



**Lewiston City Council
REGULAR MEETING AGENDA**

August 12, 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. ACTIVE AGENDA

- A. CHANGE ORDER NO. 1: WASTEWATER IMPROVEMENT PROJECT (WW060) (IFB-24-001):** Considering approving Change Order No. 1 for Wastewater Improvement Project (WW060) in the total amount of \$1,850,481.50 and authorizing the Mayor to execute the change order - Action Item (Public Works Director Johnson)
- B. RESOLUTION 2024-35:** Considering declaring various items of City of Lewiston property to be surplus, and providing for the public auction of said surplus property - Action Item (Finance Director Gordon)
- C. RESOLUTION 2024-37:** Considering declaring certain vehicles in the possession of the Lewiston Police Department as surplus, and authorizing sale of said vehicles by auction pursuant to Idaho Code § 37-2744(e)(2) - Action Item (Finance Director Gordon)
- D. AD HOC SUBCOMMITTEE: COMPREHENSIVE PLAN:** Considering the creation of an ad hoc committee of the City Council to make recommendations on the implementation of the Comprehensive Plan to include members of the Planning and Zoning Commission - Action Item (City Planner Plaskon)
- E. ORDINANCES**
 - 1. FIRST READING**
 - a. ORDINANCE 4922:** Considering amending Lewiston City Code Section 21-1(d) to add additional exemptions, Section 21-2 to add additional definitions, and Section 21-73 regarding event vendor licensing requirements - Action Item (City Planner Plaskon)

- F. **LEWISTON WWTP WATERLINE EXTENSION: CE&I AMENDMENT:** Considering approving an amendment with Keller Associates, Inc. in the amount of \$99,500 for Construction Engineering and Inspection (CE&I) of the Lewiston Wastewater Treatment Plant Waterline Extension and authorizing the Mayor to execute the contract amendment - Action Item (Public Works Director Johnson)

V. **PUBLIC HEARINGS AND RELATED ACTION ITEMS**

- A. **PUBLIC HEARING: ZA-01-24:** Accepting testimony on Zoning Code Amendment ZA-01-24 to remove from Chapter 37 of Lewiston City Code various provisions throughout zoning districts that are under the authority of the Public Works Department, such as, but not limited, to requirements for the installation of street improvements and dedication of street right of way - Action Item (City Planner Plaskon)
- B. **FIRST READING: ORDINANCE 4920:** Considering amending Lewiston City Code Sections 37-61, 37-66, 37-69.2, 37-73, 37-79 and 37-83 to remove references to development standards for sidewalks, Section 37-93.5 to remove dedication of right-of-way, Section 37-93.6 to remove the requirement that stormwater controls be incorporated into landscape buffers and statements of anticipated traffic generation, and Section 37-93.8 to add the City Engineer as administrator and remove sidewalk standards - Action Item (City Planner Plaskon)
- C. **PUBLIC HEARING: ZA-02-24:** Accepting testimony on Zoning Code Amendment ZA-02-24 to remove the prohibition against the use of shipping containers as buildings on residential and commercial properties and to amend the definition of “building” to include shipping containers in Chapter 37 of Lewiston City Code - Action Item (City Planner Plaskon)
- D. **FIRST READING: ORDINANCE 4921:** Considering repealing and reserving Section 37-129 of the Lewiston City Code related to the use of prefabricated containerized transport units as accessory buildings or storage units, and amending Section 37-3 to amend the definition of “building” to include shipping containers - Action Item (City Planner Plaskon)
- E. **PUBLIC HEARING: FISCAL YEAR 2024 BUDGET AMENDMENTS:** Accepting testimony on a proposed amendment to the Fiscal Year 2024 budget to receive unanticipated revenues received during the fiscal year and authorizing their expenditure - Action Item (Finance Director Gordon)
- F. **FIRST READING: ORDINANCE 4926:** Considering amending Ordinance 4894, the Annual Appropriation Ordinance for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024, appropriating additional monies that are to be received by the City of Lewiston, Idaho in the sum of fifteen million five hundred eighteen thousand six hundred thirty dollars (\$15,518,630) - Action Item (Finance Director Gordon)
- G. **PUBLIC HEARING: FISCAL YEAR 2025 BUDGET:** Accepting testimony on the proposed budget for the fiscal year commencing October 1, 2024 and ending September 30, 2025 - Action Item (Finance Director Gordon)
- H. **FIRST READING: ORDINANCE 4923:** To be termed the “2025 Annual Appropriation Ordinance,” considering appropriating sums of money authorized by law and deemed necessary for all general and special municipal purposes of the City of Lewiston for the fiscal year

commencing October 1, 2024 and ending September 30, 2025 - Action Item (Finance Director Gordon)

- I. FIRST READING: ORDINANCE 4924:** Considering fixing and establishing the tax certification on all taxable properties situated within the corporate limits of the City of Lewiston for the fiscal year commencing October 1, 2024, and ending September 30, 2025, for the purpose of providing and raising monies for municipal and corporate purposes; providing for the tax certification to the Board of County Commissioners of Nez Perce County, Idaho in the amount of \$24,524,120; providing a certified copy of the 2025 Annual Appropriation Ordinance to the Board of County Commissioners of Nez Perce County, Idaho as adopted by the City of Lewiston for the 2024-2025 fiscal year - Action Item (Finance Director Gordon)

VI. 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 minutes of the following meetings: 7/22/2024 Regular; and 8/05/2024 Work Session - Action Item
- B. ADVISORY BOARD MINUTES:** Considering approval of the 6/18/2024 Library Board of Trustees and 6/6/2024 Historic Preservation Commission meeting minutes - Action Item
- C. VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 7/12/2024–7/26/2024 in the amount of \$2,307,688.86 - Action Item
- D. DRAKE ADDITION PRELIMINARY PLAT:** Considering approving the Drake Addition Preliminary Plat and associated Reasoned Statement of Relevant Criteria and Standards, which proposes to re-plat Lot 2 of Block 1, of the Pupo Addition, consisting of approximately 2.01 acres of land, into five 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. -
- B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES**
- C. MAYOR COMMENTS**
- D. ADVISORY BOARD AND COMMISSION APPOINTMENTS: - Action Item**
- 1. PUBLIC WORKS ADVISORY COMMISSION:** Considering appointing Lytonia Gardee to a three (3) year term - Action Item
- 2. DISABILITY ADVISORY COMMISSION:** Considering the appointment of Michael

Feeney 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 ADA Coordinator, Nikki Province, at least forty-eight (48) hours in advance of the meeting at 208-746-3671, ext. 6211.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE CHANGE ORDER NO. 1: WASTEWATER IMPROVEMENT PROJECT (WW060) (IFB- 24-001)	AGENDA NO. IV. A. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) On March 25, 2024, the City Council approved a contract with Titan Technologies for the Wastewater Improvement Project (WW060) for the amount of \$3,368,676.50. The original contract included work on Snake River Ave, which we now intend to remove from the project because the US Army Corps of Engineers has not completed a risk analysis for penetrating the levee system prior to construction. The analysis is essential for ensuring compliance with regulations and minimizing potential risks to the infrastructure and surrounding environment. The City intends to incorporate the work at a later date, contingent upon the completion of the risk analysis within a feasible timeframe. This removal will reduce the contract value by \$254,267. Staff plans to add work on Basins 7A, 6A, and 6E, which Titan Technologies has agreed to honor the unit pricing in their bid. This change will increase the contract by \$2,104,748.50, resulting in a new overall contract amount of \$5,219,158. These adjustments will not alter the original competitive bidding framework or the scope of the project as initially approved. The proposed changes will enhance the overall effectiveness of the originally bid project. The removal of the Snake River Ave section will result in a reduction of contract days by 10 working days. However, the addition of the three new sewer basins (7 A, 6A, 6E) will add 100 working days, resulting in a net increase of 90 working days.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The FY24 budget will need to be amended by \$1,850,000 in addition to the \$1,000,000 amendment needed for the original contract amount for a total amendment of \$2,950,000, utilizing \$2,550,000 of reserves and \$400,000 of equity buy-in-fees. This project is expected to continue into FY25. The \$2,000,000 programmed into the FY25 budget will be applied towards the carry forward amount and no other projects.	
ACTION PROPOSED Staff requests City Council to approve Change Order No. 1 for Wastewater Improvement	

Project (WW060) in the total amount of \$1,850,481.50 and authorize the Mayor to execute the change order.

CITY OF LEWISTON
CHANGE ORDER

CHANGE ORDER NUMBER

1

DATE

7-15-24

CONTRACTED FOR:

2023 Wastewater Improvement Project (WW060) (IFB-24-001)

CONTRACTOR

Titan Technologies

YOU ARE HEREBY REQUESTED TO COMPLY WITH THE FOLLOWING CHANGES
FROM THE CONTRACT PLANS AND SPECIFICATIONS

DESCRIPTION OF CHANGES

INCREASE IN
CONTRACT PRICE

DECREASE IN
CONTRACT PRICE

- 1) Removal of Work SRA STA 36+05 to 38+90
- 2) Basins 7A, 6A, 6E
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)
- 9)
- 10)

\$ 2,104,748.50

(254,267.00)

TOTAL

\$ 2,104,748.50

(254,267.00)

JUSTIFICATION FOR CHANGE:

Scope Change: The proposed change involves the deletion of work on a section of the sewer trunk line. Specifically, Sheets C203 and C204 are to be removed from the contract scope of work. Additionally, the scope of work will be expanded to include the installation of three new sewer basins: 7A, 6A, & 6E.

Reason for Change: The removal of this section is necessitated by the requirement from the US Army Corps of Engineers to conduct a risk analysis for penetrating the levee system. This analysis is essential for ensuring compliance with regulations and minimizing potential risks to the infrastructure and surrounding environment. The addition of the three new sewer basins addresses the immediate needs of the project and allows for continued progress while the risk analysis is being conducted.

City of Lewiston's Preference: Despite the removal of the specified section from the current contract, the City of Lewiston expresses its intention to incorporate the work at a later date, contingent upon the completion of the risk analysis within a feasible timeframe. The inclusion of the new sewer basins is in line with the city's ongoing infrastructure improvement plans and priorities.

Impact on Contract: The removal of the specified section of sewer trunk line replacement will result in a reduction of contract days by 10 working days. However, the addition of the three new sewer basins (7A, 6A, 6E) will add an additional 100 working days resulting in a net increase of 90 working days.

Contract Amount To Date

\$3,368,676.50

THE SUM OF \$

1,850,481.50

IS HEREBY ADDED TO

THE ADJUSTED CONTRACT PRICE TO DATE IS HEREBY

\$5,219,158.00

THE TIME PROVIDED FOR THIS CHANGE HAS CHANGED
TO A REVISED WORKING DAYS TO SUBSTANTIAL COMPLETION OF

90 working days
275 working days

THIS DOCUMENT WILL BECOME A SUPPLEMENT TO THE CONTRACT AND
ALL PROVISIONS FOR THE CONTRACT WILL APPLY HERETO.

RECOMMENDED BY

Garrett Frei

2024.06.04 16:37:18 -07'00'

DATE

6/4/24

(PROJECT ENGINEER)

ACCEPTED BY

DATE

6/5/24

(CONTRACTOR)

AUTHORIZED BY

DATE

(MAYOR)

CHANGE ORDER NUMBER 1

Item No.		Unit Cost	QT	Cost	Days
19	24" Gravity Sewer Pipe	\$531.00	-284	-\$150,804.00	-5
20	Sanitary Sewer Manhole	\$11,056.00	-1	-\$11,056.00	-2
21	Connect to existing MH	\$3,482.00	-1	-\$3,482.00	-1
22	Bypass System	\$17,850.00	-0.5	-\$8,925.00	-1
23	Traffic Control	\$60,000.00	-0.5	-\$30,000.00	-1
24	Mobilization	\$100,000.00	-0.5	-\$50,000.00	

SRA Deduct	-\$254,267.00	-10
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CO1.1	Gravity Sewer Pipe - Size 8"	\$102.50	10431	\$1,069,177.50	
CO1.2	Sanitary Sewer Manhole - Type 1	\$6,318.00	32	\$202,176.00	
CO1.3	Frame, Cover and Concrete Collar	\$1,634.00	1	\$1,634.00	
CO1.4	Connect to Existing Sanitary Sewer Manhole	\$1,104.00	1	\$1,104.00	
CO1.5	Sewer Service Line - Size 4"	\$55.00	2670	\$146,850.00	
CO1.6	Sewer Service Connection to Main	\$2,101.00	267	\$560,967.00	
CO1.7	Sewage Bypass Systems	\$42,840.00	1	\$42,840.00	
CO1.8	Construction Traffic Control	\$50,000.00	1	\$50,000.00	
CO1.9	Mobilization	\$30,000.00	1	\$30,000.00	

Basins 6E, 7A, 6A	\$2,104,748.50	100
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Basin 6E
6" Pipe 3,855 LF
8" Pipe 2,707 LF

Basin 7A
6" Pipe 412 LF
8" Pipe 2,090 LF

Basin 6A
6" Pipe 1,367 LF

7A 44 connections
6E 191 connections
6A 32 connections

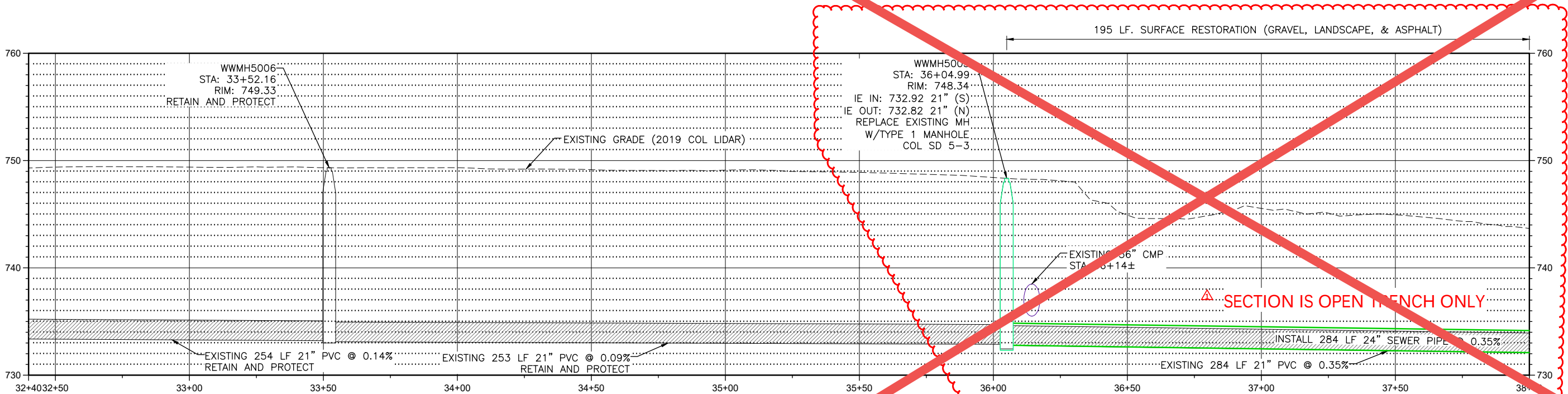
WWMN#:	Structure:	Frame/Lid:	Replace	Lampwell	
6341	Brick	Good			
6262	Concrete	Good		Replace	32
6261	Concrete	Replace	1		
6023	Concrete	Replace	1		
6025	Concrete	Raise/Good			
6271	Concrete	Good		Raise	1
6272	Concrete	Replace & Raise	1		
6273	Concrete	Replace	1		
6274	Concrete	Good			
6275	Concrete	Good			
6276	Concrete	Good			
6277	Concrete	Good			
6278	Brick	Good	1		
6279	Concrete	Good			
6280	Concrete	Good			
6282	Lampwell	New Frame and Lid		1	
6281	Concrete	Replace	1		
6283	Concrete	Replace	1		
6284	Concrete	Replace	1		
6285	Brick	Raise/Good	1		
6021	Brick	Replace	1		
6237	Concrete	Replace	1		
6240	Concrete	Replace	1		
6241	Concrete	Replace	1		
6242	Concrete	Replace	1		
6243	Concrete	Replace	1		
6164	Concrete	Replace	1		
6602	Lampwell	New Frame and Lid		1	
6166	Brick	Good	1		
6167	Brick	Replace	1		
12380	Lampwell	New Frame and Lid		1	
6029	Brick	Replace	1		
6296		Good			
6297		Replace	1		
6286	Lampwell	New Frame and Lid		1	
7149	Concrete	Good			
7156	Brick	Replace	1		
7157	Brick	Replace	1		
12354	Lampwell	New Frame and Lid		1	
7101	Concrete	Good			
7098	Concrete	Good			
7266	Lampwell	New Frame and Lid		1	
7071	Brick	Good	1		
7070	Brick	Good	1		

7069	Brick	Good	1
7077		Good	
7072	Brick	Replace	1

Plot Date: 1/15/2024 2:44 PM Plotted By: Nathan Hight
Date Created: 1/15/2024 JUB-CONCENTRAL-CITY-LEWISTON-CITY-PROJECT-23-23-033 ON-CALL-SVC-2023-2024-DESIGN-CAD-SHEET-23-23-033 C-203X.DWG



SEE SHEET C-204
MATCHLINE STA: 38+00



J-U-B ENGINEERS, INC.

J-U-B ENGINEERS, INC.
846 6th Street
Clarkston, WA 99403
Phone: 509.254.6011
www.jub.com

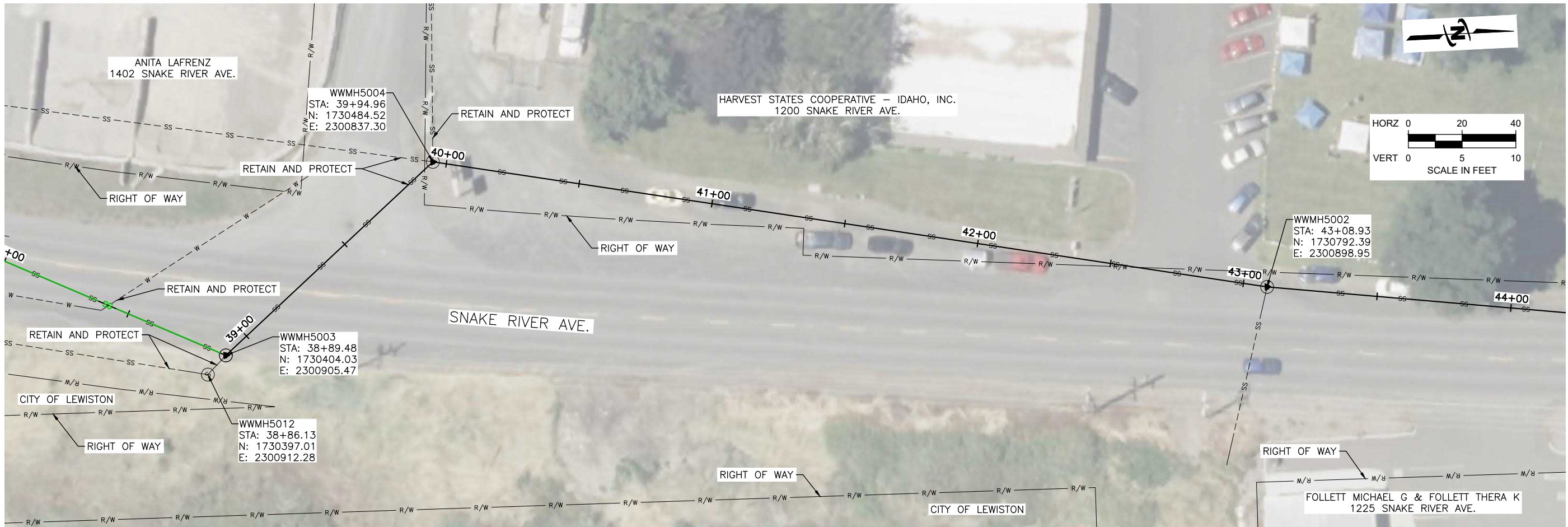
REUSE OF DRAWINGS
J-U-B SHALL RETAIN ALL COMMON LAW, STATUTORY, COPYRIGHT AND
OTHER RIGHTS IN THIS DESIGN AND ANY INFORMATION CONTAINED
HEREIN. NO PART OF THIS DESIGN OR INFORMATION CONTAINED
HEREIN SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR
BY ANY MEANS, WITHOUT WRITTEN CONSENT BY J-U-B. ANY
REUSE WITHOUT WRITTEN CONSENT BY J-U-B WILL BE AT CLIENT'S
SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO J-U-B.

NO.	REVISIONS TO THE NOTES	REVISION	DATE
1	NMH GMF 1/20/24		

2024 PIPE BURST, SNAKE RIVER AVENUE
CITY OF LEWISTON

PLAN AND PROFILE
STA 32+40 TO STA 38+00

FILE: 23-20-003 C-20X
JUB PROJ. #: 23-23-033
DRAWN BY: NMH
DESIGN BY: GMF
CHECKED BY: GMF
AT FULL SIZE, IF NOT ONE
IN SCALE ACCORDINGLY
LAST UPDATED: 1/15/2024
SHEET NUMBER:
C-203

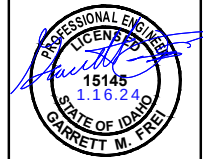




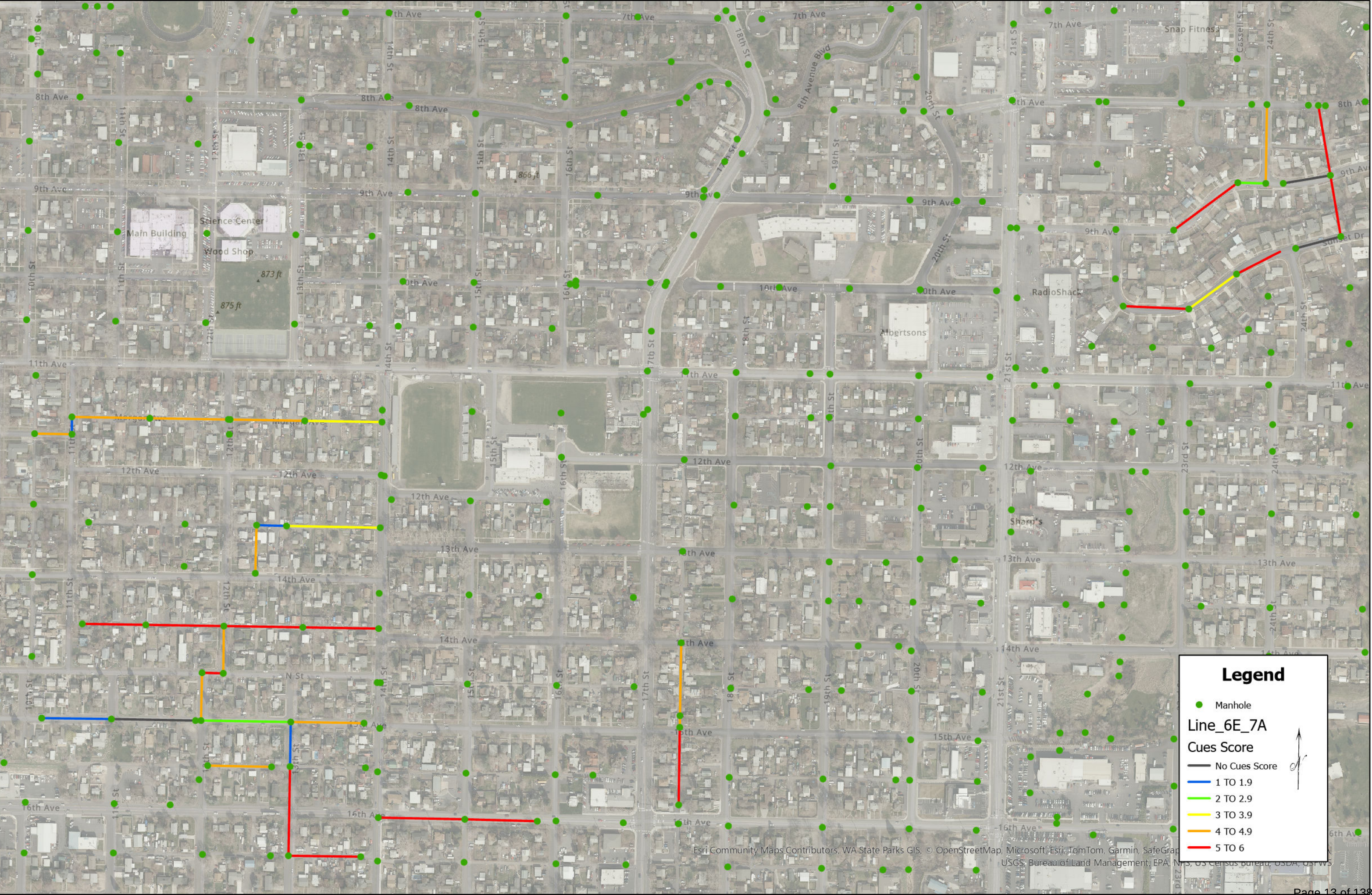
J-U-B ENGINEERS, INC.

J-U-B ENGINEERS, INC.

846 6th Street
Clarkston, WA 99403
Phone: 509.254.6011
www.jub.com



REUSE OF DRAWINGS		REVISION	
J-U-B SHALL RETAIN ALL COMMON LAW, STATUTORY, COPYRIGHT AND OTHER RIGHTS IN THIS DRAWING. NO PART OF THIS DRAWING SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN CONSENT OF J-U-B ENGINEERS, INC. ANY REUSE WITHOUT WRITTEN CONSENT BY J-U-B WILL BE AT CLIENT'S SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO J-U-B.		NAME: GNF 1/30/24	
	</		



Legend

●

Manhole

Line_6E_7A

Cues Score

—

No Cues Score

—

1 TO 1.9

—

2 TO 2.9

—

3 TO 3.9

—

4 TO 4.9

—

5 TO 6

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North Arrow



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2024-35	AGENDA NO. IV. B. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) City Staff has compiled a list of surplus/obsolete items (Exhibit A to Resolution 2024-35). Surplus items will be sold using an online auction website, GovDeals.com. Appropriate notices for the online auction will be placed in the Lewiston Tribune and on the City's public agenda boards. Additionally, information will be posted on the City's various online platforms and website. Those subscribed to the City's website will also receive an email notification.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The City will receive 100% of the bid amounts. Fees for use of the auction platform are paid by the bidders in the form of a Buyer's Premium. GovDeals will collect payment from bidders, keep the Buyer's Premium, remit sales tax to the Idaho State Tax Commission, and send the collected bid amounts to the City. Proceeds from the sales of vehicles and equipment for Fleet and enterprise funds will be deposited into those funds. Proceeds from the sales of all other surplus items will be deposited into the respective funds of the department or division that submitted the item.	
ACTION PROPOSED Staff recommends that the City Council approve Resolution 2024-35, declaring the items in Exhibit A surplus, and authorizing the sale of said items by public auction on GovDeals.com.	

RESOLUTION 2024-35

A RESOLUTION DECLARING VARIOUS ITEMS OF CITY OF LEWISTON PROPERTY TO BE SURPLUS, AND PROVIDING FOR THE PUBLIC AUCTION OF SAID SURPLUS PROPERTY

WHEREAS, the City of Lewiston is in possession of property surplus to the City's needs; and

WHEREAS, in accordance with the City's Purchasing Policy, the City of Lewiston Purchasing Division seeks to have the City Council declare such property as surplus so that the property may be disposed of in accordance with Section 6.14 of the City's Purchasing Policy.

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

SECTION 1: The Lewiston City Council hereby declares all property listed in Exhibit A, attached hereto and incorporated herein, to be surplus to the City's needs.

SECTION 2: The Lewiston City Council hereby authorizes the City of Lewiston Purchasing Division to sell by public auction said surplus property "as is, no warranty or guarantee."

SECTION 3: The City of Lewiston Purchasing Division shall conduct said public auction in accordance with the City's Purchasing Policy.

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

EXHIBIT A
to
Resolution 2024-35



CITY OF LEWISTON
Unusable/Obsolete Items for Auction FY'2024

MISC			
DEPT	QTY	DESCRIPTION	CONDITION
Finance	1	2013 Martin Yale Letter Opener	Good
Fire/LPD/Fin	Lot	7 - File Cabinets, 6 Metal & 1 Wooden	Good/Fair
Finance	1	Interior Metal Frame Window - approx. size 4' 11-1/2" x 3'	Good
Finance	1	Brother Laser Color Printer & Copier	Fair
Finance	Lot	Various Office Supplies - staplers, organizers, plastic rolling storage unit, etc	Used
Finance	Lot	2 - Red Low Back and 4 Blue Cloth & Oak rolling swivel Chairs	Fair
ISS	Lot	17 - Dell Optiplex 3050 Micro PC-7th Gen - Windows 10 Pro	Good
ISS	Lot	3 - Dell Optiplex 3050 Micro PC-8th Gen - Windows 10 Pro	Good
ISS	Lot	8 - Dell Optiplex 3040 SFF PC-6th Gen - Windows 10 Pro	Fair
ISS	Lot	4 - Dell Latitude 5580 Laptop-7th Gen - Windows 10 Pro	Good
Library	Lot	3 - 27-inch iMac with Retina 5K display	Used
Finance	1	Wooden Desk approx size W 66-1/2"x D 56-1/4" x H 28-1/2"	Good
VEHICLES AND EQUIPMENT			
DEPT	QTY	DESCRIPTION	CONDITION
Fleet	1	#236 Parks Pickup - 1999 Ford F250	Fair
Fleet	1	#401 Mower - 2014 Toro Groundsmaster 5910	Fair
Fleet	1	#281 Ambulance - 2011 Ford F450 2WD	Poor
Fleet	1	#284 Ambulance - 2012 Ford F450 2WD	Good
Fleet	1	#010 Fire Pickup - 1999 Ford F550	Good
Fleet	1	#350 Boom Truck - 1992 Ford F600	Fair
Fleet	1	#415 Paver - 1994 Blaw Knox PF510	Poor
Fleet	1	#240 Pickup Bed from a 2019 Ram 1500	Like New
Fleet	1	#225 Pickup Bed from a 2019 Ram 1500	Good (dented)
Fleet	1	#834 Parts Mower - 2007 John Deere 1445	Poor
Pre-Trtmt	1	#195 Pickup Canopy - 2019 Leer Canopy	Like New
Water	1	#213 Pickup - 2006 Chevrolet 1500	Poor
Fleet	1	#701 Bus - 2009 Chevy Goshen GCII	Fair
Fleet	1	#192 Pickup Bed from a 2022 Ford F150	Good
Fleet	1	15ft Rhino Rotary Mower	Fair
Fleet	1	1988 Ford F250	Fair
Fleet	1	2008 Sweepster Runway Sweeper	Good (missing parts)
Eng	1	Soil Test Sieve Shaker - Hand Operated	Good
LPD	1	#107 Sedan - 2007 Camry LE	Good



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2024-37	AGENDA NO. IV. C. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) City Staff has compiled a list of forfeited vehicles to be set as surplus (Exhibit A to Resolution 2024-37). Surplus items will be sold using an online auction website, GovDeals.com. Appropriate notices for the online auction will be placed in the Lewiston Tribune and on the City's public agenda boards. Additionally, information will be posted on the City's various online platforms and website. Those subscribed to the City's website will also receive an email notification.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The City will receive 100% of the bid amounts. Fees for use of the auction platform are paid by the bidders in the form of a Buyer's Premium. GovDeals will collect payment from bidders, keep the Buyer's Premium, remit sales tax to the Idaho State Tax Commission, and send the collected bid amounts to the City. Proceeds from the sales of the forfeited vehicles will be deposited to the LPD narcotics fund to cover future expenditures related to narcotic investigations.	
ACTION PROPOSED Staff recommends that the City Council approve Resolution 2024-37, declaring the items in Exhibit A surplus, and authorizing the sale of said items by public auction on GovDeals.com.	

RESOLUTION 2024-37

A RESOLUTION DECLARING CERTAIN VEHICLES IN THE POSSESSION OF THE LEWISTON POLICE DEPARTMENT AS SURPLUS, AND AUTHORIZING SALE OF SAID VEHICLES BY AUCTION PURSUANT TO IDAHO CODE § 37-2744(e)(2)

WHEREAS, the Lewiston Police Department is in possession of certain vehicles, acquired by Nez Perce County through civil forfeiture actions on or about August 7, 2023 and August 18, 2023, and thereafter acquired by the Lewiston Police Department, as listed in Exhibit A, attached hereto and incorporated herein (“Property”);

WHEREAS, the Property is surplus and no longer needed for City purposes; and

WHEREAS, pursuant to Idaho Code §§ 37-2744(e)(2) and 50-301, the City of Lewiston has the power to sell the Property.

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

SECTION 1: The Property is surplus to the needs of the City of Lewiston.

SECTION 2: The Property shall be sold at auction, and the City Treasurer is authorized to transfer said Property to an auction service, to be sold to the highest responsible bidder, after publication of at least one (1) notice in at least one (1) newspaper published and circulated in the City, at least one (1) week prior to sale of the Property, in accordance with Idaho Code § 37-2744(e)(2).

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 M. Brocke, City Clerk

RESOLUTION 2024-37

EXHIBIT A
to
Resolution 2024-37



CITY OF LEWISTON

Unusable/Obsolete Forfeited Vehicles for Auction FY'2024

DEPT	QTY	DESCRIPTION	CONDITION
Narcotics/LPD	1	2013 Jaguar XF	Good
Narcotics/LPD	1	2012 Volkswagen Passat	Good
Narcotics/LPD	1	2017 Volkswagen Passat	Good

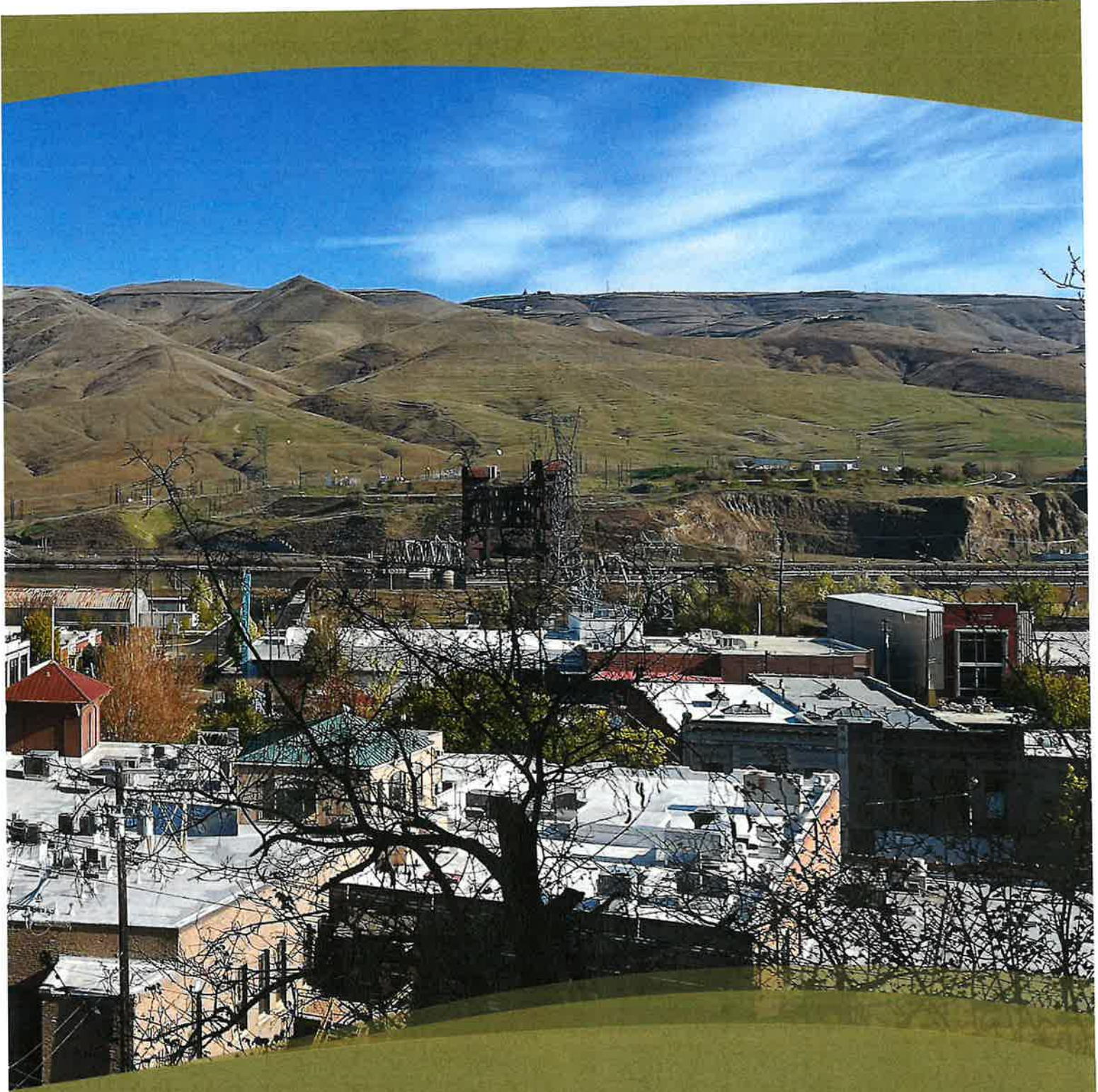


CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE AD HOC SUBCOMMITTEE: COMPREHENSIVE PLAN	AGENDA NO. IV. D. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) City Council adopted a new Comprehensive Plan (the Plan), Envision Lewiston 2044, for the city on 7/8/24. The creation of that Plan was an 18-month effort, but now the real work begins- implementing the Plan. In other words, "Planning isn't everything. it isn't the only thing, either. It's just the beginning." Plan implementation will be an on-going process over the 20 year lifespan of the Plan. Although the Plan has an Action Plan to implement it, Chapter 11 of the Plan, the Implementation Chapter, also calls for the creation of a work plan to implement the Action Plan. This work plan, it is recommended by staff, should be developed by a subcommittee consisting of both Planning and Zoning Commission and City Council members. The work plan should identify priorities to implement over a 2 to 5 year time period, including who will be responsible for what work and when, as well as budgetary needs and/or other resources necessary for the work. Continual work plan development and achievement will allow consistent and accurate tracking of Plan implementation. Lewiston City Code Sec. 2-41(b) authorizes City Council to form "ad hoc committees."	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) None, but the work plan described above is expected to have yet to be determined budgetary needs to implement it.	
ACTION PROPOSED Authorize creation of an ad hoc committee of the City Council to participate in a Comprehensive Plan work plan subcommittee with members of the Planning and Zoning Commission.	

Sec. 2-41. Advisory boards, commissions, and committees created.

- (b) *Ad hoc committees.* The city council may form ad hoc committees at its discretion for the purpose of making recommendations to the city council on specific issues. Once an ad hoc committee's specific task(s) is completed, such ad hoc committee shall be dissolved. Unless otherwise provided by city resolution, members of ad hoc committees shall be subject to the same rules and standards as members of advisory boards and commissions, as herein described.



CHAPTER 11 IMPLEMENTATION

OVERVIEW

This Chapter highlights a set of specific steps to achieve the Plan's goals and objectives outlined for the City and its community partners in Lewiston, Idaho. Recognizing that the implementation of these measures is an ongoing process, City leaders and staff should conduct annual assessments and prioritize strategic items. This flexibility is essential, as the goals and objectives may need to be adjusted over time to address changing demographics, the challenges posed by climate change, the promotion of resiliency, our focus on health, and adapting to evolving economic conditions. These considerations ensure that the Comprehensive Plan remains adaptable and responsive to the dynamic factors that influence the city's future development.

PLAN AMENDMENT AND MANAGEMENT

Throughout the coming decades, Envision Lewiston 2044 should be reviewed and updated to remain relevant to market conditions and development needs. A proactive regular review of this Plan should be conducted in association with the Work Plan described herein below, and amendments should be considered at that time. Amendments outside of the regular review in the Work Plan can be considered on as needed basis at the request of an applicant or the City. Proposed changes to the Comprehensive Plan may be approved if:

1. The proposed changes will help better realize the Plan's community vision.
2. The proposed changes provide additional clarity or direction.
3. The proposed changes are not in conflict with other goals and objectives of the Plan.
4. The proposed changes address changed conditions or issues not previously foreseen.

Implementation of Envision Lewiston 2044 will occur through pursuit of the Action Plan and related Work Plan, decisions on discretionary land use applications, and ongoing development and redevelopment. Most development and redevelopment projects will be led by the private sector, and the City will be responsible for reviewing all proposals to ensure that they comply with all applicable regulations. In some cases, the City may choose to assist with development plans that have a strategic fit with the comprehensive plan. The Plan will be implemented through the adoption of regulations and ordinances in the Municipal Code, but discretionary review processes, such as annexations and rezonings, include opportunities to achieve compliance with comprehensive plan objectives not yet translated into code.

As part of the development review process, the City should consider the following decision-making criteria for rezoning, zoning, and criteria.

DECISION-MAKING CRITERIA

In evaluating zoning, rezoning, development proposals, capital investments, and requests for financial participation in projects, the City should determine that a project meets most of the following criteria for it to be considered compatible with the Future Land Use Map.

The proposed project should:

1. Help Lewiston achieve the Plan's Vision, Themes, and Goals.
2. Include uses compatible with the Future Land Use Map and land use categories.
3. Enhance and protect natural and built amenities and infrastructure.
4. Demonstrate that the project's travel demand and infrastructure estimates can be accommodated by existing and planned facilities.
5. Demonstrate that the life-cycle costs to the public of constructing, maintaining, and operating infrastructure included in the project will create a positive fiscal impact for the City in the short- and long-term.

IMPLEMENTATION OF THE ACTION PLAN

The implementation of the Action Plan, found in Appendix A, is best pursued through a Work Plan, as described herein below, and is essential for achieving the community Vision and Plan Themes. It guides zoning and regulation changes, partnerships, capital investments, and program creation. Resources and partnerships must align with annual budgeting and capital planning. Actions fall into categories such as Regulatory Reform, Capital Projects, Plans or Studies, and Programs or Resources. Regulatory Reform updates development rules. Capital Projects are crucial infrastructure investments. Plans or Studies address specific needs. Programs or Resources engage the community. Actions have priorities (Low, Medium, High), timelines (Short-term, Mid-term, Long-term), and rough cost estimates (\$, \$\$, \$\$\$). This ensures adaptable, responsive Comprehensive Plan implementation, supporting Lewiston's growth and development. The resources and partnerships required for each action should be considered in conjunction with annual budgeting and capital planning. Actions are outlined by the following elements:

Type

- Regulatory Reform: some development regulations and standards will need to be updated to ensure consistency with the goals and objectives in this Plan.
- Capital Project: these major infrastructure investments and funding partnerships are specifically relevant to the implementation of the Comprehensive Plan goals and objectives but should be considered in conjunction with other capital improvements and related plans to determine priorities, project efficiencies, and timing of capital improvement expenditures.
- Plan or Study: specific locations or initiatives that may require direction at a more detailed level than what is established in this Comprehensive Plan. These include site-specific development guidelines, master and/or subarea plans, and feasibility or funding studies. These plans and studies may be done by City Staff and/or consultants alongside an advisory committee made up of community members and other identified partners.
- Program or Resource: these may include developing an educational program, marketing campaign, or a repository of resources to inform the public, encourage civic engagement, and overall, invite the community to contribute to the success of the Comprehensive Plan efforts. Programs and resources may also involve seeking or continuing collaborative efforts (i.e., partnerships) with local and regional organizations.

Priority

This indicates the known level of priority at the moment of developing the Plan. This priority is expected to guide initial decision-making but will need to be updated as Lewiston's leadership reassesses priorities and funding opportunities year after year.

- Low: This should be done if time permits but can be postponed.
- Medium: should be done as resources become available and after urgent needs are met.
- High: satisfies urgent needs and/or capitalizes on immediate resources (funding, partnerships, etc.) to be easily implemented.

Implementation Timeline

- Short-term: 0-5 years
- Mid-term: 5-10 years
- Long-term: 10-20 years or more, except that this term may include action items that should &/or will be done short-term and mid-term, as well because they are items that are or will be on-going into the long-term.

Anticipated Cost

This indicates a rough estimate range. Precise costs will be evaluated by City leadership at the time of implementing each strategy.

- \$: anticipated cost less than \$20,000
- \$\$: anticipated cost of \$20,000 - \$100,000
- \$\$\$: anticipated cost over \$100,000

PRIORITIZATION CONSIDERATIONS

Ultimately, the City Council prioritizes the implementation of this Plan. Decisions are made based on a variety of changing conditions and priorities. Prioritization may change based on changing funding levels and/or sources (e.g., grant funding that must be used for a certain type of project); new opportunities for partnerships; and the emergence of new private development projects. The following criteria can assist the City in determining the priority of actions to implement:

- Improvements to Community Health, Safety, and Welfare: actions that involve projects that improve public health, safety, and welfare.
- Compliance with Code: actions ensure code compliance.
- Ease of Implementation: actions that capitalize on opportunities to be easily implemented (i.e., low cost with large gains, staff capacity, development-ready projects, vacant property, etc.).
- Contributes to Community: actions that provide benefit to a large number of people within the community, contribute to Community Vision and Themes, and balance needs across the community.
- Allows Partnerships for Funding: actions that leverage partnerships for funding (i.e., regional partners, federal or state grants, private sources, etc.).
- Satisfies an Urgent Need: actions that satisfy urgent needs within the community (i.e., transportation and safety improvements).
- Completes Phasing of Current Projects: actions that complete phases of current projects that are yet to be completed.

PLAN INTEGRATION

City leadership and staff should ensure consistency between the Comprehensive Plan and development proposals, the land use codes, and infrastructure capacity. Additionally, the City should work to integrate the Plan's actions into the Capital Improvement Plans to ensure implementation. For this reason, the development of an annual work plan is recommended.

WORK PLAN

Periodically City Leadership and Staff in Lewiston, Idaho, should collaborate to create a Work Plan that outlines key strategies for the next two to five years. This Work Plan should serve as a roadmap for how the City will implement the Action Plan. This approach, allows leadership to evaluate evolving priorities and effectively leverage existing resources and partnerships. Such proactive planning fosters continued and consistent progress in fulfilling the vision of the Comprehensive Plan. The Work Plan should be compiled consistently, every two to five years, but at minimum prior to the designated completion date of the previous Work Plan. A drafted Work Plan should be presented to the Planning Commission and City Council for consideration. The Work Plan should at minimum identify the following:

- The overall progress on the Action Plan and the status of all actions recommended in the Action Plan (ex. not started, underway, or completed).
- Evaluation of progress from the previous Work Plan including an identification of which tasks were not completed as planned or are currently underway.
- Compiled task list of actions to be started, completed, or continued in the designated time period.
- Identification of which department, group or party is responsible for carrying out each action.
- Identification of projected timeline for each action to be worked on and the anticipated completion date for the Work Plan.
- Identification of funding resources for actions as needed.
- Recommended amendments to the Action Plan to ensure actions are still relevant to both market conditions and compatible with the goals and objectives of the Comprehensive Plan.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE ORDINANCE 4922	AGENDA NO. IV. E. 1. a. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Lewiston City Code Chapter 21, Business Licensing, requires vendors doing business at a licensed event to obtain a business license. Some of these vendors do not have a permanent business location and only conduct sales at events. Most of those vendors are very low-profit vendors, selling almost more like a hobby and not as a meaningful source of income. It has come to the attention of staff, from complaints from these vendors, that the current requirement for them to have a business license is a deterrent to them participating in events in Lewiston due to the cost of the license and related annual renewals. For example, a vendor just selling crafts, wares, produce, or homemade foods at the farmer's market on a very small scale basis. Therefore, staff is asking City Council to consider removing the requirement that these vendors obtain a business license if/when they only do business at a licensed event. In such case, the event will still need to obtain an event license. Such event license will cover all vendors at the event, except for mobile food vendors and those that have bona-fide business locations outside of event sales sites. As a matter unrelated to the one described above, staff also asks that City Council consider amending the code to exempt minors (persons under the age of 18 years) from business licensing requirements, which discourage them from entrepreneurship in their youth.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) It is anticipated that an annual revenue loss of approximately \$9,000 will occur from this code amendment.	
ACTION PROPOSED Approve the code amendment to exempt the event vendors and minors described herein above from having to obtain a business license, via Ordinance 4922.	

CITY ORDINANCE NO. 4922

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 21-1(d) OF LEWISTON CITY CODE TO ADD ADDITIONAL EXEMPTIONS; AMENDING SECTION 21-2 OF LEWISTON CITY CODE TO ADD ADDITIONAL DEFINITIONS; AMENDING SECTION 21-73 OF LEWISTON CITY CODE REGARDING EVENT VENDOR LICENSING REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code § 21-1(d) is hereby amended as follows:

Sec. 21-1. Statutory authority; conflicts; license required; exemptions.

...

(d) The provisions of this chapter shall not apply to:

...

(10) Event vendors;

(11) Persons under the age of eighteen (18).

SECTION 2: Lewiston City Code § 21-2 is hereby amended as follows:

Sec. 21-2. Definitions.

For purposes of this chapter, the following words shall have the meanings indicated, unless the context clearly requires otherwise:

...

Event Vendor means a person that offers a product or service for sale, rent or hire at an event licensed pursuant to article IX of this chapter, except any mobile food vendor or temporary vendor.

...

SECTION 3: Lewiston City Code § 21-73 is hereby amended as follows:

Sec. 21-73. Applicability of article.

In addition to the requirements in article I of this chapter, the regulations set out in this article shall apply to events, as defined in article I of this chapter, in the city, as follows:

...

(2) Any event lasting seven (7) consecutive days or less at which two (2) or more event vendors are present shall be required to be licensed by the promoter/organizer thereof, subject to submittal and approval of the following:

...

d. Submittal of an event vendor identification and contact list on a form provided by the city.

(3) Any mobile food vendor participating in an event licensed pursuant to this article shall be required to hold his or her own business license but shall not be required to obtain a temporary vendor license pursuant to article VIII of this chapter to participate in the event.

SECTION 4: This ordinance shall take effect and be in full force from and after its passage and publication.

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 LEWISTON WWTP WATERLINE EXTENSION: CE&I AMENDMENT	AGENDA NO. IV. F. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The Lewiston WWTP Waterline Extension construction project was awarded to Crea Construction by City Council on 07/22/2024 and signed by the Mayor on 07/23/2024. The City will now need to provide Construction Engineering & Inspection (CE&I) for the project. It was planned that the design engineering firm, Keller Associates, Inc. would provide those services. These would be scoped with a contract amendment and approved if the construction contract was awarded. The contract amendment was scoped and budgeted and has been signed by Keller.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The Amendment scope for CE&I is \$99,500. It is budgeted for in the Wastewater budget for the WWTP Waterline Extension project. Funds for the project were appropriated in the FY24 Wastewater Budget.	
ACTION PROPOSED Staff recommends approval of Amendment with Keller Associates, Inc. in the amount of \$99,500 for CE&I of the Lewiston Wastewater Treatment Plant Waterline Extension and authorize the Mayor to execute the contract amendment.	

**FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF LEWISTON AND KELLER ASSOCIATES, INC.**

THIS FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON AND KELLER ASSOCIATES, INC. (“First Amendment”) is entered into by and between the City of Lewiston, an Idaho municipal corporation (“City”), and Keller Associates, Inc., an Idaho Corporation (“Consultant”). City and Consultant may also individually be referred to as “Party” or collectively as “Parties.”

WHEREAS, the Parties entered into a Professional Services Agreement on March 8, 2023 (collectively “the Agreement”) for professional services associated with the Wastewater Treatment Plant Waterline Extension;

WHEREAS, Section IV.G of the Agreement provides that the Agreement may be amended only by a writing duly executed by both Parties; and

WHEREAS, the Parties desire to amend the Agreement as set forth herein.

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

SECTION 1: Section II.A (Professional Services) is hereby amended as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 2: All other provisions of the Agreement shall remain in full force and effect as if set forth fully herein.

Signature page to follow

EXHIBIT A

AMENDMENTS TO SCOPE OF SERVICES

Nature of Amendment:

The original agreement signed by the Owner on March 8, 2024 included services through the bidding phase with the option to add construction phase services by amendment. The Owner has requested that Consultant provide construction phase services including construction engineering and observation as outlined in this amendment.

Description of Modifications:

Add the following scope of services to the Agreement:

TASK 1: PROJECT MANAGEMENT

- Add an additional 5.5 months of project management services for the Construction Phase of the Project.

TASK 5: CONSTRUCTION PHASE SERVICES

This task includes the engineering services to support the Owner during the construction of the project by one prime Contractor. Consultant is anticipated to serve as the Owner's representative during construction. Consultant's level of effort during construction is often affected by the selected Contractor. The fee estimate, level-of-effort projections, and schedule assumptions represent Consultant's professional judgment. As activities progress, it may become apparent some modifications to this scope are necessary due to changes in the Contractor's schedule and work. Consultant will advise the Owner of such issues and any fee and/or schedule impact prior to implementing revised activities. In performing construction phase services, Consultant tasks are anticipated to be limited to the following:

Consultant Responsibilities:

- 5.1. Contract Documents. Incorporate addenda and prepare construction documents for distribution to Owner and Contractor. Addenda will be included as an attachment to the specifications rather than fully integrating them into the plans and specifications.
- 5.2. Pre-Construction Meeting. A pre-construction conference will be chaired by the Consultant and attended by the Owner, the Contractor, major suppliers, and subcontractors. The purpose of this meeting will be to establish lines of communication as well as procedures and timelines for the job. Consultant will prepare meeting agenda and meeting notes to be distributed to attendees.
- 5.3. Construction Meetings. Conduct onsite construction progress meetings every two weeks with Owner and Contractor representatives and distribute meeting agenda and subsequent meeting notes with action items to attendees. Meetings to be held during periods of active construction.
- 5.4. Submittals. Review Contractor's submittals for general conformance to the specified materials and methods noted in the design plans and specifications. Reviews will not specify Contractor techniques, sequencing, procedures, means, or methods of construction or to safety precautions.
- 5.5. Construction Admin Support. Respond to requests for information, review and recommend to Owner of the Contractor pay requests and field order requests.

- 5.6. Change Orders and Work Change Directives. Support in review of change orders and work change directives.
- 5.7. Construction Observation Services. Consultant will provide a Resident Project Representative to observe onsite construction activities. Such visits and observation are not intended to be an exhaustive or continuous check or a detailed inspection of the Contractor's work but rather are to allow the Consultant to become familiar with the work in progress and to assess, in general, if the work is proceeding in accordance with the contract documents. Based on these observations, the Consultant shall keep the Owner informed about the progress of the work and shall endeavor to guard the Owner against known defects and deficiencies observed in the work. Consultant will maintain construction observation logs using the Owner's Cartegraph software that Consultant will be provided with login information for. In completing these services, it is recognized that the Contractor is solely responsible for furnishing and performing the work in accordance with the contract documents. The level of involvement during construction can be adjusted as requested by the Owner and will be managed by Consultant to remain within the budgeted amount. Owner will be notified if budgeted amount is being exhausted more quickly than expected.
- 5.8. Operations and Maintenance Manual. Consultant will receive from the Contractor an operation and maintenance manual for the pressure reducing stations. The Consultant will review and approve the manual. Reviewed manual will be forwarded to the Owner for their records.
- 5.9. Record Drawings. The Record Drawings will be developed using the Contractor maintained set of "Red-line" drawings and will show locations of installed components of the Project as identified by the Contractor. These Record Drawings will show significant changes made during construction. Contractor drawings will be reviewed, noted and submitted to Owner. Additionally, record drawing information will be used to update CAD basemaps and export GIS shapefiles of the completed water mains. Shapefiles to include pipelines, valves, and hydrants. Record CAD basemaps and GIS shapefiles will be submitted to Owner.
- 5.10. Substantial and Final Completion Inspections. Hold a Substantial Completion inspection with Owner Staff for the purpose of issuing a Notice of Substantial Completion to the Contractor. This Substantial Completion inspection will include the development of a "punch-list" for the Owner to use as the Contractor's final work to be completed. A final walkthrough will be held at the site to check that punch list items have been completed.
- 5.11. Project Closeout. Following completion of work by Contractor, Consultant will coordinate project closeout between the Owner and the Contractor. This includes requesting from the Contractor record drawings, operation and maintenance manuals, releases from parties who are entitled to claims against the project, and letter from bonding company extending bonds for warranty period.

Owner Responsibilities:

- Review and process Contractor pay requests, change orders and other construction related documents.
- Attend construction meetings.
- Provide Consultant with login access to Owner's Cartegraph software.

Assumptions:

- Budget assumes up to 4 months of construction (3 months to substantial, 1 month to final completion) and 1 month for project closeout.
- Work will be performed by one General Contractor.
- Contractor will provide construction staking services as well as record survey (if required).

- Material testing services such as soil compaction, concrete, asphalt, steel, pipe pressure, and bacteria will be provided by the Contractor. Contractor shall also be responsible for any specialty inspection services as outlined in the contract documents.
- Budget assumes up to 30 submittals reviews, 10 resubmittal reviews, 15 RFIs, 5 field orders, and 3 change orders. Consultant will notify the Owner that the Consultant is commencing an additional service when any of these limitations have been reached.
- Budget assumes up to 2.5 months (approximately 11 weeks) of full-time construction observation based upon 40 hours per week over this time period. It is assumed that field work by the Contractor will only occur over 2.5 months of their total schedule. If additional time is required to complete this work and the Owner desires Consultant to extend the construction observation schedule, an amendment will be needed.
- Claims support services, if required, will be provided as an additional service.
- Additional professional time for correspondence and meetings, due to an Owner initiated change in the project design, and/or project support above and beyond that described is considered an additional service.
- Consultant shall not be responsible for any decision made regarding the Contract Documents, or any application, interpretation, clarification, or modification of the Construction Contract Documents, other than those made by Consultant.
- Consultant will not supervise, direct, or have control over the Contractor's work. Contractor will have sole responsibility for the means, methods, jobsite safety and for performing work in accordance with the contract documents.
- Because Record Drawings are based on unverified information provided by other parties, the Consultant does not warrant their accuracy.
- Startup services are assumed to end at the final completion date for construction. Ongoing support services and 11-month warranty service, if requested by the Owner, will be provided separately as an additional service.

Deliverables:

- Two paper copies and one electronic (PDF) copy of the Contract documents will be delivered to Owner.
- One paper copy and one electronic (PDF) copy of the Contract documents will be delivered to Contractor.
- Pre-construction meeting agenda and meeting notes.
- Submittal reviews.
- Substantial and final completion checklists.
- Copies of inspection logs or photos, upon request of Owner.
- One electronic (PDF) copy of construction plans marked "Record Drawings".
- CAD basemaps and GIS shapefiles of Record Drawings.
- One electronic (PDF) copy of the Operations and Maintenance Manual provided to the Owner.

Compensation Summary:

Task	Billing Basis	Original Agreement	This Amendment	Total
Task 1: Project Management	LS	\$2,000	\$1,600	\$3,600
Task 2: Update Feasibility Technical Memorandum	LS	\$8,400	\$0	\$8,400
Task 3: Final Design (Alternative #1)	LS	\$76,900	\$0	\$76,900
Task 4: Bidding Services	LS	\$2,300	\$0	\$2,300
Task 5: Construction Phase Services	T&M	\$0	\$97,900	\$97,900
Total		\$89,600	\$99,500	189,100

Schedule:

Add the following project schedule items.

Task	Schedule (calendar days)	Comments
Task 5 – Construction Phase Services	160 days	Construction phase services will commence when Owner has issued a Notice of Award to the Contractor. Services are assumed to be completed within 160 days of Notice of Award. Assumes approximately 30 days for Owner to enter into Agreement with Contractor, 90 days for construction, and 30 days for project closeout following completion of construction.

EXHIBIT B

AMENDMENTS TO SPECIAL PROVISIONS

None



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE PUBLIC HEARING: ZA-01-24	AGENDA NO. V. A. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The Zoning Code has, within various zoning districts, standards and other requirements that are under the purview of the Public Works Department. The Zoning Code is administered by the Community Development Department, with additional authority of the Planning and Zoning Commission. The Community Development Department and Planning and Zoning Commission have no authority over Public Works Department standards or requirements. Therefore, it is most appropriate that such standards and requirements be removed from the Zoning Code, as agreed to by Public Works. The Planning and Zoning Commission conducted a public hearing on this matter and, after having received no public testimony, recommended that this Zoning Code amendment be approved by City Council.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) No budget impact has been identified in association with this proposal.	
ACTION PROPOSED Approve Zoning Code amendment, ZA-01-24 to remove Public Works Departments standards and requirements from the Zoning Code via Ordinance 4920.	

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Lewiston City Council will conduct a public hearing at which you may provide testimony on Monday August 12, 2024. The meeting will begin at 6:00 p.m.

**LEWISTON CITY LIBRARY
2ND FLOOR MEETING ROOM
411 D STREET
LEWISTON, ID 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 Youtube page or the City's website at cityoflewiston.org.

Testimony for public hearings may be made: in-person at the meeting, by emailing Tanya Brocke at tbrocke@cityoflewiston.org, or by calling (208) 746-3671 ext 6202.

This public hearing will be to determine approval or denial of the following proposal:

ZONING CODE AMENDMENT, ZA-01-24, PUBLIC WORKS REQUIREMENTS IN THE ZONING CODE: The Council will consider a Zoning Code Amendment to remove from the Zoning Code various provisions throughout zoning districts that are under the authority of the Public Works Department, such as but not limited to requirements for the installation of street improvements and dedication of street right of way. The Planning and Zoning Commission has recommended that this amendment be approved by City Council.

FOR FURTHER INFORMATION AND TO SUBMIT TESTIMONY, contact the City Clerk at (208) 746-3671, ext. 6202.

Hearing notice publication date: Sunday July 28, 2024.

the reasoned statement that the plat does not comply with section 32-20(a) but the plat scale exceeds the requirement by providing a more detailed drawing of the plat and is hereby waived. The motion carried 5-0.

V. PUBLIC HEARING AND SUBSEQUENT DELIBERATION AND RECOMMENDATION TO CITY COUNCIL ON ZONING CODE AMENDMENT, ZA-01-24, PUBLIC WORKS REQUIREMENTS IN THE ZONING CODE (ACTION ITEM)

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

Staff Hollingshead provided a verbal summary of the zoning code changes for amendments of Public Works requirements in the Zoning Code. Staff Hollingshead stated that the amended sections are covered in other parts of City Code.

Staff Tengono clarified that section 37-93.5 is the only section of City Code that requires the dedication of right of way and it does not exist anywhere in Public Works section of City Code.

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

After deliberation and discussion, Commissioner Wolf and Branson moved and seconded, respectively, to recommend approval of ZA-02-24 to the City Council. Motion passed 5-0.

VI. STAFF-COMMISSION COMMUNICATIONS

A. Query of Commissioners for the July 24, 2024 meeting

Staff Hollingshead stated there are no land use applications submitted for next meeting and the Commission can consider canceling that meeting. At the first meeting in August there will be discussion of creating a sub-committee for the execution of the Comprehensive Plan.

Staff Tengono stated she will not be present at the first meeting in August.

The Commission decided to cancel the July 24, 2024 meeting.

VII. ADJOURN

There being no further business, Vice Chair Iacoboni and Commissioner Branson moved and seconded, respectively, to adjourn. The motion carried 5-0 and the Planning and Zoning Commission meeting adjourned at approximately 6:09 p.m.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE FIRST READING: ORDINANCE 4920	AGENDA NO. V. B. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) This Ordinance 4920 is proposed, in association with Zoning Code Amendment ZA-01-24, to remove Public Works standards and requirements from the Zoning Code, as father described in agenda item VI.A.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) No budget impact has been identified in association with this agenda item.	
ACTION PROPOSED Approve Ordinance 4920.	

CITY ORDINANCE NO. 4920

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTIONS 37-61, 37-66, 37-69.2, 37-73, 37-79, AND 37-83 OF THE LEWISTON CITY CODE TO REMOVE REFERENCES TO DEVELOPMENT STANDARDS FOR SIDEWALKS; AMENDING SECTION 37-93.5 OF THE LEWISTON CITY CODE TO REMOVE DEDICATION OF RIGHT-OF-WAY; AMENDING SECTION 37-93.6 OF THE LEWISTON CITY CODE TO REMOVE THE REQUIREMENT THAT STORMWATER CONTROLS BE INCORPORATED INTO LANDSCAPE BUFFERS AND STATEMENTS OF ANTICIPATED TRAFFIC GENERATION; AMENDING SECTION 37-93.8 TO ADD THE CITY ENGINEER AS ADMINISTRATOR AND REMOVE SIDEWALK STANDARDS; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code § 37-61 is hereby amended as follows:

Sec. 37-61. Development standards.

In a C-1 zone, the following development standards shall apply and be in force:

...

~~(10) Sidewalks: Portland cement concrete sidewalks shall be required in all commercial zones. See section 32-45(c) of this Code.~~

SECTION 2: Lewiston City Code § 37-66 is hereby amended as follows:

Sec. 37-66. Development standards.

In a C-2 zone the following development standards shall apply and be in force:

...

~~(9) Sidewalks: Portland cement concrete sidewalks shall be required in all commercial zones. See section 32-45(c) of this Code.~~

SECTION 3: Lewiston City Code § 37-69.2 is hereby amended as follows:

Sec. 37-69.2. Development standards.

In a C-3 zone, the following development standards shall apply and be in force:

...

~~(10) Sidewalks: Portland cement concrete sidewalks shall be required in all commercial zones. See section 32-45(c) of this Code.~~

SECTION 4: Lewiston City Code §37-73 is hereby amended as follows:

Sec. 37-73. Development standards.

In a C-4 zone, the following development standards shall apply and be in force:

...

~~(10) Sidewalks. Portland cement concrete sidewalks shall be required in all commercial zones. See section 32-45(e) of this Code.~~

SECTION 5: Lewiston City Code § 37-79 is hereby amended as follows:

Sec. 37-79. Development standards.

In a C-5 zone, the following development standards shall apply and be in force:

...

~~(9) Sidewalks. Portland cement concrete sidewalks shall be required in all commercial zones. See section 32-45(e) of this Code.~~

SECTION 6: Lewiston City Code § 37-83 is hereby amended as follows:

Sec. 37-83. Development standards.

In a C-6 zone, the following development standards shall apply and be in force:

...

~~(10) Sidewalks. Portland cement concrete sidewalks shall be required in all commercial zones. See section 32-45(e) of this Code.~~

SECTION 7: Lewiston City Code § 37-93.5 is hereby amended as follows:

Sec. 37-93.5. Setbacks and yards.

(a) *Planning Area A.*

...

~~(4) Dedication of right-of-way: Dedication to the city of a minimum ten (10) feet of property abutting and parallel to Bryden Avenue shall be required of development along Bryden Avenue. Dedication shall be required at the time of new development or at major remodeling.~~

SECTION 8: Lewiston City Code § 37-93.6 is hereby amended as follows:

Sec. 37-93.6. Standards for Development.

(a) *Planning Area A.*

...

(8) The following parking standards shall apply:

...

~~f. Stormwater controls shall be incorporated into required landscaped buffers.~~

~~g.f.~~ Reduction in parking stall size may be allowed upon approval of the city engineer.

~~(9) New construction or major remodeling within Planning Area A shall require a statement of anticipated traffic generation signed and stamped by a design professional licensed in the State of Idaho. The statement of traffic generation shall include:~~

- ~~a. A statement of anticipated average trips per day;~~
- ~~b. A statement of anticipated peak-hour trips.~~

~~Within fifteen (15) days of submittal of the statement of anticipated traffic generation, the city engineer shall determine if a traffic impact analysis meeting City of Lewiston standards will be required. Implementation of the recommendations of a traffic impact analysis shall be the responsibility of the applicant/developer.~~

~~(10)~~(9) Signage for individual businesses shall meet the requirements of chapter 30 of this Code.

- a. The number of freestanding signs, as defined in chapter 30 of this Code, shall be limited to one (1) per two hundred (200) linear feet of Bryden Avenue frontage;
- b. Maximum sign height for such freestanding signs shall not exceed thirty (30) feet.

SECTION 9: Lewiston City Code § 37-93.8 is hereby amended as follows:

Sec. 37-93.8. Access, streetscape, and sidewalks.

(a) Planning Area A.

(1) Access to/from Bryden Avenue, as administered by the city engineer, shall be limited to:

- a. One (1) access per one hundred (100) linear feet of curb as measured from the edge of right-of-way at the intersection of Bryden Avenue and streets designated as arterials or residential collectors;
- b. Or, where access to a property from Bryden Avenue would be eliminated by subsection (a)(1)(a) of this section, a single access shall be allowed to the property no more than twenty-six (26) feet in width.

...

~~(7) Sidewalks shall be constructed to standards published as City of Lewiston Standard Drawing D-4A (Residential Collector), Option 1 or Option 2, as determined by the public works director or his/her designee. Option 1 will be utilized unless existing sidewalk placement makes Option 1 unsafe or impractical.~~

(b) Planning Area B.

(1) As administered by the city engineer, ~~no~~ commercial access to local residential or residential collector streets shall be allowed across property with an established residential use.

~~(2) At the time of new construction or major remodeling, sidewalk and curbing shall be installed along all rights-of-way abutting the subject property or properties.~~

SECTION 10: This ordinance shall take effect and be in full force from and after its passage and publication.

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 PUBLIC HEARING: ZA-02-24	AGENDA NO. V. C. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The Zoning Code prohibits the use of prefabricated containerized transport containers (shipping containers) as buildings, except in the Industrial, Port, and Airport Zoning Districts. However, owners of residentially and commercially zoned properties have installed them throughout the city. The City Council considered this matter at their 6/3/24 work session and directed staff to initiate a Zoning Code amendment to remove this prohibition from the code. This would mean that shipping containers can be regulated by the Zoning Code and owners of residentially and commercially zoned properties have the opportunity to legally have them. The Planning and Zoning Commission conducted a public hearing on this matter on 6/26/24 and, after having received no public testimony, recommended that this Zoning Code amendment, ZA-02-24, be approved by City Council.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) An unknown, but insignificant, amount of revenue will result from associated building permit fees.	
ACTION PROPOSED Approve ZA-02-24 to remove the Zoning Code provision prohibiting the use of shipping containers as buildings on residentially and commercially zoned properties and amend the definition of "building" to include shipping containers via Ordinance 4921.	

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Lewiston City Council will conduct a public hearing at which you may provide testimony on Monday August 12, 2024. The meeting will begin at 6:00 p.m.

**LEWISTON CITY LIBRARY
2ND FLOOR MEETING ROOM
411 D STREET
LEWISTON, ID 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 Youtube page or the City's website at cityoflewiston.org.

Testimony for public hearings may be made: in-person at the meeting, by emailing Tanya Brocke at tbrocke@cityoflewiston.org, or by calling (208) 746-3671 ext 6202.

This public hearing will be to determine approval or denial of the following proposal:

ZONING CODE AMENDMENT, ZA-02-24, SHIPPING CONTAINERS: Lewiston City Code, Sec. 37-129 prohibits the use of shipping containers as storage buildings in all zoning districts except the Industrial, Port, and Airport Zoning Districts. Lewiston City Council, at their work session meeting on June 3, 2024, directed staff to begin the public hearing process to remove this prohibition from city code. A related amendment to the definition of "building" in city code is also proposed. The Planning and Zoning Commission has recommended that this amendment be approved by City Council.

FOR FURTHER INFORMATION AND TO SUBMIT TESTIMONY, contact the City Clerk at (208) 746-3671, ext. 6202.

Hearing notice publication date: Sunday July 28, 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.

Sec. 37-129. - Use of prefabricated containerized transport units as accessory buildings or storage units.

(a) The use of prefabricated containerized transport containers or dry freight containers as accessory buildings or storage buildings shall not be permitted in the City of Lewiston on property with residential (R), local commercial (C-1), tourist commercial (C-2) or central commercial (C-5) Zones. Said units may be placed on other property zoned commercially (C-3, C-4 or C-6) on a temporary basis subject to the following limitations:

- (1) The unit may not be placed on the property for longer than a period of ninety (90) days in any calendar year;
- (2) The unit shall not be located in any setback required in the zone nor may it be placed in any clear vision area or required landscaping area;
- (3) The unit shall not be located so as to reduce the number of parking or loading spaces below the minimum required for the use of the property;
- (4) Any such unit placed with ancillary compressors, chillers or other similar devices which produce audible noise shall be so placed and located so that the noise generated by said device shall be inaudible from any adjacent residential uses.

Said temporary uses shall be subject to the approval of the community development department upon receipt of a site plan clearly showing the following information:

- (1) The location of the existing buildings, structures, parking and loading areas, required landscaping and setbacks, signs and other physical features of the site;
- (2) Use of adjacent properties;
- (3) Size and location of the unit proposed to be located on the site and the proposed use of said unit;
- (4) Other information as may be reasonably required by the community development department in order to properly evaluate the request.

A building permit shall be required for the placement of these structures; said permit shall be in conformance with the requirements for said permits under the Lewiston City Code.

(b) Said units may be placed on any property zoned port (P), airport (A) or manufacturing (M) subject to the receipt of a building permit and conformance to the setback requirements of the zone in which the unit is to be located.

This prohibition does not preclude their use in conjunction with bona-fide shipping and transport activities.

(Ord. No. 4108, § 2, 8-15-94)

8-12-24 CC Mtg
 Agenda items N.C. + V.D.,
 Shipping containers

City of Lewiston News

Posted on: August 8, 2024

RULES FOR USE OF SHIPPING CONTAINERS AS BUILDINGS

The Lewiston City Council is considering a change to the zoning code that could allow shipping containers on residential and commercial properties. The Council will hear public comments on this proposal at their regular meeting on Monday, August 12th.

Current Situation:

Right now, Lewiston's City Code does not allow shipping containers in residential zones and only temporarily in commercial zones. The proposed amendment would change that.



Here are the proposed changes:

Residential Properties:

A shipping container would be allowed and require a permit if:

- The floor area is more than 200 square feet.
- It's a multi-story structure or has multiple containers stacked.
- It's attached to another building.
- It's used for living, working, or storing hazardous materials.
- It has plumbing, electrical, or mechanical systems installed.
- It's on a hillside or in a floodplain.

A shipping container would be allowed, but not require a permit if:

- The floor area is 200 square feet or less.
- It's a single-story structure with only one container.
- It's detached from other buildings.
- It's not used for living, working, or hazardous material storage.
- It's not on a hillside or in a floodplain.

Location on Property:

- Must be at least 3 feet away from rear or side property lines.
- Must follow front and side yard setback rules (usually 20 feet and 15 feet, respectively).
- Cannot reduce the number of required parking spaces.
- Must not block the view at street intersections or driveways for safety.

Commercial Properties:

A shipping container would be allowed and require a permit if:

- The floor area is more than 120 square feet.
- It's a multi-story structure or has multiple containers stacked.
- It's attached to another building.
- It's used for working or hazardous materials storage.
- It has plumbing, electrical, or mechanical systems installed.
- It's on a hillside or in a floodplain.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE FIRST READING: ORDINANCE 4921	AGENDA NO. V. D. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Ordinance 4921 proposes to remove from the Zoning Code the prohibition of the use of shipping containers as buildings on residentially and commercially zoned properties, as further described in agenda item VI.C.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) As described in agenda item VI.C	
ACTION PROPOSED Approve Ordinance 4921.	

CITY ORDINANCE NO. 4921

AN ORDINANCE OF THE CITY OF LEWISTON REPEALING AND RESERVING SECTION 37-129 OF THE LEWISTON CITY CODE RELATED TO THE USE OF PREFABRICATED CONTAINERIZED TRANSPORT UNITS AS ACCESSORY BUILDINGS OR STORAGE UNITS; AND AMENDING SECTION 37-3 TO AMEND THE DEFINITION OF "BUILDING" TO INCLUDE SHIPPING CONTAINERS; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code § 37-129, "Use of prefabricated containerized transport units as accessory buildings or storage units," is hereby repealed in its entirety and reserved for future use.

SECTION 2: Lewiston City Code § 37-3 is hereby amended as follows:

Sec. 37-3. – Definitions.

As used in this chapter:

...

Building means any structure having a roof supported by walls, posts, or columns and built for the shelter of persons, animals, or property of any kind. This term shall include shipping, ocean, intermodal, and sea cargo containers and other similar prefabricated containerized transport units.

...

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____ 2024.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

ORDINANCE NO. 4921

CITY OF LEWISTON
FISCAL YEAR 2024 BUDGET AMENDMENTS
PUBLIC HEARING NOTICE
AUGUST 12, 2024 6:00 P.M.

Notice is hereby given that the City Council of the City of Lewiston will hold a public hearing for consideration of an amendment to the 2024 fiscal year budget by appropriating monies received by the City of Lewiston, said hearing to be held at the Lewiston City Library, 2nd Floor, 411 D Street, Lewiston Idaho, at 6:00 p.m., on the twelfth day of August 2024.

That the additional sum of \$15,518,630 be appropriated out of the following revenues:

Proposed Revenues

General Fund - Reserves	4,062,250
General Fund - Recreation Donation	14,700
General Fund - Police - Reserves - FY23 Carryforward	28,590
General Fund - Police - Federal Grant	32,240
General Fund - Police - Donation	7,700
General Fund - Fire - State Grant	9,500
General Fund - Fire - Reserves - FY23 Carryforward	7,940
General Fund - Fire - Federal Grant	14,790
Capital Fund - Contributions - Airport Improvements	2,500,000
Capital Fund - Parks - Federal Grant	250,000
Capital Fund - Parks - Donation	126,600
Capital Fund - Transportation - Federal Grant	568,900
Capital Fund - Transportation - Reserves	45,100
Worker's Comp Fund - Reserves	350,000
Water Fund - Reserves - FY23 Carryforward	60,000
Water Fund - Federal Grant - WR070 Water Study	60,000
Water Fund - SRF Financing - WTP Construction	1,790,880
Water Fund - Contributions Pub Sources - WR100 ITD Waterline	894,500
Wastewater Fund - EBIs - WW060 Pipeline Replacement	400,000
Wastewater Fund - Reserves - WW060 Pipeline Replacement	2,550,000
Transportation Fund - Reimbursements	182,000
Library - State Grants	9,000
Library - Federal Grants	6,120
Fleet - Reserves - FY23 Carryforward	1,020,050
Fleet - Reserves - Aerial Fire Engine	108,980
Fleet - Federal Grant	93,480
ISS - Reserves - E911 Motorola Server	32,490
Public Transportation - Contribution from Public Sources	184,900
Public Transportation - Reserves	101,170
Public Transportation - ITD Donation	6,750

Total Revenues \$15,518,630

That the expenditures to be paid by these funds are as follows:

Proposed Expenditures

General Fund - Legislative - United Airlines Contract	4,000,000
General Fund - Legal - Ongoing Litigation	62,250
General Fund - Recreation - Movie Screen/Projector	14,700
General Fund - Police - PO 22303338 Radio Encryption Software	28,590
General Fund - Police - Grant: Motorola Consolettes	22,180
General Fund - Police - Grant: K9	10,060
General Fund - Police - Donation: K-9 Kennel	7,700
General Fund - Fire - Training Props	9,500
General Fund - Fire - PO 22303274 LN Curtis Ladders	4,160
General Fund - Fire - PO 22303520 - Cradlepoint Installation	3,780
General Fund - Fire - Grant: Motorola Consolettes	14,790
Capital Fund - Airport Improvements	2,500,000
Capital Fund - Parks - Pioneer Park ADA Project	250,000
Capital Fund - Parks - Pickleball Courts	126,600
Capital Fund - Transportation - TR070 Burrell Sidewalk Infill	614,000
Worker's Comp Fund - Self Insurance Claims	350,000
Water Fund - PO 22300492 - WR070 Water Study	120,000
Water Fund - WTP Construction	1,790,880
Water Fund - PO 22303172 - WR100 ITD Waterline	894,500
Wastewater Fund - WW060 Pipeline Replacement, Titan Technologies	2,950,000
Transportation Fund - Repair Damaged Lights Poles/Signal Bases	182,000
Library - Grant: Library Programs	14,000
Library - Grant: ICFL Conference Grant	1,120
Fleet - PO 22300585 Ambulances (x2)	469,240
Fleet - PO 22302571 Mower	160,650
Fleet - Sourcewell Contract #093021-ELG Sweeper	386,530
Fleet - FY23 Fire Rescue Pickup Trade	3,630
Fleet - Aerial Fire Engine	108,980
Fleet - Grant: Transit Buses	93,480
ISS - E911 Motorola Server	32,490
Public Transportation - RouteMatch Software & Equipment	70,410
Public Transportation - Community Center Bus Pullout	215,660
Transit - 2013 Ford Explore	6,750

Total Expenditures.....\$15,518,630

Expenditures of monies will be in accordance with the provisions of Section 50-1006, Idaho Code.

Dated July 17, 2024

Aimee M. Gordon, City Treasurer

Publish 8/4 & 8/11



FISCAL YEAR 2024 BUDGET AMENDMENTS

PUBLIC
HEARING





BUDGET PROCESS

AUGUST 12TH
COUNCIL MEETING

- FY24 Budget Amendments
Public Hearing
- FY24 Budget Amendments
Ordinance: 1st Reading
- FY25 Budget Public Hearing
- FY25 Appropriations
Ordinance: 1st Reading
- FY25 Tax Certification
Ordinance: 1st Reading





BUDGET PROCESS

AUGUST 19TH
SPECIAL MEETING

- FY24 Budget Amendments
Ordinance: 2nd Reading
- FY25 Appropriations
Ordinance: 2nd Reading
- FY25 Tax Certification
Ordinance: 2nd Reading





BUDGET PROCESS

AUGUST 26TH
COUNCIL MEETING

- FY24 Budget Amendments Ordinance: 3rd Reading & Adoption
- FY25 Appropriations Ordinance: 3rd Reading & Adoption
- FY25 Tax Certification Ordinance: 3rd Reading & Adoption
- Forgone Taxes Public Hearing & Resolution Approval



General Fund Cont.

Revenue

General Fund - Reserves	4,062,250
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Proposed Expenditures

General Fund - Council - United Airlines Contract	4,000,000
General Fund - Legal - Ongoing Litigation	62,250

Revenue

General Fund - Recreation Donation	14,700
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Proposed Expenditures

General Fund - Recreation - Movie Screen/Projector	14,700
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General Fund

Revenue

General Fund - Police - Reserves - FY23 Carryforward	28,590
General Fund - Police - Federal Grant	32,240
General Fund - Police - Donation	7,700

Proposed Expenditures

General Fund - Police Dept - PO 22303338 Radio Encryption Software	28,590
General Fund - Police Dept - Grant: Motorola Consolettes	22,180
General Fund - Police Dept - Grant: K9	10,060
General Fund - Police Dept - Donation: K-9 Kennel	7,700

Revenue

General Fund - Fire - State Grant	9,500
General Fund - Fire - Reserves - FY23 Carryforward	7,940
General Fund - Fire - Federal Grant	14,790

Proposed Expenditures

General Fund - Fire Dept - Training Props	9,500
General Fund - Fire Dept - PO 22303274 LN Curtis Ladders	4,160
General Fund - Fire - PO 22303520 - Cradlepoint Installation	3,780
General Fund - Fire Dept - Grant: Motorola Consolettes	14,790



Capital Fund

Revenue

Capital Fund - Contributions - Airport Improvements	2,500,000
Capital Fund - Parks - Federal Grant	250,000
Capital Fund - Parks - Donation	126,600
Capital Fund - Transportation - Federal Grant	568,900
Capital Fund - Transportation - Reserves	45,100

Proposed Expenditures

Capital Fund - Airport Improvements	2,500,000
Capital Fund - Parks - Pioneer Park ADA Project	250,000
Capital Fund - Parks - Pickleball Courts	126,600
Capital Fund - Transportation - TR070 Burrell Sidewalk Infill	614,000

3/25/2024 – Council Accepted Grant Funding

7/08/2024 – Council Approved the State Local Agreement w/ ITD



Workers Compensation

Revenue

Worker's Comp Fund - Reserves	350,000
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Proposed Expenditures

Worker's Comp Fund - Self Insurance Claims	350,000
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Water Fund

Revenue

Water Fund - Reserves - FY23 Carryforward	60,000
Water Fund - Federal Grant - WR070 Water Study	60,000
Water Fund - SRF Financing - WTP Construction	1,790,880
Water Fund - Contributions Pub Sources - WR100 ITD Waterline	894,500

Proposed Expenditures

Water Fund - PO 22300492 - WR070 Water Study	120,000
Water Fund - WTP Construction	1,790,880
Water Fund - PO 22303172 - WR100 ITD Waterline	894,500

Wastewater Fund

Revenue

Wastewater Fund - EBIs - WW060 Pipeline Replacement	400,000
Wastewater Fund - Reserves - WW060 Pipeline Replacement	2,550,000

Proposed Expenditures

Wastewater Fund - WW060 Pipeline Replacement, Titan Technologies	2,950,000
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3/25/2024 Council Awarded Project with a budget impact requiring a \$1.1M amendment

Transportation Fund

Revenue

Transportation Fund - Reimbursements	182,000
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Proposed Expenditures

Transportation Fund - Repair Damaged Lights Poles/Signal Bases	182,000
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Library Fund

Revenue

Library - State Grants	9,000
Library - Federal Grants	6,120

Proposed Expenditures

Library - Grant: Library Programs	14,000
Library - Grant: ICFL Conference Grant	1,120

Fleet Services Fund

Revenue

Fleet - Reserves - FY23 Carryforward	1,020,050
Fleet - Reserves - Aerial Fire Engine	108,980
Fleet - Federal Grant	93,480

Proposed Expenditures

Fleet - PO 22300585 Ambulances (x2)	469,240
Fleet - PO 22302571 Mower	160,650
Fleet - Sourcewell Contract #093021-ELG Sweeper	386,530
Fleet - FY23 Fire Rescue Pickup Trade	3,630
Fleet - Aerial Fire Engine	108,980
Fleet - Grant: Transit Buses	93,480



Information Systems & Security

Revenue

ISS - Reserves - E911 Motorola Server	32,490
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Proposed Expenditures

ISS - E911 Motorola Server	32,490
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Public Transportation Fund (Transit)

Revenue

Public Transportation - Contribution from Public Sources	184,900
Public Transportation - Reserves	101,170
Public Transportation - ITD Donation	6,750

Proposed Expenditures

Public Transportation - RouteMatch Software & Equipment	70,410
Public Transportation - Community Center Bus Pullout	215,660
Transit - 2013 Ford Explore	6,750

4/1/2024 Council approved NASPO Contract

6/12/2024 Council approved construction contract





FISCAL YEAR 2025 BUDGET

PUBLIC
HEARING



FIDUCIARY FUNDS

GENERAL

CAPITAL

WORKERS
COMP

WATER

WASTE
WATER

STORM
WATER

SANITATION

CEMETERY

ECONOMIC
DEV

TRANS-
PORTATION

LIBRARY

FLEET
SERVICES

INFORMATION
SYSTEMS

POLICE
RETIREMENT

PUBLIC
TRANSIT

PERPETUAL
CARE

Professionally managed investment funds held by the City to be used for the benefit of the individuals for whom the City is acting as a fiduciary.

Perpetual Care Fund

There is hereby created a fund to be known as the perpetual care fund. Such fund shall be so invested by the city treasurer at the discretion of the city council so as to produce maximum income commensurate with safety. The income from such fund shall be used to care for and maintain the cemetery. The principal of such fund shall not be used for any purpose other than providing an income for the purposes specified herein.
(Ord. No. 4734, § 2, 5-13-19)

The city treasurer is hereby authorized and directed to cause to be deposited in the cemetery fund all fees, monies, gifts, and sums received by the city from the sale of graves and from opening and closing charges for graves and crypts, or from such sums as may be budgeted by the city council, and such funds from the interest or return on investment of the perpetual care fund as are authorized by the city council to be transferred to the cemetery fund as permitted by Idaho law.
(Ord. No. 4734, § 2, 5-13-19)

PERPETUAL CARE FUND		
	6/30/2024	9/30/2023
Principal	775,115	774,156
Earnings	340,765	182,189
	1,115,880	956,345

EXPENSES	SERVICES & CHARGES	TRANSFERS	TOTAL EXPENSES
PERPETUAL CARE	4,000	50,000	54,000

REVENUES	SERVICE CHARGES	INTEREST	TOTAL
OTHER			
RESERVES			
80,000	(46,000)	3,000	17,000
			\$ 54,000

Police Retirement Fund

There is hereby created and established a special fund to be known and designated as the police officer's retirement fund, for the purpose of providing retirement pay and other benefits for the police officers of the city, which fund shall be conducted and administered by the city in compliance with the provisions of Chapter 15, Title 50, Idaho Code, except as that chapter is amended herein or may hereafter be amended by ordinance of the city. All paid police officers employed by the city on or before July 1, 1979, and such civilian employees of the police department as are now included in the police officer's retirement fund on July 1, 1979, shall participate in the police officer's retirement fund.

(Code 1960, § 2-58; Ord. No. 2376, § 1; Ord. No. 2873, § 1; Ord. No. 3256, § 1, 1-13-75; Ord. No. 3492, § 1, 7-2-79; Ord. No. 4037, § 1, 3-23-92)

September 30, 2022 Actuary	
Assets of the Fund	12,112,000
Fully Funded Value	11,966,000
Unfunded Liability	(146,000)
June 30, 2024 Financials	
Assets of the Fund	13,798,240

	SERVICES & CHARGES	TOTAL OPERATING	TOTAL EXPENSES
POLICE RETIREMENT	1,465,000	1,465,000	1,465,000
	OTHER	INTEREST	TOTAL
POLICE RETIREMENT	1,220,000	245,000	\$ 1,465,000



FINANCE'S PROCESS



- REBUILD THE PAYROLL BUDGET
- UPDATE INTERNAL SERVICE CHARGES
- UPDATE INSURANCE COSTS
- UPDATE DEPRECIATION
- REVIEW AND UPDATE REVENUES
- REVIEW RESERVE BALANCES
- ALLOCATE PROPERTY TAXES TO BALANCE GOVERNMENTAL FUNDS
- CALCULATE PROPERTY TAXES TO BALANCE THE BUDGET

ENTERPRISE FUNDS

GENERAL

CAPITAL

WORKERS
COMP

WATER

WASTE
WATER

STORM
WATER

SANITATION

CEMETERY

ECONOMIC
DEV

TRANS-
PORTATION

LIBRARY

FLEET
SERVICES

INFORMATION
SYSTEMS

POLICE
RETIREMENT

PUBLIC
TRANSIT

PERPETUAL
CARE

SUPPORTED BY USER RATES



USER RATE PROCESS

- WATER RATES: 10% INCREASE
- WASTEWATER RATES: 5% INCREASE
- STORMWATER RATES: 0% INCREASE
- SANITATION RATES: 2% INCREASE

- MAY 13, 2024: BUDGET WORKSESSION - REVENUES
- MAY 20, 2024: BUDGET WORKSESSION – CAPITAL PROJECTS
- JUNE 24, 2024: COUNCIL MEETING – RATE RESOLUTIONS APPROVED



INTERNAL SERVICE FUNDS

GENERAL

CAPITAL

WORKERS
COMP

WATER

WASTE
WATER

STORM
WATER

SANITATION

CEMETERY

ECONOMIC
DEV

TRANS-
PORTATION

LIBRARY

FLEET
SERVICES

INFORMATION
SYSTEMS

POLICE
RETIREMENT

PUBLIC
TRANSIT

PERPETUAL
CARE

INTERNAL SERVICE FUNDS

WORKERS COMPENSATION

3 Consecutive Years of Losses



- 10% Premium Increase
- Additional One-time Funding

FLEET SERVICES



- 8% Increase in Operating Rates (\$75,000)
- 12% Increase in Capital Rates (\$138,000)
- Additional One-time Funding

INFORMATION SYSTEMS & SECURITY



- 9% Increase in Capital Rates (\$10,000)
- 16.5% Increase in Operating Rates (\$193,500) - \$120,000 due to position reassignment



BUDGET DRIVERS



INTERNAL SERVICE RATES

\$296,000

Excludes position and one-time additional funding



INSURANCE COSTS

\$429,000

- \$201,000 Commercial & Liability
- \$228,000 Payroll Related



PERSI CONTRIBUTIONS

\$461,000



GOVERNMENTAL FUNDS

GENERAL

CAPITAL

WORKERS
COMP

WATER

WASTE
WATER

STORM
WATER

SANITATION

CEMETERY

ECONOMIC
DEV

TRANS-
PORTATION

LIBRARY

FLEET
SERVICES

INFORMATION
SYSTEMS

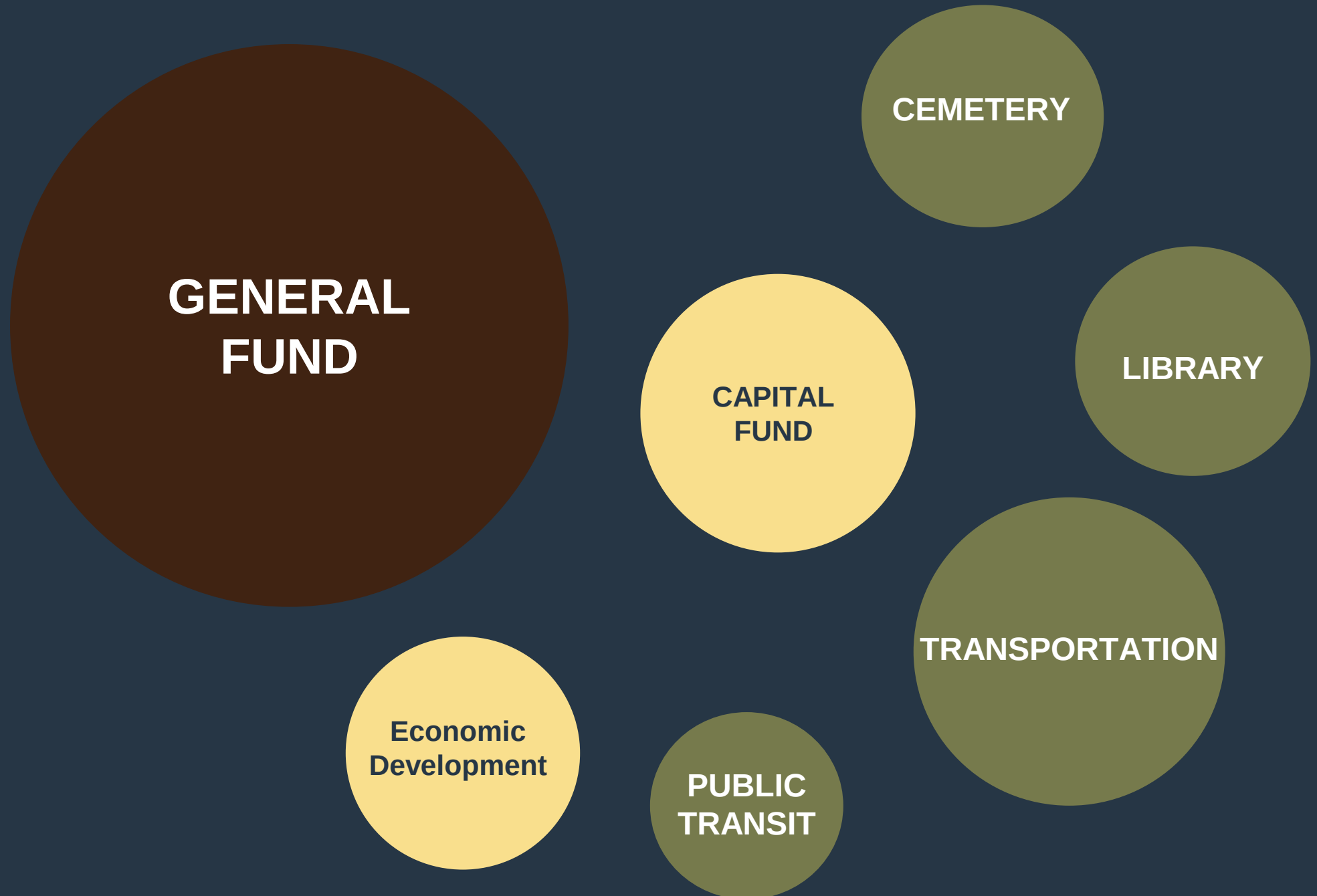
POLICE
RETIREMENT

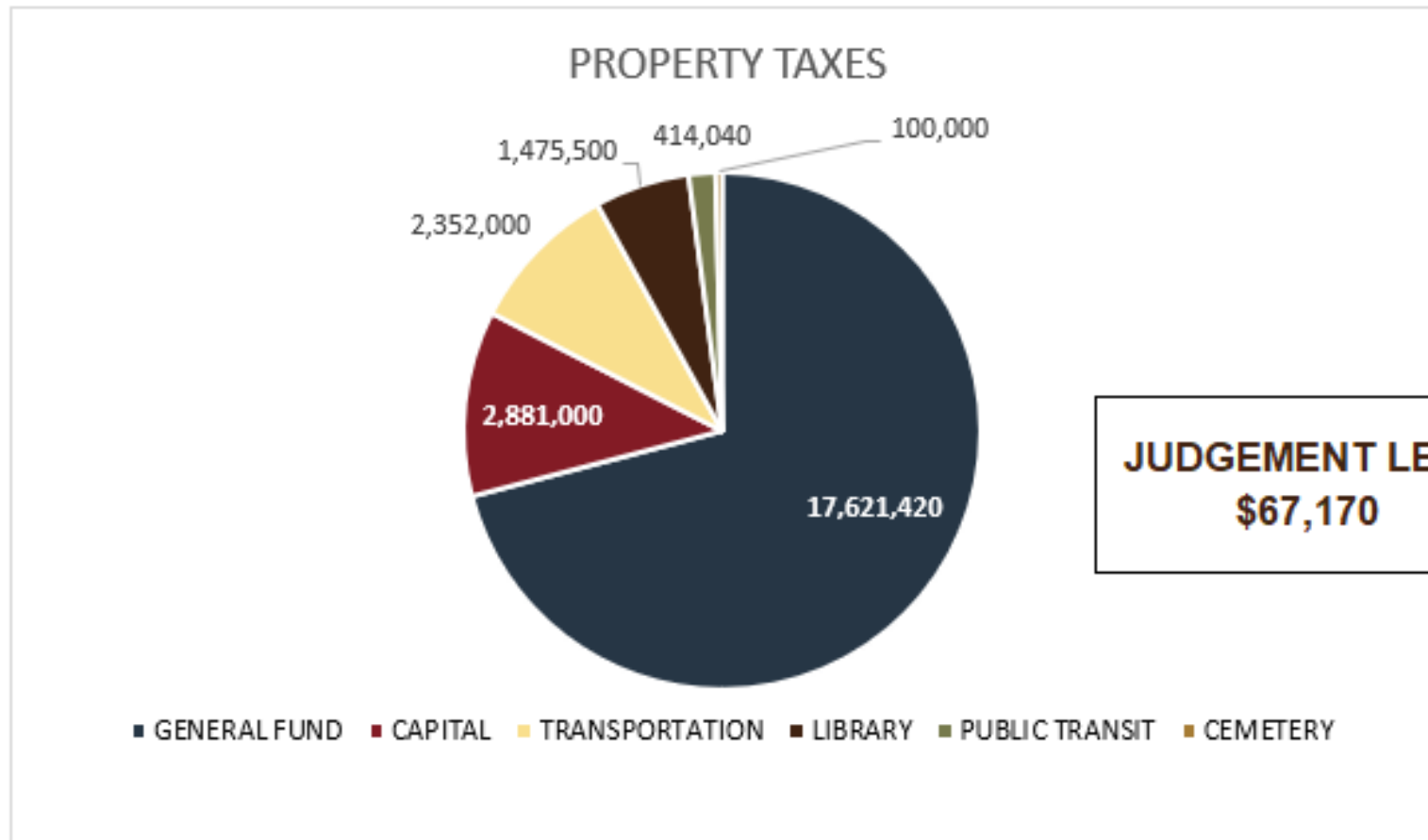
PUBLIC
TRANSIT

PERPETUAL
CARE

PROPERTY TAX SUPPORTED

GOVERNMENTAL FUNDS





PROPERTY TAXES BY FUND

TOTAL
\$24,911,130



CAPITAL TRANSPORTATION	PRIOR YRS	FY22	FY23	FY24	FY25
ORIGINAL ALLOCATION	331,000	331,000	331,000	331,000	331,000
SIDEWALK/ADA COMPLIANCE	50,000	100,000	100,000	100,000	100,000
STORMWATER	244,500	244,500	244,500	-	-
ARTERIAL - RECONSTRUCTION	-	700,000	700,000	2,350,000	2,350,000
	625,500	1,375,500	1,375,500	2,781,000	2,781,000
CAPITAL PARKS	100,000	100,000	100,000	100,000	100,000

CAPITAL TRANSPORTATION PROPERTY TAXES



Property Tax Increase

PROPERTY TAX INCREASE		1.55%	0.45%	1.00%	TOTAL
Balance the Budget		\$ 366,100			\$ 366,100
REQUEST #	FY25 Department Budget Requests				
060 PD 3	LPR Camera System	30,000			30,000
070 FIRE 1	Fire Physicals*	6,320	-		6,320
070 FIRE 7	PCG Contract - WA GEMT Report	30,000			30,000
070 FIRE 8	Medical Supplies -	5,000			5,000
070 FIRE 9	921DOC Subscriptions	2,700			2,700
100 TRANSP 3	LED Signal Head Fixture Replacement	10,000			10,000
100 TRANSP 4	LED Streetlight Replacements	15,000			15,000
100 TRANSP 9	Engineering - PE Consulting Funding	8,000			8,000
023 PIO 1 & 2	Quarterly Postcard			15,000	15,000
030 HR	P.R.I.D.E			5,000	5,000
100 TRANSP 5	Signal Light Component Upgrades			50,000	50,000
100 TRANSP 8	Signal Light Ethernet Upgrade			40,000	40,000
100 TRANSP 6	Damage Reserve - Uninsured Motorist			50,000	50,000
100 TRANSP 1	Tilt Trailer			10,000	10,000
100 TRANSP 12	Engineering Utilities*			2,500	2,500
100 TRANSP 11	Construction Mgmt Utilities			500	500
100 TRANSP 10	GIS Utilities*			2,000	2,000
070 FIRE 3	Fire Laundry			500	500
070 FIRE 2	Fire Fuel*			1,470	1,470
	Transit Driver			60,540	60,540
		\$ 366,100	\$ 107,020	\$ 237,510	\$ 710,630

*Only partially funded. See budget request sheet for more information

Property Taxes

	L-2 Form 2022	Final L-2 2023	Adopted Budget 2024	Proposed Budget 2025	
Property Tax Base:	\$ 22,836,152	\$ 23,432,493	\$ 23,606,787	\$ 23,687,814	
Budget Base Growth (allowed up to 3%)	435,081	-	(88,378)	710,629	
Percentage Increase	1.91%	0.00%	-0.37%	3.00%	
63-1305 Judgement Levy/Rounding	-	265		67,180	
New Construction	128,835	162,357	142,629	168,960	
URA Closure - East Main		-	-	248,357	
New Annexations	32,425	11,672	26,776	28,190	
Total Property Tax Budget	\$ 23,432,493	\$ 23,606,787	\$ 23,687,814	\$ 24,911,130	
Less: State personal property tax replacement	294,493	298,767	387,014	387,014	
Total Property Tax Levy	\$ 23,138,000	\$ 23,308,020	\$ 23,300,800	\$ 24,524,116	
			tax certification	tax certification	
ALLOCATION:					Change
General Fund *	\$ 16,334,770	\$ 16,287,680	\$ 16,600,130	\$ 17,621,420	\$ 1,021,290
63-1305 Judgement Levy:	1,900,000	1,650,000	-	67,170	67,170
Capital Fund (See details below)	1,562,000	1,510,500	3,022,680	2,916,000	(106,680)
Library Fund	1,318,000	1,375,500	1,473,500	1,475,500	2,000
Cemetery Fund	160,000	150,000	150,000	100,000	(50,000)
Transportation Fund	1,860,000	2,314,600	2,123,000	2,352,000	229,000
Public Transportation	325,000	318,500	318,500	379,040	60,540
Police Retirement	-	-	-	-	-
Budgeted Amounts	\$ 23,459,770	\$ 23,606,780	\$ 23,687,810	\$ 24,911,130	\$ 1,223,320
Budget vs Actual	(27,277)	-	-	-	
	\$ 23,432,493	\$ 23,606,780	\$ 23,687,810	\$ 24,911,130	
CAPITAL FUND SUMMARY:					
Parks	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
Transportation	1,375,500	1,375,500	2,781,000	2,781,000	-
Library	51,500	-	-	-	-
Public Transportation (Transit)	35,000	35,000	141,680	35,000	(106,680)
Budgeted for Capital	\$ 1,562,000	\$ 1,510,500	\$ 3,022,680	\$ 2,916,000	\$ (106,680)

Reserves

GENERAL FUND - UNASSIGNED FUND BALANCE

USE OF FUND BALANCE (RESERVES) - UNASSIGNED

	REQUEST#	
Legal Fees		150,000
Facilities - Deferred Maintenance		250,000
Lewis Clark Valley Boys & Girls Club		18,000
Valley Vision		40,000
Beautiful Downtown Lewiston		30,000
Civic Theatre		30,000
Update Community Signs	013 LEG	5,000
Fire - eDraulic Rescue Tools	070 FIRE 11	35,000
Golf Course - Spray Rig		55,000
Streets - Portable Message Boards	100 TRANSP 2	35,000
Streets - Lazer Line Striper	100 TRANSP 7	9,500
Engineering - Large Format Plotter	100 TRANSP 13	15,000
Fire Holiday Pay - Contract Adjustment		100,000
Workers Compensation		205,000
Fleet Capital		229,950
		<u>\$ 1,207,450</u>

USE OF FUND BALANCE (RESERVES) - RESTRICTED

583 Funds	<u>40,770</u>	
		<u>40,770</u>
		<u>1,248,220</u>

FUND BALANCE ACCOUNTING

FYE2023 AUDITED UNASSIGNED FUND BALANCE	13,982,358.00
FY2024 PROJECTED USE OF RESERVES*	(4,791,685.00)
FY2025 PROPOSED USE OF RESERVES	(1,207,450.00)
FYE2025 PROJECTED FUND BALANCE	7,983,223.00
CASH ON HAND	92 Days

*Assumes the full \$4 million of United Contract will be paid



QUESTIONS?



CITY ORDINANCE NO. 4926

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING ORDINANCE NO. 4894, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, APPROPRIATING ADDITIONAL MONIES THAT ARE TO BE RECEIVED BY THE CITY OF LEWISTON, IDAHO IN THE SUM OF FIFTEEN MILLION FIVE HUNDRED EIGHTEEN THOUSAND SIX HUNDRED THIRTY DOLLARS (\$15,518,630); AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Ordinance No. 4894, the Annual Appropriation Ordinance of the City of Lewiston, Idaho for the fiscal year commencing October 1, 2023 and ending September 30, 2024, is hereby amended as follows:

The additional sum of Fifteen Million Five Hundred Eighteen Thousand Six Hundred Thirty Dollars (\$15,518,630) shall be appropriated out of the following revenues:

Proposed Revenues

General Fund - Reserves	\$ 4,062,250
General Fund - Recreation Donation	14,700
General Fund - Police - Reserves - FY23 Carryforward	28,590
General Fund - Police - Federal Grant	32,240
General Fund - Police - Donation	7,700
General Fund - Fire - State Grant	9,500
General Fund - Fire - Reserves - FY23 Carryforward	7,940
General Fund - Fire - Federal Grant	14,790
Capital Fund - Contributions - Airport Improvements	2,500,000
Capital Fund - Parks - Federal Grant	250,000
Capital Fund - Parks - Donation	126,600
Capital Fund - Transportation - Federal Grant	568,900
Capital Fund - Transportation - Reserves	45,100
Worker's Comp Fund - Reserves	350,000
Water Fund - Reserves - FY23 Carryforward	60,000
Water Fund - Federal Grant - WR070 Water Study	60,000
Water Fund - SRF Financing - WTP Construction	1,790,880
Water Fund - Contributions Pub Sources - WR100 ITD Waterline	894,500
Wastewater Fund - EBIs - WW060 Pipeline Replacement	400,000
Wastewater Fund - Reserves - WW060 Pipeline Replacement	2,550,000

Transportation Fund - Reimbursements	182,000
Library - State Grants	9,000
Library - Federal Grants	6,120
Fleet - Reserves - FY23 Carryforward	1,020,050
Fleet - Reserves - Aerial Fire Engine	108,980
Fleet - Federal Grant	93,480
ISS - Reserves - E911 Motorola Server	32,490
Public Transportation - Contribution from Public Sources	184,900
Public Transportation - Reserves	101,170
Public Transportation - ITD Donation	6,750

Total Revenues..... \$15,518,630

The expenditures to be paid by these funds are as follows:

Proposed Expenditures

General Fund - Legislative - United Airlines Contract	\$ 4,000,000
General Fund - Legal - Ongoing Litigation	62,250
General Fund - Recreation - Movie Screen/Projector	14,700
General Fund - Police - PO 22303338 Radio Encryption Software	28,590
General Fund - Police - Grant: Motorola Consolettes	22,180
General Fund - Police - Grant: K9	10,060
General Fund - Police - Donation: K-9 Kennel	7,700
General Fund - Fire - Training Props	9,500
General Fund - Fire - PO 22303274 LN Curtis Ladders	4,160
General Fund - Fire - PO 22303520 - Cradlepoint Installation	3,780
General Fund - Fire - Grant: Motorola Consolettes	14,790
Capital Fund - Airport Improvements	2,500,000
Capital Fund - Parks - Pioneer Park ADA Project	250,000
Capital Fund - Parks - Pickleball Courts	126,600
Capital Fund - Transportation - TR070 Burrell Sidewalk Infill	614,000
Worker's Comp Fund - Self Insurance Claims	350,000
Water Fund - PO 22300492 - WR070 Water Study	120,000
Water Fund - WTP Construction	1,790,880
Water Fund - PO 22303172 - WR100 ITD Waterline	894,500
Wastewater Fund - WW060 Pipeline Replacement, Titan Technologies	2,950,000
Transportation Fund - Repair Damaged Lights Poles/Signal Bases	182,000
Library - Grant: Library Programs	14,000
Library - Grant: ICFL Conference Grant	1,120
Fleet - PO 22300585 Ambulances (x2)	469,240
Fleet - PO 22302571 Mower	160,650
Fleet - Sourcewell Contract #093021-ELG Sweeper	386,530
Fleet - FY23 Fire Rescue Pickup Trade	3,630
Fleet - Aerial Fire Engine	108,980

ORDINANCE NO. 4926

Page 2 of 3

Fleet - Grant: Transit Buses	93,480
ISS - E911 Motorola Server	32,490
Public Transportation - RouteMatch Software & Equipment	70,410
Public Transportation - Community Center Bus Pullout	215,660
Transit - 2013 Ford Explore	6,750

Total Expenditures..... \$15,518,630

Expenditures of monies will be in accordance with the provisions of Idaho Code § 50-1006.

SECTION 2: All of the above sums are revenues from sources not anticipated at the time of adoption of Ordinance No. 4894 and are not from *ad valorem* tax revenues.

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____ 2024.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

Notice of Public Hearing
Proposed Budget for the Fiscal Year ended 2025
City of Lewiston, Idaho

Notice is hereby given that the City Council of the City of Lewiston, Idaho, will hold a public hearing for consideration of the proposed budget and an appropriation ordinance for the fiscal period October 1, 2024 to September 30, 2025, pursuant to the provisions of Idaho Code Sections 50-1002 and 50-1003; said hearing to be held at the Lewiston City Library, 2nd Floor, 411 D Street, Lewiston, Idaho, at 6:00 p.m. on August 12, 2024. At said hearing interested persons may appear and show cause, if any they have, why said proposed budget should or should not be adopted. Copies of the proposed budget are available at City Hall, Lewiston City Library, or the City's web page at www.cityoflewiston.org. Anyone desiring accommodations for disabilities relating to the budget documents or to the hearing should contact City Hall at (208) 746-3671 at least 48 hours before the hearing.

The Council may reserve and accrue any foregone tax depending on the outcome of the budget deliberations. A public hearing on foregone taxes will be held on August 26, 2024 at the same time and location as the budget public hearing.

	FY'23 Actual Expenditure	FY'23 Actual Revenue	FY'23 Actual Property Tax Levy	FY'24 Current Expenditure Budget	FY'24 Current Revenue Budget	FY'24 Current Property Tax Levy*	FY'25 Proposed Expenditure Budget	FY'25 Proposed Revenue Budget	FY'25 Proposed Property Tax Levy *
Types and Names of City Funds									
General Fund	\$29,214,470	\$31,880,020	\$17,575,034	\$38,526,680	\$38,526,680	\$16,213,120	\$38,250,570	\$38,250,570	\$17,234,410
63-1305 Judgement									67,170
Special Revenue Funds:									
Cemetery Fund	186,633	261,249	150,000	335,670	335,670	150,000	362,670	362,670	100,000
Transportation Fund	4,400,394	4,462,109	2,314,519	4,475,280	4,475,280	2,123,000	4,907,230	4,907,230	2,352,000
Library Fund	1,490,569	1,461,852	1,375,500	1,609,270	1,609,270	1,473,500	1,618,460	1,618,460	1,475,500
Public Transportation Fund**	1,178,470	1,350,349	353,500	2,480,060	2,480,060	460,180	1,419,030	1,419,030	414,040
Capital Projects Funds:									
General Government	6,834,940	6,175,732	1,475,500	4,343,030	4,343,030	2,881,000	7,341,060	7,341,060	2,881,000
Economic Development. Fund	2,358,424	830,069	-	3,888,190	3,888,190	-	4,036,760	4,036,760	-
Special Assessment Fund									
Business Improvement District	172,208	172,208	-	200,000	200,000	-	-	-	-
Enterprise Funds:									
Water Fund	5,447,169	7,045,267	-	6,244,180	6,244,180	-	7,043,530	7,043,530	-
Water Capital	670,241	971,029	-	11,233,000	11,233,000	-	11,044,000	11,044,000	-
Wastewater Fund	5,241,099	11,413,877	-	6,676,890	6,676,890	-	7,154,450	7,154,450	-
Wastewater Capital	353,935	753,972	-	10,875,820	10,875,820	-	15,151,480	15,151,480	-
Stormwater Fund	-	-	-	1,248,890	1,248,890	-	1,431,770	1,431,770	-
Stormwater Capital	-	-	-	670,000	670,000	-	1,235,000	1,235,000	-
Sanitation Fund	6,617,901	7,365,599	-	6,973,770	6,973,770	-	7,112,150	7,112,150	-
Sanitation Capital	236	26,317	-	317,500	317,500	-	367,500	367,500	-
Golf Course Fund	693,076	69,703	-	-	-	-	-	-	-
Internal Service Funds:									
Fleet Maintenance Fund	1,672,714	977,198	-	1,742,940	1,742,940	-	1,815,320	1,815,320	-
Fleet Maintenance Capital	16,863	1,484,520	-	2,144,000	2,144,000	-	759,000	759,000	-
Information Systems Fund	1,143,632	1,143,827	-	1,176,850	1,176,850	-	1,377,930	1,377,930	-
Information Systems Capital	149,801	149,261	-	200,000	200,000	-	155,000	155,000	-
Worker's Comp Fund	683,742	570,025	-	601,000	601,000	-	845,500	845,500	-
Investment (Fiduciary) Funds:									
Police Retirement Fund	1,169,857	1,816,683	-	1,288,000	1,288,000	-	1,465,000	1,465,000	-
Perpetual Care Fund	52,933	125,085	-	54,000	54,000	-	54,000	54,000	-
Subtotal	69,749,307	80,505,951	23,244,053	107,305,020	107,305,020	23,300,800	114,947,410	114,947,410	24,524,120
LESS: Interfund Transfers				(50,000)	(50,000)		(50,000)	(50,000)	
Depreciation	(5,695,090)	(2,631,130)	-	(5,770,190)	(3,926,060)	-	(6,737,440)	(4,486,120)	-
Use of Reserves					(17,864,460)	-		(17,305,290)	-
Personal Property Tax Replacement			298,767			387,010			387,010
Grand Total - All Funds	\$64,054,217	\$77,874,821	\$23,542,820	\$101,484,830	\$85,464,500	\$23,687,810	\$108,159,970	\$93,106,000	24,911,130

**Levied as Part of General Fund

I, Aimee M Gordon, Treasurer of the City of Lewiston, Idaho, do hereby certify that the above is a true and correct statement of the proposed expenditures and revenue for the fiscal year 2025. Publication dates for the notice of public hearing are August 4, 2024 and August 11, 2024 in the Lewiston Morning Tribune.

Dated July 25, 2024

Aimee M Gordon, Treasurer

CITY ORDINANCE NO. 4923

AN ORDINANCE OF THE CITY OF LEWISTON, TO BE TERMED THE “2025 ANNUAL APPROPRIATION ORDINANCE,” APPROPRIATING SUMS OF MONEY AUTHORIZED BY LAW AND DEEMED NECESSARY FOR ALL GENERAL AND SPECIAL MUNICIPAL PURPOSES OF THE CITY OF LEWISTON, IDAHO, FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with Idaho Code § 50-1002, the City Council of the City of Lewiston, Idaho has prepared and tentatively approved an annual budget, including an estimate of total revenues anticipated and expenditures necessary for the fiscal year commencing October 1, 2024 and ending September 30, 2025;

WHEREAS, pursuant to public notice, as required by law, a public hearing on the aforesaid proposed budget was held on August 12, 2024; and

WHEREAS, pursuant to Idaho Code § 50-1003, the City of Lewiston is required to pass an annual appropriation ordinance prior to the commencement of the ensuing fiscal year.

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

SECTION 1: This ordinance shall be known as the “2025 Annual Appropriation Ordinance.”

SECTION 2: The following sums of money, or as much thereof as may be authorized by law, needed or deemed necessary to defray all expenses and liabilities of the City of Lewiston, Idaho, are hereby appropriated for the general and special municipal and corporate purposes of the City of Lewiston as hereinafter specified for the fiscal year commencing October 1, 2024 and ending September 30, 2025.

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For general and special municipal and corporate purposes:

<u>A. GENERAL GOVERNMENT FUNDS</u>	<u>AMOUNT APPROPRIATED</u>
GENERAL FUND	
Legislative	\$ 498,940
Executive	400,290
Human Resources	586,130
Legal Services	667,580
Parks & Facilities	3,624,740
Police Protection	9,792,490
Fire Protection	11,192,260
Community Development	1,830,460
Recreation	774,140
Finance	1,648,290
Contingency	200,000
Public Safety	-
Property Preservation Account	380,000
Building Reserve Fund	5,300,000
Golf	395,340
Settlement	247,180
Insurance Trust	512,730
Uncollectible Account	<u>200,000</u>
TOTAL GENERAL FUND	\$ 38,250,570
 OTHER GOVERNMENT FUNDS	
Worker's Compensation Fund	\$ 845,500
Cemetery Fund	362,670
Transportation Fund	4,907,230
Library Fund	1,618,460
Fleet Maintenance Fund	1,815,320
Information Systems Fund	1,377,930
Police Retirement Fund	1,465,000
Public Transportation	1,419,030
Perpetual Care Fund	<u>54,000</u>
TOTAL OTHER GOVERNMENT FUNDS	\$ 13,865,140
 TOTAL GOVERNMENT FUNDS	 <u>\$ 52,115,710</u>

B. ENTERPRISE FUNDS

Water Fund	\$ 7,043,530
Wastewater Fund	7,154,450
Stormwater Fund	1,431,770
Sanitation Fund	7,112,150
TOTAL ENTERPRISE FUNDS	<u>\$ 22,741,900</u>

C. CAPITAL FUNDS

Capital Projects Fund	\$ 7,341,060
Water Fund	11,044,000
Wastewater Fund	15,151,480
Stormwater	1,235,000
Sanitation Fund	367,500
Economic Development Fund	4,036,760
Fleet Maintenance Fund	759,000
Information Systems Fund	155,000
TOTAL CAPITAL FUNDS	<u>\$ 40,089,800</u>

SUBTOTAL \$ 114,947,410

DOUBLE BUDGETING

Less Transfers	(50,000)
Less Depreciation	<u>(6,737,440)</u>

GRAND TOTAL \$ 108,159,970

Intentionally left blank

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____ 2024.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

CITY ORDINANCE NO. 4924

AN ORDINANCE OF THE CITY OF LEWISTON FIXING AND ESTABLISHING THE TAX CERTIFICATION ON ALL TAXABLE PROPERTIES SITUATED WITHIN THE CORPORATE LIMITS OF THE CITY OF LEWISTON FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025, FOR THE PURPOSE OF PROVIDING AND RAISING MONIES FOR MUNICIPAL AND CORPORATE PURPOSES; PROVIDING FOR THE TAX CERTIFICATION TO THE BOARD OF COUNTY COMMISSIONERS OF NEZ PERCE COUNTY, IDAHO IN THE AMOUNT OF TWENTY-FOUR MILLION FIVE HUNDRED TWENTY-FOUR THOUSAND ONE HUNDRED TWENTY DOLLARS (\$24,524,120); PROVIDING A CERTIFIED COPY OF THE 2025 ANNUAL APPROPRIATION ORDINANCE TO THE BOARD OF COUNTY COMMISSIONERS OF NEZ PERCE COUNTY, IDAHO, AS ADOPTED BY THE CITY OF LEWISTON FOR THE 2024-2025 FISCAL YEAR; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance No. 4894, passed by the Lewiston City Council on August 26, 2024, the City of Lewiston, in the manner provided by law, adopted a budget and appropriated sums of money to defray expenses and liabilities of the City of Lewiston, Idaho for the fiscal year commencing October 1, 2024 and ending September 30, 2025, for general and special municipal and corporate purposes; and

WHEREAS, pursuant to Idaho Code §§ 50-1007 and 63-803(3), not later than the Thursday prior to the second Monday in September of each year, the City Council is required to certify to the Board of County Commissioners of Nez Perce County, Idaho the total amount of money in dollars required to be raised from a property tax on property situated within the corporate limits of the City of Lewiston for all municipal and corporate purposes in accordance with and in order to raise the amount of money fixed by Ordinance No. 4923.

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

SECTION 1: A tax levy, or as much thereof as may be authorized by law, is hereby fixed and established in dollar amounts for the purpose of providing monies for general and special corporate purposes by which to meet and defray all expenses and liabilities of the City of Lewiston for the fiscal

year commencing October 1, 2024 and ending September 30, 2025, as authorized by Idaho Code §§ 50-1007 and 63-803, in the amount of Twenty-Four Million Five Hundred Twenty-Four Thousand One Hundred Twenty Dollars (\$24,524,120).

A.	GENERAL FUND (Idaho Code § 50-235)	\$17,234,410
	PUBLIC TRANSPORTATION	\$414,040
	TAX APPEAL JUDGMENT (Idaho Code § 63-1305)	\$67,170
B.	SPECIAL FUNDS:	
	LIBRARY (Idaho Code § 33-2603)	\$1,475,500
	STREETS (Transportation Fund) (Idaho Code § 50-312)	\$5,133,000
	CEMETERY (Idaho Code § 50-320)	\$100,000
	CAPITAL PROJECTS FUND (Idaho Code § 50-236) (for Park capital improvements)	\$100,000
	TOTAL:	\$24,524,120

In addition to the tax levy described above, the City of Lewiston anticipates receiving personal property tax replacement funds from the State of Idaho in the amount of Three Hundred Eighty-Seven Thousand Fourteen Dollars (\$387,014).

SECTION 2: No later than September 5, 2024, the City Clerk is hereby authorized and directed to certify to the Board of County Commissioners of Nez Perce County, Idaho the monies required to be raised from a property tax upon property situated within the corporate limits of the City of Lewiston in dollar amounts and for the purposes provided in Section 1 of this Ordinance, in order to raise the amount of money fixed by the budget and 2025 Annual Appropriation Ordinance (Ordinance No. 4923), passed by the Lewiston City Council on August 26, 2024.

SECTION 3: No later than September 5, 2024, the City Clerk is hereby authorized and directed to certify to the Board of County Commissioners of Nez Perce County, Idaho a certified copy of the

2025 Annual Appropriation Ordinance (Ordinance No. 4923) adopted by the City Council of the City of Lewiston for the 2025 fiscal year, as required by Idaho Code §§ 50-1007 and 63-803.

SECTION 4: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____ 2024.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

July 22, 2024

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Regular Meeting in the Lewiston City 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; Councilor Schroeder.

COUNCILORS EXCUSED: Councilor Liedkie; Councilor Spickelmire.

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

III. CITIZENS COMMENTS

None.

IV. PRESENTATIONS

A. FINANCIAL REPORT - MAY 2024: Financial report for May 2024, in accordance with Idaho Code 50-208 (Finance Director Gordon)

No oral report.

B. FINANCIAL REPORT - JUNE 2024: Financial report for June 2024, in accordance with Idaho Code 50-208 (Finance Director Gordon)

Finance Director Gordon provided a report for the nine months ended June 20, 2024.

C. LEWISTON POLICE DEPARTMENT AUDIT: Presentation of the Lewiston Police Department audit (Police Chief Kuzik)

Police Chief Kuzik briefed Councilors on the audit of the Lewiston Police Department, as well as the findings and recommendations.

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

Lewiston City Council
Regular Meeting Minutes
July 22, 2024 – 6:00 p.m. – Page 1 of 4

the Consent Agenda and considered on the Active Agenda under “Items Moved from the Consent Agenda”.

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

- 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)

Councilor Schroeder and Council President Kleeburg moved and seconded, respectively, to approve Resolution 2024-32. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Klein. VOTING NAY: None. EXCUSED: Liedkie; Spickelmire.**

- 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)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve Resolution 2024-34. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Klein. VOTING NAY: None. EXCUSED: Liedkie; Spickelmire.**

- 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)

Councilor Schroeder and Council President Kleeburg moved and seconded, respectively, to award IFB-24-020 to Crea Construction, Inc. and authorize the Mayor to execute the agreement between the City of Lewiston and Crea

Construction, Inc. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Klein. VOTING NAY: None. EXCUSED: Liedkie; Spickelmire.**

- 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 (Public Works Director Johnson)

Councilors Klein and Forsmann moved and seconded, respectively, to grant a Fire Service Water Line and Access Easement to Nez Perce County and authorize the Mayor to sign the easement. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Klein. VOTING NAY: None. EXCUSED: Liedkie; Spickelmire.**

- 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)

Councilors Klein and Forsmann moved and seconded, respectively, to opt in to the multistate settlement agreement with Kroeger Company. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Klein. VOTING NAY: None. EXCUSED: Liedkie; Spickelmire.**

- 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)

Councilors Forsmann and Schroeder moved and seconded, respectively, to approve Resolution 2024-33. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Klein. VOTING NAY: None. EXCUSED: Liedkie; Spickelmire.**

- 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 Rightmire)

Councilors Forsmann and Schroeder moved and seconded, respectively, to approve the Cooperative Emergency Services Agreement between the City of Lewiston and Clearwater Paper Corporation and authorize the Mayor to sign the agreement. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Schroeder; Forsmann; Klein. VOTING NAY: None. EXCUSED: Liedkie; Spickelmire.**

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 reminded the public to avoid leaving children or pets in vehicles and exercise caution during periods of high temperatures.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

C. MAYOR COMMENTS

Mayor Johnson informed the public that the City of Lewiston has multiple facilities, such as the Library and Community Center, that are open to the public during business hours and can be used as a way to escape the heat.

D. ADVISORY BOARD AND COMMISSION APPOINTMENTS: - Action Item

- 1. DISABILITY ADVISORY COMMISSION:** Considering appointing Mark Havens to a three (3) year term - Action Item

Mayor Johnson moved to approve the appointment of Mark Havens to a three-year term on the Disability Advisory Commission. Council President Kleeburg seconded and the motion passed 4-0.

E. AGENDA TOPICS: - Action Item

IX. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Council President Kleeburg and Councilor Schroeder moved and seconded, respectively, to adjourn the July 22, 2024 Regular Meeting. The motion passed 4-0 and the meeting adjourned at 7:06 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

Lewiston City Council
Regular Meeting Minutes
July 22, 2024 – 6:00 p.m. – Page 4 of 4

August 5, 2024

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Work Session in the Bell Building Second Floor Conference Room at 215 D Street. Mayor Johnson called the meeting to order at 3:00 PM.

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

Because the final report had not yet been received from the consultant, Councilors Forsmann and Spickelmire moved and seconded, respectively, to remove Agenda Item IV. B. Facility Feasibility Analysis. The motion carried 6-0.

III. CITIZENS COMMENTS

Shirley Phillipps, Chair of the Cemetery and Urban Forestry Commission, emphasized the importance of Normal Hill Cemetery and requested the Council to delay surplussing the property until the Commission completes its study.

Elizabeth Goetzinger, a resident of Lewiston, voiced her opposition to surplussing the cemetery property.

Debbie Ruark, a resident of Lewiston, questioned the urgency and reason to sell the cemetery property.

Bob Clabby, a resident of Lewiston, phoned in his opposition to surplussing the cemetery property.

Cynthia Ball, a resident of Lewiston, sent an email noting her opposition to surplussing the cemetery property.

Kelly Bursch, a resident of Lewiston, left Councilor Schroeder a voicemail in opposition to surplussing the cemetery property.

IV. **DISCUSSION ITEMS**

Please note that identifying an item as an “Action Item” does not require the City Council to vote on that item.

- A. **CEMETERY PROPERTY SURPLUS OPTIONS:** Review of the Cemetery property surplus options - Action Item (City Attorney Tengono)

City Attorney Tengono outlined the surplus process, zoning, proposed property adjustments, and next steps. After discussion, the Mayor and Council emphasized the need for a sustainable plan and agreed to receive a progress update from the Cemetery and Urban Forestry Commission at the November 4th Work Session.

- B. **FACILITY FEASIBILITY ANALYSIS:** Review and discussion of the Facility Feasibility Analysis - Action Item (Mayor Johnson)

Item removed by motion at the beginning of the meeting, as the final report had not been received from the consultants.

V. **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 explained that emails for City Councilors are typically sent to the City Clerk and then distributed to the Mayor and Councilors. She also noted she would be out of town for the rest of the week.

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

None.

- C. **MAYOR COMMENTS**

Mayor Johnson informed Councilors that staff has been doing a great job getting ready for the budget year.

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

1. **RESCHEDULING VA-01-2024:** Considering moving discussion of VA-01-2024 from August 12 to August 26 due to City Attorney availability - Action Item

Councilors Liedkie and Schroeder moved and seconded, respectively, to move the discussion on VA-01-2024 from August 12th to August 26th. The motion passed 6-0.

Lewiston City Council
Work Session Minutes
August 5, 2024 – 3:00 p.m. – Page 2 of 3

VI. 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 August 5, 2024 Work Session. The motion carried 6-0 and the meeting adjourned at 4:11 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

Lewiston City Library
Board of Trustees
Regular Meeting | Wednesday, June 18, 2024
Event Space

1. Call to Order: The meeting was called to order at 5:32 PM by Chair Diana Ames
Trustees Present: Diana Ames, Rebecca Snodgrass, Andy Hanson, Josh Brown
Trustees Absent: Trisha Decker
Councilor Liaison Absent: Jim Kleeburg
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino,
2. Recognition of Visitors
 - a. None
3. Public Comment & Correspondence
 - a. None
4. City of Lewiston Council Report
 - a. None
5. Library Foundation Report
 - a. None
6. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings - Board of Trustees from May 22, 2024, and Art Committee Meeting Minutes from April 18, 2024
 - b. Review of Statistical Report
 - c. Approval of Statement of Expenses
 - i. Andy Hanson moved to approve the consent agenda as presented and Rebecca Snodgrass seconded. All in favor. Motion carried.
7. Committee Reports
 - a. Art Committee
 - i. L. Johnson discussed that the art committee will meet this Thursday and discussed the most recent art installation handled by the art committee volunteers.
8. Director's Report
 - a. Staffing
 - i. L Johnson reported that the library hired H. Ocheltree, a 24-hour library assistant, and M. Buckley, a 27-hour library assistant.
 - b. Presentation on Creative Aging

- i. L. Johnson reported that the program that the library created with grant funds was successful and she presented regarding the programs program's impact on the local senior community.
 - c. August City Council Budget Hearing Dates
 - i. L. Johnson announced the upcoming budget hearing dates for the City of Lewiston. She noted the difference in the budget presentation from years past.
- 9. Unfinished Business
 - a. Computer Use Policy - Action Item
 - i. Andy Hanson moved to approve the updated computer use policy and Rebecca Snodgrass seconded. All in favor. Motion carried.
 - b. Internet Use & Safety Policy - Action Item
 - i. Josh Brown moved to approve the internet use & safety policy and Rebecca Snodgrass seconded. All in favor. Motion carried.
 - c. Items Moved from Consent Agenda - Action Item
 - i. None
- 10. New Business
 - a. Request for Relocation Policy - Harmful to Minors - Action Item
 - i. L. Johnson and the board reviewed the policy and supporting documents before voting for approval.
 - 1. Andy Hanson moved to approve the relocation documents with minor changes effective July 1 and Josh Brown seconded. All in favor. Motion carried.
- 11. Schedule of Upcoming Meetings
 - a. Regular Meeting: July 17, 2024
 - b. Regular Meeting August 21, 2024
- 12. Adjournment - Action Item
 - a. Andy Hanson moved to adjourn the meeting.

June 6, 2024

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Chair Boots called the meeting to order at 10:00 a.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Leah Boots, Chair; Dennis Ohrtman; Bob Reitz; Vice Chair; Laurinda Riggs; Kayleigh Philippi (via Zoom); Lisa Hasenoehrl;

COMMISSIONERS EXCUSED: Tamara Berlik; Ed King, Greg Follett;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: Kasee Forsmann (at 10:07 am)

GUESTS: None

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. APPROVAL OF MAY 2, 2024 REGULAR MEETING MINUTES

Commissioners Ohrtman and Hasenoehrl moved and seconded, respectively, to approve the May 2, 2024 Regular meeting minutes. The motion passed 6-0.

IV. OLD BUSINESS

1. PRIORITIES PLAN REVIEW AND UPDATE

Staff Hollingshead read through the current priorities plan and identified items that had been completed since the 2023 review and items that might be good projects for the Commission to work on in the future. The Commission discussed potential partnerships that could benefit various projects. Staff Hollingshead also presented several grant applications showing the criteria the different granting organizations review when looking at projects, the Commission discussed if any of the projects listed on the priorities plan might meet the criteria for grant funds.

Chair Boots asked the Commission to further review the priorities plan on their own time and come back to the next meeting with a project they would like to concentrate their efforts on.

V. **COMMISSIONER COMMENTS:**

Commissioner Ohrtman encouraged the Commission to visit the Heritage House to review the interior work that is being done in the aviary.

VI. **COUNCIL LIAISON COMMENTS:**

Council Liaison Forsmann had no comments.

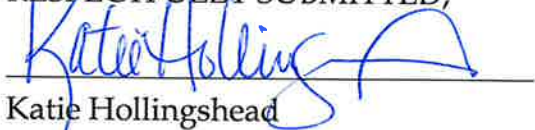
VII. **STAFF-COMMISSION COMMUNICATIONS:**

Staff Hollingshead let the Commission know that the first Thursday in July was July, 4th and that City offices would be closed that day. Staff Hollingshead asked the Commission if they would like to cancel the regular meeting and if any Certificate of Appropriateness applications came in she could schedule a special meeting for their review. The Commission agreed that cancelling the July 4, 2024 meeting was the best course of action.

VIII. **ADJOURN**

There being no further business, Commissioners Hasenoehrl and Riggs moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 11:07 a.m. Motion passed 6-0.

RESPECTFULLY SUBMITTED,



Katie Hollingshead
Recording Secretary



Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 1st day of August, 2024.



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
AG-PRO	115424	7/26/2024	TRNSPN	BPO - ST - OPERATING SUPPLIES	\$7.20
AMAZON CAPITAL SERVICES	115425	7/26/2024	COMDEV	BPO-CD-OFFICE SUPPLIES FROM AMAZON	\$406.60
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$14.99
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$61.46
				REPL AIR DRYER FOR SHOP	\$2,899.99
			LIBRARY	BPO - LIB - DVD ORDERS	\$145.67
				BPO - LIB - OPERATING SUPPLIES	\$344.33
				LIB - BOOKMOBILE ORDER, CLEARWATER GRANT	\$669.33
				LIB - BPO - VIDEO GAMES	\$99.91
			PARKSFAC	BATTERY PACK FOR COMPUTER	\$22.88
				BPO PR-BREAKROOM SUPPLIES & COFFEE & PAPER	\$89.09
				KIDDIE POOL PUMP PART	\$28.98
				OTTER BOX PHONE CASES (4) FOR PARKS CREW	\$158.79
				PHONE CASES (3) FOR FACILITY MAINT NEW PHONES	\$194.10
			POLICE	BPO PD OFFICE AND TECHNOLOGY ITEMS	\$123.68
				PD MOTORCYCLE HELMET FOR ROBERTS	\$359.98
				REFUND FROM INVOICE-16GH-HR9Q-6QY7	(\$35.84)
			RECREATION	KEYBOARD FOR CC KITCHEN OFFICE	\$35.98
			SANITATION	PW-IPHONE 13 CASES; R BROWN & K DUGGER	\$28.67
			TRANSITOP	BPO: TRANSIT OPERATING SUPPLIES	\$260.97
			TRNSPN	BPO - ENG:DEV - FILING SUPPLIES	\$332.92
				PW - ST - PPE/CLOTHING: TODD PERRY	\$196.47
				PW-IPHONE 13 CASES; R BROWN & K DUGGER	\$28.67
			WATER	PW-WD-PHONE CASE B GARZA	\$29.94
				PW-WD-PHONE CASE; B ARNOLD	\$19.98
			WSTWTR	PW-WWTP-SAFETY/IMPACT GLOVES (2)	\$39.46
ANATEK LABS INC	115426	7/26/2024	WATER	BPO PW WTP/TOC/COLIFORM SAMPLING ANALYSIS	\$480.00
ARDURRA GROUP INC	115427	7/26/2024	TRNSPN	TR056 TRAFFIC IMPACT FEE STUDY	\$2,588.33
ATLAS COPCO COMPRESSORS LLC	115351	7/18/2024	WSTWTR	PW-WWTP-MAINTENANCE PARTS-INV 1124053206 REISSUE	\$2,125.13
	115428	7/26/2024	WATER	PW-WTP-GA 22-ITJ691640 TROUBLE SHOOTING	\$1,865.00
BANNER BANK-ADM SVCS	115392	7/24/2024	FINANCE	BPO - FIN - URA INTUIT QUICKBOOKS SUBSCRIPTION	\$30.00
BANNER BANK-CITY ATTORNEY	115389	7/24/2024	LEGAL	FUEL; DRURY & TENGONO; IMA 2024 CONF; BOISE	\$70.91
				ISB WEBINAR; 7/19/24; RE: DEBT COLLECTION; JT	\$60.00
				PARKING-TENGONO-IMA SUMM CONF	\$15.00



Voucher's Payable

				REG-TENGONO-IMLA WEBINARS	\$98.00
BANNER BANK-CITY CLERK	115390	7/24/2024	EXECUTIVE	OVERLIMIT FEE 07/07/2024	\$20.00
				REG-BROCKE-IIMC LDRSHP WEBINAR SERIES FOR CLERKS	\$927.00
			LEGISLATIV	REG-MAYOR-VALLEY VISION SEASONS OF CHANGE	\$60.00
				VALLEY VISION: ANNUAL EVENT - FORSMANN 7/17/24	\$60.00
BANNER BANK-COMMUNITY DEV	115391	7/24/2024	COMDEV	BPO-CD-INTERNATIONAL CODE COUNCIL - CONTINUE EDUC	\$309.00
BANNER BANK-FIRE 1	115429	7/26/2024	FIRE	FIRE - AWOGS - SCBA FACE IDENTIFIERS	\$152.00
				FIRE - DURAWEAR GLOVE & SAFETY - 4 GAS SENSOR	\$349.00
				FIRE - ENSEMBLE SOLUTIONS GRP - ANTENNA	\$362.25
				FIRE - GEAR BAGS - PEDIATRIC BAG	\$122.99
				FIRE - ROSAUERS - STN 2 ICE FOR REHAB	\$51.80
				FIRE - USPS - RETURN SAW BLADE	\$18.10
				FIRE - VISTAPRINT - NONEMERGENT STICKERS	\$38.99
				FIRE - WALMART - BOTTLED WATER	\$107.12
				FIRE - WALMART - BOTTLED WATER FOR REHAB	\$77.79
				HOTEL - FIRE - MULTI - AMBULANCE PICKUP	\$675.94
				REFUND-HOTEL - FIRE - MULTI - AMBULANCE PICKUP	(\$897.58)
BANNER BANK-HUMAN RESOURCES	115394	7/24/2024	HR	ASSISTANT CITY ATTORNEY JOB AD- WA BAR ASSOC	\$549.00
				BPO - FACEBOOK JOB ADVERTISEMENTS	\$56.35
				CRIMINAL ASST CITY ATTORNEY JOB AD- WA BAR ASSOC	\$599.00
				INTERNATIONAL MUNICIPAL LAWYERS ASSOCIATION JOB AD	\$880.00
BANNER BANK-IT	115395	7/24/2024	INFOSYSTMS	BPO - IT - NETWORK/SECURITY HARDWARE	\$3,413.50
				BPO - UNIFI IDENTITY LICENSES	\$244.90
				BPO-CHATGPT	\$176.25
				FAXSIPIT - EFAX	\$868.02
				GODADDY DOMAIN REGISTRATION	\$923.15
BANNER BANK-LIBRARY	115396	7/24/2024	LIBRARY	ART RECEPTION TREATS	\$17.96
	115397	7/24/2024	LIBRARY	ALA PROFESSIONAL DEVELOPMENT BOOK	\$43.60
				CANVA RENEWAL - ANNUAL SUBSCRIPTION	\$119.99
				CANVAS BAGS - CLEARWATER GRANT	\$407.73
				FORD TRANSIT VAN CURTAIN - CLEARWATER GRANT	\$416.50
				HOTEL -JOHNSON-ALA CONFERENCE 2024	\$1,123.19
				HOTEL-GARR-ALA CONFERENCE 2024	\$506.22
				LIB - SNIPE-IT RENEWAL	\$399.99
				SUPERHERO COMICS	\$158.90



Voucher's Payable

BANNER BANK-MAYOR	115398	7/24/2024	LEGISLATIV	FUEL/PARKING-MAYOR-2024 AIC ANNUAL CONFERENCE	\$58.67
				PANDA EXPRESS: FACT FINDING COMMISSION HEARING	\$57.90
				PARKING-MAYOR-2024 AIC ANNUAL CONFERENCE	\$20.00
BANNER BANK-PARKS & REC 1	115399	7/24/2024	RECREATION	FUEL - SENIOR TRIP MEALS AND FUEL FOR VAN	\$23.13
				MEALS - SENIOR TRIP MEALS AND FUEL FOR VAN	\$19.21
				STAR SPANGLED CELEBRATION SUPPLIES	\$19.47
				SUMMER MOVIE DOWNLOADS	\$7.98
BANNER BANK-POLICE 1	115400	7/24/2024	POLICE	BPO PD FOOD FOR K9 ZIVA (CHEWY.COM)	\$85.48
				HOTEL-REESE, ADMINISTRATION OF FTO	\$121.80
				HOTEL-ROBERTS-KAMINSKY ADMINISTRATION OF FTO	\$121.80
				PD ANNUAL FEES FOR VENNGAGE/MONTHLY REPORT PROGRAM	\$191.71
BANNER BANK-POLICE 2	115401	7/24/2024	POLICE	LODGING-BLOOMSBURG-BASIC HISTORICAL CELL SITE ANAL	\$377.34
				PD ADDITIONAL SNO CONES FOR COOL DOWN WITH A COP (	\$243.00
				PD CHARGING CORD FOR MOTORCYCLE HELMET	\$44.00
				PD INK CARTRIDGES	\$26.00
BANNER BANK-PUBLIC WORKS	115402	7/24/2024	STMWTR	DEPOSIT- WIEMER - STORMCON 2024	\$109.33
				FLIGHTS - WIEMER - STORMCON 2024	\$812.95
				REGISTRATION- WIEMER - STORMCON 2024	\$670.00
			TRNSPN	PW-ENG-DEV-P SEVERANCE NEW SUBSCRIPTION; NSOPE	\$299.00
				REG-SEVERANCE-VIRTUAL NASTT TRAINING	\$350.00
			WATER	PW-W-WW-MONTHLY CHARGES; SIPTRUNK	\$33.93
			WSTWTR	PW-WW-ASSET TAGS W/ BARCODES FOR PLANT	\$440.95
				PW-W-WW-MONTHLY CHARGES; SIPTRUNK	\$67.88
BANNER BANK-PUBLIC WORKS TRAVEL	115403	7/24/2024	WATER	PW-WD-HARRINGTON SUPPLIES/PARTS	\$1,044.48
			WSTWTR	PW-WWC-WWTP-WIN911 LICENSE SUBSCRIPTION FOR WW	\$1,598.00
				REFUND FROM RECEIPT RCXECHKC2J	(\$251.69)
BANNER BANK-SERVICE CTR	115404	7/24/2024	FLTMAINT	INV/ TRANSM FILTERS FOR '20 DURANGO PURSUITS	\$462.90
			FLTMAINT	TOW FOR #076 PICKUP	\$413.00
BANNER BANK-TRANSIT	115405	7/24/2024	TRANSITOP	BPO: TRANSIT UNIFORMS/SAFETY CLOTHING	\$350.11
BANNER BANK-WATER/WASTEWATER	115406	7/24/2024	WATER	PW-WD-AWWA MANUAL; PE PIPE - DESIGN/INSTALL	\$106.50
				PW-WD-AWWA MANUAL; SIZING METERS AND LINES; M22	\$106.50



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				PW-WTR-B LACY; BACKGROUND CHECK & BADGE; AIRPORT	\$65.00
				PW-WTR-DOPL EXAM; WTP1 J WALKER	\$106.00
				PW-WTR-PITCHER; LEAD AND COPPER	\$33.99
			WSTWTR	BPO PW WWTP DOORKING INC	\$41.95
				PW-WWC-HARBOR FREIGHT; TOOLS AND ORGANIZER	\$84.98
BENJAMIN COVINGTON	115366	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$26.00
BINGMAN ENTERPRISES INC DBA KNB FIRE	115476	7/26/2024	FLTMAINT	REPL SHORE POWER CHARGER FOR #007 ENGINE	\$1,098.98
BOB'S GARAGE DOORS LLC	115430	7/26/2024	PARKSFAC	GARAGE DOOR WORK AT KIWANIS PER TB	\$687.50
BRADY COMPANIES LLC DBA BRADY INDUSTRIES OF IDAHO LLC	115431	7/26/2024	PARKSFAC	PAPER TOWELS	\$870.62
BRIDGEPAY NETWORK SOLUTIONS LLC	115432	7/26/2024	FINANCE	BPO - FIN - BRIDGEPAY MONTHLY TRANSACTION FEES	\$319.20
BRUNEEL TIRE SERVICE	115433	7/26/2024	SANITATION	BPO - TS - TIRE DISPOSAL SERVICES	\$900.00
CAMP CABIN & HOME INC	115434	7/26/2024	TRNSPN	BPO - ST - PROPANE	\$76.28
CDW GOVERNMENT LLC	115435	7/26/2024	POLICE	PD PRINTER FOR SATELLITE OFFICE AT AIRPORT	\$153.99
CENTURYLINK	115436	7/26/2024	COMDEV	06/10/24 BILL DATE: UTILITY CHARGE	\$81.89
			FIRE	06/10/24 BILL DATE: UTILITY CHARGE	\$746.46
			INFOSYSTMS	06/10/24 BILL DATE: UTILITY CHARGE	\$621.90
			LIBRARY	06/10/24 BILL DATE: UTILITY CHARGE	\$54.88
			PARKSFAC	06/10/24 BILL DATE: UTILITY CHARGE	\$902.17
			POLICE	06/10/24 BILL DATE: UTILITY CHARGE	\$908.23
			TRANSITOP	06/10/24 BILL DATE: UTILITY CHARGE	\$164.78
			WATER	06/10/24 BILL DATE: UTILITY CHARGE	\$409.44
			WSTWTR	06/10/24 BILL DATE: UTILITY CHARGE	\$443.17
	115437	7/26/2024	INFOSYSTMS	07/16/24 BILL DATE: UTILITY CHARGES	\$32.97
CES	115438	7/26/2024	WATER	WR043-PW-WTP-WELL 1A PROCESSOR	\$2,816.88
CHRISTOPHER JACKS	115367	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$41.00
CHRISTOPHER JONES	115368	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$41.00
CHS INC	115439	7/26/2024	FLTMAINT	INV/ TWO DRUMS OF MOTOR OIL 5W20 & 0W20	\$1,834.80
CINTAS CORPORATION #606	115440	7/26/2024	FLTMAINT	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$229.23
			PARKSFAC	BPO PARKS UNIFORM LAUNDERED/CLEANING SUPPLIES	\$102.88
CITY OF LEWISTON EMPLOYEE BENEFIT PLAN TRUST	115407	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$424,969.12
CITY OF LEWISTON EMPLOYEE BENEFIT-CAFETERIA PLAN	115408	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$8,104.80
CLEARWATER FINANCIAL LLC	115441	7/26/2024	HR	FACT FINDING REPRESENTATION	\$3,037.50
CLEARWATER HYDRAULICS LLC	115442	7/26/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$206.23
COEUR D'ALENE TRACTOR CO	115423	7/26/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$138.55



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COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	115443	7/26/2024	COMDEV	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$281.95
			FIRE	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$1,313.11
			FLTMAINT	BPO/ FLEET/ LUBE PRODUCTS & CAR WASHES	\$33.87
			FLTMAINT	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$147.97
			LEGISLATIV	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$53.07
			PARKSFAC	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$988.70
			POLICE	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$2,167.01
			RECREATION	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$20.83
			SANITATION	BPO - TS - FUEL	\$200.34
				BPO - TS - FY24 FUEL FOR SDI HAUL	\$1,442.19
			TRANSITOP	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$1,743.74
			TRNSPN	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$1,325.19
			WATER	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$213.69
			WSTWTR	CP-0149248 07/14/24 BILL DATE: FUEL CHARGES	\$456.65
CONSOLIDATED ELECTRICAL DISTRIBUTORS	115444	7/26/2024	WSTWTR	BPO PW WW COLL SPLYS	\$56.21
CONTINENTAL AMERICAN INSURANCE COMPANY DBA AFLAC GROUP	115388	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$1,946.11
CRASH DATA GROUP INC	115446	7/26/2024	POLICE	PD CRASH DATA SOFTWARE RENEWAL	\$1,500.00
DARIN GARR	115369	7/18/2024	LIBRARY	AMERICAN LIBRARY CONFERENCE 2024	\$69.43
DAVID EVANS AND ASSOCIATES INC	115447	7/26/2024	CAPITAL PROJECTS	TR036 BRYDEN AVE RECONSTRUCTION - SUPPLEMENTAL #1	\$6,604.42
DELL MARKETING LP	115448	7/26/2024	INFOSYSTMS	LAPTOP - STREETS	\$1,527.60
				LAPTOP - TRAFFIC	\$1,273.82
DEMCO INC	115449	7/26/2024	LIBRARY	BPO - LIB - CATALOGER SUPPLIES	\$106.19
EFTPS	1549	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$163,877.79
EMCS INC	115450	7/26/2024	POLICE	PD ANNUAL MAINTENANCE FOR TRAINING TRAK SOFTWARE	\$300.00
ERB'S ACE HARDWARE LLC	115451	7/26/2024	WATER	BPO PW DISTRIB SPLYS	\$66.26
				BPO PW WTP SUPPLIES	\$22.08
			WSTWTR	WW034 LOSD LIFT STATION MAINT	\$13.58
ERIK KELLY	115370	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$26.00
FASTENAL COMPANY	115452	7/26/2024	PARKSFAC	SHORT/LONG SLEEVE SAFETY SHIRTS, HYDRATION PACKETS	\$508.76
FERGUSON ENTERPRISES #3011	115453	7/26/2024	WATER	BPO PW DISTRIB MAINT SPLYS	\$381.46
				WR043 WD-TAPPING MACHINE AND ACCESSORIES	\$4,855.45
FOP LEWIS CLARK LODGE #10	115409	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$1,817.46



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GEORGE LANGFIELD DBA LANGFIELD PSYCHOLOGICAL SERVICES	115479	7/26/2024	POLICE	PD PRE EMPLOYMENT PSYCH EVAL LEAVITT	\$600.00
GOVERNMENT FINANCE OFFICERS ASSOC	115455	7/26/2024	FINANCE	FIN - GFOA 2024 GAAFR	\$199.00
GUARDIAN PLUMBING, HEATING & A/C INC	115456	7/26/2024	PROPIMPR	HVAC AT BELL BLDG	\$6,290.00
HAHN SUPPLY	115457	7/26/2024	WATER	BPO PW WATER DISTRIB SPLYS	\$15.23
HCAA LLC	115458	7/26/2024	RECREATION	CHAMPIONSHIP SHIRTS, 2024 MENS LEAGUE SOFTBALL	\$734.98
				CHAMPIONSHIP SHIRTS, 2024 WOMENS LEAGUE SOFTBALL	\$467.34
HENRY SCHEIN	115459	7/26/2024	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$410.42
HERCO INC DBA HERCO ASPHALT & PAVING	115460	7/26/2024	TRNSPN	BPO - ST - HOT MIX	\$1,033.56
				BPO - ST - TACK OIL	\$1,333.62
HOME DEPOT CREDIT SERVICES	115461	7/26/2024	PARKSFAC	BPO CONSTRUCTION SUPPLIES	\$22.47
			TRNSPN	BPO - ST - OPERATING SUPPLIES	\$5.82
HORIZON DISTRIBUTORS INC	115462	7/26/2024	PARKSFAC	REPAIR PARTS FOR EXMARK LAWN MOWER	\$425.30
HRA VEBA TRUST	115352	7/18/2024	WATER	VEBA - MCLEAN	\$1,814.73
I A F F - LOCAL #1773	115410	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$3,216.00
IDAHO CHILD SUPPORT RECEIPTING	115411	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$420.00
IDAHO INDUSTRIAL COMMISSION	115412	7/24/2024	INSTRUST	2024 SEMI ANNUAL WORKERS COMP TAX REPORT	\$4,980.39
IDAHO STATE POLICE	115463	7/26/2024	COMDEV	BPO-CD-FINGERPRINT FEES RELATING TO BUSINESS LICE	\$33.25
			POLICE	PD ILETS USER FEES JULY-SEPT 2024	\$13,543.75
IDAHO STATE TAX COMMISSION	115413	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$28,323.00
IDAHO TRANSPORTATION DEPT	1551	7/25/2024	TRNSPN	TR070 BURRELL; THAIN-14TH S/W INFILL - SLA	\$5,000.00
IDAHO TRUCK SALES CO	115464	7/26/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$61.43
IIA LIFTING SERVICES INC	115465	7/26/2024	FLTMAINT	ANNUAL AERIAL SAFETY INSPECTION	\$2,647.71
			PARKSFAC	ANNUAL MAINTENANCE ON SCISSOR LIFT	\$757.71
INGRAM LIBRARY SERVICES	115466	7/26/2024	LIBRARY	BPO - LIB - 1ST FLOOR NONFICTION	\$348.07
				BPO - LIB - 2ND FLOOR NONFICTION	\$372.21
				BPO - LIB - ADULT BOOKMOBILE	\$89.53
				BPO - LIB - ADULT FICTION	\$251.73
				BPO - LIB - AUDIOBOOKS	\$69.04
				BPO - LIB - JUVENILE FICTION	\$684.84
				BPO - LIB - JUVENILE NONFICTION	\$448.79
				BPO - LIB - LARGE PRINT	\$242.78
				BPO - LIB - TEEN FICTION	\$9.79
INTERLINK INC	115468	7/26/2024	ECONDEV	CDBG-2023 INTERLINK CAPITAL PROJECT-RAMP CONSTRUC	\$4,760.15
INTERMOUNTAIN CLAIMS INC	115469	7/26/2024	INSTRUST	TO REIMBURSE WORKERS COMP ACCOUNT	\$24,997.19



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INTERNATIONAL CITY MANAGEMENT ASSOCIATION DBA MISSIONSQUARE RETIREMENT	1548	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$4,391.68
JARED MIESEN	115371	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$41.00
JASON KUZIK	115419	7/24/2024	POLICE	POST PATROL GRADUATION/PICK UP K9 KENNEL	\$368.89
JGB YOGA	115470	7/26/2024	LIBRARY	LIB - BPO - YOGA INSTRUCTOR FEES	\$700.00
JOHN THOMPSON	115372	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$41.00
JOHN'S SAW SERVICE	115353	7/18/2024	PARKSFAC	BPO-PK MAINT-SMALL ENGINE REPAIR AND SUPPLIES	\$63.00
	115471	7/26/2024	PARKSFAC	BPO-PK MAINT-SMALL ENGINE REPAIR AND SUPPLIES	\$7.99
			TRNSPN	BPO - ST - TOOL REPAIR SERVICES	\$2.00
JOSEPH EVANGELHO	115373	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$26.00
J-U-B ENGINEERS	115472	7/26/2024	PARKSFAC	COMMUNITY PARK IRRIGATION STUDY PROJECT	\$7,000.00
			TRNSPN	PW-TR069 17TH ST GRADE CORRIDOR; CONCEPT EVALS	\$1,704.00
			WATER	PW-WR060 COMM DR RES; CL INJECTION ENGINEERING	\$540.40
				PW-WR071 RESERVOIRS EVALS & RECOATS; OWNERS AGENT	\$6,063.83
				PW-WTR-WR043 DESIGN OF CAPITAL WATER REPLACEMENTS	\$4,185.80
JUSTIN KREIN	115374	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$26.00
KENWORTH SALES COMPANY	115473	7/26/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$212.04
			FLTMAINT	SCR DEVICE, NOX SENSOR,#001 FIRE ENGINE	\$7,523.23
KINZER AIR LLC	115474	7/26/2024	WSTWTR	PW-WWTP-BPO HEATING TROUBLE SHOOTING; MISC LOCALS	\$110.00
KLEEN SWEEP JANITORIAL	115475	7/26/2024	WATER	BPO PW DISTRIB MONTHLY CLEANING SRV	\$355.00
LAKESHORE LEARNING MATERIALS	115477	7/26/2024	LIBRARY	LIB - ON THE GO KITS - CLEARWATER GRANT	\$556.54
LAKESIDE INDUSTRIES INC	115478	7/26/2024	TRNSPN	BPO - ST - EZ STREET	\$6,174.56
LATAH SANITATION INC	115467	7/26/2024	RECREATION	STAR SPANGLED EVENT - PORT-A-POTTIES AND SINKS	\$330.00
LES SCHWAB TIRE CENTER	115481	7/26/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$273.23
LEWIS CLARK STATE COLLEGE	115480	7/26/2024	TRNSPN	REG - ESPINOZA, PERRY, ANTELL - FLAGGER TRAINING	\$267.00
LUPER AUTOMOTIVE INC	115482	7/26/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$85.93
LYNN JOHNSON	115375	7/18/2024	LIBRARY	AMERICAN LIBRARY CONFERENCE 2024	\$74.64
MACLEAN ENTERPRISES LLC	115483	7/26/2024	PARKSFAC	MOW STRIP PANELS FOR UNDER NEW FENCE AT SUNSET	\$1,880.00
MIKE'S MECHANICAL SERVICE LLC	115484	7/26/2024	WATER	PW-WTR-WR043 24TH AVE PRESSURE PUMP	\$5,915.00
MISC CUSTOMER REFUND	115355	7/18/2024	ECONDEV	CD-HRP-ROOFING FINAL PAYMENT	\$4,094.85
	115356	7/18/2024	WATER	UB 0404008893 1311 16TH	\$130.71
	115358	7/18/2024	FIRE	SFY 2021 GEMT FINAL SETTLEMENT	\$416.12
	115359	7/18/2024	ECONDEV	CD-HRP-FINAL PAYMENT	\$2,000.50
	115360	7/18/2024	RECREATION	CANT ATTEND ANY MUTS OR DIVE AND DRIVE EVENTS	\$210.00
	115361	7/18/2024	SANITATION	UB 0509048887 915 CYPRESS	\$3,900.00



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	115362	7/18/2024	PARKSFAC	CHILD COULDN'T PARTICIPATE IN SWIM LESSON SESSIONS	\$25.00
	115363	7/18/2024	ECONDEV	CD-MICROENTERPRISE-NEW SALARY POSITION PAYROLL.	\$889.22
	115364	7/18/2024	ECONDEV	CD-HRP-POWER VAC	\$528.00
	115365	7/18/2024	ECONDEV	CD-MICROENTERPRISE-INTERNET & PAYROLL	\$680.50
	115414	7/24/2024	WATER	EQUITY BUY INS WERE BILLED AT NOT STUBBED	\$19,548.00
			WSTWTR	EQUITY BUY INS WERE BILLED AT NOT STUBBED	\$20,606.00
	115415	7/24/2024	RECREATION	SCHOLARSHIP FROM JILL ANDREWS MEMORIAL (JAM) SOFT.	\$1,200.00
	115416	7/24/2024	GOLFCRS	CONSTRUCT. DESIGN & INSTALL GOLFCOURSE WALK-IN	\$34,200.00
	115417	7/24/2024	PROPIMPR	ENGINEERING SERVICES W/ DESIGN FOR MULTIZONE UNIT	\$4,380.00
	115418	7/24/2024	PARKSFAC	NO LONGER NEED RESERVATION	\$85.00
	115485	7/26/2024	STMWTR	UB 2100275557 3534 17TH	\$35.41
	115486	7/26/2024	ECONDEV	CDBG-HRP-FINAL PAYMENT	\$12,142.04
MORGEN VONBARGEN	115376	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$26.00
MOTION INDUSTRIES INC	115487	7/26/2024	FLTMaint	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$95.80
MOTOROLA SOLUTIONS INC	115488	7/26/2024	POLICE	PD RADIO ENCRYPTION AND EQUIPMENT	\$5,777.90
NAPA AUTO PARTS	115489	7/26/2024	FLTMaint	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$325.68
			FLTMaint	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$956.55
				ORIGINALLY 416135 ITEM REPLACED FOR SAME AMOUNT.	\$55.99
				REFUND INV(S)-415431,416842	(\$665.27)
			POLICE	PD REAR TAILLIGHT COVER FOR SILVER ESCAPE	\$52.21
			WATER	BPO PW DISTRIB SPLYS	\$7.36
			WSTWTR	BPO PW WWTP SUPPLIES	\$41.24
NATIONWIDE RETIREMENT	1546	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$7,048.73
NATIONWIDE-RESERVE	1550	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$1,277.06
NEZ PERCE COUNTY	115490	7/26/2024	POLICE	PD COMPUNET FEES FOR FEBRUARY 2024	\$375.00
NORCO INC	115381	7/18/2024	FIRE	BPO FIRE - NORCO - O2, EMS/SUPPRESSION SUPPLIES	\$763.38
	115491	7/26/2024	TRNSPN	BPO - ST - OPERATING SUPPLIES	\$27.42
NORTH 40 OUTFITTERS	115492	7/26/2024	FLTMaint	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$7.60
			FLTMaint	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$37.05
			PARKSFAC	BPO CONSTRUCTION, MAINTENANCE, IRRIGATION SUPPLIE	\$64.23
				BPO SHOP SUPPLIES	\$63.86
			POLICE	BPO PD UNIFORM PANTS	\$69.99
			RECREATION	SAFETY SHOES FOR GAVIN WEDDLE	\$159.99
				SAFETY SHOES FOR JAXON HUSTEAD	\$159.99
			WATER	BPO PW DISTRIB SPLYS	\$57.95
			WSTWTR	BPO PW WWTP SUPPLIES	\$95.93



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NORTH IDAHO COLLEGE	115493	7/26/2024	POLICE	HOUSING-HEPBURN-POST DISPATCH ACADEM	\$148.00
				HOUSING-WEAVER-POST DISPATCH ACADEM	\$148.00
				STAY-PRINCE-POST DISPATCH ACADEM	\$148.00
OCLC INC	115495	7/26/2024	LIBRARY	LIB - OCLC SUBSCRIPTION RENEWAL	\$4,201.49
ODP BUSINESS SOLUTIONS LLC	115496	7/26/2024	COMDEV	BPO-CD-OFFICE SUPPLIES FROM ODP	\$39.68
			EXECUTIVE	BPO - EXEC - COPY PAPER FOR CITY HALL COPIER	\$119.04
				BPO - EXEC - OFFICE SUPPLIES FOR CLERK'S OFFICE	\$26.06
			LIBRARY	BPO - LIB - OFFICE SUPPLIES	\$177.27
				LIB - BPO - COPY PAPER	\$119.04
			PARKSFAC	BPO PARKS REC ADMIN OFFICE SUPPLIES	\$280.15
			POLICE	BPO PD OFFICE SUPPLIES	\$53.97
			WSTWTR	BPO PW IND PTMT SUPPLIES	\$23.29
				BPO PW WWTP OFFICE SUPPLIES	\$181.61
O'REILLY AUTO PARTS	115494	7/26/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$425.61
				REFUND FROM INV-3834-231380	(\$264.66)
OVERDRIVE INC	115497	7/26/2024	LIBRARY	BPO - LIB - ADULT OVERDRIVE	\$726.55
				LIB - BPO - JUVENILE OVERDRIVE	\$1,416.05
OWEN EQUIPMENT	115498	7/26/2024	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$526.84
OXARC	115499	7/26/2024	PARKSFAC	BPO CHEMICALS FOR THE 2024 POOL SEASON	\$4,478.43
			WATER	BPO PW DISTRIB PERSONNEL SPLYS	\$17.28
				BPO SODIUM HYPOCHLORITE FOR WELLS	\$2,400.00
			WSTWTR	BPO PW WWTP PERSONNEL SUPPLIES	\$165.66
PERSI	1547	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$218,653.45
POE ASPHALT PAVING INC	115500	7/26/2024	TRNSPN	TR011 IFB-24-015 2024 SEAL & FOG COAT	\$176,883.21
PREMIER ELECTRIC MOTORS	115382	7/18/2024	WATER	PW-WTP-WR043 WELL 5 MOTOR REBUILD	\$8,935.00
PRINCRAFT PRINTING	115501	7/26/2024	EXECUTIVE	NAMEPLATE FOR COUNCIL MTGS - TENGONO	\$15.00
			POLICE	BPO PD BUSINESS CARDS	\$40.00
RELIANCE STANDARD LIFE INSURANCE COMPANY	115421	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$1.96
RICOH USA INC	115502	7/26/2024	EXECUTIVE	BPO - EXEC - FY24 C.H. COPIER RENT FOR IMC6000	\$226.83
			FIRE	BPO FIRE - RICOH - HQ COPIER	\$193.87
			LIBRARY	BPO - LIB - LEASE FEES	\$364.21
			PARKSFAC	BPO P&R COPIER CONTRACT	\$167.73
			POLICE	BPO PD COPIER RENTAL	\$199.87
				BPO PD DISPATCH COPIER RENTAL	\$133.65
			TRANSITOP	BPO: TRANSIT COPIER (RICOH IM C3500) RENTAL	\$134.76
			WATER	PW-WTP-RICOH IM C4500 LEASE PAYMENT	\$323.90
			WSTWTR	PW-WWCOLL-RICOH IM C4500 LEASE PAYMENT	\$316.36



Voucher's Payable

	115503	7/26/2024	EXECUTIVE	BPO - EXEC - FY24 RICOH MAINT/COST PER COPY	\$189.42
			LIBRARY	BPO - LIB - COPY FEES	\$54.31
			PARKSFAC	BPO COM CENTER COPIER PAPER COUNT	\$135.51
			POLICE	BPO PD COPY FEES	\$54.58
			WATER	PW-WTP-BPO WTP COPY FEES	\$26.25
			WSTWTR	PW-WWC-BPO WWC COPY FEES	\$45.27
ROBERT KENT	115420	7/24/2024	POLICE	MOTORCYCLE HELMET FOR POLICE MOTORCYCLE TRAINING.	\$97.55
RUSH TRUCK CENTERS OF IDAHO	115504	7/26/2024	FLTMAINT	BPO - FLEET - REPAIR PARTS & REPAIRS	\$135.72
			FLTMAINT	BPO - FLEET - REPAIR PARTS & REPAIRS	\$455.00
				REFUND FROM INV-3036955175	(\$230.00)
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	115509	7/26/2024	SANITATION	BPO - PW - FY24 ANNUAL CURBSIDE COLLECTION	\$18,376.71
				BPO - TS - FY24 CARDBOARD	\$32.00
SENSOURCE INC	115505	7/26/2024	LIBRARY	LIB - SENSOURCE RENEWAL	\$519.00
SHANNON GROW	115377	7/18/2024	COMDEV	VALLEY VISIONS DINNER	\$60.00
SITEONE LANDSCAPE SUPPLY LLC	115506	7/26/2024	PARKSFAC	BPO PARK MAINT-IRRIGATION AND TURF SUPPLIES	\$250.34
SPARKLIGHT	115507	7/26/2024	TRNSPN	BPO PW SURVEY STATION - SPLIT BETWEEN W/WW/ST	\$40.52
			WATER	BPO PW SURVEY STATION - SPLIT BETWEEN W/WW/ST	\$40.52
			WSTWTR	BPO PW SURVEY STATION - SPLIT BETWEEN W/WW/ST	\$40.51
STERLING BATTERY COMPANY	115508	7/26/2024	FLTMAINT	BPO - FLEET VEHICLE BATTERIES	\$487.56
SWANK MOTION PICTURES INC	115511	7/26/2024	RECREATION	MUTS and Dive and Drive Summer Movie Series	\$585.00
THE HOME DEPOT PRO	115510	7/26/2024	PARKSFAC	CUSTODIAL CLEANING SUPPLIES	\$137.98
				TRASH LINERS	\$325.00
THOMAS, DEAN & HOSKINS OF IDAHO, INC.	115384	7/18/2024	WATER	WR100 ITD WATERLINE; KN23119 PORT OF ENTRY; DESIG	\$26,819.00
	115513	7/26/2024	TRANSITCAP	TRANSIT COMMUNITY CENTER BUS STOP DESIGN	\$661.00
TIMOTHY MCFARLAND	115378	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$41.00
TIMOTHY O LYNCH	115354	7/18/2024	RECREATION	REFEREED 5 CITY LEAGUE BASKETBALL GAMES @ \$30/GAME	\$150.00
TK ELEVATOR CORPORATION	115514	7/26/2024	PARKSFAC	FIVE YEAR ELEVATOR LOAD TEST BELL BLDG	\$3,110.09
T-MOBILE	115383	7/18/2024	EXECUTIVE	BPO-PIO-MONTHLY PHONE BILL	\$44.41
			INFOSYSTMS	BPO: T-MOBILE LINES MONTHLY BILL	\$190.84
				UPGRADE IPAD - LISA MYERS	\$1,269.99
			PARKSFAC	BPO - PARKS - MOBILE MONTHLY BILL: K MESHISHNEK	\$13.36
			POLICE	PD BPO DEPARTMENT CELL PHONE CHARGES	\$31.50
			TRNSPN	BPO - ENG - MOBILE MONTHLY BILL: ALANNAH BAILEY	\$58.08
			WATER	BPO - WTR - MOBILE MONTHLY BILL: JUSTIN WALKER	\$7.33
				IPAD 10TH GEN FOR NEW HIRE - JUSTIN WALKER	\$199.00
	115512	7/26/2024	LIBRARY	BPO - LIB - MOBILE HOTSPOT FEES	\$63.00
TOKEN FACTORY	115515	7/26/2024	TRANSITOP	TRANSIT FR TOKENS 6000	\$1,554.84



Voucher's Payable

TREYCE BRADLEY	115379	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$41.00
TRIBUNE PUBLISHING CO	115517	7/26/2024	FIRE	PR/FIRE - PUBLIC HEARING NOTICE	\$105.91
			PARKSFAC	PR/FIRE - PUBLIC HEARING NOTICE	\$105.91
TRI-STATE MEMORIAL HOSPITAL	115516	7/26/2024	POLICE	PD PRE EMPLOYMENT PHYSICAL RAYMOND LEAVITT	\$180.00
TYRELL POGGEMEYER	115380	7/18/2024	PROPIMPR	DIESEL MITIGATION PER DIEM	\$26.00
ULINE	115518	7/26/2024	POLICE	PD HEAVY DUTY POLY TUBING FOR EVIDENCE PACKAGING	\$141.34
UNITED RENTALS (NORTH AMERICA), INC.	115519	7/26/2024	WSTWTR	PW-WWTP-MISC RENTALS TO INSTALL MOTORS/PUMPS/BLOW	\$63.00
URM STORES INC	115520	7/26/2024	PARKSFAC	BPO CONCESSION SUPPLIES FOR POOL SEASON	\$301.61
			POLICE	BPO PD OFFICE AND FOOD ITEMS	\$39.90
			RECREATION	BPO- SEN NUTRITION-FOOD AND CLEANING SUPPLIES	\$297.91
			TRNSPN	BPO - TR - OPERATING SUPPLIES	\$39.95
VALLEY CAR SALES INC	115521	7/26/2024	RECREATION	BPO P&R VAN RENTAL FOR SENIOR TRIP VAN RENTALS	\$140.00
			WATER	PW-WD-#370 BED LINER	\$565.00
VALLEY ELECTRIC INC	115522	7/26/2024	WSTWTR	PW-WWC-SCADA MODIFICATIONS FOR SECURITY	\$8,986.51
VALNET CONSORTIUM	115523	7/26/2024	LIBRARY	LIB - QUARTERLY BILLING - 1ST QUARTER	\$5,950.00
VERIZON WIRELESS	115385	7/18/2024	POLICE	UPGRADE TO IPHONE 14 PLUS - JEFF KLONE	\$149.99
VSS INTERNATIONAL INS	115386	7/18/2024	CAPITAL PROJECTS	TR066 21ST ST; 7TH - 19TH; FIBERSEAL CONSTRUCTION	\$745,363.11
WASHINGTON STATE SUPPORT REGISTRY	115422	7/24/2024	ADMSVC	Payroll Run 1 - Warrant 072524	\$358.86
WEBER ENTERPRISES LLC DBA GARLINGHOUSE MEMORIALS	115454	7/26/2024	PARKSFAC	BPO P&R LEGACY TREE PROGRAM MARKERS	\$200.00
WELCH COMER & ASSOCIATES INC	115387	7/18/2024	TRNSPN	MJ024-RFQ-24-009 MAIN ST CORRIDOR DESIGN	\$105,720.00
WELLS FARGO	115445	7/26/2024	FINANCE	TO REVERSE CREDIT APPLIED ON CK 115178	\$17.23
WESTERN RECYCLERS INC	115524	7/26/2024	LIBRARY	BPO - LIB - SHREDDING SERVICES	\$52.00
WESTERN STATES EQUIPMENT	115525	7/26/2024	WSTWTR	PW-WWTP-PREVENT MAINT & BATT; GEN #3, #4 & SSHORE	\$4,164.90
ZIEGLER BUILDING CENTER	115526	7/26/2024	WATER	BPO PW DISTRIB OP SPLYS	\$17.95
Total					\$2,307,688.86



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE DRAKE ADDITION PRELIMINARY PLAT	AGENDA NO. VI. D. AGENDA DATE: August 12, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The Lewiston City Council has not acted on this plat previously. At their July 2, 2024 regular meeting, the City of Lewiston Planning and Zoning Commission considered the Drake Addition Preliminary Plat. During discussions, Commissioner Cable noted that the plat was not depicted at the 1" = 100' scale specified in section 32.20 of City Code for preliminary plats. City staff explained that the submitted preliminary plat is drawn at a scale of 1" = 60', which differs from the stated City code standard for preliminary plats, of 1" = 100', but the 1" = 60' scale exceeds City code by providing for "increased clarity of all lines, bearings and dimensions" as required by State Code 50-1304. A strict requirement for a 1" = 100" scale is also not consistent with final plat requirements as detailed in Section 32-26 the City Subdivision Code which states that "The plat shall be drawn to an accurate scale of one hundred (100) feet to the inch, or multiple thereof, unless a different scale is previously approved by the engineer." Following discussions, the Planning and Zoning Commission determined that the plat does not comply with Section 32-20(a), but the plat scale exceeds the requirement by providing a more detailed drawing of the plat, and waived the requirement. The Planning and Zoning Commission then voted unanimously to recommend approval of the preliminary plat, to the Lewiston City Council. The Drake Addition preliminary plat proposes to re-plat Lot 2 of Block 1, of the Pupo Addition, which consists of approximately 2.01 acres of land, into five lots. The property is located north of Cedar Avenue between 20th Street and Lindsay Creek Road. Three of the proposed lots in the subdivision will be "standard" lots which have frontage on improved Cedar Avenue, that exceed the minimum required lot width for the zone. The remaining two lots in the subdivision are "flag lots" configured in conformance with Section 37-124 of City Code. An existing residence, located on the proposed Lot 1, currently occupies the property. Because the property was previously platted in 2018, the required frontage improvements have already been satisfied, and no additional right-of-way dedications or easements are required. The property is located in the Lewiston Orchards Irrigation District, and L.O.I.D. has agreed to provide water service for the proposed lots. An existing City sewer main is also located in Cedar Avenue, and the proposed lots will be eligible to receive City sewer service. Avista Utilities, CenturyLink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service to the development.	

The subject property is currently zoned R1, and the proposed lot configurations adhere to the requirements of that zone as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.

The preliminary plat complies with the applicable requirements of the City of Lewiston Subdivision Ordinance, City Code Chapter 32, with the exception of Section 32-20(a). City staff and the Planning and Zoning Commission agree that the 1" = 60' scale exceeds the requirements of Section 32-20(a) of City Code by providing a more detailed drawing of the plat, and recommend that the Lewiston City Council waive the 1" = 100' requirement by accepting the plat as presented.

BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources)

Approval of this preliminary should not result in future impacts on Public Works' staff and budgets.

ACTION PROPOSED

Staff recommends that Council accept the unanimous recommendation of the City of Lewiston Planning and Zoning Commission, and approve the Drake Addition Preliminary Plat as presented. A draft Reasoned Statement, based on the information contained in the staff report, has been attached to the information packet for your consideration.

T 35 N, R 5 W, S 14

DRAKE ADDITION

Administrative Plat of Lot 2 of Pupo Addition
to the City of Lewiston, located in Section 14,
T35N, R5W, Boise Meridian
Nez Perce County, Idaho

CITY ENGINEER'S CERTIFICATE

I hereby certify that this plat complies with the subdivision
ordinances of the City of Lewiston, Idaho.

City Engineer, City of Lewiston, Idaho _____ Date _____

CITY CLERK'S CERTIFICATE

I hereby certify that this plat the dedicated public rights-of-way, and easements
granted within this plat have been approved and accepted by the City Council
of Lewiston Idaho, at a meeting held on the _____ day of _____, 2024

City Clerk, City of Lewiston, Idaho _____ Date _____

COUNTY TREASURER

I hereby certify that all ad valorem taxes and assessments for the
property hereon described have been paid for the year 2024 and
preceding years.

Nez Perce County Treasurer _____ Date _____

PUBLIC HEALTH-IDAHO NORTH CENTRAL DISTRICT

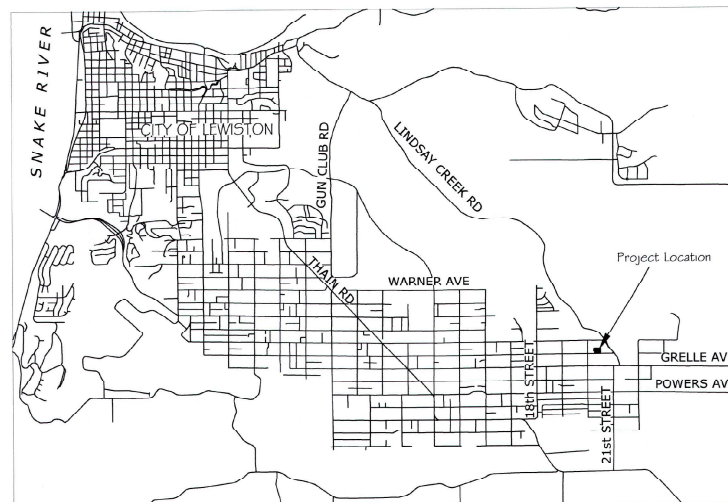
Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13,
have been satisfied. Sanitary restrictions may be reimposed, in
accordance with Section 50-1326, Idaho Code, by the issuance of a
certificate of disapproval.

Health District Signature _____ Date _____

CITY SURVEYOR'S CERTIFICATE

I hereby certify that I have checked this plat and that it complies
with the requirements of TITLE 50, CHAPTER 13, IDAHO CODE.

Surveyor, City of Lewiston, Idaho _____ Date _____



VICINITY MAP
Not to Scale

OWNERS DEDICATION

Known all men by these presents that Daniel Drake, owner of the land and premises included in
this plat have caused said land to be subdivided and platted as shown hereon as an addition to
the City of Lewiston, Idaho, to be known as DRAKE ADDITION. The undersigned also declares
that this plat is in conformance with the City of Lewiston Subdivision Ordinance. The Lewiston
Orchards Irrigation District of Nez Perce County, Idaho, is a political subdivision of the State of
Idaho, duly organized and operating under and pursuant to the laws thereof and through an
agreement with the United States Secretary of the Interior as administered by the U.S. Bureau of
Reclamation. L.O.I.D. has agreed in writing to serve all the lots in this subdivision.

In witness of this declaration, I set my hand:

Daniel Drake _____ Date _____

ACKNOWLEDGEMENT

State of Idaho } s.s.
County of Nez Perce }

Before me, the undersigned Notary Public, personally appeared Daniel Drake, Known to me to
be the person who executed the foregoing owners certificate, a free and voluntary Act and
Deed.

In witness thereof, this _____ day of _____, 2024, I set my hand and affix my seal.

Notary Public in and for the State of Idaho

Residing at _____

My commission expires _____

SUBDIVIDER

Daniel Drake
2015 Cedar Ave
Lewiston, ID 83501
208-791-3436

DATE	STATE	COUNTY	PROJECT	DRAWN BY
JUNE 2024	ID	NEZ PERCE	DRAKE ALD	TLW

COUNTY RECORDER CERTIFICATE

STATE OF IDAHO, COUNTY OF NEZ PERCE
RECORDED AT THE REQUEST OF _____
AT _____ THIS _____ DAY OF _____

RECORDER _____

DEPUTY _____

FUTURE DEVELOPMENT

Future development of the lots created by this subdivision plat require building
permits based on plans complying with all City of Lewiston codes, duly adopted at
the time of development, governing construction of buildings and adjacent public
improvements. Prior to developing a lot the owner or perspective owner is
responsible for due diligence research to apprise themselves of all development
requirements. These requirements may or may not have been identified during the
subdivision process and may or may not be shown on the plat. The City of Lewiston
is not responsible for any losses, financial or otherwise, resulting from the
unsuitability of a lot for a specific use.

PLAT NOTES

1. No fencing beyond front plain of garage on Lot 1 that adjoins fire lane. No
fencing beyond where property starts to angle towards Cedar Ave adjoining
with fire lane on Lot 3. No fencing taller than 3' beyond front plain of
house/garage between Lots 1&2 also Lots 2&3.

LEGAL DESCRIPTION

Lot 2, Block 1 Pupo Addition to City of Lewiston per the recorded plat thereof,
Inst. No. 866084.

Containing 2.01 Acres, more or less.

CITY NOTES

1. Existing Zoning Classification - R1 Suburban Residential
2. Sanitary Sewage Disposal - City of Lewiston
3. Franchise Utility Providers - Avista, Lumen, Sparklight

BASIS OF BEARINGS

The Basis of Bearings for this survey is the Idaho Coordinate System,
Transverse Mercator Projection, West Zone, NAD 83 (2011), Epoch 2010 as
shown between the found centerline monuments at the intersections of Cedar
Avenue and 20th Street and Durrell Avenue and 20th Street, said bearing
being N 00°50'07" E. The project GPS control coordinates were derived from
an NGS OPUS solution from the following base (CORS) stations:

DG8521 IDNP GRANGEVILLE APT CORS ARP
DL6886 LWST LEWISTON CORS ARP
UL7745 P372 ENTERPRISEOR2007 CORS ARP

Distances shown hereon are in US Survey Feet and have been scaled to
represent actual ground distances at survey control point 2 (N:1719191.11,
E:2327311.03, Ortho. El.:1492.04). The combined state plane and sea level
scale factor applied at point 2 is 1.0003415116. Geodetic north is an
angular rotation of (-)0°51'10" at survey control point 2.

SURVEYOR CERTIFICATION

This map correctly represents a survey made by me or under my direction in
conformance with the Survey Recording Act. This survey map was prepared at the
request of Daniel Drake, in June, 2024.

Tamara L. Wardle - Idaho Professional Land Surveyor



NOT FOR RECORDING
RIM ROCK CONSULTING, INC.

Lead Surveying
Site Planning
Mapping

SHEET
1
OF
2

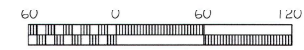
129 West 3rd Street #102 Moscow, Idaho 83843 208-883-5339 rimrock@rimrockconsulting.net

City of Lewiston Control Monument #20A 1" dia. 3" dia. aluminum cap in concrete at the intersection of 116th Street & Warner Avenue
N:1721802.985
E:2322001.038

T 35 N, R 5 W, S 14

DRAKE ADDITION

Administrative Plat of Lot 2 of Pupo Addition to the City of Lewiston, located in Section 14, T35N, R5W, Boise Meridian, Nez Perce County, Idaho



ORIGINAL SCALE: 1" = 60 FEET
CADD FILE: Drake, Daniel ROS.dwg

LEGEND

- Set 5/8" X 30" long rebar w/ aluminum cap L5 22509
- Round 5/8" rebar w/ cap PLS 7379 or as described
- Calculated Position - Nothing Found or Set
- Fd. City of Lewiston Control Monument
- Fd. Centerline Monument

① Block Number

③ Lot Number

Existing Buildings

Fire Lane - No Parking

(M) Measured

(R) Record Per Survey References

Subject Property Boundary Line

Street Centerline

Street Right of Way Line

Easement Line

Fencing Line

Adjacent Property Line

Lewiston Orchards Tract 12 Lot Line

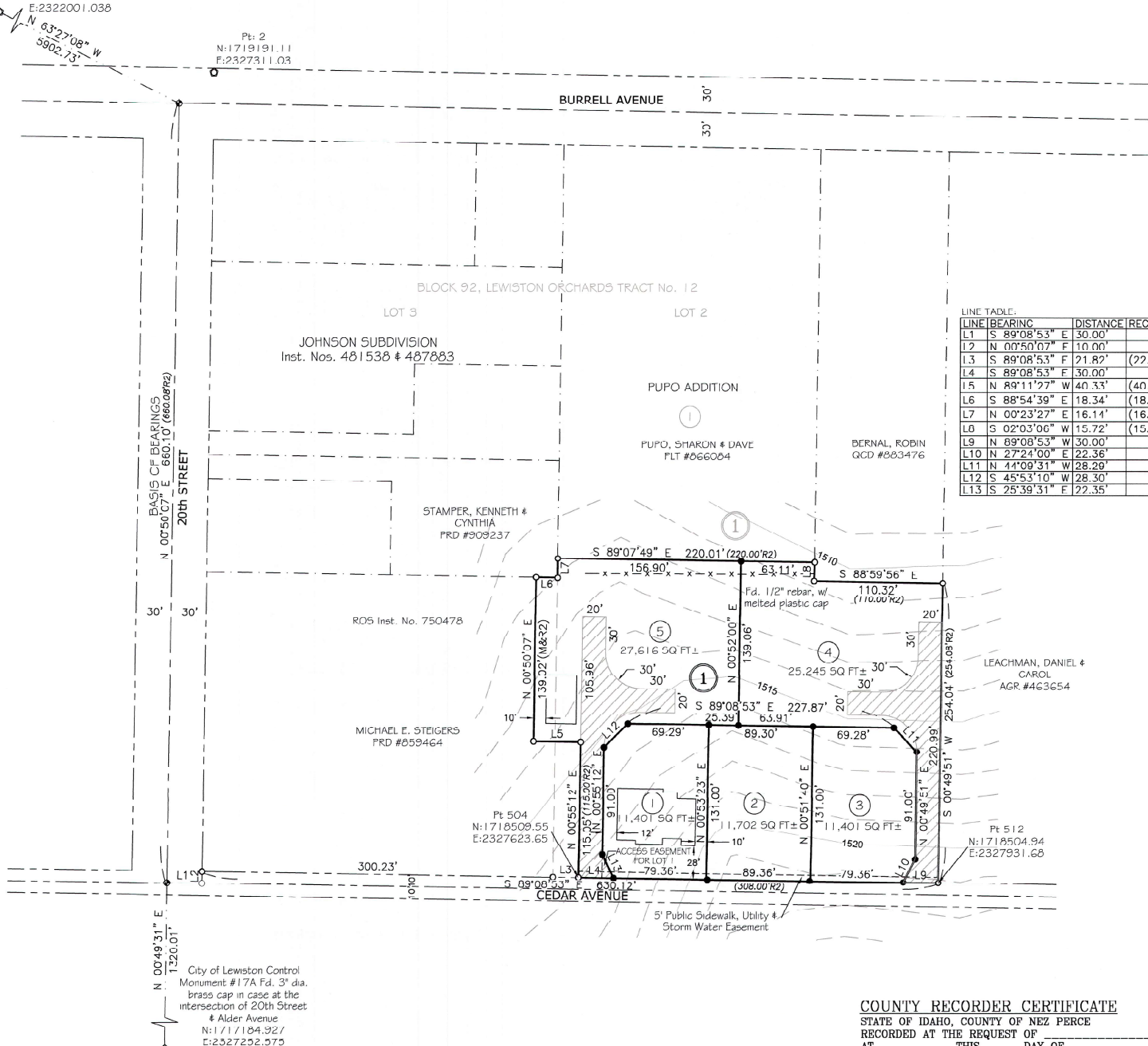
SURVEY REFERENCES

1. Warranty Deed Inst. No. 866781
2. Pupo Addition, Inst. No. 866084, PLS 7379, April, 2019
3. Record of Survey Inst. No. 750478, PLS 7379, Nov. 2007
4. Lewiston Orchards Tract 12, Inst. No. 52427

SURVEYOR NARRATIVE

1. The purpose of this survey was to locate Lot 2 of Pupo Addition to the City of Lewiston and subdivide it into 5 lots.
2. The buildings shown hereon are existing structures on the parcel. No encroachments were observed at the time of this survey.
3. Coordinates shown are gnd coordinates, Idaho Coordinate System, West Zone, NAD 83(2011). Units are US Survey Feet. Distances shown hereon are ground measured values.

LINE	BEARING	DISTANCE	RECORD
L1	S 89°08'53" E	30.00'	
L2	N 00°50'07" F	10.00'	
L3	S 89°08'53" F	21.87'	(22.00' R2)
L4	S 89°08'53" F	30.00'	
L5	N 89°11'27" W	40.33'	(40.20' R2)
L6	S 88°54'39" E	18.34'	(18.20' R2)
L7	N 00°23'27" E	16.14'	(16.00' R2)
L8	S 02°03'06" W	15.72'	(15.92' R2)
L9	N 89°08'53" W	30.00'	
L10	N 27°24'00" E	22.36'	
L11	N 44°09'31" W	28.20'	
L12	S 45°53'10" W	28.30'	
L13	S 25°39'31" F	22.35'	



COUNTY RECORDER CERTIFICATE

STATE OF IDAHO, COUNTY OF NEZ PERCE
RECORDED AT THE REQUEST OF
AT _____ THIS _____ DAY OF _____

RECORDER

DEPUTY

PRELIMINARY
NOT FOR RECORDING

RIM ROCK CONSULTING, INC.

Land Surveying
Site Planning
Mapping

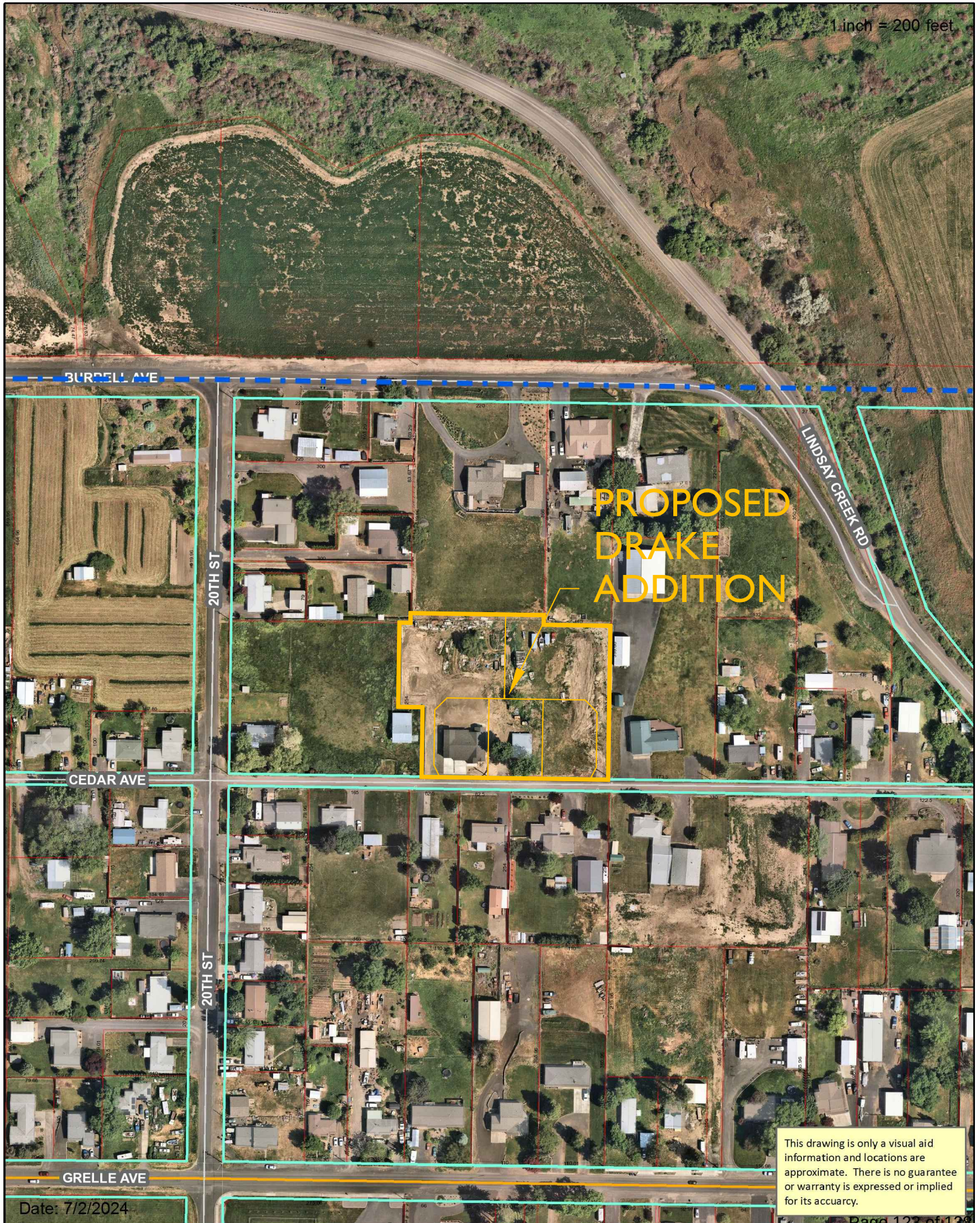
129 West 3rd Street #102 Moscow, Idaho 83843 208-883-5339 rimrock@rimrockconsulting.net

PROFESSIONAL LAND SURVEYOR
No. 22509
STATE OF IDAHO
THARA L. WARD

SHEET
2
OF
2

DATE	STATE	COUNTY	PROJECT	DRAWN BY
JUNE 2024	ID	NEZ PERCE	DRAKE AID	TLW

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.

Date: 7/2/2024

**CITY OF LEWISTON PLANNING AND ZONING COMMISSION
REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
RECOMMENDING APPROVAL, APPROVAL WITH CONDITIONS, OR
DENIAL OF A SUBDIVISION PRELIMINARY PLAT TO THE LEWISTON
CITY COUNCIL**

This document shall serve as memorialization of the rationale for the recommendation to Lewiston City Council, approving, approving with conditions, or denial of a Subdivision Preliminary Plat, which shall be based upon relevant criteria and standards, including the Lewiston Comprehensive Plan, Lewiston City Code, and Idaho Code. See I.C. § 67-6535.

- I. **APPLICATION NUMBER:**
SUB24-000004
- II. **APPLICANT'S NAME AND ADDRESS:**
Dan Drake
2015 Cedar Avenue
Lewiston ID, 83501
- III. **IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:**
A re-plat of Lot 2, Block 1 of the Pupo Addition, consisting of 2.01 acres, located at 2015 Cedar Avenue, Lewiston, Idaho.
- IV. **IDENTIFICATION OF ZONING DISTRICT AND NEIGHBORHOOD OF SUBJECT PROPERTY:**
Suburban Residential (R-1) Zone, Neighborhood No. 7
- V. **DATE OF CONSIDERATION:**
July 10, 2024
- VI. **NAME OF GOVERNING BODY:**
City of Lewiston Planning and Zoning Commission
- VII. **NATURE OF SUBJECT APPLICATION:**
Application for approval of subdivision preliminary plat.
- VIII. **DECISION:**
The Lewiston Planning and Zoning Commission recommends **APPROVAL** of SUB24-000004.

IX. RELEVANT CONTESTED FACTS RELIED UPON:

The relevant contested facts relied upon are:

None.

X. RELEVANT CRITERIA AND STANDARDS:

The following relevant criteria, standards, facts, and considerations are hereby declared as reasons for the decision on this subdivision administrative plat:

1. The proposed subdivision **will** be in compliance with the intents and purposes of Chapter 32 (Subdivisions) of the Lewiston City Code. Lewiston City Code § 32-2 (Purpose and Intent) states:
 - (a) The purpose of this chapter is to provide for the orderly growth and harmonious development of the City of Lewiston, to insure adequate traffic circulation through coordinated street systems with relation to major thoroughfares, adjoining subdivisions, and public facilities; to achieve individual property lots of reasonable utility and livability; to secure adequate provisions for water supply, drainage, sanitary sewerage, and other health requirements; to insure consideration for adequate sites for schools, recreation areas, and other public facilities; to promote the conveyance of land by accurate legal descriptions; and to provide logical procedures for the achievement of this purpose.
 - (b) Its interpretation and application, the provisions of this chapter are intended to provide a common ground of understanding and a sound equitable working relationship between the public and private interests to the end that both independent and mutual objectives can be achieved in the subdivision of land. Applicable commentary:

The Drake Addition preliminary plat proposes to re-plat Lot 2 of Block 1, of the Pupo Addition, which consists of approximately 2.01 acres of land, into five lots. The property is located north of Cedar Avenue between 20th and 21st Streets. Three of the proposed lots in the subdivision will be "standard" lots which have frontage on improved Cedar Avenue, that exceed the minimum required lot width for the zone. The remaining two lots in the subdivision are "flag lots" configured in conformance with Section 37-124 of City Code. An existing residence, located on the proposed Lot 1, currently occupies the property. Because the property was previously platted in 2018, the required frontage improvements have already been satisfied, and no additional right-of-way dedications or easements are required. The property is located in the Lewiston Orchards Irrigation District, and L.O.I.D. will provide water service for the proposed lots. An existing City sewer main is also located in Cedar Avenue, and the proposed lots will be eligible to receive City sewer service. Avista Utilities, CenturyLink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service to the development.

The subject property is currently zoned R1, and the proposed lot configurations adhere to the requirements of the R1 zone, as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.

The preliminary plat complies with the applicable requirements of the City of Lewiston Subdivision Ordinance, City Code Chapter 32.

2. The proposed subdivision **will** be in compliance with the intents and purposes of Chapter 37 (Zoning Code) of the Lewiston City Code. Lewiston City Code § 37-2 (Purpose) states: "The purpose of this chapter is to promote the orderly development of the city according to the comprehensive plan; to conserve and stabilize the value of property; and otherwise to promote the public health, safety, and general welfare." Applicable commentary:

The subject property is currently zoned R-1, and the proposed lot configurations adhere to the requirements of that zone as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.

3. The proposed subdivision **will** be in compliance with Chapter 37 (Zoning) of the Lewiston City Code standards (unless otherwise waived by Conditional Use Permit or Variance) to include meeting the minimum lot depth, minimum lot width, and minimum lot area standards as set forth by the zoning district which it is located in. Applicable commentary:

The subject property is currently zoned R-1, and the proposed lot configurations adhere to the requirements of that zone as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.

4. The proposed subdivision **will** be in conformance with the Lewiston Comprehensive Plan's requirements and objectives. Applicable commentary:

The proposed plat adheres to the requirements for the R-1 Zone which were established to promote the orderly development of the city according to the comprehensive plan; to conserve and stabilize the value of property; and otherwise to promote the public health, safety, and general welfare.

5. The proposed subdivision **does** include the entire tract of land, unless an approved preliminary plat, planned unit development (PUD), or approved development master plan shows development in phases. Applicable commentary:

The plat area includes the applicants entire parcel as determined by a survey in the field conducted by an Idaho Licensed Land Surveyor.

6. The proposed subdivision **has** received favorable review from applicable public utility providers.

Representatives of applicable public utility providers have reviewed the plat proposal, and affirmed their ability and intent to provide service by signing the utility services acceptance form contained in the preliminary plat application packet.

7. The applicant **has** complied with all elements of Lewiston City Code § 32.20. Applicable commentary:

The plat was reviewed by the City Surveyor and Public Works Staff under the direction of the City Engineer and contained the information as required by Section 32.20 of the City Subdivision Code.

Commissioner Cable stated that the plat does not meet City Code 32.20 requirement of what size the plat drawing should be scaled to.

Staff Weigand stated the scale 1 to 60 feet provides more clarification and the final plat has different requirements and the scale 1 to 60 exceeds these standards.

After deliberation and articulating their reasons, Commissioner Branson and Vice Chair Iacoboni moved and seconded, respectively, to recommend approval of the Drake Addition Preliminary Plat and the associated Reasoned Statement to the City Council.

Commissioners Wolf and Cable moved and seconded, respectively, to amend the existing motion to recommend approval of the Drake Addition Preliminary Plat and the associated Reasoned Statement to the City Council with amendment to section seven of the reasoned statement that the plat does not comply with section 32-20(a) but the plat scale exceeds the requirement by providing a more detailed drawing of the plat and is hereby waived.

8. The proposed subdivision **does not** contain all or any part of the site of a proposed park, school, flood control facility, or other public area as shown by the City's Comprehensive Plan or future acquisitions map.

The approved City Comprehensive plan does not propose any public areas at this location.

9. The proposed subdivision **is not** within a known floodplain. Applicable commentary:

Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs) do not indicate that the platted property is located in a designated floodplain.

10. The proposed subdivision **does not** have, in whole or in part, terrain having an average slope exceeding ten percent (10%).

The native slopes of all land located within the plat area are less than the 10% threshold. All constructed improvements will be designed by an Idaho licensed engineer.

11. The proposed subdivision **is** in conformance with the City's Master Transportation Plan and/or neighborhood plan. Applicable commentary:

The current adopted Transportation Plan does not address, or make recommendations for the property located within the applicants proposed development.

12. The proposed subdivision's street name(s) **are** in conformance with Lewiston City Code § 31-85.
Applicable commentary:

No new streets are proposed by the associated subdivision and all existing streets have been previously named and accepted by the City Council.

Pursuant to Idaho Code § 67-6519(5)(c), if the decision on this application is to deny it and the applicant could not take actions to obtain approval, the explanation is:

Not applicable.

Pursuant to Idaho Code § 67-6519(5)(c), if the decision on this application is to deny it and the applicant could take actions to obtain approval, such actions might include:

Not applicable.

NOTICE TO APPLICANT AND AFFECTED PERSONS: The Planning and Zoning Commission's recommendation to the City Council is not a final decision, and thus, shall not be subject to reconsideration or appeal.

By:



Signature of Planning and Zoning Commission Chair or Vice Chair or Acting Chair

Printed:

Cindy Ball

Date of Signature:

July 18 2024

ATTEST:



Dawn Ortiz, Community Development Specialist

**LEWISTON CITY COUNCIL
REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
FOR APPROVAL, APPROVAL WITH CONDITIONS, OR DENIAL OF A
SUBDIVISION PRELIMINARY PLAT**

This document shall serve as memorialization of the rationale by the Lewiston City Council for the approval, approval with conditions, or denial of a Subdivision Preliminary Plat, which shall be based upon relevant criteria and standards, including the Lewiston Comprehensive Plan, Lewiston City Code, and Idaho Code. See I.C. § 67-6535.

- I. **APPLICATION NUMBER:**
SUB24-000004
- II. **APPLICANT'S NAME AND ADDRESS:**
Dan Drake
2015 Cedar Avenue
Lewiston ID, 83501
- III. **IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:**
A re-plat of Lot 2, Block 1 of the Pupo Addition, consisting of 2.01 acres, located at 2015 Cedar Avenue, Lewiston, Idaho.
- IV. **IDENTIFICATION OF ZONING DISTRICT AND NEIGHBORHOOD OF SUBJECT PROPERTY:**
Suburban Residential (R-1) Zone, Neighborhood No. 7
- V. **DATE OF CONSIDERATION:**
August 12, 2024
- VI. **NAME OF GOVERNING BODY:**
Lewiston City Council
- VII. **NATURE OF SUBJECT APPLICATION:**
Application for approval of subdivision preliminary plat.
- VIII. **DECISION:**
The Lewiston City Council **APPROVES SUB24-000004.**

IX. RELEVANT CONTESTED FACTS RELIED UPON:

The relevant contested facts relied upon are:

None.

X. RELEVANT CRITERIA AND STANDARDS:

The following relevant criteria, standards, facts, and considerations are hereby declared as reasons for the decision on this subdivision preliminary plat:

1. The proposed subdivision **will** be in compliance with the intents and purposes of Chapter 32 (Subdivisions) of the Lewiston City Code. Lewiston City Code § 32-2 (Purpose and Intent) states:
 - (a) The purpose of this chapter is to provide for the orderly growth and harmonious development of the City of Lewiston, to insure adequate traffic circulation through coordinated street systems with relation to major thoroughfares, adjoining subdivisions, and public facilities; to achieve individual property lots of reasonable utility and livability; to secure adequate provisions for water supply, drainage, sanitary sewerage, and other health requirements; to insure consideration for adequate sites for schools, recreation areas, and other public facilities; to promote the conveyance of land by accurate legal descriptions; and to provide logical procedures for the achievement of this purpose.
 - (b) Its interpretation and application, the provisions of this chapter are intended to provide a common ground of understanding and a sound equitable working relationship between the public and private interests to the end that both independent and mutual objectives can be achieved in the subdivision of land. Applicable commentary:

The Drake Addition preliminary plat proposes to re-plat Lot 2 of Block 1, of the Pupo Addition, which consists of approximately 2.01 acres of land, into five lots. The property is located north of Cedar Avenue between 20th and 21st Streets. Three of the proposed lots in the subdivision will be “standard” lots which have frontage on improved Cedar Avenue, that exceed the minimum required lot width for the zone. The remaining two lots in the subdivision are “flag lots” configured in conformance with Section 37-124 of City Code. An existing residence, located on the proposed Lot 1, currently occupies the property. Because the property was previously platted in 2018, the required frontage improvements have already been satisfied, and no additional right-of-way dedications or easements are required. The property is located in the Lewiston Orchards Irrigation District, and L.O.I.D. will provide water service for the proposed lots. An existing City sewer main is also located in Cedar Avenue, and the proposed lots will be eligible to receive City sewer service. Avista Utilities, CenturyLink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service to the development.

The subject property is currently zoned R1, and the proposed lot configurations adhere to the requirements of the R1 zone, as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FOR SUB24-000004

Page 2 of 5

The preliminary plat complies with, or exceeds, the stated requirements of the City of Lewiston Subdivision Ordinance, City Code Chapter 32.

2. The proposed subdivision **will** be in compliance with the intents and purposes of Chapter 37 (Zoning Code) of the Lewiston City Code. Lewiston City Code § 37-2 (Purpose) states: “The purpose of this chapter is to promote the orderly development of the city according to the comprehensive plan; to conserve and stabilize the value of property; and otherwise to promote the public health, safety, and general welfare.” Applicable commentary:

The proposed plat adheres to the requirements for the R-1 Zone which were established to promote the orderly development of the city according to the comprehensive plan; to conserve and stabilize the value of property; and otherwise to promote the public health, safety, and general welfare.

3. The proposed subdivision **will** will be in compliance with Chapter 37 (Zoning) of the Lewiston City Code standards to include meeting the minimum lot depth, minimum lot width, and minimum lot area standards as set forth by the zoning district which it is located in. Applicable commentary:

The subject property is currently zoned R-1, and the proposed lot configurations adhere to the requirements of that zone as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.

4. The proposed subdivision **will** be in conformance with the Lewiston Comprehensive Plan’s desired futures for the neighborhood the proposed subdivision will be located. Applicable commentary:

The proposed plat adheres to the requirements for the R-1 Zone which were established to promote the orderly development of the city according to the comprehensive plan; to conserve and stabilize the value of property; and otherwise to promote the public health, safety, and general welfare.

5. The proposed subdivision **does** include the entire tract of land, unless an approved preliminary plat, planned unit development (PUD), or approved development master plan shows development in phases. Applicable commentary:

The plat area includes the applicants entire parcel as determined by a survey in the field conducted by an Idaho Licensed Land Surveyor.

6. The proposed subdivision **has** received favorable review from applicable public utility providers:

Representatives of applicable public utility providers have reviewed the plat proposal, and affirmed their ability and intent to provide service by signing the utility services acceptance form contained in the preliminary plat application packet.

7. The applicant **has** complied with all elements of Lewiston City Code § 32.20. Applicable commentary:

The preliminary plat complies with the applicable requirements of the City of Lewiston Subdivision Ordinance, City Code Chapter 32, with the exception of Section 32-20(a). The 1" = 60' scale exceeds the requirements of Section 32-20(a) of City Code by providing a more detailed drawing of the plat, and the 1" = 100' requirement is waived.

8. Where the proposed subdivision contains all or any part of the site of a proposed park, school, flood control facility, or other public area as shown by the City's Comprehensive Plan or future acquisitions map, the proposed subdivision **does** comply with the provisions of Idaho Code § 67-6517. Applicable commentary:

The approved City Comprehensive plan does not propose any public areas at this location.

9. The proposed subdivision **is not** within a known floodplain. Applicable commentary:

Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs) do not indicate that the platted property is located in a designated floodplain.

10. The proposed subdivision **does not** have, in whole or in part, terrain having an average slope exceeding ten percent (10%). Applicable commentary:

The native slopes of all land located within the plat area are less than the 10% threshold. All constructed improvements will be designed by an Idaho licensed engineer.

11. The proposed subdivision **is** in conformance with the City's Master Transportation Plan and/or neighborhood plan. Applicable commentary:

The current adopted Transportation Plan does not address, or make recommendations for the property located within the applicants proposed development.

12. The proposed subdivision's street name(s) **are** in conformance with Lewiston City Code § 31-85. Applicable commentary:

No new streets are proposed by the associated subdivision and all existing streets have been previously named and accepted by the City Council.

Pursuant to Idaho Code § 67-6519(5)(c), if the decision on this application is to deny it and the applicant **could not** take actions to obtain approval, the explanation is:

Not applicable.

Pursuant to Idaho Code § 67-6519(5)(c), if the decision on this application is to deny it and the applicant **could** take actions to obtain approval, such actions might include:

Not applicable.

NOTICE TO APPLICANT AND AFFECTED PERSONS: An applicant or affected person may file a written request for reconsideration with the City Clerk to request that the City Council reconsider its final decision within fourteen (14) calendar days by 5:00 p.m. on the fourteenth (14th) day after the City Council has adopted this Reasoned Statement of Relevant Criteria and Standards. The written request for reconsideration shall include, at a minimum, the following information: (i) the name and address of the applicant or affected person requesting reconsideration, (ii) the specific deficiencies in the decision for which reconsideration is sought, and (iii) a description of any procedural injury or substantial harm to real property interest(s) suffered as a result of the decision, all in accordance with Lewiston City Code § 37-185(b)(1). A form may be obtained from the City Clerk. A request for reconsideration shall be a mandatory exhaustion of an applicant or affected person's administrative remedies prior to the filing of a petition for judicial review of a final decision made by the City Council.

Every final decision rendered shall provide or be accompanied by notice to the applicant regarding the applicant's right to request a regulatory taking analysis pursuant to Idaho Code § 67-8003. The mailing of a signed and dated copy of this Reasoned Statement of Relevant Criteria and Standards by the City to the applicant shall constitute compliance with such notice requirement. An applicant denied an application or an affected person aggrieved by a final decision concerning matters identified in Idaho Code § 67-6521(1)(a) may, within twenty-eight (28) days after all remedies have been exhausted under local ordinance, as described above, seek judicial review under the procedures provided by Title 67, Chapter 52, Idaho Code.

By: _____
Daniel G. Johnson, Mayor

Date of Signature: _____

ATTEST: _____
Tanya M. Brocke, City Clerk



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: Date:

Email: Phone:

Address: City/State/Zip:

If a resident of Lewiston, how long?:

Employer: Occupation:

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:

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

I wish to be involved in the community more, specifically the Lewiston area. I am interested in the local government, understanding current policies and procedures while striving for change in a positive manner that can create a larger outreach to the community. I feel qualified because I am a Lewiston resident of Normal Hill, LCSC graduate 5/24, mother to children in Lewiston School District, passionate about learning.

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).

During Christmas, my family and I made homemade cards for residents at the Idaho State Veterans Home helping with LCSC canned food drive (04/16/24), volunteering parent to help with student field trip 05/09/24. Special Interest- frequently walks on local levy, trails, parks, downtown & around Normal Hill Cemetery, and visits the Lewiston library often. Policy Council member Lapwai Headstart 2016-2019, Parent Committee

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City? I am an Idaho resident of 8 years, originally from a small town in Washington, living in the PNW my entire life I can appreciate and have an understanding of the area. I am creative and eager to help and am inspired to engage with while serving the community.

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

Name:	Junaluska Montelongo	Phone:	208-791-8362
Name:	Cody Albright	Phone:	208-553-9071

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:	Lytonia Gardee	Date:	04/10/2024
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Return Completed Application by:

RECEIVED
By Tanya Brocke at 8:07 am, Apr 10, 2024

Mail:		Email:		Drop Off:
City of Lewiston				City Hall
Attn: City Clerk	OR	tbrocke@cityoflewiston.org	OR	1134 F Street
PO Box 617				Lewiston, ID 83501
Lewiston, ID 83501				



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: MICHAEL THOMAS FEENEY Date: July 26, 2024
Email: mfeeny1967@gmail.com Phone: 208-413-0990
Address: 631-20th Avenue City/State/Zip: Lewiston Id 83501
If a resident of Lewiston, how long?: Approx 68 years
Employer: Retired Occupation: Formerly Architect

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:

City of Lewiston Disability Advisory Commission (2014 - Current)

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

Please reappoint me to the Disability Advisory Commission so I can continue my ten years of service to this important commission.

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 a licensed professional Architect for 35 years of my adult working life, I gained considerable experience in the building trades and specifically the Americans with Disability Act (ADA)

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

My lifelong love for my home town of Lewiston Idaho, coupled with my experience with Uniform Building Code (UBC) as it pertains to disability issues allows me to say that I can make a very valuable contribution to DAC and my community.

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

Name: Mark Havens Phone: 208-964-9040

Name: Eric Peterson Phone: 208-305-3562

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: Michael T. Feeney Date: 7/26/2024

Return Completed Application by:

RECEIVED
7/26/2024

Mail:

City of Lewiston
Attn: City Clerk
PO Box 617
Lewiston, ID 83501

Email:

tbrocke@cityoflewiston.org

OR

Drop Off:

City Hall
1134 F Street
Lewiston, ID 83501