax	-	1,000,000	2,781,000	35.96%	-	-	-	
Interest	24,885	235,472	100,000	235.47%	-	-	-	
Services & Charges	-	-	-		28,936	144,681	-	0.00%
Capital	-	-	-		175,926	310,707	4,146,530	7.49%
Total	\$ 206,742	\$ 2,212,505	\$ 4,146,530	53.36%	\$ 204,862	\$ 455,388	\$ 4,146,530	10.98%
LIBRARY								
Other	\$ 6	\$ 696	\$ 34,500	2.02%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	146	1,370	2,000	68.49%	-	-	-	
Capital	-	-	-		-	-	36,500	0.00%
Total	\$ 152	\$ 2,065	\$ 36,500	5.66%	\$ -	\$ -	\$ 36,500	0.00%
TOTAL CAPITAL PROJECTS FUND	\$ 338,637	\$ 2,428,327	\$ 4,343,030	55.91%	\$ 215,362	\$ 519,474	\$ 4,343,030	12.0%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ -	\$ 503,365	\$ 546,000	92.19%	\$ -	\$ -	\$ -	
Interest	5,806	53,161	55,000	96.66%	-	-	-	
Supplies & Materials	-	-	-		-	-	500	0.00%
Services & Charges	-	-	-		28,920	728,936	600,500	121.39%
TOTAL WORKERS COMP FUND	\$ 5,806	\$ 556,526	\$ 601,000	92.60%	\$ 28,920	\$ 728,936	\$ 601,000	121.3%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
WATER FUND								
WATER								
Grants	\$ 52,323	\$ 52,323	\$ 7,000,000	0.75%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	65,720	0.00%	-	-	-	
Other	781,003	2,621,518	2,506,000	104.61%	-	-	-	
Service Charges	751,605	4,920,765	7,715,460	63.78%	-	-	-	
Interest	32,304	311,256	190,000	163.82%	-	-	-	
Personnel Services	-	-	-		189,867	1,682,770	2,324,050	72.41%
Supplies & Materials	-	-	-		39,509	283,822	558,710	50.80%
Services & Charges	-	-	-		274,943	2,367,208	3,352,770	70.60%
Capital	-	-	-		79,867	3,145,852	11,241,650	27.98%
TOTAL WATER FUND	\$ 1,617,235	\$ 7,905,862	\$ 17,477,180	45.24%	\$ 584,186	\$ 7,479,652	\$ 17,477,180	42.8%

WASTEWATER FUND

WASTEWATER								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Intergovernmental	307,613	2,592,799	3,707,910	69.93%	-	-	-	
Other	19,478	215,466	6,577,820	3.28%	-	-	-	
Service Charges	609,991	5,266,521	6,806,980	77.37%	-	-	-	
Interest	94,439	848,144	460,000	184.38%	-	-	-	
Personnel Services	-	-	-		159,736	1,443,469	2,292,250	62.97%
Supplies & Materials	-	-	-		29,173	299,483	455,090	65.81%
Services & Charges	-	-	-		308,498	2,836,156	3,905,310	72.62%
Capital	-	-	-		86,872	3,461,838	10,900,060	31.76%
TOTAL WASTEWATER FUND	\$ 1,031,519	\$ 8,922,929	\$ 17,552,710	50.84%	\$ 584,280	\$ 8,040,946	\$ 17,552,710	45.8%

STORMWATER FUND

STORMWATER								
Grants	\$ -	\$ 19,960	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	-	17,414	(181,110)	-9.62%	-	-	-	
Service Charges	196,535	1,200,986	2,100,000	57.19%	-	-	-	
Interest	2,740	4,041	-	0.00%	-	-	-	
Personnel Services	-	-	-		20,663	199,216	351,380	56.70%
Supplies & Materials	-	-	-		186	6,377	46,970	13.58%
Services & Charges	-	-	-		19,974	322,173	848,420	37.97%
Capital	-	-	-		-	78,343	672,120	11.66%
TOTAL STORMWATER FUND	\$ 199,275	\$ 1,242,400	\$ 1,918,890	64.75%	\$ 40,823	\$ 606,109	\$ 1,918,890	31.6%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
SANITATION FUND								
SANITATION								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Other	5,580	57,725	14,260	404.80%	-	-	-	
Service Charges	579,526	5,381,302	7,172,010	75.03%	-	-	-	
Interest	26,716	214,026	105,000	203.83%	-	-	-	
Personnel Services	-	-	-		37,719	348,650	494,890	70.45%
Supplies & Materials	-	-	-		491	6,527	31,100	20.99%
Services & Charges	-	-	-		534,140	4,503,898	6,445,780	69.87%
Capital	-	-	-		338	215,617	319,500	67.49%
TOTAL SANITATION FUND	\$ 611,821	\$ 5,653,053	\$ 7,291,270	77.53%	\$ 572,688	\$ 5,074,692	\$ 7,291,270	69.6%
CEMETERY FUND								
CEMETERY								
Other	\$ 354	\$ 1,944	\$ 74,520	2.61%	\$ -	\$ -	\$ -	
Property Tax	-	50,000	150,000	33.33%	-	-	-	
Service Charges	14,371	32,082	53,650	59.80%	-	-	-	
Interest	1,267	12,966	7,500	172.88%	-	-	-	
Interfund Transfer	-	-	50,000	0.00%	-	-	-	
Personnel Services	-	-	-		8,887	68,083	146,950	46.33%
Supplies & Materials	-	-	-		-	5,309	12,500	42.47%
Services & Charges	-	-	-		14,203	54,060	120,720	44.78%
Capital	-	-	-		-	-	55,500	0.00%
TOTAL CEMETERY FUND	\$ 15,992	\$ 96,992	\$ 335,670	28.89%	\$ 23,090	\$ 127,452	\$ 335,670	38.0%
ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ 27,546	\$ 257,056	\$ 490,000	52.46%	\$ -	\$ -	\$ -	
Licenses & Permits	-	321	-	0.00%	-	-	-	
Other	-	22,532	3,300,690	0.68%	-	-	-	
Interest	17,875	183,205	97,500	187.90%	-	-	-	
Capital	-	-	-		37,831	316,274	3,888,190	8.13%
TOTAL ECONOMIC DEVELOPMENT	\$ 45,421	\$ 463,114	\$ 3,888,190	11.91%	\$ 37,831	\$ 316,274	\$ 3,888,190	8.1%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
TRANSPORTATION & ENGINEERING FUND								
TRANSPORTATION								
Grants	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Intergovernmental	331,029	976,042	1,312,840	74.35%	-	-	-	
Licenses & Permits	4,250	19,608	15,000	130.72%	-	-	-	
Other	7,281	98,307	(199,790)	-49.21%	-	-	-	
Property Taxes	-	2,123,000	2,123,000	100.00%	-	-	-	
Service Charges	145,093	881,596	1,189,230	74.13%	-	-	-	
Interest	7,864	57,292	35,000	163.69%	-	-	-	
Personnel Services	-	-	-		168,267	1,587,041	2,382,450	66.61%
Supplies & Materials	-	-	-		11,314	285,917	503,270	56.81%
Services & Charges	-	-	-		117,580	1,059,163	1,554,860	68.12%
Capital	-	-	-		-	17,987	34,700	51.84%
TOTAL TRANSPORTATION FUND	\$ 495,516	\$ 4,155,846	\$ 4,475,280	92.86%	\$ 297,162	\$ 2,950,108	\$ 4,475,280	65.9%
LIBRARY FUND								
LIBRARY								
Grants	\$ -	\$ 14,250	\$ 7,500	190.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	200	0.00%				
Other	227	12,333	103,570	11.91%				
Property Taxes	-	1,000,000	1,473,500	67.87%				
Service Charges	893	3,656	4,500	81.24%				
Interest	1,760	18,112	20,000	90.56%	-	-	-	
Personnel Services					86,375	785,109	1,156,800	67.87%
Supplies & Materials					12,616	92,954	139,150	66.80%
Services & Charges					19,758	166,947	250,920	66.53%
Capital	-	-	-		5,236	42,785	62,400	68.57%
TOTAL LIBRARY FUND	\$ 2,880	\$ 1,048,351	\$ 1,609,270	65.14%	\$ 123,985	\$ 1,087,796	\$ 1,609,270	67.6%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
FLEET MAINTENANCE								
FLEET								
Grants	\$ -	\$ -	\$ 220,000	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	3,551	6,787	15,700	43.23%				
Other	-	(28,207)	1,593,320	-2%				
Service Charges	178,751	1,628,861	2,022,920	80.52%				
Interest	3,458	81,344	35,000	232.41%	-	-	-	
Personnel Services					47,076	434,223	596,850	72.75%
Supplies & Materials					11,605	167,170	254,730	65.63%
Services & Charges					72,377	627,583	881,360	71.21%
Capital	-	-	-		-	2,222,453	2,154,000	103.18%
TOTAL FLEET MAINTENANCE	\$ 185,760	\$ 1,688,786	\$ 3,886,940	43.45%	\$ 131,058	\$ 3,451,429	\$ 3,886,940	88.8%
INFORMATION SYSTEMS								
INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	113	34,599	42,670	81.08%	-	-	-	
Service Charges	110,389	994,376	1,324,630	75.07%				
Interest	1,749	15,350	9,550	160.73%	-	-	-	
Personnel Services					43,820	454,917	641,050	70.96%
Supplies & Materials					838	3,232	3,650	88.56%
Services & Charges					52,491	479,606	509,800	94.08%
Capital	-	-	-		13,904	180,563	222,350	81.21%
TOTAL INFORMATION SYSTEMS	\$ 112,250	\$ 1,044,324	\$ 1,376,850	75.85%	\$ 111,053	\$ 1,118,319	\$ 1,376,850	81.2%
SPECIAL ASSESSMENTS								
BUSINESS IMPROVEMENT DISTRICT								
Assessments	\$ 100	\$ 32,105	\$ 200,000	16.05%	\$ -	\$ -	\$ -	
Supplies & Materials					782	4,115	4,980	82.63%
Services & Charges					-	11,700	195,020	6.00%
TOTAL SPECIAL ASSESSMENTS	\$ 100	\$ 32,105	\$ 200,000	16.05%	\$ 782	\$ 15,815	\$ 200,000	7.9%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ 92,436	\$ 1,518,383	\$ 1,052,000	144.33%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	49,334	302,080	236,000	128.00%				
Services & Charges					98,701	885,421	1,288,000	68.74%
TOTAL POLICE RETIREMENT	\$ 141,770	\$ 1,820,462	\$ 1,288,000	141.34%	\$ 98,701	\$ 885,421	\$ 1,288,000	68.7%

TRANSIT FUND

TRANSIT

Grants	\$ 201,919	\$ 294,703	\$ 1,722,480	17.11%	\$ -	\$ -	\$ -	
Intergovernmental	7,018	255,570	96,100	265.94%	-	-	-	
Other	5	5,514	144,100	3.83%	-	-	-	
Property Tax	-	241,680	460,180	52.52%	-	-	-	
Service Charges	4,638	32,360	43,200	74.91%	-	-	-	
Interest	2,003	21,554	14,000	153.96%				
Personnel Services					66,628	652,424	945,390	69.01%
Supplies & Materials	-	-	-		6,241	54,172	91,600	59.14%
Services & Charges					5,968	130,692	200,730	65.11%
Capital	-	-	-		-	413,631	1,242,340	33.29%
TOTAL TRANSIT FUND	\$ 215,582	\$ 851,381	\$ 2,480,060	34.33%	\$ 78,837	\$ 1,250,920	\$ 2,480,060	50.4%

CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE

Other	\$ 13,565	\$ 143,437	\$ 34,000	421.87%	\$ -	\$ -	\$ -	
Service Charges	349	1,115	3,000	37.17%				
Interest	7,013	17,493	17,000	102.90%				
Services & Charges	-				850	2,354	4,000	58.85%
Interfund Transfers	-	-	-		-	-	50,000	0.00%
TOTAL PERPETUAL CARE	\$ 20,927	\$ 162,045	\$ 54,000	300.08%	\$ 850	\$ 2,354	\$ 54,000	4.4%

GRAND TOTAL OF ALL FUNDS	\$ 7,474,605	\$ 57,071,834	\$ 107,305,020	53.19%	\$ 5,352,177	\$ 55,687,099	\$ 107,305,020	51.90%
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[Citizens are invited to inspect the detailed supporting records of the above financial statements](#)

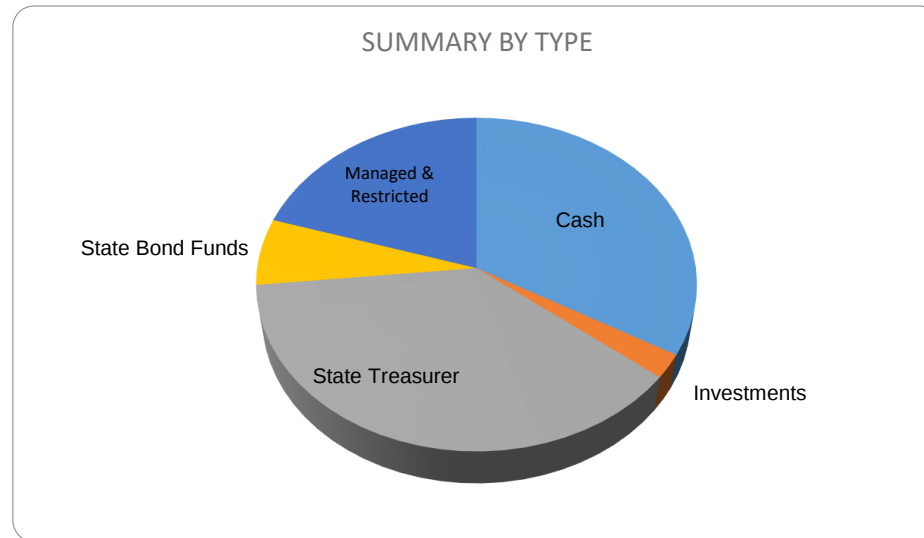
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 2,106,827	\$ -	\$ -	\$ -	\$ -	\$ 2,106,827
	LCCU	-	-	-	-	5	5
	P1FCU	-	260,538	-	-	41	260,579
	ICCU	-	-	-	-	25	25
	FNWCU	-	264,338	-	-	5	264,343
	STATE TREASURER	-	-	9,140,525	3,457,771	-	12,598,295
	UMPQUA	-	-	-	-	633,236	633,236
	ZIONS	-	261,715	-	-	149,920	411,635
	STCU	-	265,196	-	-	-	265,196
GENERAL FUND TOTAL		\$ 2,106,827	\$ 1,051,786	\$ 9,140,525	\$ 3,457,771	\$ 783,232	\$ 16,540,141
CAPITAL	WELLS FARGO	3,958,342	-	-	-	-	3,958,342
	STATE TREASURER	-	-	3,076,638	-	-	3,076,638
CAPITAL FUND TOTAL		\$ 3,958,342	\$ -	\$ 3,076,638	\$ -	\$ -	\$ 7,034,979
WORKER'S COMP	WELLS FARGO	261,596	-	-	-	-	261,596
	GLACIER	-	-	-	-	25,000	25,000
	STATE TREASURER	-	-	356	1,651,397	-	1,651,753
WORKER'S COMP FUND TOTAL		\$ 261,596	\$ -	\$ 356	\$ 1,651,397	\$ 25,000	\$ 1,938,349
WATER	WELLS FARGO	4,885,205	-	-	-	533,016	5,418,221
	BANNER BANK	-	-	-	-	183,680	183,680
	STATE TREASURER	-	-	3,479,261	629	-	3,479,890
WATER FUND TOTAL		\$ 4,885,205	\$ -	\$ 3,479,261	\$ 629	\$ 716,696	\$ 9,081,792
WASTEWATER	WELLS FARGO	10,609,559	-	-	-	892,212	11,501,770
	BANNER BANK	-	-	-	-	972,982	972,982
	P1FCU	-	-	-	-	-	-
	ICCU	-	267,251	-	-	-	267,251
	STATE TREASURER	-	-	11,586,375	707,830	-	12,294,206
WASTEWATER FUND TOTAL		\$ 10,609,559	\$ 267,251	\$ 11,586,375	\$ 707,830	\$ 1,865,194	\$ 25,036,209
SANITATION	WELLS FARGO	2,783,541	-	-	-	-	2,783,541
	LCCU	-	252,784	-	-	-	252,784
	P1FCU	-	251,993	-	-	-	251,993
	STATE TREASURER	-	-	2,595,647	-	-	2,595,647
SANITATION FUND TOTAL		\$ 2,783,541	\$ 504,777	\$ 2,595,647	\$ -	\$ -	\$ 5,883,966
STORMWATER	WELLS FARGO	1,024,361	-	-	-	-	1,024,361
STORMWATER FUND TOTAL		\$ 1,024,361	\$ -	\$ -	\$ -	\$ -	\$ 1,024,361

CITY OF LEWISTON TREASURY REPORT - 06/30/24

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
CEMETERY	WELLS FARGO	329,864	-	-	-	-	329,864
CEMETERY FUND TOTAL		\$ 329,864	\$ -	\$ -	\$ -	\$ -	\$ 329,864
ECONOMIC DEVELOPMENT	WELLS FARGO	1,094,402	-	-	-	-	1,094,402
	STATE TREASURER			3,209,318			3,209,318
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 1,094,402	\$ -	\$ 3,209,318	\$ -	\$ -	\$ 4,303,719
TRANSPORTATION	WELLS FARGO	1,510,983	-	-	-	-	1,510,983
	ZIONS	-	262,531	-	-	-	262,531
	STATE TREASURER	-	-	210,539	-	-	210,539
TRANSPORTATION FUND TOTAL		\$ 1,510,983	\$ 262,531	\$ 210,539	\$ -	\$ -	\$ 1,984,054
LIBRARY	WELLS FARGO	379,165	-	-	-	-	379,165
	STATE TREASURER			10,219			10,219
LIBRARY FUND TOTAL		\$ 379,165	\$ -	\$ 10,219	\$ -	\$ -	\$ 389,384
FLEET	WELLS FARGO	430,632	-	-	-	-	430,632
	STATE TREASURER	-	-	544,845	-	-	544,845
FLEET FUND TOTAL		\$ 430,632	\$ -	\$ 544,845	\$ -	\$ -	\$ 975,477
IT	WELLS FARGO	263,011	-	-	-	-	263,011
	STATE TREASURER			217,869			217,869
IT FUND TOTAL		\$ 263,011	\$ -	\$ 217,869	\$ -	\$ -	\$ 480,880
POLICE RETIREMENT	US BANK	-	-	-	-	13,694,367	13,694,367
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 13,694,367	\$ 13,694,367
PUBLIC TRANSIT	WELLS FARGO	449,928	-	-	-	-	449,928
PUBLIC TRANSIT FUND TOTAL		\$ 449,928	\$ -	\$ -	\$ -	\$ -	\$ 449,928
PERPETUAL CARE	US BANK	-	-	-	-	1,116,225	1,116,225
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 1,116,225	\$ 1,116,225
GRAND TOTALS		\$ 30,087,415	\$ 2,086,345	\$ 34,071,592	\$ 5,817,627	\$ 18,200,715	\$ 90,263,694

Other Includes: Fiduciary Funds, Equity Buy-in Funds, Funds Reserved for Debt Repayment, Unemployment Reserves and Funds Held in Trust

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
SUMMARY BY BANK	WELLS FARGO	\$ 30,087,415	\$ -	\$ -	\$ -	\$ 1,425,228	\$ 31,512,643
	BANNER BANK	-	-	-	-	1,156,662	1,156,662
	FNWCU	-	264,338	-	-	5	264,343
	ICCU	-	267,251	-	-	25	267,276
	LCCU	-	252,784	-	-	5	252,789
	P1FCU	-	512,531	-	-	41	512,572
	STCU	-	265,196	-	-	-	265,196
	MOUNTAIN WEST	-	-	-	-	25,000	25,000
	STATE TREASURER	-	-	34,071,592	5,817,627	-	39,889,219
	UMPQUA	-	-	-	-	633,236	633,236
	ZIONS	-	524,246	-	-	149,920	674,166
	US BANK	-	-	-	-	14,810,592	14,810,592
TOTALS		\$ 30,087,415	\$ 2,086,345	\$ 34,071,592	\$ 5,817,627	\$ 18,200,715	\$ 90,263,694



June 24, 2024

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Regular Meeting in the Lewiston Library Second Floor Activity Room at 411 D Street. As both Mayor Johnson and Council President Kleeburg were excused from the meeting, City Attorney Tengono called the meeting to order at 6:00 p.m.

I. CALL TO ORDER

COUNCILORS PRESENT: Councilor Forsmann; Councilor Klein; Councilor Liedkie; Councilor Schroeder; Councilor Spickelmire.

COUNCILORS EXCUSED: Mayor Johnson; Council President Kleeburg.

Councilors Forsmann and Klein moved and seconded, respectively, to appoint Councilor Liedkie as Acting Chair for the meeting. **ROLL CALL VOTE: VOTING AYE: Forsmann; Schroeder; Liedkie; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Kleeburg.**

II. PLEDGE OF ALLEGIANCE

Acting Chair Liedkie led the Pledge of Allegiance.

III. CITIZENS COMMENTS

Carl Walker, a resident of Lewiston, voiced his concerns about the fee increases and implored Councilors to listen to the citizens they represent.

Corey Johnson, a resident of Lewiston, expressed concerns about how the increase in fees would affect her financially.

Mark Edelblute, a resident of Lewiston, spoke in opposition to all the rate increases.

IV. PRESENTATIONS

A. APRIL FINANCIAL REPORT: Financial report for April 2024, in accordance with Idaho Code 50-208 - No Oral Report

V. PUBLIC HEARINGS AND RELATED ACTION ITEMS

A. PUBLIC HEARING: 2024 COMPREHENSIVE PLAN: Accepting testimony on the proposed Comprehensive Plan, Envision Lewiston 2044 - Presentation (City Planner Plaskon)

Acting Chair Liedkie announced the subject of the public hearing, explained the

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public hearing process, opened the public hearing and asked for the staff report.

City Planner Plaskon and Joe Moss of Logan Simpson summarized the 2024 Comprehensive Plan, Envision Lewiston 2044, which is the proposed new comprehensive plan for the city of Lewiston which is a 20-year planning document required by statute, and the process that has been happening in the last 18 months.

Acting Chair Liedkie asked for public testimony.

Lori (no last name provided) asked if there were copies of the comprehensive plan available for those in attendance. She also inquired why she was not informed about the public hearing.

Jenny Peterson asked if the plan addressed the cost of the Environmental Protection Agency (EPA) cleaning up the old Twin City Foods site to make it a waterfront, what the cost would be, and who would provide the cleanup. Mr. Moss explained that the plan does include remediation of the site but does not provide a detailed breakdown of projects and funding.

Carl Walker, a resident of Lewiston, said he would have liked to attend some of the meetings on the Comprehensive Plan and thanked them for their hard work.

There being no further questions or discussion, Acting Chair Liedkie closed the public hearing.

- B. PUBLIC HEARING: VA-01-2024:** Accepting testimony on a request that the City vacate a section of the Bryden Avenue public right-of-way beginning at the east side of 18th Street and extending to a point 50 feet west of the westerly right-of-way of 19th Street. An existing Vacation Petition to vacate the westerly 476 feet of this same section of right-of-way was previously given a conditional approval by the Lewiston City Council - Action Item (City Surveyor Weigand)

Acting Chair Liedkie announced the public hearing, explained the public hearing process, opened the public hearing and asked for the staff presentation.

Public Works Director Johnson provided a quick introduction of the petition while City Surveyor Weigand provided a summary of the request that the City vacate a section of the Bryden Avenue public right-of-way beginning at the east side of 18th Street and extending to a point 50 feet west of the westerly right-of-way of 19th Street.

Acting Chair Liedkie asked for public testimony.

Jud Taylor, applicant and resident of Lewiston, spoke to the request and asked the City Council to approve it.

Dan Yonge, a resident of Lewiston, spoke in support of the request.

Lori Glaspell, a resident of Lewiston, spoke in support of the request.

After a question from Councilor Spickelmire about utility easements, City Surveyor Weigand explained that the application does not specify an easement area which would be one of the conditions requested.

Jake Cahill, a resident of Lewiston, informed the Council that there is currently an easement in place because the City required him to put one in. City Surveyor Weigand explained that the easement Mr. Cahill has does not serve for public purposes as it is a private utility easement.

As a few issues remained related to the request, Acting Chair Liedkie asked the applicant if they could work with city staff to find a solution and then bring the request back before the City Council. Mr. Taylor agreed.

There being no further discussion, Acting Chair Liedkie closed the public hearing and called a 5-minute recess at 7:27 p.m. The meeting reconvened at 7:32 p.m.

- C. **VA-01-2024**: Considering applicant's request that the City vacate a section of the Bryden Avenue public right-of-way beginning at the east side of 18th Street and extending to a point 50 feet west of the westerly right-of-way of 19th Street. An existing Vacation Petition to vacate the westerly 476 feet of this same section of right-of-way was previously given a conditional approval by the Lewiston City Council - Action Item (City Surveyor Weigand)

Councilors Liedkie and Forsmann moved and seconded, respectively, to table VA-01-2024 until the first regular meeting in August to give the applicant and the City time to develop a solid plan to bring back for City Council's approval. The motion carried 5-0.

- D. **PUBLIC HEARING: PUBLIC WORKS FEES**: Accepting testimony on fees for water, wastewater, solid waste, stormwater drainage system services, and other Public Works fees - Action Item (Public Works Director Johnson)

Acting Chair Liedkie announced the subject of the public hearing, explained the public hearing process, opened the public hearing, and asked for staff presentation. Public Works Director Johnson reviewed the fees recommendations, discussed the individual enterprise funds, and explained the challenges the city faces with its water costs and infrastructure conditions.

Acting Chair Liedkie asked for public testimony.

Brian Hensley, a resident of Lewiston, spoke in opposition to the fee increases.

Mark Edelblute, a resident of Lewiston, spoke in opposition to the fee increases.

Jenny Peterson, a resident of Lewiston, spoke in opposition to the fee increases and questioned why water conservation methods were not being looked into.

Dave Gallentine, a resident of Lewiston, asked about the new traffic impact fees.

Linda Keener, a resident of the Orchards area in Lewiston, spoke about her experiences with the costs of water and irrigation.

Brandon Johnson, manager of Clearwater Composting, acknowledged the diligent efforts of city staff had led to a decrease in his rates. He emphasized that solutions should focus on the city's needs rather than individual concerns and expressed respect for the City Council's challenging position.

There being no further public comment, Acting Chair Liedkie closed the public hearing.

- E. RESOLUTION 2024-20:** Considering restating, amending, and removing fees for water, effective October 1, 2024 - Action Item (Public Works Director Johnson)

Councilors Schroeder and Klein moved and seconded, respectively, to approve Resolution 2024-20. **ROLL CALL VOTE: VOTING AYE: Forsmann; Schroeder; Liedkie; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Kleeburg.**

- F. RESOLUTION 2024-21:** Considering restating and amending wastewater fees, effective October 1, 2024 - Action Item (Public Works Director Johnson)

Councilors Schroeder and Spickelmire moved and seconded, respectively, to approve Resolution 2024-21. **ROLL CALL VOTE: VOTING AYE: Forsmann; Schroeder; Liedkie; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Kleeburg.**

- G. RESOLUTION 2024-22:** Considering restating and amending fees for solid waste, yard waste, and recycling, effective October 1, 2024 - Action Item (Public Works Director Johnson)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve Resolution 2024-22. **ROLL CALL VOTE: VOTING AYE: Forsmann; Schroeder; Liedkie; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Kleeburg.**

- H. **RESOLUTION 2024-23:** Considering restating and amending fees for stormwater drainage system services, effective October 1, 2024 - Action Item (Public Works Director Johnson)

Councilors Schroeder and Klein moved and seconded, respectively, to approve Resolution 2024-23. **ROLL CALL VOTE: VOTING AYE: Forsmann; Schroeder; Liedkie; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Kleeburg.**

- I. **RESOLUTION 2024-28:** Considering restating fees for vacations of public rights-of-way, easements, plats, encroachment permits, and issuing notice of public hearings on vacation applications; restating and amending right-of-way permits; subdivision filings; establishing fees for voluntary traffic impact analysis areas; restating fees for applications for wireless communication facilities located in public rights-of-way; appeals of written orders or decisions of the public works department or public works director; and fees for parade and public assembly applications - Action Item (Public Works Director Johnson)

Councilors Schroeder and Spickelmire moved and seconded, respectively, to approve Resolution 2024-28. **ROLL CALL VOTE: VOTING AYE: Forsmann; Schroeder; Liedkie; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Kleeburg.**

VI. **CONSENT AGENDA**

Acting Chair Liedkie explained that all items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a Councilor so requests, in which case the item will be removed from the Consent Agenda and considered on the Active Agenda under “Items Moved from the Consent Agenda”.

Councilors Schroeder and Spickelmire moved and seconded, respectively, to approve the Consent Agenda. **ROLL CALL VOTE: VOTING AYE: Forsmann; Schroeder; Liedkie; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Kleeburg.**

- A. **CITY COUNCIL MINUTES:** Considering approval of the minutes of the following meetings: 6/3/2024 Work Session; 6/10/2024 Budget Session #4; 6/10/2024 Regular; and the 6/12/2024 Special - Action Item
- B. **ADVISORY BOARD MINUTES:** Considering approval of the minutes of the following meetings: 5/7/2024 Development Impact Fee Advisory Committee; 5/2/2024 Historic Preservation Commission; and 5/14/2024 Urban Renewal Agency - Action Item
- C. **VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 05/31/2024 - 06/13/2024 in the amount of \$1,655,920.06 - Action Item

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- D. **GLASPELL ADDITION FINAL PLAT:** Considering final plat approval of the Glaspell Addition to subdivide approximately 2.82 acres of property located between Airway Avenue and undeveloped Bryden Avenue, and east of 18th Street, into two lots - Action Item

VII. **ITEMS MOVED FROM THE CONSENT AGENDA** - Action Item

VIII. **UNFINISHED AND NEW BUSINESS**

- A. **CITY COUNCILOR COMMENTS:** Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.

Councilors Liedkie and Forsmann thanked the citizens who attended the meeting and encouraged them to continue to be involved.

B. **CITY BOARDS AND COMMISSIONS LIAISON UPDATES**

Councilor Klein provided an update regarding the Airport Authority Board.

Councilor Liedkie provided an update regarding the Development Impact Fee Advisory Committee.

C. **AGENDA TOPICS:** - Action Item

IX. **ADJOURNMENT** - Action Item

There being no further business to come before the Lewiston City Council, Councilors Forsmann and Schroeder moved and seconded, respectively, to adjourn the June 24, 2024, City Council Regular Meeting. The motion carried 5-0 and the meeting adjourned at 8:53 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

June 26, 2024

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Joint Lewiston City Council & Nez Perce County Commissioners Special Meeting in the City Hall Back Conference Room at 1134 F Street. Council President Kleeburg and Commission Chair Havens called the meeting to order at 3:00 p.m.

I. CALL TO ORDER

COUNCILORS PRESENT: Council President Kleeburg; Councilor Forsmann; Councilor Klein; Councilor Liedkie; Councilor Schroeder; Councilor Spickelmire.

COUNCILORS EXCUSED: Mayor Johnson.

COMMISSIONERS PRESENT: Commission Chair Havens; Commissioner Beck; Commissioner Zenner.

II. PLEDGE OF ALLEGIANCE

Council President Kleeburg led the Pledge of Allegiance.

III. CITIZENS COMMENTS

None.

IV. JOINT CITY OF LEWISTON/NEZ PERCE COUNTY DISCUSSION ITEMS

A. EMERGENCY MANAGEMENT: (Coordinator James Wooderchak)

Emergency Management Coordinator Wooderchak briefed the Councilors and Commissioners on items in process, such as updates to the Federal Emergency Management Agency maps, the Emergency Operations Plan and the All Hazard Mitigation Plan.

B. E-911 PROGRAM: (911 Coordinator Bill Reynolds)

Dave Taylor, 911 coordinator, introduced the new Emergency Communications System Manager, Aaron Butler, and reviewed the Emergency Communications Joint Powers Board budget for the upcoming fiscal year.

C. SOUTHWAY BRIDGE: (Public Works Director Johnson)

Public Works Director Johnson explained that the latest underwater inspection report outlined some maintenance issues, and recommended the four entities that owned the bridge - City of Lewiston, Nez Perce County, City of Clarkston and Asotin County -

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enter into an interlocal agreement to split the repair costs equally.

D. SANITATION: (Public Works Director Johnson)

Public Works Director Johnson noted that his only update related to the transfer station was that the contract with the Asotin County Landfill for disposal would be expiring in 2025, and a new contract would need to be negotiated.

E. STORMWATER: (Commissioner Havens)

Commission Chair Havens asked Public Works Director Johnson to provide an explanation about the storm water fee and structure. Public Works Director Johnson explained the distinction between credits and waivers for the MS4 storm system. Waivers are received for properties that are not hydraulically connected to the system, as their water cannot enter the city's system, while properties hydraulically connected to the system receive credits based on criteria outlined in the City's ordinance, as their water eventually discharges into the system.

F. SIDEWALKS - BURRELL AND AIRWAY: (Commissioner Havens)

Commission Chair Havens explained concerns related to sidewalk requirements on Airway Avenue near the Nez Perce County Fairgrounds and clarified his understanding of the Fee in Lieu of (FILO) alternative.

G. ROAD AND BRIDGE LEVY: (Councilor Liedkie)

Councilor Liedkie requested that the County Commission reinstate the road and bridge levy in their budget, as it was not taken last year, which impacted the city. Commission Chair Havens clarified that the County chose not to take the levy, affecting their budget differently than the city's. Discussion followed about the complications of the levy system under the Idaho Statute, its impact on both county and city budgets, and efforts to change the system.

H. AIRPORT: (Airport Director Isaacs)

Airport Director Isaacs reviewed the airport's budget and reported that they would not be requesting any subsidy from the City of Lewiston or the Nez Perce County. He expressed appreciation for the City of Lewiston and Nez Perce County's support and encouraged them to keep the airport in mind for any surplus trucks.

V. UNFINISHED AND NEW BUSINESS

A. NEZ PERCE COUNTY COMMISSIONER COMMENTS

Commission Chair Havens emphasized the importance of considering the impact

investments have on partnerships and recognizing the efforts made by both entities.

Council President Kleeburg excused himself from the meeting at 4:38 p.m. and appointed Councilor Liedkie as Acting Chair.

Commissioner Zenner informed everyone that due to a requirement for 10 feet of spacing between food booths at the fair, they would lose 10 to 15 booths and their associated income, and asked councilors to intervene. Fire Chief Rightmier noted he would look into the requirements and get back to the Councilors.

Commissioner Beck thanked the Council for coming together to discuss important matters, emphasized the importance of collaboration and expressed appreciation for the Council's efforts.

- B. CITY COUNCILOR COMMENTS:** Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.

Councilor Forsmann expressed appreciation for the opportunity to discuss issues affecting citizens and the importance of working together.

Acting Chair Liedkie thanked the Nez Perce County staff for their efforts and encouraged regular updates to the City Council.

VI. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council and Nez Perce County Commissioners, Councilors Liedkie and Forsmann moved and seconded, respectively, to adjourn the June 26, 2024, Joint Meeting. The motion carried unanimously, and the meeting adjourned at 4:43 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

July 8, 2024

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Regular Meeting in the Lewiston Library Second Floor Activity Room at 411 D Street. Mayor Johnson called the meeting to order at 6:00 PM.

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Johnson; Council President Kleeburg; Councilor Forsmann; Councilor Klein (Zoom); Councilor Liedkie; Councilor Schroeder; Councilor Spickelmire.

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

III. CITIZENS COMMENTS

None.

IV. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING: NORMAL HILL CEMETERY, BRYDEN CANYON GOLF COURSE, AND PARKS & RECREATION FEES:** Accepting testimony on fees for the Normal Hill Cemetery, Bryden Canyon Golf Course, and other Parks and Recreation fees - Action Item (Parks & Recreation Director Barker)

Mayor Johnson announced the public hearing, explained the public hearing process, opened the public hearing, and asked for the staff presentation.

Parks and Recreation Director Barker reviewed the fees related to the Normal Hill Cemetery, the Bryden Canyon Golf Course, and other Parks and Recreation fees.

Mayor Johnson asked for public testimony. There being no public testimony or further questions from Councilors, Mayor Johnson closed the public hearing.

- B. RESOLUTION 2024-25:** Considering restating and amending fees for the Normal Hill Cemetery, effective October 1, 2024 - Action Item (Parks & Recreation Director Barker)

Councilor Schroeder and Council President Kleeburg moved and seconded, respectively, to approve Resolution 2024-25. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Liedkie; Spickelmire; Klein.**

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- C. **RESOLUTION 2024-26:** Considering restating, amending, and establishing City of Lewiston Parks and Recreation Department fees for Bryden Canyon Golf Course - Action Item (Parks & Recreation Director Barker)

Councilors Schroeder and Spickelmire moved and seconded, respectively, to approve Resolution 2024-26. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Liedkie; Spickelmire; Klein.**

- D. **RESOLUTION 2024-27:** Considering restating, amending, and establishing City of Lewiston Parks and Recreation Department fees - Action Item (Parks & Recreation Director Barker)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve Resolution 2024-27. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Liedkie; Spickelmire; Klein.**

- E. **PUBLIC HEARING: AMBULANCE SERVICE FEES:** Accepting testimony on the Ambulance Service fees for the fiscal year 2025 - Action Item (Fire Chief Rightmier)

Mayor Johnson announced the public hearing, opened the public hearing, and asked for the staff presentation.

Fire Chief Rightmier reviewed the proposed ambulance service fees for fiscal year 2025 and responded to questions from the Council.

Mayor Johnson asked for public testimony. There being no public testimony or further questions from Councilors, Mayor Johnson closed the public hearing.

- F. **RESOLUTION 2024-29:** Considering restating and amending Ambulance Service fees - Action Item (Fire Chief Rightmier)

Councilors Schroeder and Spickelmire moved and seconded, respectively, to approve Resolution 2024-29. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Liedkie; Spickelmire; Klein.**

V. **CONSENT AGENDA**

Mayor Johnson explained that all items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a Councilor so requests, in which case the item will be removed from the Consent Agenda and considered on the Active Agenda under “Items Moved from the Consent Agenda”.

Councilors Liedkie and Schroeder moved and seconded, respectively, adoption of the Consent Agenda. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder;**

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Forsmann; Liedkie; Spickelmire; Klein.

- A. **CITY COUNCIL MINUTES:** Considering approval of the minutes of the 6/24/2024 Budget Session #5 - Action Item
- B. **ADVISORY BOARD MINUTES:** Considering approval of the minutes of the following meetings: 4/18/2024 & 5/22/2024 Library Board of Trustees and 5/22/2024 & 6/12/2024 Planning and Zoning Commission - Action Item
- C. **VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 6/14/2024 - 6/27/2024 in the amount of \$1,682,463.36 - Action Item

VI. ACTIVE AGENDA

- A. **RESOLUTION 2024-18:** Considering adopting the Envision Lewiston 2044 Comprehensive Plan and superseding the 1999 Comprehensive Plan - Action Item (City Planner Plaskon)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve Resolution 2024-18. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Liedkie; Spickelmire; Klein.**

- B. **RESOLUTION 2024-31:** Considering approving a State/Local Agreement between the Idaho Transportation Department and the City of Lewiston for Federal Aid Highway Project No. A024(379) Burrell Avenue Sidewalk Infill and Thain Road to 14th Street, Key No. 24379 - Action Item (Public Works Director Johnson)

Councilor Liedkie and Council President Kleeburg moved and seconded, respectively, to approve Resolution 2024-31. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Liedkie; Spickelmire; Klein.**

VII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

VIII. UNFINISHED AND NEW BUSINESS

- A. **CITY COUNCILOR COMMENTS:** Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.

Councilor Forsmann reported that she had a chance to tour the State Capitol Building in Boise.

- B. **CITY BOARDS AND COMMISSIONS LIAISON UPDATES**

Councilor Spickelmire reported that the Parks and Recreation Commission will take the lead on the public survey related to the Bert Lipps Pool Restoration. The survey

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will begin on July 9th and run for three weeks. Councilor Spickelmire noted that after the survey ends, he would provide a report to the Council.

Council President Kleeburg reported there would be a URA meeting at 12:00 p.m. on July 9th at City Hall.

C. MAYOR COMMENTS

Mayor Johnson thanked Library Director Johnson for the use of the meeting space and appreciation for her efforts. He also thanked Finance Director Gordon for her work on preparing the budget.

D. ADVISORY BOARD AND COMMISSION APPOINTMENTS

1. **DISABILITY ADVISORY COMMISSION:** Considering the reappointment of Constance Vance to a three (3) year term - Action Item

Mayor Johnson moved to approve the reappointment of Constance Vance to a three-year term on the Disability Advisory Commission. Councilor Forsmann seconded and the motion passed 6-0.

E. AGENDA TOPICS: - Action Item

IX. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilor Liedkie and Council President Kleeburg moved and seconded, respectively, to adjourn the July 8, 2024, Regular Meeting. The motion passed 6-0 and the meeting adjourned at 6:48 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

June 12, 2024

The LEWISTON PLANNING AND ZONING COMMISSION met in the Community Development Department Second Floor Conference Room at 215 "D" Street. Chair Ball called the meeting to order at 5:30 p.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Cynthia Ball, Chair; Gabriel Iacoboni, Vice Chair; Maureen Anderson; Kathy Branson; Shaunita Cable; Emily Wolf; Kevin Kelly;

COMMISSIONERS EXCUSED: None.

STAFF MEMBERS PRESENT: Joel Plaskon, City Planner; Jennifer Tengono, City Attorney; Dawn Ortiz, Community Development Office Supervisor; Pat Severance, Development Engineer;

II. CITIZEN COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF MAY 22, 2024 MEETING MINUTES (ACTION ITEM)

Commissioners Branson and Iacoboni moved and seconded, respectively, approval of the May 22, 2024 meeting minutes. The motion carried 7-0.

B. INITIATION OF ZONING CODE AMENDMENT (ACTION ITEM):

City Planner Plaskon reviewed that the items recommended for removal from the zoning code are more appropriately dealt with in other sections of the code, such as Public Works, as it causes confusion having those requirements in the zoning code when the Planning and Zoning division does not have the jurisdiction over those items.

Commissioner Kelly asked if the sections being removed from zoning code were covered by in code in other chapters.

Pat Severance, Development Engineer, stated that yes, Public Works has code that covers right of way improvements and dedications and that Public Works is also working on updating their section of city code to make the processes more clear.

Chair Ball asked if there would be references to those code sections in place of the language that was being removed. City Planner Plaskon stated no, there would not be references, as the information is not zoning related and developers should

be looking at Public Works code for information about Public Works related improvements.

Commissioner Kelly and Anderson moved and seconded, respectively, to initiate the zoning code amendment to remove provisions under the authority of the Public Works Department. Motion carried 7-0.

IV. STAFF-COMMISSION COMMUNICATIONS:

Commissioner Branson asked if it was possible to have a yearly recap on what was accomplished with the Comprehensive Plan. She also asked if the Commissions bylaws should be updated since they were last updated in 2020.

Chair Ball asked if there was a year end recap already in place.

City Planner Plaskon stated no, there was not something like that already in place.

Commissioner Iacoboni asked if the Commission was able to create subcommittees if they were interested in pursuing a review or anything else.

City Planner Plaskon stated that the Commission was able to form subcommittees whenever they wanted but he would recommend waiting till the new Comprehensive Plan had been adopted by City Council. He also stated that an annual recap of the associated work plan was a good idea and could be done moving forward.

City Attorney Tengono stated that zoom meetings and other items like that were already covered in city code and the bylaws do not need to reflect that information.

A. Query of Commissioners for June 26, 2024 meeting.

Commissioner Anderson will be absent, all other commissioners present should be in attendance of the June 26, 2024 meeting

V. ADJOURN

There being no further business, Commissioners Iacoboni and Branson moved and seconded, respectively, to adjourn. The motion carried 7-0 and the Planning and Zoning Commission adjourned at approximately 5:44 p.m.

RESPECTFULLY SUBMITTED,



Dawn Ortiz,
Recording Secretary



Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this 26 day of June, 2024.

June 26, 2024

The LEWISTON PLANNING AND ZONING COMMISSION met in the Community Development Department Second Floor Conference Room at 215 "D" Street. Chair Ball called the meeting to order at 5:30 p.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Cynthia Ball, Chair; Gabriel Iacoboni, Vice Chair; Kevin Kelly; Kathy Branson; Shaunita Cable; Emily Wolf;

COMMISSIONERS EXCUSED: Maureen Anderson;

STAFF MEMBERS PRESENT: Joel Plaskon, City Planner; Dawn Ortiz, Community Development Office Supervisor; Jennifer Tengono, City Attorney;

II. CITIZEN COMMENTS

None

III. APPROVAL OF JUNE 12, 2024 MEETING MINUTES (ACTION ITEM)

Vice Chair Iacoboni and Commissioner Branson moved and seconded, respectively, approval of the June 12, 2024 meeting minutes. The motion carried 6-0.

IV. PUBLIC HEARING AND SUBSEQUENT DELIBERATION AND RECOMMENDATION TO CITY COUNCIL ON ZONING CODE AMENDMENT, ZA-02-24, SHIPPING CONTAINERS (ACTION ITEM)

Chair Ball explained the public hearing process, opened the public hearing and asked for a staff presentation.

Staff Plaskon provided a verbal summary of the zoning code changes for placement of shipping containers within City limits. Staff Plaskon stated that this was brought to City Council's attention and they direct staff to start the public hearing process and that is why it is in front of the commission tonight.

Commissioner Kelly asked if staff knew why they prohibited storage containers in the first place.

Staff Plaskon stated that storage containers were not considered pleasant to look at, so they were not allowed in City Limits.

Chair Ball asked if there had been any action to the violations and are the existing containers grandfathered in.

Staff Plaskon stated that no action has been taken, as it is on a complaint basis and the existing containers are not legal so they cannot be grandfathered in.

Commissioner Cable expressed concerned that there is no action taken now for the illegal structures how will the City mitigate if moving forward.

Staff Plaskon stated that is a policy that would be set forth by City Council and there has not been given any information on that policy yet. When there is a prohibition against something in City Code and the community continues to do it, that is a sign that there is a demand and the community has a want the City is not meeting. One of the primary purposes of doing this is that at least it gives them the option to do it legally.

Commissioner Cable states she sees it as they are doing it because it is not enforced and they can get away with it.

Vice Chair Iacoboni stated that there is an aspect of self-regulation of having it in code, instead of just everyone is in violation.

Commissioner Wolf asked if it complaint driven then what is the follow up.

Staff Plaskon stated that the Community Resource Officer would be sent out, to verify the violation and the homeowner would be notified of the violation and they would have either to remove the structure or acquire a building permit.

Chair Ball asked staff if the City Council requested this be removed from code.

Staff Plaskon stated yes.

Commissioner Wolf asked if any additional land use applications would be required for placement of a storage container such as a conditional use application.

Staff Plaskon stated no, just a building permit unless they use the storage container for something besides storage.

There being no public comment Chair Ball closed the public hearing.

After deliberation and discussion, Commissioner Branson and Vice Chair Iacoboni moved and seconded, respectively, to recommend approval of ZA-02-24 to the City Council. Motion passed 6-0.

V. STAFF-COMMISSION COMMUNICATIONS

A. Query of Commissioners for the July 10, 2024 meeting (public hearing on ZA-01-24, removal of Public Works Requirements from the Zoning Code)

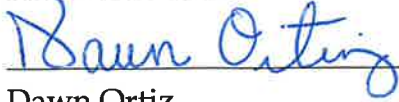
All Commissioners present stated they shall be in attendance at the July 10, 2024 meeting, beside Commissioner Kelly who will not be present.

Staff Plaskon stated at the July 8th, 2024 City Council meeting there will be a resolution for adoption of the Comprehensive Plan.

VI. **ADJOURN**

There being no further business, Commissioner Kelly and Branson moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Planning and Zoning Commission meeting adjourned at approximately 5:47 p.m.

RESPECTFULLY SUBMITTED,



Dawn Ortiz,
Recording Secretary



Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this 10 day of July, 2024.



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
ACROSS THE STREET PRODUCTIONS INC	115213	7/11/2024	FIRE	FIRE - ACROSS THE ST PROD - INCIDENT COMMAND TRNG	\$9,500.00
ADVANCED CONTRACTING LLC DBA ADVANCED COATINGS	115215	7/11/2024	PROPIMPR	PF028-DIESEL MITIGATION	\$35,051.15
AG-PRO	115216	7/11/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$5.40
AIRBRIDGE BROADBAND LLC	115218	7/11/2024	INFOSYSTMS	BPO - IT - INTERNET SERVICE	\$150.00
AMAZON CAPITAL SERVICES	115219	7/11/2024	INFOSYSTMS	CABLES	\$315.99
				CABLES, BATTERIES, AND SUPPLIES	\$143.94
				DOOR ACCESS BUTTONS, TOOLS, ANTENNA KIT	\$311.23
				HARD DRIVES, POWER STRIPS, SUPPLIES	\$566.24
				IPAD PRO 13 KEYBOARD CASE	\$47.99
				MAGNETS/SUPPLIES FOR CAMERA MOUNTS	\$127.99
				SENSORS, THERMOSTAT, CLEANING EQUIPMENT	\$323.65
			LIBRARY	BPO - LIB - DVD ORDERS	\$263.29
				BPO - LIB - JUVENILE DVD ORDERS	\$167.25
				BPO - LIB - OPERATING SUPPLIES	\$62.95
				LIB - BOOKMOBILE ORDER, CLEARWATER GRANT	\$889.77
			PARKSFAC	BATTERY PACK FOR COMPUTER	\$23.88
				TAPE FOR LABELER	\$30.25
				WATER PUMP KIT FOR ICE MACHINE STATION 2	\$186.04
			POLICE	BPO PD OFFICE AND TECHNOLOGY ITEMS	\$152.81
			TRNSPN	BPO - ENG:DEV - LOW ODOR KRYLON SPRAY	\$77.92
			WATER	PW-WTP-SAMPLE WATER FILTER FOR L&C	\$30.98
ANATEK LABS INC	115220	7/11/2024	WATER	BPO PW WTP/TOC/COLIFORM SAMPLING ANALYSIS	\$1,440.00
			WSTWTR	BPO PW WWTP LAB SAMPLE ANALYSIS	\$405.00
ANTHONY H SEUBERT	115318	7/11/2024	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$128.64
APPLIED INDUSTRIAL	115221	7/11/2024	WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	\$113.55
ARDURRA GROUP INC	115222	7/11/2024	TRNSPN	TR056 TRAFFIC IMPACT FEE STUDY	\$2,856.25
ARTBEAT INC	115223	7/11/2024	RECREATION	STAR SPANGLED CELEBRATION SHIRTS	\$182.85
ASOTIN COUNTY LANDFILL	115224	7/11/2024	WSTWTR	BPO PW WWTP FY24 MONTHLY DISPOSAL	\$325.21
ASSOCIATION OF IDAHO CITIES	115217	7/11/2024	LEGAL	REG; HERMANN-DRURY-TENGONO; IMA 2024 CONF; 6/24	\$100.00
AUSTIN BROWN	115230	7/11/2024	FIRE	BPO FIRE - AUSTIN BROWN - MEDICAL CONTROL	\$3,000.00
AVISTA	115225	7/11/2024	CEMETERY	07/02/2024 BILL DATE:UTILITY CHARGES	\$1,399.86
			COMDEV	07/02/2024 BILL DATE:UTILITY CHARGES	\$1,024.83
			LIBRARY	07/02/2024 BILL DATE:UTILITY CHARGES	\$2,375.05



Voucher's Payable

			PARKSFAC	07/02/2024 BILL DATE:UTILITY CHARGES	\$18,286.36
			RECREATION	07/02/2024 BILL DATE:UTILITY CHARGES	\$1,622.75
			SANITATION	07/02/2024 BILL DATE:UTILITY CHARGES	\$318.30
			TRNSPN	07/02/2024 BILL DATE:UTILITY CHARGES	\$43,637.41
			WATER	07/02/2024 BILL DATE:UTILITY CHARGES	\$64,041.05
			WSTWTR	07/02/2024 BILL DATE:UTILITY CHARGES	\$27,573.42
B&H FOTO & ELECTRONICS CORP	115226	7/11/2024	INFOSYSTMS	NETWORK AND SECURITY EQUIPMENT	\$4,173.27
BEAUTIFUL DOWNTOWN LEWISTON	115176	7/11/2024	LEGISLATIV	BEAUTIFUL DOWNTOWN LEWISTON FY24 SERVICE AGREEMEN	\$15,000.00
BLUE RIBBON LINEN SUPPLY INC	115227	7/11/2024	FIRE	BPO FIRE - BLUE RIBBON - LAUNDRY	\$977.20
			POLICE	BPO PD RUG CLEANING	\$25.00
			WATER	PW-BPO PW WTP/DISTR LAUNDRY & JANITORIAL	\$544.49
			WSTWTR	BPO PW WWTP JANITORIAL SUPPLIES	\$51.36
BOB'S GARAGE DOORS LLC	115228	7/11/2024	PARKSFAC	BPO GARAGE DOOR REPAIRS	\$203.75
BRIAN E WARD DBA GUMBY ENTERPRISES INC	115322	7/11/2024	FLTMAINT	BPO - FLEET TOOLS & SUPPLIES	\$58.95
BROEMELING STEEL & MACHINE	115229	7/11/2024	PARKSFAC	fabricate metal plugs for the pickleball net post	\$74.43
BROWN & BROWN OF WASHINGTON INC DBA DIMARTINO ASSOCIATES	115179	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$2,395.46
CAMP CABIN & HOME INC	115232	7/11/2024	TRNSPN	BPO - ST - PROPANE	\$107.04
CATALYST MEDICAL GROUP PLLC	115233	7/11/2024	FIRE	BPO FIRE - CATALYST MEDICAL - FF PHYSICALS	\$205.82
CDW GOVERNMENT LLC	115234	7/11/2024	INFOSYSTMS	ADOBE EXPRESS WITH FIREFLY	\$47.00
				CHAIR	\$220.78
				PRINTER - UB	\$728.69
			WATER	PW-WTP-WWCOLL-WWTP-SCADA BACKUP ACRONIS LICENSES	\$1,075.00
			WSTWTR	PW-WTP-WWCOLL-WWTP-SCADA BACKUP ACRONIS LICENSES	\$2,145.00
CENTRAL ORCHARDS SEWER DISTRICT	115244	7/11/2024	PARKSFAC	6/28/24 BILL DATE: UTILITY CHARGES	\$277.33
CERIUM NETWORKS INC	115157	7/3/2024	LIBRARY	LIB - MERAKI EQUIPMENT INSTALLATION	\$1,862.13
CES	115235	7/11/2024	WATER	WR043 N LEW CD RES BOOSTERS; CHLORINE PROCESSORS	\$2,683.25
CHRIS STICKLEY	115168	7/3/2024	WSTWTR	CUES TECHNICAL SCHOOL - K2 TRUCK TROUBLESHOOTING	\$164.00
CINTAS CORPORATION #606	115236	7/11/2024	FLTMAINT	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$204.88
			PARKSFAC	BPO PARKS UNIFORM LAUNDERED/CLEANING SUPPLIES	\$102.88
CITY OF LEWISTON	1545	7/11/2024	CEMETERY	JUNE '24 W/S/G	\$35.45
			COMDEV	JUNE '24 W/S/G	\$177.51
			LIBRARY	JUNE '24 W/S/G	\$427.50
			PARKSFAC	JUNE '24 W/S/G	\$12,803.72



Voucher's Payable

			SANITATION	JUNE '24 W/S/G	\$2,363.72
			STMWTR	JUNE '24 W/S/G	\$26.64
			TRNSPN	JUNE '24 W/S/G	\$29,204.91
			WATER	JUNE '24 W/S/G	\$1,173.12
			WSTWTR	JUNE '24 W/S/G	\$2,185.46
CITY OF LEWISTON EMPLOYEE BENEFIT- CAFETERIA PLAN	115177	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$8,104.80
CLEARWATER CLEANING SERVICES CORP	115237	7/11/2024	PARKSFAC	BPO CUSTODIAN SERVICES AT LIBRARY	\$4,245.00
CLEARWATER FINANCIAL LLC	115238	7/11/2024	PROPIMPR	PF029 FEASIBILITY STUDY	\$19,850.00
CLEMENTS BROWN & MCNICHOLS	115239	7/11/2024	LEGAL	OUTSIDE LEGAL COUNCIL; STROMBERG; EDELBLUTE FY24	\$3,258.00
				OUTSIDE LEGAL COUNCIL; STROMBERG; PROFITT FY24	\$5,913.67
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	115158	7/3/2024	SANITATION	BPO - TS - FY24 FUEL FOR SDI HAUL	\$1,135.27
	115240	7/11/2024	COMDEV	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$185.43
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$47.50
			FIRE	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$1,583.94
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$865.73
			FLTMAINT	BPO/ FLEET/ LUBE PRODUCTS & CAR WASHES	\$86.50
			FLTMAINT	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$35.16
			LEGISLATIV	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$24.05
			PARKSFAC	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$826.62
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$906.15
			POLICE	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$1,845.52
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$1,992.56
			RECREATION	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$62.18
			SANITATION	BPO - TS - FUEL	\$215.81
				BPO - TS - FY24 FUEL FOR SDI HAUL	\$874.61
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$61.04
			STMWTR	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$79.01
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$50.50
			TRANSITOP	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$1,466.28
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$1,219.49
			TRNSPN	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$1,036.01
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$758.37
			WATER	BPO PW WTP OIL FOR PUMPS	\$754.74



Voucher's Payable

				CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$311.33
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$367.16
			WSTWTR	CP-0145313 06/30/24 BILL DATE: FUEL CHARGES	\$334.43
				CP-0148506 07/07/24 BILL DATE: FUEL CHARGES	\$469.41
COMMERCIAL TIRE INC	115241	7/11/2024	FLTMAINT	INV/ POLICE TIRES	\$2,663.00
			FLTMAINT	OSL/ INSTALL 6 TIRES ON #288 BUCKET TRUCK	\$704.00
CONSOLIDATED ELECTRICAL DISTRIBUTORS	115243	7/11/2024	PARKSFAC	BPO ELECTRICAL SUPPLIE	\$188.39
				RESTOCKING BALLAST SUPPLY 1 CASE	\$172.50
			WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	\$48.28
CUES INC	115245	7/11/2024	WSTWTR	TRAVEL - PW-WWC-CUES TECHNICAL SCHOOL TRAINING	\$3,000.00
DARREN TRAINOR	115207	7/11/2024	RECREATION	UMPIRED 8 GAMES FOR M/W LG POST SN @\$32.50/GM	\$260.00
DELL MARKETING LP	115246	7/11/2024	INFOSYSTMS	LAPTOPS	\$2,720.00
DIGLINE INC	115247	7/11/2024	WATER	BPO PW W/WW LOCATE SERVICES	\$215.48
			WSTWTR	BPO PW W/WW LOCATE SERVICES	\$215.47
DR PIPELINE LLC	115159	7/3/2024	WSTWTR	PW-WW065 WW PRESSURIZED LINE REHAB	\$49,995.00
DYLAN MADER	115192	7/11/2024	RECREATION	UMPIRED 6 GAMES FOR M&W LEAGUE, POST SN @\$32.50/GM	\$195.00
EAN SERVICES LLC	115250	7/11/2024	LEGISLATIV	RENTAL CAR-MAYOR-2024 AIC ANNUAL CONFERENCE	\$65.55
EFTPS	1536	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$174,101.00
	1541	7/11/2024	ADMSVC	Payroll Run 9 - Warrant 71124M	\$2,469.50
ERB'S ACE HARDWARE LLC	115251	7/11/2024	FIRE	BPO FIRE - ERBS - STATION/VEHICLE MTNC SUPPLIES	\$11.91
			POLICE	PD COOLERS FOR SUPERVISOR PATROL VEHICLES	\$71.38
			TRNSPN	BPO - ST - OPERATING SUPPLIES	\$14.44
			WATER	BPO PW DISTRIB SPLYS	\$56.11
				BPO PW WTP SUPPLIES	\$19.28
			WSTWTR	BPO PW WWTP SUPPLIES	\$188.87
				WW034 LOSD LIFT STATION MAINT	\$20.37
EZEKIEL H ULREY	115208	7/11/2024	RECREATION	UMPIRED 5 GAMES FOR M&W LEAGUE, POST SN @\$32.50/GM	\$162.50
FASTENAL COMPANY	115252	7/11/2024	PARKSFAC	BPO SUPPLIES VENDING MACHINE AND SAFETY SUPPLIES	\$450.55
FATBEAM LLC	115253	7/11/2024	LIBRARY	BPO - LIB - PUBLIC INTERNET SERVICES	\$990.00
FEDEX	115254	7/11/2024	WSTWTR	BPO PW WW COLL SHIPPING FEES	\$39.82
FERGUSON ENTERPRISES #3011	115255	7/11/2024	WATER	BPO PW DISTRIB MAINT SPLYS	\$697.60
				PW-WD-NON INVENTORY; BRASS; QUOTES ATTACHED	\$500.23
			WSTWTR	BPO PW WW COLL SUPPLIES	\$111.94
FISHER SYSTEMS INC	115256	7/11/2024	WSTWTR	PW-WWTP-SRV CALLS/ALARM CHANGES	\$65.00
FOP LEWIS CLARK LODGE #10	115180	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$1,817.46
FOUR SEASONS LAWN CARE	115257	7/11/2024	POLICE	BPO PD PEST CONTROL FOR PD, TRAINING CENTER, AND S	\$96.00



Voucher's Payable

GALLS PARENT HOLDINGS LLC DBA GALLS LLC	115259	7/11/2024	FIRE	FIRE - GALLS - NEW EMPLOYEE CLOTHING (3 EMP)	\$161.96
GATEWAY MATERIALS	115260	7/11/2024	WSTWTR	BPO PW WW COLL MAINT SUPPLIES	\$63.80
GEHRING ELECTRIC	115261	7/11/2024	PARKSFAC	5 YEAR ELECTRICAL LOAD TEST AT BELL BLDG	\$395.00
GEORGE WILLIAM REED	115312	7/11/2024	RECREATION	BPO SENIOR NUT MEAL DELIVERY REIMBURSEMENT	\$134.00
GRAINGER	115262	7/11/2024	PARKSFAC	CONDENSER FOR CC KITCHEN SWAMP COOLER	\$988.57
			WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	\$140.37
H & H BUSINESS SYSTEMS	115263	7/11/2024	COMDEV	BPO-CD-COPIER MAINTENANCE COLOR AND B&W FOR I	\$130.08
			TRNSPN	BPO - ENG:DEV - MPW6700SP WIDE FORMAT MAINTENANCE	\$4.89
HACH COMPANY	115264	7/11/2024	WSTWTR	BPO PW WWTP LAB SUPPLIES	\$528.88
HAHN RENTAL CENTER	115265	7/11/2024	TRNSPN	BPO - ST - EQUIPMENT MAINTENANCE	\$40.00
HAHN SUPPLY	115266	7/11/2024	PARKSFAC	BPO HVAC TOOLS	\$4.68
				HVAC FILTERS FOR STOCK	\$231.84
			WATER	BPO PW WATER DISTRIB SPLYS	\$21.32
HENRY SCHEIN	115267	7/11/2024	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$3,021.02
HERCO INC DBA HERCO ASPHALT & PAVING	115268	7/11/2024	TRNSPN	BPO - ST - HOT MIX	\$258.39
HOME DEPOT CREDIT SERVICES	115269	7/11/2024	FIRE	BPO FIRE - HOME DEPOT - STATION SUPPLIES	\$142.96
			PARKSFAC	REFUND-ORIGINAL INVOICE 4971226	(\$5.97)
				STORAGE FOR EQUIPMENT AT ORCHARDS POOL	\$9.68
			TRANSITOP	BPO: TRANSIT HARDWARE/TOOLS/CLEANING SUPPLIES	\$53.08
			WATER	BPO - WTP - OPERATING SUPPLIES	\$43.94
			WSTWTR	PW-WWTP-BPO OPERATING SUPPLIES	\$134.11
I A F F - LOCAL #1773	115183	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$3,216.00
IAFF LOCAL 1773 PAC	115184	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$551.00
IDAHO CHILD SUPPORT RECEIPTING	115186	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$270.00
IDAHO ICE	115271	7/11/2024	INFOSYSTMS	BPO - WATER FOR INFO SYSTEMS DEPT	\$11.28
			LEGAL	BPO-LEGAL-WATER FOR CITY ATTORNEY'S OFFICE- FY24	\$18.37
			PARKSFAC	IDAHO ICE WATER FOR ORCHRDS POOL	\$25.46
			SANITATION	BPO - TS - IDAHO ICE	\$19.63
IDAHO STATE TAX COMMISSION	115185	7/11/2024	LIBRARY	JUNE '24 SALES TAX	\$65.55
			PARKSFAC	JUNE '24 SALES TAX	\$748.25
			RECREATION	JUNE '24 SALES TAX	\$440.07
			SANITATION	JUNE '24 SALES TAX	\$1,920.25
	115187	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$30,558.00
IDAHO TRUCK SALES CO	115272	7/11/2024		Payroll Run 9 - Warrant 71124M	\$253.00
			FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$422.76
			FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$194.41



Voucher's Payable

INGRAM LIBRARY SERVICES	115273	7/11/2024	LIBRARY	BPO - LIB - 1ST FLOOR NONFICTION	\$686.01
				BPO - LIB - 2ND FLOOR NONFICTION	\$609.97
				BPO - LIB - ADULT BOOKMOBILE	\$289.63
				BPO - LIB - ADULT FICTION	\$1,176.33
				BPO - LIB - AUDIOBOOKS	\$246.28
				BPO - LIB - JUVENILE BOOKMOBILE	\$234.03
				BPO - LIB - JUVENILE FICTION	\$1,038.13
				BPO - LIB - JUVENILE NONFICTION	\$698.80
				BPO - LIB - LARGE PRINT	\$573.67
				BPO - LIB - TEEN FICTION	\$268.45
				BPO - LIB - TEEN NONFICTION	\$22.93
				REFUND FROM INV-82280090	(\$10.43)
				REFUND FROM INV-82447316	(\$17.40)
				REFUND FROM INVOICE 81382289	(\$26.10)
INLAND FIRST AID AND SAFETY LLC	115274	7/11/2024	SANITATION	BPO - TS - FIRST AID SUPPLIES	\$16.95
INTERMOUNTAIN CLAIMS INC	115188	7/11/2024	INSTRUST	TO REIMBURSE WORKERS COMP ACCOUNT	\$27,963.17
INTERNATIONAL ASSOCIATION OF ARSON INVESTIGATORS	115270	7/11/2024	FIRE	FIRE - IAAI - ASSOCIATION DUES	\$103.00
INTERNATIONAL CITY MANAGEMENT	1537	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$3,882.36
	1542	7/11/2024	ADMSVC	Payroll Run 9 - Warrant 71124M	\$241.26
J M ROOFING & FLAT ROOF SYSTEMS	115189	7/11/2024	WSTWTR	WW051-WWTP-ROOF REBUILD CONTROL #1; 50% DEPOSIT	\$21,297.50
JESSE GROSSMAN DBA JG INDUSTRIES LLC	115276	7/11/2024	PROPIMPR	NEW FLOORING IN TRANSIT OFFICE OCH PW	\$24,576.00
JOE HALL FORD	115277	7/11/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$151.88
JOHN J VANTREASE	115209	7/11/2024	RECREATION	UMPIRED 12 GAMES FOR M/W LG POST SN @ 32.50/GM	\$390.00
JOHN'S SAW SERVICE	115278	7/11/2024	PARKSFAC	BPO-PK MAINT-SMALL ENGINE REPAIR AND SUPPLIES	\$63.00
				STRING TRIM LINE	\$63.00
JON ADAMS	115214	7/11/2024	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$144.72
J-U-B ENGINEERS	115190	7/11/2024	PARKSFAC	COMMUNITY PARK IRRIGATION STUDY PROJECT	\$1,750.00
KALAHALE MURRELL	115169	7/3/2024	WSTWTR	CUES TECHNICAL SCHOOL - K2 TRUCK TROUBLESHOOTING	\$164.00
KAREN SELDON	115317	7/11/2024	RECREATION	BPO SENIOR NUTRITIONMEAL DELIVERY REIMBURSEMENT	\$168.84
KATHERINE LOUISE CONE	115242	7/11/2024	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$19.43
KENDALL PRINCE	115170	7/3/2024	POLICE	IDAHO POST DISPATCH ACADEMY	\$652.00
KIERAN ORLANDO	115181	7/11/2024	RECREATION	UMPIRED 13 GAMES FOR M/W LG POST SN @ 30/GM	\$390.00
KINLEY L PEDERSON	115304	7/11/2024	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$23.45
L N CURTIS & SONS	115279	7/11/2024	FIRE	BPO FIRE - LN CURTIS - BAC & E-TOOL SVC/AIR SMPLS	\$1,246.80
LATAH SANITATION INC	115275	7/11/2024	CEMETERY	PORTABLE TOILET AT CEMTERY	\$83.00
			PARKSFAC	BPO P&REC PARK PORTABLE TOIETS	\$1,147.57
			WATER	BPO PW DISTRIB PORTAPOT MONTHLY SRV	\$45.00
LAWSON PRODUCTS INC	115280	7/11/2024	FLTMAINT	BPO - FLEET REPAIR PARTS & SUPPLIES	\$274.86



Voucher's Payable

LEGACY PAVING AND CONSTRUCTION LLC	115281	7/11/2024	WATER	BPO PW W DISTRIB EMERGENCY PATCHES	\$2,250.00
LES SCHWAB TIRE CENTER	115282	7/11/2024	FLTMANT	BPO/ FLEET REPAIR PARTS & OSL	\$114.99
LEWIS CLARK ANIMAL SHELTER	115160	7/3/2024	POLICE	BPO PD SHELTER CONTRACT FEES	\$5,412.83
MADELINE WEAVER	115171	7/3/2024	POLICE	IDAHO POST DISPATCH ACADEMY	\$739.00
MAKELLA HEPBURN	115172	7/3/2024	POLICE	IDAHO POST DISPATCH ACADEMY	\$652.00
MARK THOMPSON JR	115206	7/11/2024	RECREATION	UMPIRED 6 GAMES FOR M&W LEAGUE, POST SN @\$32.50/GM	\$195.00
MATHEW LANE	115191	7/11/2024	RECREATION	UMPIRED 13 GAMES FOR M/W LG POST SN @ 32.50/GM	\$422.50
MATTHEW HERSH	115182	7/11/2024	RECREATION	UMPIRED 8 GAMES FOR M/W LG POST SN @\$30/GM	\$240.00
MEDLOCK LAWN TREE & LANDSCAPE LLC	115285	7/11/2024	COMDEV	CD-WEED ABATEMENT FOR 1509 6TH AVE	\$1,100.00
			PARKSFAC	CLEAN OUT PLANTER BEDS IN D ST PARKING LOT	\$1,800.00
MERRICK & COMPANY	115286	7/11/2024	TRNSPN	PW-ENG-DEV REPORT-EASTRIDGE-WATER STUDY	\$5,000.00
MINERT & ASSOCIATES	115287	7/11/2024	HR	BPO - DRUG TESTING SERVICES FOR NEW HIRES, RANDOMS	\$524.00
MISC CUSTOMER REFUND	115161	7/3/2024	RECREATION	CHGD FOR VENDOR FEE 4 TIMES WHEN IT SHOULD BE 1	\$225.00
	115162	7/3/2024	ECONDEV	CD-HRP-50% DOWN PAYMENT	\$1,950.00
	115163	7/3/2024	RECREATION	HELP WITH ALL ASPECTS OF SEAPORT RIVER	\$3,500.00
	115164	7/3/2024	POLICE	LEMONADE AND COTTON CANDY FOR LPD AWARDS CEREMONY	\$350.00
	115165	7/3/2024	PARKSFAC	NO LONGER NEEDS THE RESERVATION	\$85.00
	115166	7/3/2024	FIRE	SCBA TECH RECERTIFICATION ONSITE INSTRUCTORS	\$3,540.00
	115167	7/3/2024	LIBRARY	PERFORMANCE FEE FOR JUNE 27TH LIBRARY PROGRAM	\$350.00
	115194	7/11/2024	PARKSFAC	NO LONGER NEED PARK	\$65.00
	115195	7/11/2024	RECREATION	REFUND FOR BALL FIELD & ALCOHOL PERMIT AUG 17/18	\$320.00
	115196	7/11/2024	SANITATION	UB 3000149322 222 SOUTHWAY	\$278.32
	115197	7/11/2024	PARKSFAC	NO LONGER NEED PARK	\$65.00
	115198	7/11/2024	ECONDEV	CD-HRP-50% DOWN PAYMENT	\$2,000.00
	115199	7/11/2024	SANITATION	UB 3000149322 222 SOUTHWAY	\$207.32
	115200	7/11/2024	WATER	UB 0807015539 222 SOUTHWAY	\$44.91
	115201	7/11/2024	WSTWTR	UB 0807015989 222 SOUTHWAY	\$309.70
	115202	7/11/2024	ECONDEV	CD-HRP-FINAL PAYMENT FOR DONNA HALL	\$18,000.00
	115203	7/11/2024	PARKSFAC	REFUND FOR SESSION 1 OF SWIM LESSONS.	\$25.00
MOTION INDUSTRIES INC	115288	7/11/2024	FLTMANT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$53.69
NAPA AUTO PARTS	115289	7/11/2024	FLTMANT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$631.03
			FLTMANT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$772.53
				REFUN INV-407170 BPO - FLEET -	(\$64.33)
NATIONWIDE RETIREMENT	1538	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$6,252.39
	1543	7/11/2024	ADMSVC	Payroll Run 9 - Warrant 71124M	\$515.74
NATIONWIDE-RESERVE	1539	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$1,287.40



Voucher's Payable

NCPERS GROUP LIFE INS	115204	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$1,488.00
NEZ PERCE COUNTY	115290	7/11/2024	LEGAL	BPO-LEGAL-NPC-COL FY24 PROSECUTION SERVICES	\$9,549.67
			LEGISLATIV	FY24 NPC DRUG TESTING FOR TREATMENT COURTS	\$10,000.00
NEZ PERCE COUNTY RECORDER	115291	7/11/2024	EXECUTIVE	BPO - EXEC - DOCUMENT RECORDATION	\$22.00
NICHOLAS MASTERS	115193	7/11/2024	RECREATION	UMPIRED 5 GAMES FOR M&W LEAGUE, POST SN @\$32.50/GM	\$162.50
NORCO INC	115292	7/11/2024	FIRE	BPO FIRE - NORCO - O2, EMS/SUPPRESSION SUPPLIES	\$763.38
			WATER	PW-WTR-DIS-BPO PERSONNEL SUPPLIES	\$17.28
NORTH 40 OUTFITTERS	115293	7/11/2024	FIRE	BPO FIRE - NORTH 40 - STATION SUPPLIES	\$203.93
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$13.14
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$46.97
			PARKSFAC	BPO CONSTRUCTION, MAINTENANCE, IRRIGATION SUPPLIE	\$71.54
			POLICE	BPO PD UNIFORM PANTS	\$139.98
			TRNSPN	BPO - ST - OPERATING SUPPLIES	\$307.86
			WATER	BPO PW DISTRIB SPLYS	\$20.98
				BPO PW WTP SPLYS	\$374.92
			WSTWTR	BPO PW WW COLL SUPPLIES/TOOLS	\$169.77
				PW-WWC-PANTS; K LEE; 2 PAIR REPLACEMENT	\$79.98
				PW-WWTP-NEW EMPLOYEE PPE; D FAIRWEATHER	\$164.96
				PW-WWTP-SAFETY BOOTS; D FAIRWEATHER	\$114.99
NORTHWEST ENGRAVING	115173	7/3/2024	FINANCE	RETIREMENT GIFT: GREG FORSMANN	\$50.00
	115294	7/11/2024	POLICE	BPO PD ENGRAVED NAME PLATES	\$15.00
NUANCE COMMUNICATIONS INC	115295	7/11/2024	POLICE	BPO PD LICENSES FOR DRAGON SOFTWARE	\$1,250.00
ODP BUSINESS SOLUTIONS LLC	115174	7/3/2024	LIBRARY	BPO - LIB - OFFICE SUPPLIES	\$49.17
	115296	7/11/2024	FINANCE	BPO - ODP OFFICE SUPPLIES	\$60.73
			LIBRARY	BPO - LIB - OFFICE SUPPLIES	\$37.86
				LIB - BPO - COPY PAPER	\$115.77
			TRANSITOP	BPO: TRANSIT OFFICE SUPPLIES	\$213.56
			TRNSPN	BPO - PW OFFICE - OPERATING SUPPLIES	\$60.58
				BPO - ST/TR - OFFICE SUPPLIES	\$52.19
			WATER	BPO PW DISTRIB OFFICE SPLYS	\$52.19
				BPO PW WTP OFFICE SPLYS	\$52.19
			WSTWTR	BPO PW WWTP OFFICE SUPPLIES	\$65.56
OMEGA RAIL MANAGEMENT INC	115297	7/11/2024	WATER	BPO PW WTP RAILROAD LEASE AGREEMENTS	\$2,769.06
ORCHARDS PET HOSPITAL	115298	7/11/2024	POLICE	PD EUTHANASIA FEES FOR STRAY CAT 24-L9080	\$75.00
OVERDRIVE INC	115299	7/11/2024	LIBRARY	BPO - LIB - ADULT OVERDRIVE	\$810.80
OWEN EQUIPMENT	115300	7/11/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$72.75
OXARC	115301	7/11/2024	FIRE	BPO FIRE - OXARC - CYLINDER RENTAL, REPAIR	\$19.80



Voucher's Payable

			PARKSFAC	BPO CHEMICALS FOR THE 2024 POOL SEASON	\$1,371.57
			WATER	BPO PW DISTRIB SPLYS	\$126.60
				BPO SODIUM HYPOCHLORITE FOR WELLS	\$48.63
				PW-WTP-CITRIC ACID FOR WTP; 2 TOTES	\$6,123.05
				PW-WTR-BPO SODIUM HYPOCHLORITE	\$1,800.76
				REFUND FROM INVOICE 0032098266	(\$400.00)
			WSTWTR	BPO PW WW COLL PERSONNEL EQUIPMENT	\$84.44
				BPO PW WWTP PERSONNEL SUPPLIES	\$53.22
PAMELA A FURCHTENICHT	115258	7/11/2024	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$80.40
PAPE MACHINERY INC	115302	7/11/2024	FLTMANT	BPO/ FLEET REPAIR PARTS	\$813.10
PATHOLOGISTS REGIONAL LAB	115303	7/11/2024	POLICE	PD LEGAL BLOOD DRAWS 24-L7771 AND 24-L8517	\$77.38
PAUL SCOTT DRIVER	115248	7/11/2024	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$43.55
PERSI	1540	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$212,454.84
	1544	7/11/2024	ADMSVC	Payroll Run 9 - Warrant 71124M	\$4,631.90
POINTE PEST CONTROL - ID LLC	115305	7/11/2024	PARKSFAC	MICE PROBLEM AT OCH	\$165.00
PORT OF LEWISTON	115175	7/3/2024	POLICE	PD TRACK RENTAL FEE FOR EVOC TRAINING	\$300.00
	115306	7/11/2024	INFOSYSTMS	BPO - IT - FIBER CONNECTIONS	\$945.00
PRECISION SIGNS	115307	7/11/2024	FLTMANT	OSL/ INSTALL STRIPING AMBULANCES	\$3,700.00
			POLICE	PD DECALS FOR UTV	\$140.00
PROFORCE MARKETING INC DBA PROFORCE LAW ENFORCEMENT	115308	7/11/2024	POLICE	PD FLASHLIGHTS FOR PATROL	\$106.07
PUMPTECH	115309	7/11/2024	WSTWTR	WW051 - REBUILD AND REINSTALL BLOWER MOTOR	\$8,488.15
QUADIENT INC	115310	7/11/2024	FINANCE	POSTAGE MACHINE SUPPLIES	\$96.00
RDK CORPORATION DBA SHADOW TRACKERS	115319	7/11/2024	HR	BPO - BACKGROUND CHECKS	\$1,382.00
RELiance STANDARD LIFE INSURANCE COMPANY	115205	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$7,689.50
RICOH USA INC	115313	7/11/2024	FIRE	BPO FIRE - RICOH - STATIONS/METER	\$113.04
			LEGAL	BPO-LEGAL-RICOH MONTHLY COPIER RENTAL FY24	\$134.77
			LIBRARY	BPO - LIB - LEASE FEES	\$280.86
	115314	7/11/2024	FIRE	BPO FIRE - RICOH METER	\$30.53
			LEGAL	BPO-LEGAL-RICOH MONTHLY COPY FEES-FY24	\$16.00
			SANITATION	BPO - PW - MPC4503 COPIER MAINTENANCE	\$12.21
			STMWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$14.57
			TRANSITOP	BPO: TRANSIT COPIER (RICOH IM C3500) COPIES	\$23.72
			TRNSPN	BPO - PW - MPC4503 COPIER MAINTENANCE	\$116.58



Voucher's Payable

			WATER	BPO - PW - MPC4503 COPIER MAINTENANCE	\$0.99
			WSTWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$7.28
RITE AID CORPORATION DBA RITE AID PHARMACY	115315	7/11/2024	HR	FLU SHOT CLINIC	\$1,376.00
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	115325	7/11/2024	SANITATION	BPO - PW - FY24 ANNUAL CURBSIDE COLLECTION	\$263,780.39
				BPO - PW - FY24 PROCESSING SINGLE STREAM RECY	\$9,086.56
				BPO - TS - FY24 CARDBOARD	\$64.00
				BPO - TS - FY24 TONNAGE HAUL	\$24,489.19
SCHUMANN ENTERPRISES INC DBA EMPIRE PRESSURE WASH	115249	7/11/2024	TRANSITOP	BPO: TRANSIT BUS WASHING & SANITIZATION	\$290.00
SHERA S BRYER	115231	7/11/2024	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$72.36
SIRCHIE ACQUISITION COMPANY LLC	115320	7/11/2024	POLICE	PD FUMING COMPOUND FOR EVIDENCE	\$42.25
SITEONE LANDSCAPE SUPPLY LLC	115321	7/11/2024	PARKSFAC	2 TUCOR DECODERS	\$770.36
				BPO PARK MAINT-IRRIGATION AND TURF SUPPLIES	\$111.95
			WSTWTR	BPO PW WWTP GROUND MAINT SUPPLIES	\$33.10
SPLASH CARWASH & DETAILING	115323	7/11/2024	FLTMAINT	BPO - CAR WASHES FOR FLEET	\$48.00
			POLICE	BPO PD CAR WASH	\$516.00
SUPREME POWER SPORTS LLC	115327	7/11/2024	PARKSFAC	MOWER REPAIR	\$759.22
SWANK MOTION PICTURES INC	115328	7/11/2024	RECREATION	MUTS and Dive and Drive Summer Movie Series	\$585.00
THATCHER COMPANY INC	115329	7/11/2024	WATER	PW-WTP-ACH FOR WATER TREATMENT	\$9,458.88
THE HOME DEPOT PRO	115326	7/11/2024	WATER	BPO PW WTP SPLYS	\$1,486.70
THE MASTER'S TOUCH LLC	115284	7/11/2024	FINANCE	BPO - UB - STATEMENT PRINTING AND MAILING	\$6,189.12
THE RADAR SHOP INC	115311	7/11/2024	POLICE	PD RECERTIFICATION OF RADARS AND LIDARS	\$2,389.00
THE RIVERSIDE HOTEL	115316	7/11/2024	LEGAL	HOTEL; HERMANN; DRURY; TENGONO; BOISE ID; CONF	\$344.00
THE UPS STORE	115339	7/11/2024	POLICE	BPO PD MAIL SERVICE	\$220.76
THOMAS K THOMPSON DBA SPORT TRUCK CENTER	115324	7/11/2024	FIRE	FIRE - SPORT TRUCK CENTER - GRILLE GUARDS	\$2,080.00
THOMSON REUTERS - WEST	115330	7/11/2024	LEGAL	BPO-LEGAL-WESTLAW CHARGES FOR FY24	\$990.67
T-N-T HOOD CLEANING	115331	7/11/2024	PARKSFAC	ANNUAL COMM CENER KITCHEN HOOD CLEANING	\$380.00
TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC	115332	7/11/2024	POLICE	BPO PD TLO ACCESS FEES FOR INVESTIGATIONS	\$125.00
	115333	7/11/2024	POLICE	PD BPO PRE EMPLOYMENT CREDIT CHECKS	\$38.68
TRIBUNE PUBLISHING CO	115334	7/11/2024	COMDEV	BPO-CD-P&ZC PUBLISHED NOTICES FOR PUBLIC HEARINGS	\$157.28
			EXECUTIVE	BPO -EXEC - PUBLIC HEARING/ORDINANCE PUBLICATIONS	\$1,168.58



Voucher's Payable

				LWS/COL NEWSPAPER ADVERTISEMENT	\$625.00
			WATER	PW-WTR-RFQ-24-025 WR071 LEGAL ADS	\$162.10
UNIFORMS2GEAR INC	115336	7/11/2024	FIRE	FIRE - UNIFORMS2GEAR - (3) NEW EMPLOYEE UNIFORMS	\$1,394.87
			POLICE	BPO PD UNIFORMS/INVESTIGATIONS	\$43.45
				BPO PD UNIFORMS/NEW HIRE	\$20.00
				BPO PD UNIFORMS/PATROL	\$315.64
				BPO PD UNIFORMS/SUPPORT SERVICES	\$283.61
				PD OUTER CARRIER FOR RINEHART	\$248.94
UNITED RENTALS (NORTH AMERICA), INC.	115337	7/11/2024	PARKSFAC	RENTAL OF LIFT FOR PRUNE AND TREE REMOVAL PIONEER	\$69.30
UNLEASHED MARKETING & DESIGN LLC	115338	7/11/2024	TRANSITOP	BPO: TRANSIT WEBSITE DEVELOPMENT	\$165.00
URM STORES INC	115340	7/11/2024	PARKSFAC	BPO CONCESSION SUPPLIES FOR POOL SEASON	\$520.38
			POLICE	BPO PD OFFICE AND FOOD ITEMS	\$38.50
			RECREATION	BPO- SEN NUTRITION-FOOD AND CLEANING SUPPLIES	\$1,145.70
				SUPPLIES FOR STAR SPANGLED CELEBRATION	\$20.66
			WATER	BPO PW DISTRIBUTION SPLYS	\$7.96
				BPO PW WTP SPLYS	\$20.98
US FOODS - SPOKANE	115341	7/11/2024	RECREATION	BPO FOOD SUPPLIES FOR SENIOR NUTRITION LUNCHES	\$1,549.31
VALLEY CAR SALES INC	115342	7/11/2024	RECREATION	BPO - SENIOR TRIP VAN RENTALS	\$280.00
VALLEY WASTE DISPOSAL LLC	115343	7/11/2024	PARKSFAC	BPO DEBRIS DISPOSAL	\$7.00
			SANITATION	BPO - PW - FY24 NON-MUNICIPAL SW DISPOSAL	\$9,209.98
VANVLEET ENTERPRISE INC DBA LUCKY ACRES FENCING INC	115283	7/11/2024	PARKSFAC	FENCE TIES	\$33.00
VWR INTERNATIONAL LLC	115344	7/11/2024	WSTWTR	BPO PW WWTP LAB SUPPLIES	\$837.90
WASHINGTON STATE SUPPORT REGISTRY	115210	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$535.16
WELLS FARGO	115178	7/11/2024	FINANCE	JULY CREDIT ON COSTCO WELLS FARGO CARD	(\$17.23)
			FIRE	BPO FIRE - COSTCO - STATION SUPPLIES	\$787.91
			POLICE	PD FOOD/PLATES FOR AWARDS CEREMONY, MISC SUPPLIE	\$360.95
WESTERN EQUIPMENT	115335	7/11/2024	FLTMAINT	BPO - FLEET - REPAIR PARTS	\$23.33
WESTERN RECYCLERS INC	115345	7/11/2024	FINANCE	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$34.66
			FIRE	BPO FIRE - WESTERN RECYCLERS - DOC DESTRUCTION	\$52.00
			HR	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$17.34
			LIBRARY	BPO - LIB - SHREDDING SERVICES	\$52.00
			POLICE	BPO PD SHREDDING SERVICES	\$52.00
			TRNSPN	BPO - PW - SHREDDING SERVICES	\$45.00
WEX BANK	115348	7/11/2024	POLICE	BPO PD FUEL/UNMARKED	\$76.96
WILBERT PRECAST INC	115346	7/11/2024	CEMETERY	BURIALS FOR JUNE 2024	\$3,398.00
WITMER PUBLIC SAFETY GROUP INC	115347	7/11/2024	FIRE	FIRE - WITMER - STREAMLIGHT	\$175.55
				FIRE - WITMER - STRUCTURE BOOTS	\$371.05



Voucher's Payable

WSCCCE	115211	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$1,820.13
WSCFF EMPLOYEE BENEFIT TRUST	115212	7/11/2024	ADMSVC	Payroll Run 1 - Warrant 071124	\$3,900.00
ZIEGLER BUILDING CENTER	115349	7/11/2024	WATER	BPO PW DISTRIB OP SPLYS	\$29.94
ZOLL MEDICAL CORPORATION GPO	115350	7/11/2024	FIRE	BPO FIRE - ZOLL MEDICAL - SUPPLIES	\$972.88
Total					\$1,432,702.36

RESOLUTION 2024-32

A RESOLUTION AMENDING AND RESTATING THE CITY OF LEWISTON'S ADMINISTRATIVE FEE FOR ABATEMENT ACTIONS BY THE CITY

WHEREAS, the administrative fee for abatement actions by the City of Lewiston was previously codified in Article III, Chapter 17 of the Lewiston City Code, which section has since been repealed in its entirety;

WHEREAS, the administrative fee for abatement actions is now codified in Article I, Chapter 43 of the Lewiston City Code; and

WHEREAS, the City Council desires to amend and restate the administrative fee for abatement actions by the City in its new location within City Code.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO:

SECTION 1: Pursuant to Lewiston City Code § 43-3(2), the City of Lewiston's administrative fee for abatement actions performed by the City shall be Ninety Dollars (\$90).

SECTION 2: Said administrative fee established by this resolution shall remain in effect until modified by resolution of the Lewiston City Council.

SECTION 3: Upon the effective date of this resolution, this resolution shall supersede Resolution 2018-9 in its entirety.

SECTION 4: This resolution shall become effective upon its passage.

PASSED this _____ day of _____ 2024.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

RESOLUTION 2024-32



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2024-34	AGENDA NO. VI. B. AGENDA DATE: July 22, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The Utility Customer Service Policy & Procedures was initially drafted by staff in utility billing to meet the DEQ requirements for the water and wastewater bond funding. The initial policy was adopted by the council on April 12, 2021.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) This updated version includes several key changes: • The term "City Manager" has been replaced with "Mayor." • A section for Stormwater has been added. • Water meter readings have been updated to a single cubic foot. • Specific language has been updated to align with the City Code. • The utility billing email has been updated. • Additional revisions have been made for clarity and completeness. This policy continues to provide guidance to city utility customers and City staff to achieve the common goal of efficient and economical utility service as set forth in the Lewiston City Code. It was updated by the Utility Billing staff and reviewed by the Finance, Public Works, and Legal departments.	
ACTION PROPOSED Staff recommends City Council adopt the City's Utility Customer Service Policies & Procedures dated July 2024 by passage of Resolution 2024-34	

CITY OF LEWISTON UTILITY CUSTOMER SERVICE POLICIES & PROCEDURES

~~January 2021~~
Updated: July 2024



PURPOSE

The City of Lewiston provides municipal Sanitation, Water, ~~and~~ Wastewater, ~~and~~ Stormwater utilities. The policies and procedures described herein apply to any customer supplied with one (1) or more of the above-referenced utility services. City regulations relating to these policies and procedures can be found in the Lewiston City Code in Chapters 17 (Garbage, Rubbish, and Weeds), 36 (Water, Wastewater, and Stormwater), and 36.5 (City Services Billing and Collection of Utility Charges). The Lewiston City Code is available on the City's website at cityoflewiston.org.

It is the policy of the City of Lewiston to provide utility services without discrimination and in accordance with sound business principles. User charges for services are set to cover the full costs of operation, maintenance, and capital improvements of the utilities. Thus, accuracy and timeliness in billing and collecting user charges is important. **Utility rates and fees are established annually by resolution of the City Council.**

These Policies & Procedures are intended to provide guidance to City of Lewiston utility customers and staff to achieve the common goal of efficient and economic utility service. The City's official utility regulations are set forth in the Lewiston City Code.

RELEASE OF INFORMATION

CUSTOMER ACCOUNT INFORMATION

Disclosure of account information is made in accordance with Idaho law. The City of Lewiston may make customer records available to third party credit agencies in connection with the management of delinquent accounts.

RECORDS REQUEST

Public records requests can be submitted through the City website at cityoflewiston.org.

NEW ACCOUNTS

All utility accounts that have a change of deeded ownership or new construction will initiate utility services as follows:

PROPERTY OWNERS USING A TITLE COMPANY WITH A PHYSICAL BUSINESS LOCATION IN LEWISTON

Properties that are served by City utilities and are sold using a title company that maintains a physical business location in the City of Lewiston will have the utilities transferred into the new owner's name when the deed has been recorded and the title company notifies the utility. The City of Lewiston's Utility Billing Division will mail **or email** the new owner information regarding their services, billing due dates, and how to avoid shutoff, ~~or~~ suspension of services **or late fees**. Utility Billing will also send a new owner information form to be completed and returned to the City of Lewiston, Utility Billing Division at P.O. Box 617, Lewiston, Idaho 83501, or via email at [ub**inquiries**@cityoflewiston.org](mailto:ubinquiries@cityoflewiston.org) **within 30 days of notification that the property ownership has changed.**

PROPERTY OWNERS NOT USING A TITLE COMPANY WITH A PHYSICAL BUSINESS LOCATION IN LEWISTON

Properties that are served by City utilities and are sold using a title company that does not maintain a physical business location in the City of Lewiston must contact the City of Lewiston Utility Billing Division to establish service and complete the new owner information form. All account balances follow the property and become the responsibility of the new owner. The new owner may contact the utility in person at City of Lewiston, City Hall, 1134 F St., Lewiston, Idaho 83501; by mail at City of Lewiston Utility Billing, P.O. Box 617 Lewiston, Idaho 83501; by phone at 208-746-3671, extension 0; or by email at [ub~~in~~quiries@cityoflewiston.org](mailto:ubinquiries@cityoflewiston.org).

LEASED PROPERTY

The City of Lewiston does not establish utility accounts for renters who lease property. Instead, the property owner is responsible for all utility charges. However, as a courtesy to the property owner, and upon receipt of a fully executed City of Lewiston Owner Tenant Agreement, the City will mail a copy of the utility bill to the current occupant of the property. The property owner will also continue to receive copies of the utility bill.

NEW CONSTRUCTION

A property owner may be eligible to receive City utility services from the City of Lewiston. However, the property owner should be aware that, within the City Limits of Lewiston, there are two (2) water providers, three (3) wastewater providers, and one (1) sanitation provider. It is recommended the property owner contact the City's Public Works Department at 215 D Street, Ste. B, Lewiston, Idaho 83501, ~~or~~ by phone at 208-746-1316, **or by email at publicworks@cityoflewiston.org** to determine which provider(s) are responsible for providing which utilities.

UTILITY BILLS

Utility bills are sent via U.S. Postal Service or by email (if the property owner has requested paperless statements) to the account mailing or email address on record at the time bills are generated.

- Customers are billed monthly in accordance with the rate structure of the utility
- Bills are generated for services already rendered
- Water meters are read at regular intervals between the 1st and 5th of each month
- Bills are mailed and/or emailed between the 21st and 25th day of each month
- Bills delivered by email are sent the same day the bill is generated by the utility
- Bills delivered by U.S. Postal Service are typically received within five (5) business days of billing
- Water consumption, meter fee, wastewater, sanitation, **stormwater** and other fees are billed as separate items on the bill

UTILITY BILL PAYMENTS

Bills are payable upon receipt and must be paid on or before the 15th day of the month following the account's billing date. Customers can pay their bills as follows:

- In person at City Hall, located at 1134 F Street, Lewiston, Idaho 83501
- By telephone at 208-746-3671 extension 0
- At City Hall drop box, located on the East side of City Hall, along 12th Street
- By U.S. Postal Service mail, addressed to Utility Billing, P.O. Box 617, Lewiston, Idaho 83501

- On-line Bill Pay, accessible at cityoflewiston.org
- ~~Automatic monthly payments—enrollment forms can be mailed to the customer by calling 208-746-3671 extension 0, online at cityoflewiston.org, or by email at ub@cityoflewiston.org~~
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A late fee ~~will~~ shall be applied to the account on the twenty-first (21st) day ~~after the due date of the month~~ on balances of thirty dollars (\$30.00) or more. The late fee amount is established annually by resolution of the City Council. Additional details regarding utility billings and payments are set forth in § 36.5-16 of the Lewiston City Code.

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Utility rates are established annually by resolution of the City Council. Resolutions relating to City utility rates are available on the City's website at cityoflewiston.org.

SANITATION SERVICE

Sanitation trucks are extremely large, difficult to maneuver, and have specialized equipment for lifting and dumping sanitation carts. Thus, garbage carts that are located too close to parked vehicles will not be picked up. If your garbage is missed due to contractor error, please contact Sunshine Disposal within one (1) business day of missed scheduled services at 208-743-4075. If your garbage is missed because you did not have the cart present at the time of pick-up, the ~~pick-up~~ service will not be available until your next scheduled ~~pick-up~~ service date. ~~When sanitation service falls on a holiday, collection will occur the following day, and the schedule for the remainder of the week will be delayed by one day. There is a fee for replacement of a missing, stolen, or damaged cart or container (other than normal wear and tear). Temporary commercial containers are available by contacting Sunshine Disposal.~~

RESIDENTIAL: Residential sanitation carts are picked up once a week, on a regularly scheduled day, dependent upon your address. Residential yard waste carts are picked up on the same weekly schedule as the garbage cart; provided, however, in January and February, yard waste carts are only picked up once each month, during the first week of the month. Residential recycle carts are picked up every other week based on the route schedule and same day schedule as the garbage cart. Residential customers must have their sanitation carts accessible and/or curbside, dependent upon the location, no later than 7:00 AM on their scheduled pick-up day. ~~Residential customers may incur additional fees if the cart's lid does not fully close due to overfilling.~~

COMMERCIAL: Commercial pick-up frequency varies depending upon need, but, at a minimum, occurs weekly, on a regularly scheduled day(s). Arrangements for commercial service are made with the Utility Billing Specialist or Sunshine Disposal upon establishment of service. Commercial customers must have their sanitation containers accessible and/or curbside, dependent upon the location, no later than 5:00 AM on their scheduled pick-up day(s). Commercial customers will be charged additional fees when the lid of the cart or container does not completely shut ~~due to overfilling. There is a fee for replacement of a missing, stolen, or damaged carts (other than normal wear and tear).~~

~~Temporary commercial containers are available by contacting Sunshine Disposal at 208-743-4075.~~

WATER SERVICE

City of Lewiston utility customers' water usage is metered and billed ~~in hundred cubic foot increments by the cubic foot, with each cubic foot equal to 7.48052 gallons of water.~~ Water meters are billed at a flat rate based on the size of the meter. Water meters are read through the City's remote meter read system or manually. In special circumstances, water usage may be estimated ~~as set forth in § 36.5-16 (2)(c) of the Lewiston City Code.~~ The City of Lewiston has two (2) providers of water service. Depending on where a property is located within the City limits, the water provider would be either the City of Lewiston or the Lewiston Orchards Irrigation District (LOID). LOID's business office is located at 1520 Powers Ave, Lewiston, Idaho 83501; and LOID's phone number is 208-746-8235.

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~~The City of Lewiston provides stormwater management services to its residents and businesses to ensure proper drainage and water quality. The stormwater service is essential for managing runoff from rain and melting snow, which helps prevent flooding and reduces pollution in our water bodies. Property owners are responsible for ensuring that their properties comply with stormwater management regulations. This includes proper disposal of yard waste, maintaining drainage pathways, and avoiding activities that could contribute to stormwater pollution.~~

~~The Drainage System Utility consists of two different service areas: Service Area 1 and Service Area 2. Service Area 1 primarily includes roadway gutters, inlets, and buried pipes, while Service Area 2 primarily includes roadway gutters, ditches, and swales that do not flow into Service Area 1. Service Area 1 generally incurs higher user fees due to the greater amount of associated maintenance costs compared to Service Area 2. These user fees support the operation,~~

maintenance, and improvement of the City's stormwater drainage system, including storm drains, retention basins, and other facilities designed to manage stormwater runoff.

Residential Stormwater Service: All single-family residential properties within the City of Lewiston that have impervious surface, includes rooftops, driveways, and other hard surfaces that prevent water from naturally soaking into the ground, are subject to a stormwater fee. Each parcel with a single-family residence is billed one (1) ERU.

Residential Multi-Family Stormwater Service: Residential multi-family property owners within the City of Lewiston, including those with four units or less, pay a stormwater user fee based on the configuration of their units. If the homes have adjoining walls, such as in a duplex, triplex, or fourplex, the property owner is charged 1/2 Equivalent Residential Units (ERU) for each unit. If the homes on the parcel are separate structures without shared walls, each home is billed one (1) ERU.

Commercial Stormwater Service: Commercial property owners within the City of Lewiston pay a stormwater user fee based on the impervious surface area of their property, with one (1) ERU assigned for every 4,500 sq. ft. of impervious surface. The fee supports the City's stormwater management program, including regular maintenance, upgrades, and expansion of stormwater infrastructure. The fee amount varies depending on the property's drainage location, with two service areas having different rates based on their specific drainage locations.

Commercial property owners are required to manage stormwater runoff from their properties effectively. This may involve implementing best management practices (BMPs) such as installing retention ponds, infiltration systems, or other facilities to control the quantity and quality of stormwater leaving their property. Businesses must ensure compliance with all local, state, and federal stormwater regulations.

Both residential and commercial customers can find more information about stormwater management requirements and best practices on the City's website or by contacting the Public Works Department.

BILLING ERRORS/ADJUSTMENT OF UTILITY BILLS

The City of Lewiston makes every effort to ensure that accounts are set up correctly and conducts audits of accounts to identify errors. However, ensuring that the billing is correct is a shared responsibility with utility customers. If you do not receive a current or past due bill, it is your responsibility to contact the City Utility Billing Division at 208-746-3671, extension 0, or email ubinquiries@cityoflewiston.org to inquire as to the status of your account. The City of Lewiston is not responsible for delays or lost mail caused by the U.S. Postal Service or email service providers.

The City of Lewiston recommends that you review your bill monthly and discuss any questions or billing discrepancies with a City Utility Billing Specialist. In the event a billing error is discovered, corrections will be calculated for a period of no more than one (1) year.

DELINQUENT ACCOUNTS

To keep costs of operations as low as possible, the City pursues collection of all delinquent accounts. No account shall be written off or reduced, except as provided for in Article II of Chapter 36.5 of the Lewiston City Code.

Delinquent charges and late fees that remain unpaid after thirty (30) days may be certified to the Nez Perce County tax collector and placed upon the tax roll. **Additionally, delinquent accounts may be referred to a third-party collection agency, which may impose additional fees and take actions to recover the outstanding balance.**

APPEALS

Upon written request by a customer, a hearing concerning computation of the amount owed and/or whether a utility service should be terminated shall be held before the **City Manager Mayor** in accordance with § 36.5-20 of the Lewiston City Code.

UTILITY ASSISTANCE PROGRAM

The purpose of the City of Lewiston Utility Assistance Program is to provide essential utility services to qualified property owners at reduced rates. The Utility Assistance Program process is set forth in § 36.5-29 of the Lewiston City Code.

LOCATING UNDERGROUND UTILITIES

Contact 811 (“Call Before You Dig”) to assist excavators and contractors in identifying the existing location underground City utilities.

OFFICIAL CITY REGULATIONS

The City’s official utility regulations are set forth in the Lewiston City Code. The Lewiston City Code is online at cityoflewiston.org. In the event that any of the statements in this document conflict with the Lewiston City Code, the Lewiston City Code shall control.

CONTACT INFORMATION

UTILITY BILLING

Lewiston City Hall
1134 F Street • P.O. Box 617
Lewiston, Idaho 83501
Monday to ~~Thursday~~ **Friday**
~~7:30~~ **8:00** AM to 5:00 PM
~~Friday 8:00 AM to 5:00 PM~~
208-746-3671, extension 0

PUBLIC WORKS

Public Works
215 D Street, Ste. B
Lewiston, Idaho 83501
Monday to Thursday
8:00 AM to 5:00 PM
Friday 8:00 AM to 4:00 PM
208-746-1316, extension 8050

AFTER BUSINESS HOURS

Utility Billing messages will be
returned next business day.
208-746-3671, extension 0

AFTER BUSINESS HOURS

Public Works - Water Related Emergency
208-746-1316

RESOLUTION 2024-34

**A RESOLUTION APPROVING A REVISED “CITY OF LEWISTON UTILITY
CUSTOMER SERVICE POLICIES & PROCEDURES” UPDATED JULY 2024**

**BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF
LEWISTON, IDAHO:**

SECTION 1: The revised City of Lewiston Utility Customer Service Policies & Procedures is hereby approved. A copy of said Policy is attached hereto as Exhibit A and incorporated herein. Such Policy supersedes the City of Lewiston Utility Customer Service Policies & Procedures approved through Resolution 2021-15 in its entirety.

SECTION 2: The revised City of Lewiston Utility Customer Service Policies & Procedures shall be placed on the City’s website.

SECTION 3: This resolution shall become effective upon its passage.

PASSED this _____ day of _____ 2024.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya Brocke, City Clerk

EXHIBIT A
to
Resolution 2024-34

CITY OF LEWISTON UTILITY CUSTOMER SERVICE POLICIES & PROCEDURES

Updated: July 2024



PURPOSE

The City of Lewiston provides municipal Sanitation, Water, Wastewater, and Stormwater utilities. The policies and procedures described herein apply to any customer supplied with one (1) or more of the above-referenced utility services. City regulations relating to these policies and procedures can be found in the Lewiston City Code in Chapters 17 (Garbage, Rubbish, and Weeds), 36 (Water, Wastewater, and Stormwater), and 36.5 (City Services Billing and Collection of Utility Charges). The Lewiston City Code is available on the City's website at cityoflewiston.org.

It is the policy of the City of Lewiston to provide utility services without discrimination and in accordance with sound business principles. User charges for services are set to cover the full costs of operation, maintenance, and capital improvements of the utilities. Thus, accuracy and timeliness in billing and collecting user charges is important. Utility rates and fees are established annually by resolution of the City Council.

These Policies & Procedures are intended to provide guidance to City of Lewiston utility customers and staff to achieve the common goal of efficient and economic utility service. The City's official utility regulations are set forth in the Lewiston City Code.

RELEASE OF INFORMATION

CUSTOMER ACCOUNT INFORMATION

Disclosure of account information is made in accordance with Idaho law. The City of Lewiston may make customer records available to third party credit agencies in connection with the management of delinquent accounts.

RECORDS REQUEST

Public records requests can be submitted through the City website at cityoflewiston.org.

NEW ACCOUNTS

All utility accounts that have a change of deeded ownership or new construction will initiate utility services as follows:

PROPERTY OWNERS USING A TITLE COMPANY WITH A PHYSICAL BUSINESS LOCATION IN LEWISTON

Properties that are served by City utilities and are sold using a title company that maintains a physical business location in the City of Lewiston will have the utilities transferred into the new owner's name when the deed has been recorded and the title company notifies the utility. The City of Lewiston's Utility Billing Division will mail or email the new owner information regarding their services, billing due dates, and how to avoid shutoff, suspension of services or late fees. Utility Billing will also send a new owner information form to be completed and returned to the City of Lewiston, Utility Billing Division at P.O. Box 617, Lewiston, Idaho 83501, or via email at ub@cityoflewiston.org within 30 days of notification that the property ownership has changed.

PROPERTY OWNERS NOT USING A TITLE COMPANY WITH A PHYSICAL BUSINESS LOCATION IN LEWISTON

Properties that are served by City utilities and are sold using a title company that does not maintain a physical business location in the City of Lewiston must contact the City of Lewiston Utility Billing Division

to establish service and complete the new owner information form. All account balances follow the property and become the responsibility of the new owner. The new owner may contact the utility in person at City of Lewiston, City Hall, 1134 F St., Lewiston, Idaho 83501; by mail at City of Lewiston Utility Billing, P.O. Box 617 Lewiston, Idaho 83501; by phone at 208-746-3671, extension 0; or by email at ub@cityoflewiston.org.

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UTILITY BILLS

Utility bills are sent via U.S. Postal Service or by email (if the property owner has requested paperless statements) to the account mailing or email address on record at the time bills are generated.

- Customers are billed monthly in accordance with the rate structure of the utility
- Bills are generated for services already rendered
- Water meters are read at regular intervals between the 1st and 5th of each month
- Bills are mailed and/or emailed between the 21st and 25th day of each month
- Bills delivered by email are sent the same day the bill is generated by the utility
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UTILITY BILL PAYMENTS

Bills are payable upon receipt and must be paid on or before the 15th day of the month following the account's billing date. Customers can pay their bills as follows:

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- By telephone at 208-746-3671 extension 0
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- On-line Bill Pay, accessible at cityoflewiston.org
- Automatic monthly payments—enrollment forms can be:
 - Mailed to the customer
 - Requested by calling 208-746-3671 extension 0

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A late fee shall be applied to the account on the twenty-first (21st) day of the month on balances of thirty dollars (\$30.00) or more. The late fee amount is established annually by resolution of the City Council. Additional details regarding utility billings and payments are set forth in § 36.5-16 of the Lewiston City Code.

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RESIDENTIAL: Residential sanitation carts are picked up once a week, on a regularly scheduled day, dependent upon your address. Residential yard waste carts are picked up on the same weekly schedule as the garbage cart; provided, however, in January and February, yard waste carts are only picked up once each month, during the first week of the month. Residential recycle carts are picked up every other week based on the route schedule and same day schedule as the garbage cart. Residential customers must have their sanitation carts accessible and/or curbside, dependent upon the location, no later than 7:00 AM on their scheduled pick-up day. Residential customers may incur additional fees if the cart's lid does not fully close due to overfilling.

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Friday 8:00 AM to 4:00 PM
208-746-1316, extension 8050

AFTER BUSINESS HOURS

Public Works - Water Related Emergency
208-746-1316



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE BID AWARD: IFB-24-020 LEWISTON WWTP WATERLINE EXTENSION	AGENDA NO. VI. C. AGENDA DATE: July 22, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Bid documents were distributed through our online plan center and legal advertising requirements were met. Four (4) bid packages were received, with all four (4) determined to be responsive. Crea Construction was the lowest bidder for the project base bid and add alternate 1. The bid tab, engineers' memo and contract are attached. The work generally consists of installation of approximately 2,800 lineal feet of water main between the intersection of 12th Street North and 7th Avenue North and the west side of the City of Lewiston's Wastewater Treatment Plant. Work includes, but is not limited to: installation of an 8 inch and 10 inch water main, tying into existing water mains, installation of new fire hydrants, re-connection of existing fire hydrant lines to new main, installation of two backflow prevention devices, and surface restoration. The Bid Alternate consists of the additional asphalt pavement needed to repave the access road to the plant rather than only patching the water main trench.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The total bid from Crea Construction was \$750,480.60. This amount is 7.5% below the engineer's estimate of \$811,000.00. Funds for this project were appropriated in the FY24 Wastewater budget.	
ACTION PROPOSED Staff recommends awarding of the Base Bid and Add Alternate 1 for the Wastewater Treatment Plant Waterline Extension to Crea Construction, in the total amount of \$750,480.60 and authorize the Mayor to execute the contract.	

PROJECT: IFB-24-020 Lewiston WWTP Waterline Extension
 BID TABULATION -- Bid Opening: June 25, 2024 - 2:00 p.m.

				Engineer's Estimate		Debco Construction Orifino, ID		LaRiviere Inc. Rathdrum, ID		ML Albright & Sons Lewsiton, ID		Crea Construction Lewiston, ID	
BID ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
201.4.1.B.1	Clearing and Grubbing	LS	1	\$10,000.00	\$10,000.00	\$3,000.00	\$3,000.00	\$7,294.00	\$7,294.00	\$15,000.00	\$15,000.00	\$3,000.00	\$3,000.00
201.4.1.C.1	Removal of Obstructions	LS	1	\$10,000.00	\$10,000.00	\$5,400.00	\$5,400.00	\$11,264.00	\$11,264.00	\$30,000.00	\$30,000.00	\$14,000.00	\$14,000.00
201.4.1.D.1	Removal of Asphalt	SY	1440	\$15.00	\$21,600.00	\$7.00	\$10,080.00	\$8.00	\$11,520.00	\$25.00	\$36,000.00	\$2.40	\$3,456.00
201.4.1.E.1	Removal of Curb and Gutter	LF	136	\$15.00	\$2,100.00	\$10.00	\$1,360.00	\$9.00	\$1,224.00	\$8.00	\$1,088.00	\$4.35	\$591.60
201.4.1.F.1	Removal of Existing Bollard	EA	2	\$20.00	\$100.00	\$289.00	\$578.00	\$312.00	\$624.00	\$250.00	\$500.00	\$100.00	\$200.00
201.4.1.F.2	Removal of Existing Hydrant	EA	1	\$800.00	\$800.00	\$1,450.00	\$1,450.00	\$1,728.00	\$1,728.00	\$1,500.00	\$1,500.00	\$200.00	\$200.00
307.4.1.A.1	Miscellaneous Surface Restoration (Landscaping)	SY	15	\$30.00	\$500.00	\$70.00	\$1,050.00	\$65.00	\$975.00	\$340.00	\$5,100.00	\$95.00	\$1,425.00
307.4.1.A.3	Miscellaneous Surface Restoration (Sod)	SY	58	\$25.00	\$1,500.00	\$20.00	\$1,160.00	\$24.00	\$1,392.00	\$40.00	\$2,320.00	\$26.00	\$1,508.00
307.4.1.E.1	Type "C" Surface Restoration (Gravel Roadway)	SY	830	\$35.00	\$29,100.00	\$31.00	\$25,730.00	\$23.00	\$19,090.00	\$31.00	\$25,730.00	\$15.00	\$12,450.00
307.4.1.G.1	Type "A" Surface Restoration (Asphalt Pavement)	SY	1440	\$27.00	\$38,900.00	\$31.00	\$44,640.00	\$83.00	\$119,520.00	\$58.00	\$83,520.00	\$41.00	\$59,040.00
401.4.1.A.1	Water Main Pipe - 6" - PVC C900	LF	80	\$85.00	\$6,800.00	\$115.00	\$9,200.00	\$51.00	\$4,080.00	\$150.00	\$12,000.00	\$120.00	\$9,600.00
401.4.1.A.2	Water Main Pipe - 8" - PVC C900	LF	1280	\$90.00	\$115,200.00	\$135.00	\$172,800.00	\$114.00	\$145,920.00	\$160.00	\$204,800.00	\$102.00	\$130,560.00
401.4.1.A.3	Water Main Pipe - 10" - PVC C900	LF	1475	\$100.00	\$147,500.00	\$151.00	\$222,725.00	\$112.00	\$165,200.00	\$190.00	\$280,250.00	\$120.00	\$177,000.00
401.4.1.B.1	Water Main Fitting- Size 6"- (Bends, Elbows,Tees, Crosses,Reducers,Caps, etc)	EA	13	\$620.00	\$8,100.00	\$600.00	\$7,800.00	\$600.00	\$7,800.00	\$1,000.00	\$13,000.00	\$650.00	\$8,450.00
401.4.1.B.2	Water Main Fitting- Size 8"- (Bends, Elbows,Tees, Crosses,Reducers,Caps, etc)	EA	20	\$1,000.00	\$20,000.00	\$700.00	\$14,000.00	\$701.00	\$14,020.00	\$1,400.00	\$28,000.00	\$750.00	\$15,000.00
401.4.1.B.3	Water Main Fitting- Size 10"- (Bends, Elbows,Tees, Crosses,Reducers,Caps, etc)	EA	10	\$2,100.00	\$21,000.00	\$775.00	\$7,750.00	\$903.00	\$9,030.00	\$1,700.00	\$17,000.00	\$950.00	\$9,500.00
402.4.1.A.1	Valve - 6" -Type- Gate Valve	EA	7	\$3,100.00	\$21,700.00	\$1,900.00	\$13,300.00	\$3,027.00	\$21,189.00	\$2,250.00	\$15,750.00	\$1,600.00	\$11,200.00
402.4.1.A.2	Valve - 8" -Type- Gate Valve	EA	5	\$3,500.00	\$17,500.00	\$2,700.00	\$13,500.00	\$3,834.00	\$19,170.00	\$3,250.00	\$16,250.00	\$2,600.00	\$13,000.00
402.4.1.A.3	Valve - 10" - Type- Gate Valve	EA	1	\$4,500.00	\$4,500.00	\$4,000.00	\$4,000.00	\$4,775.00	\$4,775.00	\$5,500.00	\$5,500.00	\$3,300.00	\$3,300.00
403.4.1.A.1	Hydrant	EA	2	\$8,500.00	\$17,000.00	\$10,000.00	\$20,000.00	\$10,049.00	\$20,098.00	\$11,200.00	\$22,400.00	\$7,900.00	\$15,800.00
706.4.1.A.3	6" Vertical Curb (No Gutter)	LF	36	\$85.00	\$3,100.00	\$110.00	\$3,960.00	\$75.00	\$2,700.00	\$85.00	\$3,060.00	\$96.00	\$3,456.00
706.4.1.A.5	Standard 6" Vertical Curb and Gutter	LF	138	\$80.00	\$11,100.00	\$100.00	\$13,800.00	\$73.00	\$10,074.00	\$75.00	\$10,350.00	\$84.00	\$11,592.00
706.4.1.E.1	Concrete Sidewalks, thickness 4"	SF	7	\$10.00	\$100.00	\$200.00	\$1,400.00	\$128.00	\$896.00	\$150.00	\$1,050.00	\$127.00	\$889.00
1001.4.1.A.1	Sediment Control	LS	1	\$10,000.00	\$10,000.00	\$9,000.00	\$9,000.00	\$6,063.00	\$6,063.00	\$10,000.00	\$10,000.00	\$2,000.00	\$2,000.00
1103.4.1.A.1	Construction Traffic Control	LS	1	\$10,000.00	\$10,000.00	\$24,000.00	\$24,000.00	\$50,593.00	\$50,593.00	\$8,000.00	\$8,000.00	\$2,000.00	\$2,000.00
2010.4.1.A.1	Mobilization	LS	1	\$0.10	\$69,000.00	\$55,794.00	\$55,794.00	\$114,650.00	\$114,650.00	\$101,000.00	\$101,000.00	\$47,800.00	\$47,800.00
2040.4.1.A.1	Chainlink Fence with Barbwire	LF	72	\$70.00	\$5,100.00	\$75.00	\$5,400.00	\$108.00	\$7,776.00	\$140.00	\$10,080.00	\$80.00	\$5,760.00
2040.4.1.B1	Chainlink Double Single Swing Gate	EA	1	\$1,500.00	\$1,500.00	\$860.00	\$860.00	\$2,537.00	\$2,537.00	\$740.00	\$740.00	\$900.00	\$900.00
SP-100	Connect to Existing Pressure Water Mains	EA	8	\$3,500.00	\$28,000.00	\$2,500.00	\$20,000.00	\$3,456.00	\$27,648.00	\$3,200.00	\$25,600.00	\$2,600.00	\$20,800.00
SP-101	Reduced Pressure Backflow Assembly	EA	2	\$30,000.00	\$60,000.00	\$35,000.00	\$70,000.00	\$30,897.00	\$61,794.00	\$41,500.00	\$83,000.00	\$30,000.00	\$60,000.00
SP-102	Bollard Installation	EA	2	\$800.00	\$1,600.00	\$1,440.00	\$2,880.00	\$1,651.00	\$3,302.00	\$1,840.00	\$3,680.00	\$1,100.00	\$2,200.00
SP-103	Remove and Reset Fence	LF	25	\$75.00	\$1,900.00	\$45.00	\$1,125.00	\$95.00	\$2,375.00	\$57.00	\$1,425.00	\$50.00	\$1,250.00
SP-104	Abandon Valve	EA	4	\$750.00	\$3,000.00	\$1,600.00	\$6,400.00	\$1,505.00	\$6,020.00	\$800.00	\$3,200.00	\$400.00	\$1,600.00
SP-105	Electrical	LS	1	\$34,100.00	\$34,100.00	\$40,000.00	\$40,000.00	\$40,835.00	\$40,835.00	\$104,110.00	\$104,110.00	\$38,700.00	\$38,700.00
Total Base Bid				\$733,000.00		\$834,142.00		\$923,176.00		\$1,181,003.00		\$688,227.60	
201.4.1.D.1	Removal of Asphalt	SY	1390	\$15.00	\$20,850.00	\$10.00	\$13,900.00	\$9.50	\$13,205.00	\$25.00	\$34,750.00	\$2.70	\$3,753.00
307.4.1.G.1	Type "A" Surface Restoration (Asphalt Pavement)	SY	-1100	\$27.00	-\$29,700.00	\$26.50	-\$29,150.00	\$72.00	-\$79,200.00	\$22.00	-\$24,200.00	\$37.00	-\$40,700.00
307.4.1.H.1	Full Width Surface Restoration (Asphalt Roadway)	SY	2480	\$35.00	\$86,800.00	\$25.00	\$62,000.00	\$52.00	\$128,960.00	\$36.00	\$89,280.00	\$40.00	\$99,200.00
Total Alternate Bid				\$77,950.00		\$46,750.00		\$62,965.00		\$99,830.00		\$62,253.00	
Total Base Bid + Alternate				\$811,000.00		\$880,892.00		\$986,141.00		\$1,280,833.00		\$750,480.60	

Memo



Prepared For: Candida McHargue, Purchasing Coordinator

Prepared By: Joe Kaufman, PE, Engineering Project Supervisor: Wastewater-Stormwater

Date: June 28, 2024

Subject: Lewiston WWTP Waterline Extension: IFB-24-020
Recommendation to Award Contract

We have reviewed the four (4) bid packages received for the above referenced project on June 25, 2024 and have deemed all four (4) of the bids to be responsive. Debco Construction, LaRiviere Inc., ML Albright & Sons, and Crea Construction submitted the bids as shown in the attached itemized Bid Tabulation.

I recommend the City award the Lewiston WWTP Water Line Extension Project Base Bid and Alternate to the lowest responsive bidder, Crea Construction for a total of \$ \$750,480.60. The contractor and listed subcontractors have current public works licenses in the State of Idaho. The total is \$60,519.40 (7.5%) under the engineer's estimate of \$811,000.00.

The work generally consists installation of approximately 2,800 lineal feet of water main between the intersection of 12th Street North and 7th Avenue North and the west side of the City of Lewiston's Wastewater Treatment Plant. Work includes, but is not limited to: installation of 8" and 10" water main, tie into existing water mains, installation of new fire hydrants, reconnection of existing fire hydrant lines to new main, installation of two backflow prevention devices, and surface restoration. The Bid Alternate consists of the additional asphalt pavement required to repave the access road to the plant rather than only patching the water main trench.

Expenditures for construction will be paid for by the Wastewater Enterprise fund on the Base Bid and Alternate.

The construction contract for this project is attached. Please complete the contract between Crea Construction. and the City of Lewiston. It is anticipated that the City Council will approve this contract at their next meeting.

EC: Public Works Director; Utility System Manager; City Engineer; File

G:\Shared drives\Public Works CAPITAL\Wastewater\Wastewater Treatment Plant\WW052 WWTP Waterline Ext\Bid Docs\WW052_Recomendation to Award Memo.docx

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

This Agreement is by and between City of Lewiston, an Idaho municipal corporation ("Owner") and Crea Construction, Inc. ("Contractor").

Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1—WORK

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: The work includes installation of approximately 2,800 lineal feet of water main between the intersection of 12th Street North and 7th Avenue North and the west side of the City of Lewiston's Wastewater Treatment Plant. Work includes, but is not limited to: installation of 8" and 10" water main, tie into existing water mains, installation of new fire hydrants, reconnection of existing fire hydrant lines to new main, installation of two backflow prevention devices, and surface restoration.

ARTICLE 2—THE PROJECT

- 2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: New Waterline Installation

ARTICLE 3—ENGINEER

- 3.01 The Owner has retained Keller Associates Inc. ("Engineer") to act as Owner's representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract.
- 3.02 The part of the Project that pertains to the Work has been designed by Keller Associates Inc..

ARTICLE 4—CONTRACT TIMES

- 4.01 *Time is of the Essence*
- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.
- 4.03 *Contract Times: Days*
- A. The Work will be substantially complete within 90 days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 30 days after the date when the Contract Times commence to run.

4.04 *Not Used*

4.05 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):
1. *Substantial Completion:* Contractor shall pay Owner \$1,000 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete.
 2. *Completion of Remaining Work:* After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$1,000 for each day that expires after such time until the Work is completed and ready for final payment.
 3. Liquidated damages for failing to timely attain Milestones, Substantial Completion, and final completion are not additive, and will not be imposed concurrently.

4.06 *Special Damages*

- A. Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.
- B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.
- C. The special damages imposed in this paragraph are supplemental to any liquidated damages for delayed completion established in this Agreement.

ARTICLE 5—CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract:
- A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item).

BASE BID SCHEDULE					
ISPWC ITEM #	QUANTITY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE
201.4.1.B.1	1	LS	Clearing and Grubbing	3,000.00	3,000.00
201.4.1.C.1	1	LS	Removal of Obstructions	14,000.00	14,000.00
201.4.1.D.1	1440	SY	Removal of Asphalt	2.40	3,456.00
201.4.1.E.1	136	LF	Removal of Curb and Gutter	4.35	591.60
201.4.1.F.1	2	EA	Removal of Existing Bollard	100.00	200.00
201.4.1.F.2	1	EA	Removal of Existing Hydrant	200.00	200.00
307.4.1.A.1	15	SY	Miscellaneous Surface Restoration (Landscaping)	95.00	1,425.00
307.4.1.A.3	58	SY	Miscellaneous Surface Restoration (Sod)	26.00	1,508.00
307.4.1.E.1	830	SY	Type "C" Surface Restoration (Gravel Roadway)	15.00	12,450.00
307.4.1.G.1	1440	SY	Type "A" Surface Restoration (Asphalt Pavement)	41.00	59,040.00
401.4.1.A.1	80	LF	Water Main Pipe – Size 6" – PVC C900	120.00	9,600.00
401.4.1.A.2	1280	LF	Water Main Pipe – Size 8" – PVC C900	102.00	130,560.00
401.4.1.A.3	1475	LF	Water Main Pipe – Size 10" – PVC C900	120.00	177,000.00
401.4.1.B.1	13	EA	Water Main Fitting – Size 6" – (Bends, Elbows, Tees, Crosses, Reducers, Caps, etc.)	650.00	8,450.00
401.4.1.B.2	20	EA	Water Main Fitting – Size 8" – (Bends, Elbows, Tees, Crosses, Reducers, Caps, etc.)	750.00	15,000.00
401.4.1.B.3	10	EA	Water Main Fitting – Size 10" – (Bends, Elbows, Tees, Crosses, Reducers, Caps, etc.)	950.00	9,500.00
402.4.1.A.1	7	EA	Valve – Size 6" – Gate Valve	1,600.00	11,200.00
402.4.1.A.2	5	EA	Valve – Size 8" – Gate Valve	2,600.00	13,000.00
402.4.1.A.3	1	EA	Valve – Size 10" – Gate Valve	3,300.00	3,300.00
403.4.1.A.1	2	EA	Hydrant	7,900.00	15,800.00
706.4.1.A.3	36	LF	6" Vertical Curb (No Gutter)	96.00	3,456.00
706.4.1.A.5	138	LF	Standard 6" Vertical Curb and Gutter	84.00	11,592.00
706.4.1.E.1	7	SF	Concrete Sidewalks, thickness 4"	127.00	889.00
1001.4.1.A.1	1	LS	Sediment Control	2,000.00	2,000.00
1103.4.1.A.1	1	LS	Construction Traffic Control	2,000.00	2,000.00
2010.4.1.A.1	1	LS	Mobilization	47,800.00	47,800.00
2040.4.1.A.1	72	LF	Chain-link Fence with Barbwire	80.00	5,760.00
2040.4.1.B1	1	EA	Chain-link Single Swing Gate	900.00	900.00
SP-100	8	EA	Connect to Existing Water Mains	2,600.00	20,800.00

SP-101	2	EA	Reduced Pressure Backflow Assembly	30,000.00	60,000.00
SP-102	2	EA	Bollard	1,100.00	2,200.00
SP-103	25	LF	Remove and Reset Fence	50.00	1,250.00
SP-104	4	EA	Abandon Existing Valve	400.00	1,600.00
SP-105	1	LS	Electrical Work	38,700.00	38,700.00
TOTAL BASE BID				\$688,227.60	

ALTERNATE SCHEDULE (add to Base Bid, if awarded by Owner)					
ISPWC ITEM #	QUANTITY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE
201.4.1.D.1	1390	SY	Removal of Asphalt	2.70	3,753.00
307.4.1.G.1	-1100	SY	Type "A" Surface Restoration (Asphalt Pavement)	37.00	-40,700.00
307.4.1.H.1	2480	SY	Full Width Surface Restoration (Asphalt Roadway)	40.00	99,200.00
TOTAL ALTERNATE				\$62,253.00	
TOTAL BASE BID + ALTERNATE				\$750,480.60	

ARTICLE 6—PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

- A. Owner shall make progress payments on the basis of Contractor's Applications for Payment up to twice each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract.

- a. Ninety Five (95) percent of the value of the Work completed (with the balance being retainage).
 - b. Ninety Five (95) percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
 - B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to **100** percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less **200** percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.
- 6.03 *Final Payment*
- A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions.
- 6.04 *Interest*
- A. All amounts not paid when due shall bear interest at the rate of 6.0 percent per annum.

ARTICLE 7—CONTRACT DOCUMENTS

7.01 *Contents*

- A. The Contract Documents consist of the following and shall govern in the following order in case of conflict among them:
 - 1. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Change Orders.
 - b. Work Change Directives.
 - c. Field Orders.
 - d. Notice to Proceed.
 - 2. This Agreement (2020 ISPWC Section 520) including any exhibits to this Agreement (enumerated as follows):
 - a. N/A
 - 3. Addenda (numbers 1 to 2).
 - 4. Drawings consisting of **22** sheets with each sheet bearing the following general title:
Lewiston, Idaho Wastewater Treatment Plant Waterline Extension.
 - 5. Special Provisions and Supplementary Technical Specifications (2020 ISPWC Section 820).
 - 6. Supplementary Conditions (2020 ISPWC Section 800).
 - 7. Instructions to Bidders (2020 ISPWC Section 200).
 - 8. General Conditions (2020 ISPWC Division 100).
 - 9. Standard Specifications and Drawings – 2020 Idaho Standards for Public Works Construction (ISPWC).

10. Contractor's Bid (2020 ISPWC Section 410 and all attachments thereto).
11. Documentation submitted by Contractor prior to Notice of Award.
12. CONTRACTOR'S Affidavits, including Non-Collusion Affidavit (ISPWC Section 450), Contractor's Affidavit Concerning Taxes (ISPWC Section 951), and Contractor's Affidavit Concerning Alcohol and Drug-Free Workplace (ISPWC Section 460).
13. Bonds:
 - a. Performance bond (2020 ISPWC Section 610 together with power of attorney).
 - b. Payment bond (2020 ISPWC Section 615 together with power of attorney).
 - c. Other Bonds Secured by Contractor
 1. N/A
- B. The Contract Documents listed in Paragraph 7.01.A are incorporated by reference to this Agreement.
- C. There are no Contract Documents other than those listed above in this Article 7.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8—REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 Contractor's Representations

- A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:
 1. Contractor has examined and carefully studied the Contract Documents, including Addenda.
 2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 4. Contractor has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
 5. Contractor has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
 6. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical

Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.

7. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
9. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.
12. The Contractor is an appropriately licensed public works contractor per Idaho Code Section 54-1902.
13. Contractor shall comply with all Laws and Regulations applicable to the performance of the Work. Except where otherwise expressly required by applicable Laws and Regulations, neither Owner nor Engineer shall be responsible for monitoring the Contractor's compliance with any Laws or Regulations.

8.02 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and

4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.
- B. Anti-Boycott Against Israel Act: If this Agreement: (1) Is to acquire or dispose of services, supplies, information technology, or construction; (2) has a potential value of One Hundred Thousand Dollars (\$100,000) or more; and (3) Contractor is a company with ten (10) or more employees, then, pursuant to Idaho Code § 67-2346, Contractor certifies that Contractor is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of goods or services from Israel or territories under Israel's control. The terms "company" and "boycott Israel" shall have the meanings ascribed to them in Idaho Code § 67-2346.
- C. No Public Funds for Abortion Act: Pursuant to Idaho Code § 18-8703, Contractor certifies that it is not, and will not for the duration of the Agreement, become an abortion provider or an affiliate of an abortion provider, as those terms are defined in the "No Public Funds for Abortion Act," Idaho Code §§ 18-8701 et seq.
- D. CONTRACT WITH COMPANY OWNED OR OPERATED BY THE GOVERNMENT OF CHINA PROHIBITED: If this Agreement is to acquire or dispose of services, supplies, information technology, or construction, then, pursuant to Idaho Code § 67-2359, Consultant certifies that Consultant is not a company currently owned or operated by the government of China and will not for the duration of this Agreement be owned or operated by the government of China. The terms "company" and "government of China" shall have the meanings ascribed to them in Idaho Code § 67-2359.
- E. PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING CERTAIN SECTORS: If this Agreement: (1) is to acquire goods or services; (2) has a value of One Hundred Thousand Dollars (\$100,000) or more that is to be paid wholly or partly from public funds; and (3) Contractor is a company with ten (10) or more full-time employees, then, pursuant to Idaho Code § 67-2347A, Contractor certifies that Contractor is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of any individual or company because the individual or company: (a) engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or (b) engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in Idaho Code § 18-3302(2)(d). The terms "boycott" and "company" shall have the meanings ascribed to them in Idaho Code § 67-2347A.

8.03 *Standard General Conditions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are ISPWC Division 100 EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

ARTICLE 9—OTHER (CITY) PROVISIONS

9.01 Other (City) Provisions

- A. **Independent Contractor.** The Parties agree that CONTRACTOR is an independent contractor, with no employment relationship with the City of Lewiston.
- B. **Contracting Authority.** CONTRACTOR warrants that the signatory to this Agreement has the authority to fully bind CONTRACTOR to enter into and be obligated to perform the duties set forth herein.
- C. **Indemnification.** CONTRACTOR shall defend, indemnify, and hold OWNER, its officers, agents, and employees harmless for all claims, losses, actions, damages, judgments, costs, expenses, and/or injuries to persons or property arising out of or in connection with any activities, acts, or omissions of CONTRACTOR, its officers, agents or employees. In the event OWNER is alleged to be liable on account of any activities, acts, or omissions of CONTRACTOR, its officers, agents or employees, then CONTRACTOR shall defend such allegations through counsel chosen by OWNER; and CONTRACTOR shall bear all costs, fees, and expenses of such defense, including, but not limited to, all attorney fees and expenses, court costs, and expert witness fees and expenses. This duty shall survive the termination or expiration of this Agreement.
- D. **Notices.** All notices required to be given pursuant to this Agreement shall be in writing and shall be deemed delivered immediately if hand-delivered or forty-eight (48) hours after depositing the same in the U.S. mail, certified or registered, postage prepaid, addressed to the respective addresses set forth on the signature page.
- E. **Choice of Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Idaho, with venue for any action brought pursuant to this Agreement to be in the Second Judicial District, State of Idaho.
- F. **Performance/Waiver.** The failure of a Party hereto to insist upon strict performance or observance of the terms of this Agreement shall not be a waiver of any breach of any terms or conditions of this Agreement by the other Party.
- G. **Third Party Beneficiaries.** Nothing contained herein shall create any relationship, contractual or otherwise, with, or any rights in favor of, any third party. Nothing contained herein shall extend the liability of either Party beyond that provided by governing law.
- H. **Attorney Fees.** In the event a controversy, claim, or action arises between the Parties to this Agreement regarding the enforcement of its terms and conditions, or the breach of any of its provisions, the prevailing Party shall be entitled to recover from the other Party all costs and expenses incurred by the prevailing Party, including reasonable attorney fees, regardless of whether such controversy, claim, or action is prosecuted to judgment or appealed.
- I. **Public Records.** The Parties herein understand and acknowledge that this Agreement and its attachments are subject to the Idaho Public Records Act, I.C. §§ 74-101, et seq., the Idaho Open Meetings Act, I.C. §§ 74-201, et seq., and other applicable federal and state laws, and might be public records.
- J. **Use of City Name.** CONTRACTOR shall not include the name, logo, or any identifying marks of the City of Lewiston in any advertising, sales promotion, or other publicity matter.
- K. **Non-Discrimination.** CONTRACTOR shall not refuse to hire any person, including any subcontractor, because of such person's race, creed, sex, color, national origin, ancestry, religion, physical or mental disability, marital or familial status, sexual orientation, or gender identity/expression, unless based on a bona fide occupational qualification.

- L. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.
- M. **Force Majeure.** Neither Party shall be liable for any failure to perform as required by this Agreement to the extent that such failure to perform is caused by any reason beyond the Party's control, or by reason of any of the following: labor disturbances or disputes, accidents, failure of any required governmental approval, civil disorders, acts of aggression, acts of God, failure of utilities, mechanical shutdowns, material shortages, disease, or similar occurrences.
- N. **Merger and Integration.** This writing embodies the whole agreement of the Parties. There are no promises, terms, conditions, or obligations other than those contained in this Agreement. All previous and contemporaneous communications, representations, or agreements, either verbal or written, between the Parties are superseded by this Agreement.
- O. **Non-Appropriation.** Contractor understands that City is strictly bound by Article VIII, § 3 of the Idaho Constitution, which prohibits City from incurring any indebtedness or liability, in any manner, beyond its current fiscal year, which is October 1 through September 30. All automatic renewals of this Agreement are wholly contingent upon the annual appropriation of funds for this Agreement. Said appropriations may be made solely at the option and discretion of the City. In the event that City does not appropriate funds for this Agreement for an ensuing fiscal year, for any reason, City may terminate this Agreement without penalty.

CITY OF LEWISTON
LEWISTON WWTP WATERLINE EXTENSION

220002

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on _____ (which is the Effective Date of the Contract).

Owner:

City of Lewiston

(typed or printed name of organization)

By:

(individual's signature)

Date:

(date signed)

Name:

(typed or printed)

Title:

(typed or printed)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

Attest:

(individual's signature)

Title:

(typed or printed)

Address for giving notices:

1134 F Street, P.O. Box 617

Lewiston, ID 83501

Designated Representative:

Name: Joe Kaufman

(typed or printed)

Title: Engineering Project Supervisor

(typed or printed)

Address:

215 "D" Street, P.O. Box 617

Lewiston, ID 83501

Phone: 208-790-8800

Email: jkaufman@cityoflewiston.org

Contractor:

Crea Construction, Inc.

(typed or printed name of organization)

By:

(individual's signature)

Date:

(date signed)

Name:

(typed or printed)

Title:

(typed or printed)

(If Contractor is a corporation, a partnership, limited liability company, or a joint venture, attach evidence of authority to sign.)

Attest:

(individual's signature)

Title:

(typed or printed)

Address for giving notices:

P.O. Box 833

Lewiston ID 83501

Designated Representative:

Name:

Hank Weaver

(typed or printed)

Title:

Superintendent

(typed or printed)

Address:

PO Box 833

Lewiston, ID 83501

Phone:

208-748-9047

Email:

hank@creaconstruction.net

Idaho License

No.:

14598

(where applicable)



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE FIRE SERVICE WATER LINE AND ACCESS EASEMENT	AGENDA NO. VI. D. AGENDA DATE: July 22, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Nez Perce County has requested that the City grant an easement for a water line across the north-west corner of vacated "F" street right-of-way that is attached to the City's Police Station property. The water line is required to supply the fire sprinkler system in the new Courthouse building, and due to conflicts with other utilities, could not be installed on the County's property.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) Granting this easement should not have an impact on the City budget or personnel resources.	
ACTION PROPOSED The Public Works Department recommends that the Lewiston City Council approve the County's request and grant the requested Fire Service Water Line and Access Easement.	

(Above space for Recorder's use)

FIRE SERVICE WATER LINE AND ACCESS EASEMENT

THIS EASEMENT is granted by City of Lewiston, an Idaho municipal corporation (Grantor), to Nez Perce County, a duly formed and existing county pursuant to the laws and Constitution of the State of Idaho (Grantee).

WITNESSETH:

That for good and valuable consideration, the receipt of which is hereby acknowledged, Grantor does hereby grant, bargain, sell, and convey unto Grantee, its successors and assigns forever, a permanent easement for a fire service water line and access purposes, including, but not limited to, vehicular and pedestrian access for the installation, maintenance, repair, access, and replacement of a fire service water line, and access over, through, along, and under the real property described in Exhibit A, attached hereto and incorporated herein. The legal description and illustration of the fire service water line and access easement area is attached hereto and incorporated herein as Exhibits B and C, respectively.

Said fire service water line and access easement shall not be exclusive to Grantee as to the easement area; provided, however, Grantor shall not interfere or allow interference with Grantee's rights pursuant to this easement.

To have and to hold said easement for fire service water line and access purposes forever.

Signature page to follow.

IN WITNESS WHEREOF, Grantor has executed the foregoing instrument on the day and year written below.

DATED this _____ day of _____ 2024.

CITY OF LEWISTON

Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

STATE OF IDAHO)
) ss.
County of Nez Perce)

On this _____ day of _____ 2024, before me, a Notary Public, personally appeared Daniel G. Johnson and Tanya M. Brocke, known or identified to me as the Mayor and City Clerk, respectively, for the City of Lewiston, and stated they have the authority to execute this instrument on behalf of the City of Lewiston, and did execute this instrument on behalf of the same.

Notary Public for _____
Commission Expires _____

This Fire Service Water Line and Access Easement is hereby accepted by Nez Perce County.

BOARD OF COUNTY COMMISSIONERS
Nez Perce County, Idaho

DOUGLAS W. HAVENS, Chairman
Nez Perce County Commissioner

DOUGLAS A. ZENNER, Member
Nez Perce County Commissioner

DON H. BECK JR., Member
Nez Perce County Commissioner

ATTEST:

PATTY O. WEEKS, Clerk
Nez Perce County, Idaho

STATE OF IDAHO)
) ss.
County of Nez Perce)

On this ____ day of _____ 2024, before me, a Notary Public, personally appeared Douglas A. Zenner, Douglas W. Haven, Don H. Beck, and Patty O. Weeks, known or identified to me as the Members of the Nez Perce County Board of Commissioners and the Nez Perce County Clerk, respectively, and stated that they have the authority to execute this instrument on behalf of Nez Perce County, and did execute this instrument on behalf of the same.

Notary Public for _____
Commission Expires _____

EXHIBIT A

LEGAL DESCRIPTION OF CITY PROPERTY

A parcel of land situated in Nez Perce County, Idaho and legally described as:

Lot 5 of Block B of Lindsay and Lund Tract to the City of Lewiston, according to the Plat recorded in Cab II 4B of plats, records of Nez Perce County.

AND ALSO:

That portion of the southern one-half (1/2) of the West 280 feet of F Street between 12th Street and 13th Street in the City of Lewiston, Nez Perce County, Idaho vacated November 1, 1984 through City of Lewiston Ordinance No. 3674, and recorded as Instrument No. 459520 on November 2, 1982 records of Nez Perce County, Idaho.

EXHIBIT B

LEGAL DESCRIPTION OF EASEMENT AREA

That portion of vacated "F" Street, in Block B of Lindsay and Lund Tract to the City of Lewiston, according to the Plat recorded in Cab II 4B of plats, records of Nez Perce County, situated in the southwest ¼ of Section 31, Township 36 North, Range 5 West, City of Lewiston, Boise Meridian, Nez Perce County, Idaho described as follows:

Beginning at the centerline of vacated "F" Street and the east Right-of-Way line of 12th Street; thence along said centerline South 81°01'08" East, 23.89 feet;

Thence leaving said centerline, South 54°36'17" West, 32.90 feet, more or less, to the east Right-of-Way line of 12th Street;

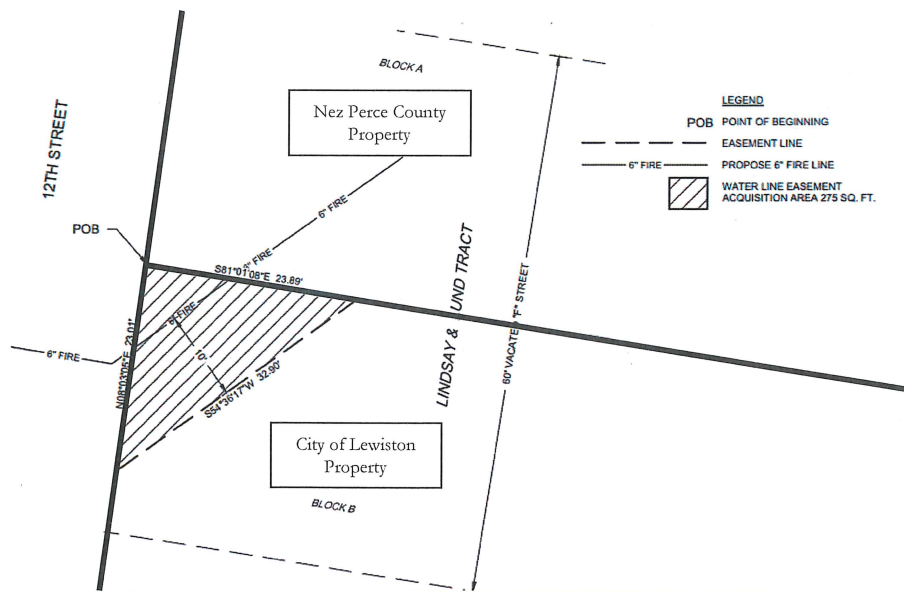
Thence along said east Right-of-Way line, North 08°03'05" East, 23.01 feet to the POINT OF BEGINNING.

EXHIBIT C

ILLUSTRATION OF EASEMENT AREA



Close up of Easement Area



City of Lewiston



This drawing is only a visual aid information and locations are approximate. There is no guarantee or warranty is expressed or implied for its accuracy.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE KROEGER COMPANY PROPOSED OPIOID SETTLEMENT AGREEMENT	AGENDA NO. VI. E. AGENDA DATE: July 22, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) In 2019, the City was automatically included in a nationwide class action opioid lawsuit against manufacturers, distributors, and retailers of prescription opioids. On May 31, 2024, the City staff was notified of a new settlement with Kroger Co. in the National Opioid class action lawsuit. This notification provided an opportunity to participate in the distribution of the settlement funds. Participating class members will receive allocations using the same formula as previous opioid settlements for payments to subdivisions. The City is expected to receive \$968,000 over 18 years. These funds will be managed by the City Finance Director and facilitated by the Police Department. Currently, Captain Klone has created a task force to develop a strategy for utilizing these funds. The use of the funding is limited to prevention, outreach, and education efforts to combat the spread of this epidemic.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The impact will be additional funds received from the opioid class action lawsuit. Total is unknown.	
ACTION PROPOSED It is recommended to opt into the participation of this settlement.	



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2024-33	AGENDA NO. VI. F. AGENDA DATE: July 22, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) In 2019, the City was, by default, included in a nationwide class action opioid lawsuit against manufacturers, distributors and retailers of prescription opioids. The opioid epidemic has had a devastating impact on communities across the country, including our city; and various legal settlements have been negotiated at the national level to provide financial resources to support local efforts in combating the opioid crisis. Participating in these settlements can provide significant financial assistance for prevention, treatment, recovery, and other programs aimed at addressing the opioid epidemic in our community; and it is in the best interest of our city to ensure that we are able to take full advantage of any and all financial resources available through these settlements. The extent of future activities and settlements that may arise remains uncertain.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) Impact to the budget would be any funds received from future settlements.	
ACTION PROPOSED Council to approve the resolution.	

RESOLUTION 2024-33

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN, ON BEHALF OF THE CITY OF LEWISTON, OPIOID SETTLEMENT DOCUMENTS RELATED TO THE NATIONAL OPIOID SETTLEMENT AND SETTLEMENT OF LAWSUITS RELATED TO THIS MATTER AS THEY MAY BECOME REQUIRED

WHEREAS, the people of the State of Idaho, including the citizens of Lewiston, Idaho, have been harmed by misconduct committed by certain entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid;

WHEREAS, on July 21, 2021, the National Prescription Opiate Litigation MDL Plaintiffs' Executive Committee, several State Attorneys General and four major defendants announced agreement on terms of proposed nationwide settlements to resolve all Opioids litigation brought by states and local political subdivisions against the three largest pharmaceutical distributors: McKesson, Cardinal Health and AmerisourceBergen, and manufacturer Janssen Pharmaceuticals, Inc. and its parent company Johnson & Johnson (hereinafter "Nationwide Settlement);

WHEREAS, the City of Lewiston has opted-in to participate in the Nationwide Settlement;

WHEREAS, the Nationwide Settlement provides for default provisions allocating the amount of State settlement proceeds that must be disbursed to participating local governments, it also allows states to draft a proposed intrastate allocation agreement in place of the defaults;

WHEREAS, the State of Idaho has drafted a proposed intrastate allocation agreement, with input from legal counsel, for some local governments who are participating in the opioid litigation;

WHEREAS, the State of Idaho's share of settlement funds from the National Settlement Agreements will be maximized only if all Idaho local governments of a certain size participate in the settlements;

WHEREAS, the proposed intrastate allocation agreement sets the disbursement to participating local governments at forty percent (40%) of the eighteen (18) annual payments received by the state after payment of funds into the Idaho Attorney Fee Back-Stop Fund (10% of the local government share) with the City of Lewiston receiving 2.0176549375% of the remaining share;

WHEREAS, the City of Lewiston is eligible to sign on to and receive funds under the Idaho intrastate allocation agreement for the use towards abatement of the Opioid epidemic, which includes utilizing the funds for intervention, treatment, education, and recovery services;

WHEREAS, the Nationwide Settlement provides for different allocation methods than the Purdue and Mallinckrodt bankruptcy plans, thereby creating multiple plans to oversee and manage the proposed intrastate allocation agreement would lower administrative burden by having a consistent distribution method across settlements;

WHEREAS, the Nationwide Settlements default to participating local governments is fifteen percent (15%) and the Purdue and Mallinckrodt bankruptcy plans only allocates funds to local governments with a population of more than 400,000 while Idaho's proposed intrastate allocation agreement provides forty percent (40%) to participating local governments;

WHEREAS, on November 1, 2021, the City of Lewiston entered into and agreed to the Idaho intrastate allocation agreement and elected to participate in the Nationwide Settlements;

WHEREAS, on December 16, 2022, Governor Brad Little and Attorney General Lawrence Wasden announced the State of Idaho will join five (5) additional national opioid settlements, totaling up to \$17 billion, including an additional \$90 million for Idaho and participating local governments;

WHEREAS, on January 20, 2023, the City of Lewiston elected to participate in these additional national opioid settlements, and has subsequently opted-in to the settlement agreements with those entities, accepting distribution of eligible funds through the Idaho intrastate allocation agreement;

WHEREAS, the State of Idaho continues to participate in the national opioid settlement to identify new defendants, providing opportunities for additional settlement funds to be distributed to involved parties, which provides a continuing opportunity for the City of Lewiston to receive additional funds under the Idaho intrastate allocation agreement;

WHEREAS, if the City of Lewiston does not sign on the proposed new opioid settlements, the City of Lewiston will not be entitled to receive funds under the terms of the settlement agreements; and

WHEREAS, the City Council believes that continuing to participate in the settlements with new defendants in the national opioid settlements would provide the greatest benefit to the City of Lewiston to contribute to the abatement of the public health crisis caused by the opioid pandemic.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO:

SECTION 1: That the Mayor of the City of Lewiston is hereby granted the authority to enter into and execute any and all documents necessary for the settlement of lawsuits and the allocation of settlement funds, including but not limited to agreements, releases, and any other documents required to effectuate the settlement and distribution of funds, related to the Idaho Attorney General's Office, the National Opioid Settlement Enforcement Committee, and other Settlement entities.

SECTION 2: This resolution shall become effective upon its passage.

PASSED this _____ day of _____ 2024.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE COOPERATIVE EMERGENCY SERVICES AGREEMENT	AGENDA NO. VI. G. AGENDA DATE: July 22, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) This contract replaces the previous mutual aid agreement that the City had with Clearwater Paper before the change that they made with their contractor for fire suppression services. This contract is different in that there is not an automatic response agreement and any response will result in the requesting party reimbursing the responding party for expenses.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) Neutral	
ACTION PROPOSED Staff recommends approval	

**COOPERATIVE EMERGENCY SERVICES AGREEMENT BETWEEN
THE CITY OF LEWISTON AND CLEARWATER PAPER CORPORATION
FOR FIRE AND EMERGENCY SUPPORT SERVICES**

THIS COOPERATIVE EMERGENCY SERVICES AGREEMENT ("Agreement") is entered into by and between the City of Lewiston, an Idaho municipal corporation ("City"), and Clearwater Paper Corporation, a Delaware corporation ("Clearwater"). City and Clearwater may also individually be referred to as "Party" or collectively as "Parties".

WHEREAS, each Party has an interest in the control of fire, fire protection, emergency medical services, hazardous materials control, and other major emergency support;

WHEREAS, the Parties own, maintain and/or contract for equipment and retain and/or contract for personnel who are trained to provide various levels of service in the control of fire, fire protection, emergency medical service equipment and personnel, hazardous materials control, technical rescue, and other emergency support;

WHEREAS, Clearwater has agreements to obtain equipment and retain personnel for Emergency Assistance from private parties that requires those personnel to follow and carry out the terms of any contracts between Clearwater and third parties to provide cooperative Emergency Assistance, such as the City;

WHEREAS, in the event of a major fire, disaster, or other emergency, a Party may need the services of the other Party to provide supplemental fire suppression, emergency medical service equipment and personnel, hazardous materials control, technical rescue, and/or other emergency support ("Emergency Assistance");

WHEREAS, each Party might have the necessary equipment and personnel available to enable it to provide Emergency Assistance;

WHEREAS, the facilities of each Party are located in such a manner as to enable each Party to provide cooperative Emergency Assistance to the other;

WHEREAS, each Party has determined that it is in their best interests to set forth guidelines for requesting services from the other Party, providing services to the other Party, and the cost recovery procedures regarding the provision of Emergency Assistance to each other in the case of a major fire, disaster, or other emergency;

WHEREAS, each Party recognizes the importance of following all applicable National Incident Management System ("NIMS") and Incident Command System ("ICS") guidelines and protocols when responding to an incident;

WHEREAS, it is not the intent of any Party that this Agreement be interpreted to be a joint powers agreement or creation of any separate legal or administrative entity; instead this Agreement is intended to be a contract for services for Emergency Assistance; and

WHEREAS, City is authorized to enter into this Agreement pursuant to Idaho Code § 50-301.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, it is hereby agreed to and stipulated by and between City and Clearwater as follows:

1. **PURPOSE:** Subject to the terms of this Agreement, the Parties will provide: (a) Emergency Assistance; and (b) other emergency support in the event of a major fire, disaster, or other emergency.
2. **REQUEST FOR SERVICES:** The Commanding Officer or Incident Commander, or their designee, of the requesting Party's Fire Department (hereafter "Commanding Officer" or "Incident Commander") at the scene of an emergency within the boundaries of that Party's geographical jurisdiction or property is authorized to request Emergency Assistance from the other Party if confronted with an emergency situation for which the requesting Party has need for equipment or personnel in excess of that available to the requesting Party.
3. **RESPONSE TO REQUEST:** Upon receipt of a request for Emergency Assistance, the Commanding Officer of the responding Party shall immediately take the following action:
 - A. Determine if the responding Party has equipment and personnel available to respond to the requesting Party and, if so, determine the type of the equipment and number of personnel available.
 - B. Determine what available equipment and what available personnel, if any, should be dispatched in accordance with the plans and procedures established by the Parties.
 - C. In the event the requested equipment and/or personnel are available, then the Commanding Officer of the responding Party shall dispatch such equipment and personnel to the scene of the emergency with proper operating instructions.
 - D. In the event the requested equipment and/or personnel are not available, then the Commanding Officer of the responding Party shall immediately advise the requesting Party of such fact.

The Parties shall follow all applicable NIMS and ICS guidelines when responding to requests for services.

4. **COMMAND RESPONSIBILITY AT SCENE:** The requesting Party's Incident Commander shall be in command of the operations under which the equipment and personnel sent by the responding Party shall serve; provided, however, that the responding equipment and personnel shall be under the immediate supervision of the responding Party's officer in charge. If the requesting Party's Incident Commander specifically requests a senior officer of the responding Party to assume command, the requesting Party's Incident Commander shall not, by relinquishing command, be relieved of responsibility for the operation.

5. **COMMUNICATIONS:** Unless specifically instructed otherwise, the requesting Party shall have the responsibility for coordinating communications between the personnel of the responding Party and the requesting Party. The responding Party's personnel should be prepared to furnish communications equipment sufficient to maintain communications between its respective operating units, if needed.

6. **TERM OF DEPLOYMENT:** The initial duration of a request for services is anticipated to be one (1) operational period, but may be extended, if necessary. The duration of the response will depend upon the complexity of the event.

7. **SUMMARY REPORT:** The requesting Party shall complete the National Fire Incident Report and shall forward a copy of the completed report to the responding Party.

8. **LIABILITY:**

A. **No Liability for Responding Agency.** Except as expressly provided herein, no Party shall be liable for providing or refusing to provide services under this Agreement.

B. **Mutual Releases.** Except as expressly provided herein, each Party hereby forever releases or discharges the other Parties, its officers, directors, officials, employees, volunteers, contractors, and agents from any claim related to this Agreement.

C. **Damage or Destruction to Apparatus or Equipment.** Except as expressly provided herein, the requesting Party shall not be obligated to pay the responding Party for any damage to or destruction of any apparatus or equipment used for services provided under this Agreement. This provision shall not apply to the extent that it would void applicable property insurance available to provide payment for the damage or loss of such apparatus or equipment. It is the intent of the Parties that the risk of loss to apparatus or equipment will be addressed by each Party through the purchase of property insurance as opposed to seeking reimbursement from the other Parties.

D. **Liability to Third Parties.** The term "third party" means any person, firm, or entity other than the Parties hereto. With regard to services provided pursuant to this Agreement, each Party shall be responsible for all liability arising from or related to the acts and omissions of that Party, its officers, directors, officials, employees, volunteers, contractors, and agents.

E. **Mutual Indemnification.** Except as limited above, Clearwater shall indemnify and hold City, its officers, officials, employees, volunteers, contractors and agents harmless from claims, losses, damages, and expenses, including, but not limited to, reasonable attorney fees, arising from injuries to persons or property resulting from any wrongful acts or omissions of Clearwater, its officers, directors, employees, volunteers, contractors, or agents in performing the duties described in this Agreement. Such indemnification shall be limited to only those claims, and only to the extent that, Clearwater, its officers, directors, employees, volunteers, contractors, or agents themselves could be liable under state and federal statutes, regulations, common law, and other law.

Except as limited above, and subject to the limitations of Idaho law, including Article VIII, § 4 of the Idaho Constitution and the Idaho Tort Claims Act (Idaho Code Title 6, Chapter 9), City shall indemnify and hold Clearwater, its officers, directors, employees, volunteers, contractors, and agents harmless from claims, losses, damages, and expenses, including, but not limited to, reasonable attorney fees, arising from injuries to persons or property resulting from any wrongful acts or omissions of City, its officers, officials, employees, volunteers, contractors, or agents in performing the duties described in this Agreement. Such indemnification shall be limited to only those claims, and only to the extent that, City itself could be liable under state and federal statutes, regulations, common law, and other law. City's indemnification of Clearwater herein is further limited by all defenses, burdens of proof, immunities, and limitations on damages to which City would be entitled if the claims were asserted against City.

In the event of litigation, each Party shall defend itself.

EXCEPT FOR CLAIMS ARISING FROM A PARTY'S GROSS NEGLIGENCE OR WILLFUL OR INTENTIONAL MISCONDUCT, NO PARTY SHALL BE LIABLE FOR ANY INDIRECT, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES.

9. **POST-RESPONSE RESPONSIBILITY:** All equipment and personnel used pursuant to this Agreement shall be returned to the responding Party upon being released by the requesting Party, or upon demand by the responding Party for return of said equipment and personnel.

10. **COMPENSATION:** Each Party shall be reimbursed for costs associated with its response to Emergency Assistance by the requesting Party on a cost recovery basis. Cost recovery shall include actual costs associated with personnel, call back personnel, equipment and apparatus, and administrative time attributed to completion of reports and compilation of cost for cost recovery, with all benefits except health insurance included. Damage to turnout gear and other personal protective equipment shall be borne by the requesting Party. If fire suppression chemicals are utilized by the responding Party, the requesting Party shall compensate the responding Party for the actual cost of such chemicals. All equipment and apparatus costs shall be based on the Idaho Fire Service Organization Rate Book in effect at the time of the response. Due to aerial apparatus not being listed in the Idaho Fire Service Organization Rate Book, the reimbursement rate shall be one and one-half (1 ½) times the rate of a class 1 structure engine. The rate for rescue type vehicles shall be at the rate for a Type 5 wildland engine. The time to be reimbursed shall be from the time of call until the crews return to duty station and shall be rounded up to the nearest half (½) hour. Payment shall be made within thirty (30) calendar days of receipt of a detailed invoice from the other Party.

11. **INSURANCE:** Each Party, at its sole expense, shall procure and maintain in full force and effect insurance written by an insurance company or companies with AM Best's rating(s) of A VIII or better. All insurance companies must be authorized to do business in the State of Idaho. Certificates shall evidence the following minimum coverages:

A. WORKERS' COMPENSATION insurance meeting the statutory requirements of the State of Idaho.

B. EMPLOYERS' LIABILITY insurance providing limits of liability in the following amounts:

Each Accident:	\$500,000 each accident
Bodily Injury by Accident:	\$500,000 policy limit
Bodily Injury by Disease:	\$500,000 each employee

C. COMMERCIAL GENERAL LIABILITY insurance providing limits of liability in the following amounts:

General Aggregate:	\$2,000,000
Product/Completed Operations Aggregate:	\$2,000,000
Personal & Advertising Injury Liability:	\$1,000,000
Per Occurrence:	\$1,000,000
Fire Legal Liability:	\$ 50,000

The Commercial General Liability ("CGL") insurance policy shall be written on an "Occurrence" form and shall cover liability arising from premises, operations, independent contractors, products, completed operations, personal injury, advertising injury, and liability assumed under an insured contract (including tort liability of another assumed in a contract). Required coverage shall be maintained without interruption from the date the Parties fully execute this Agreement.

D. BUSINESS AUTOMOBILE LIABILITY insurance providing bodily injury and property damage liability coverage for not less than \$1,000,000 each accident limit. Business Automobile Liability insurance shall be written on a standard ISO policy form, or an equivalent form, providing coverage for liability arising out of owned, hired, or non-owned vehicles in connection with this Agreement.

Certificates of insurance shall be signed by an authorized representative of the Party's insurance carrier and shall be provided to the other Parties, upon request.

12. **PRE-INCIDENT:** The Fire Chiefs, or their designees, of the Parties may, from time-to-time, meet to establish pre-incident plans that indicate the types and locations of potential problem areas where emergency services may be needed, the type of equipment that should be dispatched under such circumstances, the number of personnel that should be dispatched under such circumstances, and the training to be conducted to ensure efficient operations. Such plans shall take into consideration the proper protection by the responding Party of its own geographical jurisdiction.

13. **TERM AND RENEWAL:** The term of this Agreement shall be from the date of the last signature below through September 30, 2024. Thereafter, this Agreement shall automatically renew on an annual basis, unless terminated in accordance with this section or

section 14. Each renewal term shall commence on October 1 and terminate on September 30 of the following calendar year.

Clearwater understands that City is strictly bound by Article VIII, § 3 of the Idaho Constitution, which prohibits City from incurring any indebtedness or liability, in any manner, beyond its current fiscal year, which is October 1 through September 30. The automatic renewal of this Agreement is wholly contingent upon the annual appropriation of funds by City for its duties under this Agreement. Said appropriation may be made solely at the option and discretion of City. In the event that City does not appropriate funds for its duties under this Agreement for the ensuing fiscal year, for any reason, City may terminate this Agreement without penalty. City shall give prompt written notice to Clearwater attesting to the non-appropriation of funds and the effective date of termination, and no financial obligations shall accrue after the effective date of said termination.

14. **TERMINATION:** Either Party may terminate this Agreement upon at least sixty (60) calendar days written notice. The written notice shall automatically terminate this Agreement on the date specified therein unless a different date is mutually agreed upon in writing prior to the stated termination date. Termination of this Agreement shall not preclude future service agreements between the Parties. Each Party is responsible for the payment of services incurred prior to the termination of this Agreement.

15. **NOTICES:** All notices required to be given pursuant to this Agreement shall be in writing and shall be deemed delivered immediately if hand-delivered or seventy-two (72) hours after depositing the same in the U.S. mail, certified or registered, postage prepaid, addressed to the respective addresses set forth below:

City: City of Lewiston
Attn.: Fire Chief
P.O. Box 617
Lewiston, Idaho 83501

Clearwater: Clearwater Paper Corporation
Attn.: Mill Manager
801 Mill Road
Lewiston, Idaho 83501

16. **AGREEMENT NOT EXCLUSIVE:** This is a non-exclusive Agreement. Any Party may, as they deem necessary or expedient, enter into separate cooperative services agreements with other entities. Entry into such separate agreements shall not change any relationship or covenant herein contained unless the Parties mutually agree in writing to a change.

17. **SEVERABILITY:** In the event that any provision of this Agreement is found for any reason to be unenforceable, the remainder of this Agreement shall remain in full force and effect and shall be binding upon the Parties.

18. **CONTRACTING AUTHORITY:** City warrants that the signatory to this Agreement has the authority to fully bind City to enter into and be obligated to perform the COOPERATIVE EMERGENCY SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON AND CLEARWATER PAPER CORPORATION FOR FIRE AND EMERGENCY SUPPORT SERVICES
- PAGE 6 OF 10

duties set forth herein. Clearwater warrants that the signatory to this Agreement has the authority to fully bind Clearwater to enter into and be obligated to perform the duties set forth herein.

19. **CHOICE OF LAW:** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Idaho, with venue for any action brought pursuant to this Agreement to be in the Second Judicial District, Nez Perce County, State of Idaho.

20. **SURVIVAL:** All covenants, conditions, indemnifications, and other elements in this Agreement that might involve performance subsequent to any termination or expiration of this Agreement or that cannot be reasonably ascertained or fully performed until after termination or expiration of this Agreement shall survive, including those in Section 8.

21. **AMENDMENTS:** This Agreement may be modified or amended only by a writing duly executed by all Parties.

22. **PERFORMANCE/WAIVER:** The failure of a Party hereto to insist upon strict performance or observance of the terms of this Agreement shall not be a waiver of any breach of any terms or conditions of this Agreement by the other Parties.

23. **FORCE MAJEURE:** No Party shall be liable for any failure to perform as required by this Agreement to the extent that such failure to perform is caused by any reason beyond the Party's control, or by reason of any of the following: labor disturbances or disputes, accidents, failure of any required governmental approval, civil disorders, acts of aggression, terrorism, acts of God, failure of utilities, mechanical shutdowns, material shortages, disease, or similar occurrences.

24. **SUCCESSORS AND ASSIGNS:** This Agreement may not be assigned in whole or in part by any of the Parties hereto without the prior express written consent of the other Parties, such consent not to be unreasonably withheld, conditioned or delayed; provided, however, that Clearwater may transfer or assign this Agreement in whole or in part without the prior written approval of City to: a) any parent, subsidiary or other affiliate; or b) any successor to Clearwater by merger, consolidation, sale, reorganization or otherwise.

25. **THIRD PARTY BENEFICIARIES:** Nothing contained herein shall create any relationship, contractual or otherwise, with, or any rights in favor of, any third party. Nothing contained herein shall extend the liability of any Party beyond that provided by governing law or the terms of this Agreement.

26. **ATTORNEY FEES:** In the event a controversy, claim, or action arises between the Parties to this Agreement regarding the enforcement of its terms and conditions, or the breach of any of its provisions, the prevailing Party shall be entitled to recover from the other Parties all costs and expenses incurred by the prevailing Party, including reasonable attorney fees, regardless of whether such controversy, claim, or action is prosecuted to judgment or appealed.

27. **PUBLIC RECORDS:** The Parties herein understand and acknowledge that this Agreement and its attachments, if any, are subject to the Idaho Public Records Act, I.C. §§ 74-
COOPERATIVE EMERGENCY SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON
AND CLEARWATER PAPER CORPORATION FOR FIRE AND EMERGENCY SUPPORT SERVICES
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101, *et seq.*, the Idaho Open Meetings Law, I.C. §§ 74-201, *et seq.*, and other applicable federal and state laws, and might be public records.

28. **NON-DISCRIMINATION:** Clearwater shall not refuse to hire any person because of such person's race, creed, sex, color, national origin, ancestry, religion, physical or mental disability, marital or familial status, sexual orientation, or gender identity/expression, unless based on a bona fide occupational qualification.

29. **COUNTERPARTS:** This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

30. **STATE OF IDAHO REQUIREMENTS:** The following provisions are required by the State of Idaho. The inclusion of these provisions in this Agreement does not indicate City's support or opposition to these provisions nor agreement by City that these clauses are relevant to the subject matter of this Agreement. Rather, these provisions are included solely to comply with the laws of the State of Idaho.

1. **ANTI-BOYCOTT AGAINST ISRAEL ACT:** If this Agreement: (1) is to acquire or dispose of services, supplies, information technology, or construction; (2) has a total potential value of One Hundred Thousand Dollars (\$100,000) or more; and (3) Clearwater is a company with ten (10) or more employees, then, pursuant to Idaho Code § 67-2346, Clearwater certifies that it is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of goods or services from Israel or territories under Israel's control. The terms "company" and "boycott Israel" shall have the meanings ascribed to them in Idaho Code § 67-2346.

2. **NO PUBLIC FUNDS FOR ABORTION ACT:** Pursuant to Idaho Code § 18-8703, Clearwater certifies that they it is not, and will not for the duration of this Agreement become, an abortion provider or an affiliate of an abortion provider, as those terms are defined in the "No Public Funds for Abortion Act," Idaho Code §§ 18-8701 *et seq.*

3. **CONTRACT WITH COMPANY OWNED OR OPERATED BY THE GOVERNMENT OF CHINA PROHIBITED:** If this Agreement is to acquire or dispose of services, supplies, information technology, or construction, then, pursuant to Idaho Code § 67-2359, Clearwater certifies that it is not a company currently owned or operated by the government of China and will not for the duration of this Agreement be owned or operated by the government of China. The terms "company" and "government of China" shall have the meanings ascribed to them in Idaho Code § 67-2359.

4. **PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING CERTAIN SECTORS:** If this Agreement: (1) is to acquire goods or services; (2) has a value of One Hundred Thousand Dollars (\$100,000) or more that is to be paid wholly or partly from public funds; and (3) Clearwater is a company with ten (10) or more full-time employees, then, pursuant to Idaho Code § 67-2347A, Clearwater certifies that it is not currently engaged in, and will not for the duration of this Agreement engage in, a

boycott of any individual or company because the individual or company: (a) engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or (b) engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in Idaho Code § 18-3302(2)(d). The terms “boycott” and “company” shall have the meanings ascribed to them in Idaho Code § 67-2347A.

31. **MERGER AND INTEGRATION:** This writing embodies the whole agreement of the Parties. There are no promises, terms, conditions, or obligations other than those contained in this Agreement. All previous and contemporaneous communications, representations, or agreements, either oral or written, between the Parties are superseded by this Agreement.

Signatures on following page

IN WITNESS WHEREOF, the Parties have executed this Agreement on the last day and year written below.

DATED this _____ day of _____ 2024.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

DATED this 9th day of July 2024.

CLEARWATER PAPER CORPORATION

By: Sean M Kravitz
Title: VP- Paperboard Mfg + OpEx

STATE OF WA)
) ss.
County of Spokane)

On this 9 day of July 2024, before me, a Notary Public, personally appeared Sean Kravitz, known or identified to me as the VP. Paperboard Mfg + OpEx of Clearwater Paper Corporation, and stated she/he has the authority to execute this instrument on behalf of Clearwater Paper Corporation, and did execute this instrument on behalf of Clearwater Paper Corporation.



Shawn Douglas Hebert
Notary Public for the State of Washington
Commission Expires: 1/3/2028



ADVISORY BOARD OR COMMISSION APPLICATION

Completing this form is a way to indicate your interest in being considered for appointment, or reappointment, to some of the City of Lewiston's Boards and Commissions. All appointments and re-appointments are at the discretion of the Mayor and confirmed by City Council (LCC 2-42 (b)). All boards and commissions applications are processed by the City Clerk and can be sent by mail to: Attn: City Clerk, PO Box 617, Lewiston, ID 83501; or email: tbrocke@cityoflewiston.org.

Full Name: Mark M. Havens Date: 7/11/2024
Email: markmh835@hotmail.com Phone: (208) 964-9040
Address: 429 1st Avenue, #208 City/State/Zip: Lewiston, ID 83501
If a resident of Lewiston, how long?: Since 1986.
Employer: Interlink, Inc. Occupation: Executive Director

Please number your choices according to preference (leave blank any one on which you do not wish to serve):

- | | |
|--|---|
| ☐ Audit Committee | ☐ Historic Preservation Commission |
| ☐ Code Board of Appeals | ☐ Library Board of Trustees |
| ☐ Compensation Review Committee | ☐ Parks & Recreation Commission |
| ☐ Development Impact Fee Advisory Committee | ☐ Planning & Zoning Commission |
| ☒ Disability Advisory Commission | ☐ Public Works Advisory Commission |
| ☐ Emergency Medical Services Advisory Board | ☐ Urban Forestry & Cemetery Commission |

Attendance Requirements (LCC Chapter 2, Section 2-45):

Each member of an advisory board or commission, excluding the Emergency Medical Services Advisory Board, shall not be absent from any 3 consecutive meetings without an excuse acceptable to such advisory board or commission, and shall attend at least 7 of the preceding 12 regular meetings. Will you be able to meet the attendance requirements of the meetings of the boards to which you may be appointed? Yes ☒ No ☐

List any City Board, Commission, or Committee, on which you currently serve:

I have served on the Disability Advisory Commission since 2014.

Please describe why you are interested in serving on a board or commission and why you feel you are qualified:

I was one of the original commission members when DAC was created in 2014. I'm proud of the work we have done already and would like to continue helping.

Please note any paid or volunteer work, hobbies, special interests, or offices held that may relate to the position(s) for which you have applied (use extra paper if needed).

As director of Interlink, I interact with and assist many persons with disabilities (mainly elderly) on a daily basis. I can bring that knowledge and experience to the Commission.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

I have served on other City commissions in the past (Planning and Zoning; Code Review Task Force), so I understand the decision-making process.

Please list below the names and telephone numbers of two persons who can serve as a personal reference for you:

Name: Eric Peterson Phone: (208) 305-3562
Name: Nikki Province Phone: City HR Director

IMPORTANT INFORMATION ABOUT YOUR APPLICATION: Upon submittal of this application to the City Clerk's office, all information provided becomes a public record. Should you have any questions, please contact the City Clerk at 208-746-3671 x 6202.

By typing my name or handwriting my signature, I certify that I have read the application and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: Mark M. Havens Date: 7/11/2024

Return Completed Application by:



Mail:

City of Lewiston

Attn: City Clerk

OR

Email:

tbrocke@cityoflewiston.org

OR

Drop Off:

City Hall