



**Lewiston City Council
REGULAR MEETING AGENDA
March 10, 2025 - 6:00 PM
Lewiston City Library – Second Floor Event Space – 411 D Street
Lewiston, Idaho 83501**

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

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

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

IV. PRESENTATIONS

- A. FIRE DEPARTMENT PINNING CEREMONY:** Fire Chief Rightmier will conduct a pinning ceremony to honor Captain Kyler Nilsson, Engineer Jake Waits, Engineer Brian Burke, and Firefighter Turner Webb

V. CONSENT AGENDA

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

- A. CITY COUNCIL MINUTES:** Considering approving the 2/24/2025 Special; 2/24/2025 Regular; and 3/3/2025 Work Session meeting minutes - Action Item
- B. ADVISORY BOARD MINUTES:** Accepting the meeting minutes from the following: Urban Renewal Agency (1/14/2025), Library Board of Trustees (1/8/2025 and 1/15/2025), Planning and Zoning Commission (2/12/2025), Cemetery and Urban Forestry Commission (10/30/2024 and 1/22/2024), and Parks and Recreation Commission (10/16/2024 and 1/15/2025) - Action Item
- C. VOUCHER'S PAYABLE:** Considering approving the Voucher's Payable dated 1/24/2025 - 2/06/2025 in the amount of \$1,412,994.45 and 2/7/2025 - 2/20/2025 in the amount of \$1,483,316.74 - Action Item
- D. PRELIMINARY PLAT - NORTH LEWISTON BUSINESS PARK:** Considering approving the North Lewiston Business Park preliminary plat and associated Reasoned Statement of Relevant Criteria and Standards, which proposes to subdivide approximately 10.21 acres of

property located south of 7th Avenue North in the middle of the block between 24th Street North and 28th Street North into 4 Lots - Action Item

- E. **SUBDIVISION PLAT - DRAKE ADDITION (SUB24-000004)** : Considering approving the Drake Addition Subdivision 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 5 lots - Action Item

VI. **ACTIVE AGENDA**

- A. **ADVISORY BOARD AND COMMISSION APPOINTMENTS:** Action Item
 - 1. **PARKS AND RECREATION ADVISORY COMMISSION:** Considering reappointing Linda Glines and appointing Larry Kopczynski to three (3) year terms - Action Item
- B. **MASTER SERVICES AGREEMENT WITH CLEARWATER FINANCIAL, LLC:** Considering approving the Master Services Agreement with Clearwater Financial, LLC, and authorizing the Mayor to sign the agreement - Action Item (Mayor Johnson)
- C. **ENVISION LEWISTON 2044 IMPLEMENTATION WORK PLAN 2024-2025:** Considering approving the Envision Lewiston 2044 Implementation Work Plan 2024-2025 - Action Item (City Planner Plaskon)
- D. **RESOLUTION 2025-10:** Considering declaring an item of City of Lewiston property to be surplus and providing for the trade-in of said surplus property - Action Item (Finance Director Gordon)
- E. **RESOLUTION 2025-11:** 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)
- F. **FIRST AMENDMENT TO COMMUNITY PARK MASTER PLAN (PF016) AGREEMENT:** Considering approving the First Amendment to the Community Park Master Plan Professional Services Agreement between J-U-B Engineers, Inc. and the City of Lewiston in the amount of \$48,000 and authorizing the Mayor to sign the agreement - Action Item (Community Development Director Grow)
- G. **RESOLUTION 2025-02:** Considering vacating the public right-of-way in VA-01-2024 - Action Item (Public Works Director Johnson)
- H. **RESOLUTION 2025-09:** Considering adopting the City of Lewiston 2025 Transportation Capital Improvement Plan - Action Item (Public Works Director Johnson)
- I. **ORDINANCES**
 - 1. **FIRST READING**
 - a. **ORDINANCE 4921:** Considering repealing and reserving Section 37-129 of the Lewiston City Code entitled "Use of prefabricated containerized transport units as accessory buildings or storage units" and amending Section 37-131 of the Lewiston City Code allowing use of shipping containers as an accessory building - Action Item

(City Planner Plaskon)

2. FIRST, SECOND AND THIRD READINGS

- a. **ORDINANCE 4940**: Considering amending Ordinance 4929 by replacing Exhibits A and B of Lewiston City Ordinance 4929 - Action Item (City Attorney Tengono)
- b. **ORDINANCE 4941**: Considering amending Ordinance 4930 by replacing Exhibit A of the Lewiston City Ordinance 4930 - Action Item (City Attorney Tengono)
- c. **ORDINANCE 4943**: Calling for the submission to the qualified electors of the City the question of incurring an indebtedness and issuing general obligation bonds of the City in an aggregate principal amount not to exceed \$25 million dollars to pay the cost of acquiring and constructing improvements to wastewater, water, stormwater and road infrastructure and related improvements; approving the form of ballot; providing for the registration of voters and related matters - Action Item (Public Works Director Johnson)

3. SECOND AND THIRD READINGS

- a. **ORDINANCE 4937**: Considering repealing Chapter 7 of the Lewiston City Code related to ambulance service and enacting a new Chapter 7 entitled "Ambulance Service" - Action Item (Fire Chief Rightmier)

4. ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES

- a. **ORDINANCE 4937**: Action Item
- b. **ORDINANCE 4940**: Action Item
- c. **ORDINANCE 4941**: Action Item
- d. **ORDINANCE 4943**: 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. **AGENDA TOPICS**: - Action Item

IX. ADJOURNMENT - Action Item

accommodation or have questions about the physical access provided at this meeting, please contact Nikki Province, ADA Coordinator, at least forty-eight (48) hours in advance of the meeting at 208-746-3671 x 6211.

February 24, 2025

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Special Meeting in the Back Conference Room of Lewiston City Hall at 1134 F Street. Mayor Johnson called the meeting to order at 4:01 PM.

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Johnson; Council President Kleeburg (4:05 p.m.); Councilor Forsmann (Zoom, followed by in person at 4:30 p.m.); Councilor Klein; Councilor Schroeder; Councilor Spickelmire (Zoom); Councilor Wright.

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

III. DISCUSSION ITEMS

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

A. 2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT: Presentation from Presnell Gage on the 2024 Annual Comprehensive Financial Report - Action Item (Finance Director Gordon)

Finance Director Aimee Gordon introduced Dawn Aliverti from Presnell Gage, LLC, who conducted the independent audit for the fiscal year ending September 30, 2024. Ms. Aliverti reviewed the financial statements, audit requirements, and key highlights, noting that the audit resulted in an unmodified ("clean") opinion with no issues related to federal regulations, internal controls, or compliance.

Ms. Aliverti concluded by thanking the city staff, particularly the finance department, for their cooperation and assistance throughout the audit process.

IV. 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 February 24, 2025 Special Meeting. The motion carried 6-0 and the meeting adjourned at 4:54 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

February 24, 2025

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

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

John Michael led the Pledge of Allegiance.

III. CITIZENS COMMENTS

Julie Crea, a Lewiston resident and Chair of the Audit Committee, reported that the Government Finance Officers Association of the United States and Canada awarded the City of Lewiston the Certificate of Achievement for Excellence in Financial Reporting for the 33rd consecutive year.

John Michael, a Lewiston resident, voiced concerns about cold weather, homelessness, and fentanyl issues. He noted the importance of building an inclusive community and would like Bengal Field to be converted into a city park and fluoride removed from the water.

IV. PRESENTATIONS

- A. JANUARY FINANCIAL REPORT:** Financial report for January 31, 2025, in accordance with Idaho Code 50-208 - No Oral Report (Finance Director Gordon)

V. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING: PIONEER PARK:** Accepting testimony on the Pioneer Park Resiliency Upgrades Project and the progress of the Idaho Community Development Block Grant CARES funding - Action Item (Community Development Director Grow)

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

Community Development Director Shannon Grow presented on the Pioneer Park upgrades, funded through the Idaho Community Development Block Grant CARES program. The project focuses on ADA improvements, with funding

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details provided. The existing playground equipment has been removed for relocation to Rotary Park, and project completion is expected in June.

Megan Anderson, a Lewiston resident and tenant of Carnegie Library, spoke in support of the project and the importance of ADA improvements.

John Michael, a Lewiston resident, asked questions about the sidewalk.

Mike Uhlenkott, a Lewiston resident, questioned the water fountain.

With no further public testimony and all Council questions addressed, Mayor Johnson closed the public hearing.

B. PUBLIC HEARING: 2025 TRANSPORTATION CIP: Accepting public testimony on the 2025 Transportation Capital Improvement Plan - Action Item (Public Works Director Johnson)

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

Public Works Director Dustin Johnson outlined the Transportation Capital Improvements Plan, which prioritizes projects within the transportation network. The plan is updated annually to reflect progress, adjust ongoing projects based on new data or needs, and incorporate new initiatives. He reviewed the project ranking criteria, which include mobility, livability, safety, responsible governance, and economic vitality.

Jenna Coffey, a Clarkston resident, suggested adding better signage at the crosswalk on Bryden and Thain Road.

John Michael, a Lewiston resident, questioned the prioritization of Bryden Avenue improvements, noting ongoing traffic challenges and asking if it would be moved back up the list.

Michael Uhlenkott, a Lewiston resident, encouraged Council to put up better signage for crosswalks near schools.

There being no further comments, Councilors discussed prioritization, including the cost of blinking crosswalk signs, grant opportunities, and keeping Bryden in the top 10. Councilor Forsmann suggested prioritizing school sidewalks, and Councilor Klein proposed moving project 2025-003 to #6.

With no further public testimony and all Council questions addressed, Mayor Johnson closed the public hearing.

VI. CONSENT AGENDA

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

Councilor Forsmann moved and Councilor Schroeder seconded, respectively, approval of the Consent Agenda. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.**

- A. **CITY COUNCIL MINUTES:** Considering approval of the minutes of the following meetings: 2/10/2025 Executive Session and 2/10/2025 Regular - Action Item
- B. **ADVISORY BOARD MINUTES:** Accepting the meeting minutes of the 1/09/2025 Historic Preservation Commission and the 1/22/2025 Planning and Zoning Commission - Action Item

VII. ACTIVE AGENDA

- A. **ADVISORY BOARD AND COMMISSION APPOINTMENTS:** Action Item

- 1. **CODE BOARD OF APPEALS:** Considering the appointment of Tim Lynch to a three (3) year term - Action Item (Mayor Johnson)

Mayor Johnson moved to approve the appointment of Tim Lynch to a three-year term on the Code Board of Appeals. Councilor Schroeder seconded, and the motion carried 5-0, with Councilor Forsmann stepping away during the vote.

- B. **ANNUAL COMPREHENSIVE FINANCIAL REPORT:** Considering approval of the 2024 Annual Comprehensive Financial Report - Action Item (Finance Director Gordon)

Councilors Forsmann and Schroeder moved and seconded, respectively, to approve the 2024 Annual Comprehensive Financial Report. The motion carried 6-0.

- C. **JOINT TRANSIT DISPATCH SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON AND ASOTIN COUNTY PUBLIC TRANSPORTATION BENEFIT AREA:** Considering approval of the Joint Transit Dispatch Services Agreement between the City of Lewiston and Asotin County Public Transportation Benefit Area and authorizing the Mayor to sign the agreement - Action Item (Transit Manager Seigneur)

Council President Kleeburg moved and Councilor Schroeder seconded, respectively, to approve the Joint Transit Dispatch Services Agreement between

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the City of Lewiston and Asotin County Public Transportation Benefit Area and authorize the Mayor to sign the agreement. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.**

- D. **RESOLUTION 2025-06:** Considering approving the Agreement For Services Between the City of Lewiston and the Lewis Clark Valley Metropolitan Planning Organization and authorizing the Mayor to sign the agreement - Action Item (Community Development Director Grow)

Council President Kleeburg moved and Councilor Schroeder seconded, respectively, to approve Resolution 2025-06. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.**

- E. **PARAMEDIC INTERNSHIP SERVICES AGREEMENT:** Considering approving the Lewis-Clark State College Paramedic Acute Care Clinical Education Agreement between Lewis-Clark State College and the City of Lewiston and authorizing the Mayor to sign the agreement - Action Item (Fire Chief Rightmire)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve the Lewis-Clark State College Paramedic Acute Care Clinical Education Agreement between Lewis-Clark State College and the City of Lewiston and authorize the Mayor to sign the agreement. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.**

- F. **SUPPLEMENTAL CE&I AGREEMENT 17TH STREET SIDEWALK INFILL; 13TH TO 15TH (KN23897) TR064:** Considering approving the supplemental Construction Engineering and Inspection agreement between Keller & Associates, Inc., the City of Lewiston, and the Idaho Transportation Department for the amount of \$60,395 and authorizing the Mayor to sign the agreement - Action Item (Public Works Director Johnson)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve the Supplemental Construction Engineering and Inspection agreement between Keller & Associates, Inc., the City of Lewiston, and the Idaho Transportation Department in the amount of \$60,395 and authorize the Mayor to sign the agreement. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.**

G. **ORDINANCES**

1. **FIRST READING**

- a. **ORDINANCE 4937:** Considering repealing Chapter 7 of the Lewiston City Code related to ambulance service and enacting a new Chapter 7 entitled "Ambulance Service" - Action Item (Fire Chief Rightmire)

Councilors Schroeder and Forsmann moved and seconded,

respectively, to approve the first reading of Ordinance 4937. The motion carried 6-0.

ORDINANCE 4937: AN ORDINANCE OF THE CITY OF LEWISTON REPEALING CHAPTER 7 OF THE LEWISTON CITY CODE RELATED TO AMBULANCE SERVICE AND ENACTING A NEW CHAPTER 7 ENTITLED "AMBULANCE SERVICE" AND PROVIDING AN EFFECTIVE DATE.

2. SECOND AND THIRD READINGS

- a. **ORDINANCE 4932:** Considering implementing the City Council's decision in ZNC24-4, declaring that certain real property be removed from the Community Commercial (C-3) Zone to the Medium Density Residential (R-3) Zone and amending the official zoning map of the City of Lewiston - Action Item (City Planner Plaskon)

Council President Kleeburg moved to combine the second and third readings and waive the third reading in full of Ordinance 4932. Councilor Schroeder seconded, and the motion carried 6-0.

Council President Kleeburg then moved to approve the second and third readings of Ordinance 4932. Councilor Schroeder seconded, and the motion carried 6-0.

ORDINANCE 4932: AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ZNC24-4, DECLARING THAT CERTAIN REAL PROPERTY BE REMOVED FROM THE COMMUNITY COMMERCIAL (C-3) ZONE TO THE MEDIUM DENSITY RESIDENTIAL (R-3) ZONE; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LEWISTON; AND PROVIDING AN EFFECTIVE DATE.

- b. **ORDINANCE 4935:** Amending Lewiston City Code Section 37-33 relating to design standards applicable to small lot and zero lot line small lot developments - Action Item (Assistant Planner Hollingshead)

After clarification of the motions from City Attorney Tengono, Councilors Schroeder and Wright moved and seconded, respectively, to combine the second and third readings and waive the third reading in full of Ordinance 4935. The motion carried 6-0.

Councilors Schroeder and Wright then moved and seconded, respectively, to approve the second and third readings of Ordinance 4935. The motion carried 6-0.

ORDINANCE 4935: AN ORDINANCE OF THE CITY OF LEWISTON

AMENDING LEWISTON CITY CODE SECTION 37-33 RELATING TO DESIGN STANDARDS APPLICABLE TO SMALL LOT AND ZERO LOT LINE SMALL LOT DEVELOPMENTS; AND PROVIDING AN EFFECTIVE DATE.

- c. **ORDINANCE 4939:** Amending Lewiston City Code Sections 37-93.F and 37-145 related to off-street parking requirements and allowances in the Form and Impact Based (FIB) Zone; amending Lewiston City Code Section 37-149 relating to the minimum and maximum parking requirements based on land use - Action Item (Assistant Planner Hollingshead)

Councilors Schroeder and Forsmann moved and seconded, respectively, to combine the second and third readings and waive the third reading in full of Ordinance 4939. The motion carried 6-0.

Councilors Schroeder and Forsmann then moved and seconded, respectively, to approve the second and third readings of Ordinance 4939. The motion carried 5-1 with Councilor Wright opposed.

ORDINANCE 4939: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING LEWISTON CITY CODE SECTIONS 37-93.F AND 37-145 RELATED TO OFF-STREET PARKING REQUIREMENTS AND ALLOWANCES IN THE FORM AND IMPACT BASED (FIB) ZONE; AMENDING LEWISTON CITY CODE SECTION 37-149 RELATING TO THE MINIMUM AND MAXIMUM PARKING REQUIREMENTS BASED ON LAND USE; AND PROVIDING AN EFFECTIVE DATE.

3. **ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES**

Council President Kleeburg and Councilor Forsmann moved and seconded, respectively, to adopt Ordinances 4932, 4935, and 4939 and to approve the related ordinance summaries. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.***

- a. **ORDINANCE 4932:** Action Item
- b. **ORDINANCE 4935:** Action Item
- c. **ORDINANCE 4939:** Action Item

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

IX. **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

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Council in the foreseeable future, and shall be limited to comments, not discussion.

Council President Kleeburg wished his wife a Happy Birthday.

Councilor Forsmann stated she is willing to meet with people and encouraged them to reach out.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

Councilors provided updates on their respective boards and commissions.

C. MAYOR COMMENTS

Mayor Johnson announced vacancies on the Boards & Commissions and encouraged people to apply.

D. AGENDA TOPICS: Action Item

X. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Schroeder and Forsmann moved and seconded, respectively, to adjourn the February 24, 2025 Regular meeting. The motion carried 6-0 and the meeting adjourned at 7:49 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

March 3, 2025

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a WORK SESSION at 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 Schroeder; Councilor Spickelmire; Councilor Wright.

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

III. CITIZENS COMMENTS

None.

IV. PRESENTATIONS

A. POLICE DEPARTMENT BADGE PINNING: Promoting Corporal Josh Arnzen to the rank of Sergeant (Police Chief Kuzik)

Police Chief Jason Kuzik spoke regarding Sergeant Arnzen's accomplishments, after which City Clerk Tanya Brocke administered the oath of office. Sergeant Arnzen's family then pinned his badge.

V. DISCUSSION ITEMS

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

A. MAIN STREET BOND PROPOSAL: Discussion and direction on a potential bond proposal for Main Street infrastructure improvements - Action Item

Public Works Director Dustin Johnson explained that the project aims to combine resources into a single large effort to minimize downtown disruption. The discussion focused on whether the Council would proceed with a public vote, determine the bond amount, and decide on its terms (20 or 30 years).

Council discussed the proposed bond to fund infrastructure improvements on Main Street, including water, wastewater, stormwater, fiber, sidewalk vaults, and street updates. Councilors emphasized the need for transparency, public education, and holding an open house to ensure voters have clear and accurate information.

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Councilors Wright and Klein moved and seconded, respectively, that the city proceed with a public vote for a bond for infrastructure improvements to Main Street, in an amount not to exceed 25 million and not to exceed a 30-year term.

After Councilor Spickelmire confirmed that the language being voted on would be used for a bond ordinance scheduled for Council consideration at the March 10, 2025 Regular meeting, the motion carried 6-0.

VI. 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.

None.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

Council President Kleeburg provided an update on the Special Urban Renewal Agency meeting that was held on February 25, 2025.

C. MAYOR COMMENTS

Mayor Johnson encouraged applications for the vacancies on the City's Advisory Boards and Commissions, congratulated Sergeant Arnzen on his promotion, and thanked the Council for their time and commitment.

D. AGENDA TOPICS: Action Item

Councilor Wright asked about adding Fenton Gym to a future agenda for discussion. Councilor Spickelmire noted that the Parks and Recreation Commission is currently reviewing the topic and will bring a proposal to present to Council at a later meeting.

VII. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Schroeder and Forsmann moved and seconded, respectively, to adjourn the March 3, 2025 Work Session. The motion carried 6-0 and the meeting adjourned at 4:39 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

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January 14, 2025

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, January 14, 2024, at Lewiston City Hall. Chairperson Sheila Bond called the meeting to order at 12:00 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: Sheila Bond, Chairperson; Jim Kleeburg; Joe Anderson; Joe Gish, Vice Chairperson;

BOARD MEMBERS EXCUSED: A.L. "Butch" Alford; Tim Switzer;

STAFF MEMBERS PRESENT: Katie Hollingshead, URA Director; Luke Antonich, City Engineer; Joe Kaufman, Engineering Supervisor;

OTHERS PRESENT: Thad O'Sullivan, URA Legal Counsel (via Zoom);

II. CITIZEN COMMENTS

None.

III. ACTIVE AGENDA (ACTION ITEM)

A. Election of Chair and Vice Chair – Action Item

Chair Bond asked for nominations for Chairperson for 2025. Board member Anderson nominated Chair Bond. Director Hollingshead called for the roll call vote, aye or nay to elect Sheila Bond as Chairperson for 2025.

Board member Bond : Aye

Board member Anderson: Aye

Board member Gish: Aye

Board member Kleeburg: Aye

Motion carried 4-0.

Chair Bond asked for nominations for Vice Chairperson for 2025. Board member Anderson nominated Tim Switzer. Director Hollingshead called for the roll call vote, aye or nay to elect Tim Switzer as Vice Chairperson for 2025.

Board member Bond: Aye

Board member Anderson: Aye

Board member Gish: Aye

Board member Kleeburg: Aye

Motion carried 4-0.

B. Resignation letter from Board member Gish as an at-large member – Discussion

Chair Bond read the resignation letter from Board member Gish (letter attached) who was resigning his at-large seat on the board due to his election as a Nez Perce County Commissioner. Board member Gish stated that he was present at today's meeting representing the County, but for future meetings, Commissioner Doug Havens would be in attendance as the County representative.

Board member Gish brought up in his resignation letter the idea that the board amend its bylaws to include the Lewiston Independent School District No. 1 as a representative seat on the board. Director Hollingshead told the board that she had done some research and former Superintendent of Schools, Joy Rapp, had held an at-large position on the board, at the request of the school district, from the March 14, 2006 meeting minutes. Director Hollingshead stated that giving the school district a representative seat could prove limiting to the board, as previous legal counsel had advised against elected officials holding the Chair or Vice Chair positions on the board. Hollingshead also stated that although the current Superintendent of Schools, Lance Hansen was supportive of Board member Gish's recommendation, no feedback had been provided from any of the elected school board members on their willingness or interest to join the URA Board.

The board discussed the current bylaws and asked Mr. O'Sullivan for his opinion on elected officials not holding the Chair or Vice Chair positions. Mr. O'Sullivan stated that he would need to review the originating documents for the URA and the bylaws before providing the board with an opinion. Director Hollingshead stated that since there was a current at-large seat open on the board that she could extend the invitation to Mr. Hansen and the school board and see if any of them would be interested in applying. Once Mr. O'Sullivan can review the documents and provide an opinion on amending the bylaws, the board can decide if that is the direction they would like to pursue.

C. Approval of Minutes, November 12, 2024 – Action Item

Board members Gish and Kleeburg moved and seconded, respectively, to approve the November 12, 2024 minutes as written. Motion passed 4-0.

D. Approval of Invoices – Action Item

1. O'Sullivan Legal PLLC, Legal Services, November 2024, \$238.50

Board member Gish asked for clarification on the amount owed since the invoice provided did not account for a previously issued check that since been cashed. Director Hollingshead clarified that the actual amount owed was \$291.50. Board member Anderson moved to pay \$291.50 to O'Sullivan Legal PLLC, Board member Gish provided the second. Motion passed 4-0.

E. Review of Financial Summary – Information Item

Director Hollingshead provided a brief review of November financial summary that had been included in the meeting packet and handed out a paper copy of the December financial summary. There were no questions from the board.

F. Bid package for East Orchards Sewer – Presentation

Engineering Supervisor Joe Kaufman handed out the cover page of the bid specifications and reviewed the steps with the board. The full package is being reviewed by the city's purchasing department for completeness and then will be advertised two (2) times, one (1) week apart. Submitted bids will be evaluated for being responsive or complete and then those bids will be presented to the URA board for consideration and recommendation to City Council. The City Council ultimately enters into the contract with the construction company and will submit requests for reimbursement to the URA board as work is completed.

Chair Bond asked Mr. Kaufman when he thought those bid packages would be presented to the board and Mr. Kaufman answered that he expected to return at the March meeting with bid information to review.

Board member Anderson asked Director Hollingshead if the board would have the receipts of the December tax payments in time for that presentation and Ms. Hollingshead stated that hopefully that information would be included in the January financial summary, depending on when the County transmits the funds.

IV. UNFINISHED AND NEW BUSINESS

A. Board Member Comments

Board member Gish stated that he had had his first meeting as a Nez Perce County Commissioner that morning and that there was a potential project for a solar array that may be placed in the Area of City Impact and could possibly affect the East Orchards Sewer project. Mr. Gish said that it was something that the URA should keep an eye on.

Board member Anderson said that construction is underway for the Port's cruise dock project and there is also planning happening for a dark fiber project.

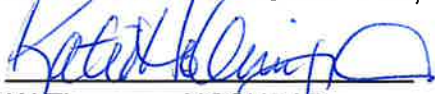
B. Staff Comments

Director Hollingshead asked for a show of hands to attend the regular meeting on February 11, 2025 and all in attendance plan on attending. Director Hollingshead said that she would email out a new zoom link to the board members.

V. ADJOURN (ACTION ITEM)

There being no further business, Board members Kleeburg and Gish moved and seconded, respectively, to adjourn. The motion carried 4-0 and the Urban Renewal Agency Board adjourned at approximately 12:30 p.m.

RESPECTFULLY SUBMITTED,



KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:



URBAN RENEWAL AGENCY CHAIR

Approved this 11 day of February, 2024.

Lewiston City Library
Board of Trustees
Special Meeting | Wednesday, January 8, 2025
Community Room

1. Call to Order: The meeting was called to order at 5:40 PM by Diana Ames
Trustees Present: Diana Ames, Rebecca Snodgrass, Josh Brown, and Trisha Decker via Zoom
Trustees Absent: Andy Hanson
Councilor Liaison Absent: Jim Kleeburg
Library Staff: Library Director Lynn Johnson
2. Executive Session - Action Item
 - a. Idaho Code 74-206(1)(b) – To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
 1. Josh Brown moved to go into executive session Idaho code 74-206(1)(b) and Rebecca Snodgrass seconded the motion.Roll Call -
Ay - Rebecca Snodgrass, Josh Brown, Trisha Decker, Diana Ames
Nay -
Absent - Andy Hanson
 - a. Rebecca Snodgrass moved to leave executive session and Josh Brown seconded the motion.
3. Adjournment - Action Item
 - a. Josh Brown moved to adjourn the meeting at 6:54 PM and Rebecca Snodgrass seconded the motion.

Lewiston City Library
Board of Trustees
Regular Meeting | Wednesday, January 15, 2025
Event Space

1. Call to Order: The meeting was called to order at 5:35 PM by Diana Ames
Trustees Present: Diana Ames, Andy Hanson, Trisha Decker via Zoom, Rebecca Snodgrass
Trustees Absent: Josh Brown
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. A letter from Thomas Mannshreck pertaining to a recent family donation, a thank you letter from Kathee Tift from the University of Idaho extension office in appreciation of 2024 partnerships, and cards and information relating to three donations.
4. City of Lewiston Council Report
 - a. None
5. Library Foundation Report
 - a. None at this time.
6. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings - Board of Trustees from December 18, 2024
 - b. Review of Statistical Report
 - c. Approval of Statement of Expenses
 - i. Andy Hanson moved to approve the consent agenda and Rebecca Snodgrass seconded. All in favor. Motion carried.
7. Committee Reports
 - a. Art Committee
 - i. L. Johnson reported that the Art Committee will determine a new chair at the meeting on January 16.
8. Director's Report
 - a. Grants
 - i. L. Johnson reported that Director Johnson and D. Garr have completed three ICFL tech grants with the monetary grant request at just over \$56,000.

- ii. Youth Services received an Idaho EcosySTEM grant for \$600 that was used to purchase a Nintendo Switch for the collection.
 - iii. L. Johnson reported that she has applied for the Creative Aging grant offered by ICFL and Youth Service has applied for the Summer STEM grant which in the past has covered presenters.
 - b. Annual Report
 - i. L Johnson asked the board for feedback on the content and format of the draft annual report. The board expressed it could be shared with the public.
 - c. Department Strategic Plan Timeline
 - i. L. Johnson reported that she will complete the update for the department in the current city-wide strategic plan before the end of January, with only the library disaster plan left to report on. A new strategic plan for the department will need to be developed and basic survey data has already been collected. The board discussed other ways to collect data from library and non-library users to guide future goal development, including focus groups and one on one discussions at community events.
- 9. Unfinished Business
 - a. Security Camera Policy - Action Item
 - i. L. Johnson and the Board discussed the updated Security Camera Policy and the additions included in order to align it with the city policy.
 - 1. Andy Hanson moved to approve the policy with the edits recommended by Rebecca Snodgrass and Trisha Decker seconded. All in favor. Motion carried.
 - b. Items Moved from Consent Agenda - Action Item
 - i. None
- 10. New Business
 - a. Building Disaster Plan - Action Item
 - i. Andy Hanson moved to approve the suggestions added as the Director sees fit pertaining to a communication plan and pandemic response, and to see it reviewed by Risk Manager Gene Harrington. Rebecca Snodgrass seconded the motion. All in favor. Motion carried.
- 11. Schedule of Upcoming Meetings
 - a. Regular Meeting: February 19, 2024
 - b. Regular Meeting: March 19, 2025
- 12. Adjournment - Action Item
 - a. Trisha Decker motioned to adjourn at 6:26 PM and Rebecca Snodgrass seconded the motion.

February 12, 2025

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

I. CALL TO ORDER

COMMISSIONERS PRESENT: Emily Wolf, Vice Chair; Maureen Anderson; Shaunita Cable; Cynthia Ball

COMMISSIONERS EXCUSED: Gabriel Jacoboni, Chair; Kathy Branson; Kevin Kelly;

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

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF JANUARY 22, 2025 MEETING MINUTES (ACTION ITEM)

Commissioners Ball and Anderson moved and seconded, respectively, approval of the January 22, 2025 meeting minutes with corrections. The motion carried 4-0.

B. PUBLIC HEARING AND RECOMMENDATION TO COUNCIL ON ZONING CODE AMENDMENT, ZA-02-24 (ACTION ITEM):

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

Staff Plaskon provided a verbal summary and history of the amendments proposed in ZA-02-24 to remove the prohibition on the use of shipping containers as buildings in the city.

There being no questions for staff, Vice Chair Wolf asked for public testimony.

Staff Ortiz read the following emails to the commissioners.

Email from Marilyn Irvine, Lewiston "I am writing to ask you to vote against the placement of shipping containers in residential neighborhoods. These ugly hulks downgrade the appearance of neighborhoods. We have had two of these industrial boxes in our neighborhood and they are eyesores. Vote against the placement of shipping containers in neighborhoods. They belong in industrial parks. If people

need additional storage, there are many commercial storage units to choose from in the LC Valley.”

Email from William Furstenau, Lewiston “I apologize for not appearing in person to present my testimony, but a prior commitment makes that inadvisable.

Three decades ago, out of a sense of civic pride, our city council decided to ban the installation of shipping containers for use as storage units in residential areas and limit the temporary use of these eyesores in commercial zones. Back then, city officials recognized that shipping containers were unsightly, contributed to the degradation of neighborhoods, and were rightly perceived as trashy. This law from 30 years ago is still on the books, and it should stay on the books. But over time, the code has been flagrantly violated and enforcement has been largely ignored. Thus, illegal shipping containers are scattered all over town. This is a clear illustration of the fact that ignoring bad behavior leads to more bad behavior. So now, you members of the Planning and Zoning Commission are being asked to reward bad behavior by throwing out the present law and replacing it with one that would allow the installation of shipping containers in all zones, anywhere in the city, in any neighborhood. Shipping containers are not accessory buildings. Shipping containers are shipping containers. Nothing can change that. And rewarding bad behavior for whatever reason is never a good idea, because those who are misbehaving might get used to it. What’s next on the list of existing piles of junk that should be allowed - just because? This town needs to be cleaned up, and here is a good place to start. Let’s keep the present law that bans shipping containers. Let’s not reverse one of the few options we citizens of Lewiston have that protects us from having to put up with this kind of stuff.”

There being no further testimony, Vice Chair Wolf closed the public hearing.

After deliberation Commissioner Anderson and Cable moved and seconded, respectively, to recommend approval of ZA-02-24 to the City Council. Motion passed 3-1 with Commission Ball apposing.

IV. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for the February 26, 2025 meeting.

All current commissioners present will be in attendance for the February 26, 2025 meeting.

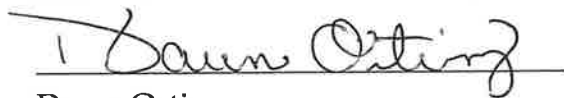
Staff Plaskon said that there will be a public hearing for a Conditional Use Permit at the February 26th meeting. He also stated the Zoning Code Amendment to amend the Small Lot Development Standards went to City Council for public hearing and they passed the 1st reading of the ordinance, but they changed it so that the developers would only have to meet 2 of the 10 design standards instead of the 5.

Staff Tengono stated that Idaho Supreme Court has recently issued a new decision. This decision encourages making sure that boards and commissions appropriately identify the specific standards and criteria for which they're basing their decisions on. And obviously, the longer the record is the longer your decision should be. She will be issuing an advice letter at a later date.

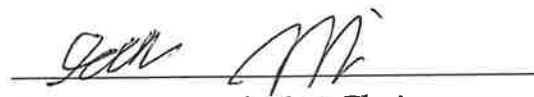
V. ADJOURN

There being no further business, Commissioner Anderson and Ball moved and seconded, respectively, to adjourn. The motion carried 4-0 and the Planning and Zoning Commission adjourned at approximately 5:49 p.m.

RESPECTFULLY SUBMITTED,



Dawn Ortiz,
Recording Secretary



Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this 26th day of February, 2025.

Lewiston Urban Forestry and Cemetery Commission Minutes

October 30, 2024 – 4:00PM

LEWISTON COMMUNITY CENTER
1424 Main Street, Lewiston

1. CALL TO ORDER

Roll Call - Maxine Miller, Shirley Phillips, Elizabeth Goetzinger, P. Carol Maurer, Shannon Grow, Council women Jessica Klein. Called to order at 4:00pm. Mayor Daniel Johnson joined the meeting at 5:01pm.

Absent: Brian Hensley

2. CITIZEN COMMENTS

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff.

Comments may be made: (1) in-person, (2) by emailing the Parks and Recreation Director at tbarker@cityoflewiston.org or (3) by calling (208) 746-2313 x6102 and leaving a message.

Comments submitted by email or phone will be forwarded to the Parks and Recreation Commission. If you would like your comment to be read aloud during the meeting, please so indicate in your message. Members of the public who wish to provide in person comment, but who are unable to secure a seat in the designated meeting space and/or overflow room(s) due to occupancy or gathering limits, will be rotated in and out of the designated meeting space in order to provide comment.

3. CONSENT AGENDA

A. Approval of Minutes from September 25, 2024 (Action Item)

B. Approval of Minutes from October 9, 2024 (Action Item)

Minutes were approved for both meeting minutes, 2-0. 1st: Maxine, 2nd: Elizabeth
No further discussion.

4. REPORTS Presentations, Communications and Correspondence A.

September Parks and Recreation Department Monthly Report

- a. The commission reviewed the September Parks and Recreation Department Monthly Report, there was no further discussion on the matter.

5. NEW BUSINESS

A. Cemetery Southside Undeveloped Property Update (Action Item)

- a. Carol Maurer provided a printed report summarizing survey results regarding the future use of undeveloped land at the Normal Hill Cemetery. A total of 796

responses were collected, the results of the cemetery showed: 374 (47%) of survey takers voted in favor of *not sell the land*, 313 (39%) of survey votes voted in favor of *selling a portion of the undeveloped land*, and 66 (14%) of survey voters voting to *do nothing* with the undeveloped land. The commission reviewed and discussed the survey's results, with Shannon Grow and Shirley Phillips highlighting the commission's preference to retain, rather than sell, the land. However, if a sale were to proceed, they emphasized the funds should support cemetery operations, not perpetual care. Commissioner Maxine Miller raises the issue that the cemetery, unlike other city services, is expected to be financially self-sustaining. She expressed concern that decisions on the land's future were being rushed and stressed the need for more time due to the sensitive nature of the issue. Commission Chair Shirley Phillips agreed. Council Liaison Klein urged the commission to present actionable data and financial projections, noting the council's expectation for decisive progress. Director Grow advised the commission to avoid delaying council decisions but to provide a comprehensive presentation, including the cemetery's history, financial data (current and projected), and the commission's longstanding dedication. The commission discussed the idea to draft a memo for council, presented by Chair Phillips, recommending against the selling of the undeveloped land. The commission also proposed creating a five-year plan for the cemetery to be presented to council during budget cycles, allowing adjustments as needed. The Urban Forestry and Cemetery Commission formally adopted the position to develop the entire undeveloped land without selling any property, the motion was forwarded by Commissioner Miller and seconded by Commissioner Goetzinger. The motion passed unanimously.

B. Vacant Commission Position

- a. Discussion on recruitment of a new member to fill the open role on the commission
 - i. The commission discussed putting out another message of the vacancy on the commission, in hopes that the survey has increased interest in joining the commission.

6. OLD BUSINESS

A. Normal Hill Cemetery Master Plan Update

- a. Reviews of the Master Plan have been ongoing, with discussions focusing on breaking down the different phases of the master plan to start developing dollar amount figures.

B. Current and Upcoming Development Review

- a. The Commission was provided the agendas of the Development Review Committee from their meetings on September 25th, October 2nd, and October 16th. Shannon Grow provided an update on the development of the Hobby Lobby that will be located in the Lewiston Center Mall, and the Eastgate Apartments being developed near the Schweitzer Engineer Building.

C. Living Lewiston Quarterly Magazine

- a. The Commission would like to be included in the magazine, looking quarterly at the seasons and providing articles and other information to be included in the magazine. Carol Maurer provided deadlines for the quarterly magazine, with deadlines being just ahead of the printing deadline. Upcoming deadlines include a

November 8th deadline for the Winter Edition, to be distributed mid-November. The Commission would have until Early February to compile information for the first magazine distribution in 2025.

7. COMMISSION MEMBER COMMENTS

- A. On October 9, 2024 Shirley attended an online webinar; *Protecting Historic Cemeteries through Recordation, Regulation, and Community Outreach*. She provided her notes from the webinar, she noted that the webinar was specific to the preservation of cemeteries. Grants are available for the preserving cemeteries. The webinar also mentions methods of restoring headstones and the delicacy in preserving headstones over time.

8. CITY COUNCIL LIAISON COMMENTS

Jessica Klein will not physically be present during the upcoming November 4, 2024 Council Work Session Meeting

9. UPCOMING MEETINGS

- A. City Council Work Session November 4th, 2024
 - i. Normal Hill Cemetery Master Plan Update and Southside vacant land recommendation
- B. UFCC November 27, 2024 @4PM at the Lewiston Community Center
 - i. The commission discussed rescheduling this upcoming meeting, originally set for the day before Thanksgiving. Commissioner Miller made a motion to move the meeting to December 4th at 4pm, to encompass both the November and December monthly meetings. Commissioner Goetzinger seconded the motion. The motion passes 2-0.
 - ii. Shannon Grow provided a plan for the columbarium by Parks Maintenance Supervisor Corky Fazio. Shirley Phillips provided a visual of the *Eclipse Columbarium*, which was the columbarium the commission had previously recommended. The Eclipse model offers 156 niches with a capacity of 270 ash internments. The cost of purchasing one Eclipse Columbarium is approximately \$120,000, with a six-month delivery timeline. The Eclipse Columbarium is proposed to save \$20k-35k on initial purchase.

10. FUTURE AGENDA TOPIC

- A. Urban Forester/Arborist Role
- B. Damaged Headstone Project
- C. Tree Selection Guide
- D. Urban Forestry Management Plan Review
- E. UFCC Presence at Community Events to Promote Urban Forestry

11. ADJOURNMENT

There being no further business Commissioner Goetzinger made the motion to adjourn the meeting. Commissioner Miller seconded, all approved. The meeting was adjourned at 6:00PM.

Cemetery and Urban Forestry Commission

MINUTES

January 22nd, 2025 – 4:00PM

LEWISTON COMMUNITY CENTER
1424 Main Street, Lewiston

1. CALL TO ORDER

Roll Call

Present: Shirley Phillips, Elizabeth Goetzinger, Maxine Miller, and Brian Hensley.

Also in attendance was Damian Glenn, Parks and Recreation Administrative Assistant, Shannon Grow, Community Development Director, and Jessica Klein, City Council Liaison. Meeting was called to order at 4:00pm on January 22nd, 2025.

2. CITIZEN COMMENTS

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff.

Comments may be made: (1) in-person, (2) by emailing the Recording Secretary dglenn@cityoflewiston.org or (3) by calling (208) 746-2313 x6101 and leaving a message. Comments submitted by email or phone will be forwarded to the Parks and Recreation Commission. If you would like your comment to be read aloud during the meeting, please so indicate in your message. Members of the public who wish to provide in person comment, but who are unable to secure a seat in the designated meeting space and/or overflow room(s) due to occupancy or gathering limits, will be rotated in and out of the designated meeting space in order to provide comment.

Janet Deviney, Lewiston Resident, sat in on the Cemetery and Urban Forestry Commission. She commented that in her previous places of residence, the Urban Forester had volunteer groups that helped support the forester.

3. CONSENT AGENDA

a. Approval of Minutes from October 30, 2024

b. Councilor Brian Hensley made a motion to approve the minutes. Councilor Miller seconded the motion. Motion carries unanimously.

4. REPORTS, PRESENTATIONS, COMMUNICATIONS AND CORRESPONDENCE

- a. October, November, and December Parks and Recreation Department Monthly Report

5. **NEW BUSINESS**

- a. Vacant Position and Expiring Commissions
 - i. Discussion on the recruitment of new members to fill the open role on the commission.
 - 1. Dennis Hastings – Janet Deviney
 - ii. Commissioners were given an update on their current commission terms
- b. Bylaw Changes
 - i. Article IV. B
 - 1. Elizabeth Goetzinger made a motion to amend Article IV, Section B of the Bylaws for meeting times to begin at 4pm on the Fourth Wednesday of each month at the Lewiston Community Center. Brian Hensley seconded the motion. Motion carried unanimously.
- c. Advisory Boards & Commissions Periodic Review
 - i. Within City Code it is required for Boards and Commissions to do a periodic review. Grow and Glenn will provide a draft of the review for the commission to review at the February Monthly Meeting, to then be finalized for the April City Council work session. An email will be distributed to each individual commission member to pull their feedback of the Commissions accomplishments.

6. **OLD BUSINESS**

- a. Normal Hill Cemetery Master Plan Update
 - i. Staff Liaison and Chair to provide an update on the review process
 - ii. The Columbarium must be designed by a structural engineer, with its design likely being completed in this fiscal year. This will allow for a clear budget and price point to be decided on the final project. Chair Phillips eagerly explains that she is happy to do her part in the contribution to the Master Plan, but is concerned over her lack of expertise to be able to contribute in a matter that is constructive.
- b. Current and Upcoming Development Review
 - i. Development Review Committee items from the past month related to city code and forestry
 - ii. The Commission reviewed the Development Review Committee items from the past three months for Commercial projects and their landscaping requirements.
- c. Living Lewiston Quarterly Magazine
 - i. Discuss the upcoming magazine and urban forestry topic ideas for an article

7. **COMMISSION MEMBER COMMENTS**

- a. Commissioner Miller voiced that she is concerned in the lack of transparency from upper administration in the recruitment of a new Parks and Recreation Director and an Urban Forester. Director Grow noted her conversations with Matthew Perkins, Urban Forester of the State of Idaho, where he noted that there are programs available not yet utilized by Lewiston.
- b. Commissioner Miller commented on the newly planted Evergreen Trees that have died due to deer rub. She noticed similar consistencies in Community Park. She voices concern on why we continue to plant trees while simultaneously not providing an environment where the trees are able to thrive.
- c. Commissioner Hensley noted that there is a small piece of property to the West of the Normal Hill Cemetery Office, that may provide as a small area to expand the cemetery. Keep the existing trees and landscaping and just place plots where they may appropriately fit.
- d. Commissioner Goetzinger recalled her meeting with the mayor. During this meeting, a letter was provided to Goetzinger where the Cemetery Commission had previously recommended the sale of the land. Chair Phillips noted that her understanding is the commission made that recommendation, but two separate survey results showed the public did not approve the sale of the undeveloped property.
- e. Potential Landscape Code Amendments

8. CITY COUNCIL LIAISON COMMENTS

- a. Councilor Klein provided the commission a previous distribution of a Tree Selection Guide and noted the Commission could use it for reference in their article in the Living Lewiston Magazine.

9. UPCOMING MEETINGS

- a. UFCC February 26th, 2025 @4pm at the Lewiston Community Center

10. FUTURE AGENDA TOPIC

- a. Urban Forester/Arborist Role
- b. Damaged Headstone Project
- c. Tree Selection Guide
- d. Urban Forestry Management Plan Review
- e. UFCC Presence at Community Events to Promote Urban Forestry
- f. Creation of a 5 Year Budget Plan to modify and present to Council during Upcoming Budget seasons

11. ADJOURNMENT

Motion to adjourn was forwarded by Maxine Miller, seconded by Elizabeth Goetzinger. Motion passed unanimously. Meeting was adjourned at 5:54pm.

**CITY OF LEWISTON
PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES**

**Lewiston Community Center
1424 Main Street, Lewiston, ID 83501**

October 16, 2024 @5:00PM

I. CALL TO ORDER

PRESENT: Commissioners Jill Carlson-Balmer, Linda Glines, Jim Jenkins, Jim Kirk, Larry Kopczynski. Also in attendance was Shannon Grow, City of Lewiston Community Development Director.

ABSENT: Sammy Andrews, Bill Rowland.

II. CITIZEN COMMENTS

No Citizen Comments

III. CONSENT AGENDA

A. Chair Balmer asked for a motion to accept the Minutes from September 18, 2024 as presented. Commissioner Jenkins made a motion to accept minutes as presented, Commissioner Kirk seconded the motion, all approved.

IV. PRESENTATIONS, COMMUNICATION AND CORRESPONDENCE

A. Department Staff Report

a. The staff report was sent out to commission members for the month of September

B. Senior Nutrition Update

C. Foundation for the Lewiston Parks and Recreation Update

a. Vice-Chair Kopczynski informed the commission that there was no current regarding the Lewiston Parks and Recreation Foundation. Kopczynski gave a brief history recap of the foundation for Director Grow. The Foundation currently has a TAX ID number and is still working on expanding as a group, by first creating by-laws. He also noted what he views as the four pillars of the foundation: Secure Property, Secure Equipment, Support All Activities in the Park, and Support Recreation. The Foundation is viewed as a “vehicle” for development through fundraising to support parks and recreation related projects.

D. Recap of the Bryden Canyon Golf Course CourseCo management presentation to city council

a. The Commissioners were provided a print-out of the PowerPoint Presentation that was presented to City Council, of the 2-Year Bryden Canyon Golf Course

**CITY OF LEWISTON
PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES**

2-Year Review. Director Grow also updated the commissioners that the City Council did approve for fees to be raised at the golf course in the 2025 Fiscal Year.

V. ACTIVE AGENDA

A. Bert Lipps Pool Project Update

- a. Chair Balmer was unable to meet with former Parks and Recreation Director Barker, but worked with Director Grow to pull information regarding the Land and Water Conservation Grant. The commission's goal is to present the grant to the City Council to show what the requirements of the grant intel. A copy of a grant that was not submitted to the City Grant Manager was provided to Chair Balmer prior to the commission meeting.

VI. OLD BUSINESS

A. Fiscal Year 2025 Projects

a. Facilities

i. Library Lighting Replacement

- 1. Director Grow communicated with City Grant Manager Melinda Rose, who reported the project is still on track to be completed.

ii. Fire Station Diesel Particulate Mitigation

- 1. No update from last meeting - project still continuing.

iii. Community Center HVAC

- 1. New development for the Fiscal Year 2025.

b. Golf

i. Cart Barn Replacement

- 1. Project Ongoing

ii. Tee Box Upgrades

- 1. New Upgrades - Director Grow will communicate with Parks Supervisor Corky Fazio to provide for a formal update for the commission.

iii. Sand Trap Rehabilitation

- 1. New Upgrades - Director Grow will communicate with Parks Supervisor Corky Fazio to provide for a formal update for the commission.

c. Parks

i. Community Park Basketball Courts and Fitness Area

- 1. JUB Engineers has submitted Amendment Five for the Basketball Court and Fitness Area and Equipment in Community Park. The location of the projects will be near the new restrooms. The proposal will be submitted to the City Council for approval.
- 2. Director Grow provided an update on other projects funded in the 2025 Fiscal Year. (near 29 minute timestamp) Projects

**CITY OF LEWISTON
PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES**

included: Kiwanis Park Pathway, Cameras within the Park System, Sunset Park Shelter (Shade Shelters & Pickleball), funded alongside the Pioneer Park Shelter under “Park Reservation Projects.”

- a. Commissioner Kopcynski discussed the origins and importance of the Park Reservation Funds Account. The commission asked for assistance in locating previous discussions of the priority list of the Park Project Funds for the next meeting.
- ii. Pioneer Park Playground and ADA Parking – IDOC Grant
 1. The project will still be moving forward internally through the Public Works Department - which allowed leftover budgeted money to go towards the Playground.

VII. CITY COUNCIL LIAISON COMMENTS

No city council liaison update.

VIII. NEXT MEETING

- A. Wednesday, November 20th, 2024 at the Lewiston Community Center
 - a. The Commission tasked staff to go through past meeting minutes to find a priority list of

IX. FUTURE AGENDA TOPICS AND IMPORTANT MEETING DATES

- A. Park and Recreation Master Plan
- B. Auditorium District Discussion
- C. Upcoming Holiday Meeting Schedule

X. ADJOURNMENT – Action Item

Chair Balmer asked for a motion to adjourn Commissioner Bill Rowland made a motion to accept minutes as presented, Commissioner Jim Kirk seconded the motion, all approved. Meeting adjourned at 5:50pm.

**CITY OF LEWISTON
PARKS AND RECREATION COMMISSION
MEETING AGENDA**

**LEWISTON COMMUNITY CENTER
1424 MAIN STREET, LEWISTON, ID 83501**

January 15th, 2025, at 5pm

I. CALL TO ORDER

- a. ROLL CALL
- b. Present: President Jill Balmer, Jim Jenkins, Linda Glines, Kaitlyn Hinkley. Also in attendance were Council Liaison John Spikelmire, Mayor Dan Johnson, Community Development Director Shannon Grow, and Former Parks and Recreation Director Lynn Moss. Meeting was called to order at 5pm.
- c. Absent: Vice-Chair Larry Kopinsky, Jim Kirk, Bill Rowland

II. CITIZEN COMMENTS

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff.

Comments may be made: (1) in-person, (2) by emailing the Recording Secretary at dglenn@cityoflewiston.org or (3) by calling (208) 746-2313 x6101 and leaving a message. If you would like your comment to be read aloud during the meeting, please so indicate in your message.

III. CONSENT AGENDA

- a. Minutes: October 16th, 2024 ACTION ITEM
Motion to approve the minutes of the October 16, 2024 meeting was moved by Linda Glines, seconded by Bill Rowland. Motion was approved 4-0.

IV. PRESENTATIONS, COMMUNICATIONS AND CORRESPONDENCE

- a. Department Staff Report, October, November, December 2024
- b. Senior Nutrition Update
 - i. Thanksgiving Holiday Lunch - Wednesday, November 20th
 - ii. Christmas Holiday Lunch - Wednesday, December 18th
 - 1. Council Liaison Spickelmire noted feedback from the public about the meals being served being high carb, which has deterred seniors from returning to the program. Director Moss discussed his meeting with our Area on Agency representative, and noted he would reach out to Head Cook Scot McGee about if our meals are being approved a nutrition standard. Moss also met with Brad Bramlet, Pastor at Orchards Baptist Church, about hosting as a second congregate site for our senior nutrition program. Discussion of combining the churches' existing dinner with our lunch program was had between Moss and Area on Agency.
- c. Foundation for Lewiston Parks and Recreation Update.
 - i. No formal update was provided. The commission revisited prior discussions on the foundation's role in guiding the department's efforts.

**CITY OF LEWISTON
PARKS AND RECREATION COMMISSION
MEETING AGENDA**

Mayor Johnson emphasized the importance of establishing a foundation and mentioned NOVEA as a potential interim support. Spokane Parks and Recreation were cited as a strong foundation model.

- d. Park and Recreation Master Plan.
 - i. Commission Chair Balmer will meet with Parks and Recreation Administrative Assistant, Damian Glenn, prior to the next meeting. The two will go through past Parks and Recreation commission minutes

V. ACTIVE AGENDA

- a. New Commissioner and Expiring Commissions.
 - i. The Parks and Recreation commission welcomes Kaitlyn Hinkley as
- b. Bert Lips Pool Project Update
 - i. The City Council and Staff Liaisons will discuss any progress or direction on this item from the October meeting.
 - ii. Bert Lips Pool had Land and Water Conservation Funding (LWCF) as part of its creation. Orchards Pool was constructed by Lewiston Orchards Irrigation District (LOID), with management going under Parks and Recreation taking under the operations of the pool. Director Moss recommended eliminating the responsibilities of Bert Lips at Fenton Park and applying the LWCF restrictions from Bert Lips Pool a single pool location at the Community Park as we continue to navigate the Land and Water Conservation conversion. Possible negotiations with the Northwest Children's Home for a trade- The City will acquire Jewett Park and the Northwest Children's Home will acquire the Bert Lips Pool Parking Lot. Commissioners Rowland and Glines voiced concern about isolating the youth in the Downtown Lewiston neighborhood, with Chair Balmer referencing the Pool Survey and the results that demonstrated the consensus to keep a downtown pool location. Councilman Spickelmire reminder the commission of Council's ask, to create a formal recommendation, with the survey results, in addition to the commission's plan for pools in the Parks and Open Space Master Plan. 56-minute mark for Shannon's conversation about grant requirements. The Commission discussed feeling more comfortable with a single pool location if a special bus route was created to provide regular transportation from downtown to the Community Park. President Balmer asked for a motion to move the Land and Water Conservation Fund Grant requirements to be moved to Community Park. This change will require and recreation facility in the Community Park for Aquatics and relieve that restriction at the current Bert Lips Pool. Commissioner Jenkins forwarded the motion, with Commissioner Glines seconding the motion. The motion passes 4-0.
- c. Auditorium District Discussion.
 - i. Chair Balmer mentions that the commission has viewed Auditorium District as a potential revenue source in support of development in Community Park. Mayor Johnson provided that the idea of an Auditorium

**CITY OF LEWISTON
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District is simple and advises that he feels there is support for this by the public in Lewiston.

- d. Jewett Park Lease ACTION ITEM
 - i. Mayor Johnson led the discussion for the commission while reviewing the contract for Jewett Park expressing concerns of the requirements of the City in the verbiage of the contract. Commissioner Hinkley made a motion to advise to City Council that the Parks and Recreation Commission does not support the current version of the Jewett Park Lease and recommends for The City to enter renegotiations of the lease. Commissioner Jenkins seconded the motion. Motion carried 4-0.
- e. Advisory Boards & Commissions Periodic Review
 - i. Director Grow informed the commission that under city code, the commission is required to submit a report with the following prompts addressed. This product will be worked on in the February and March meetings to be submitted to the City Council in the April Work Session.

VI. OLD BUSINESS

- a. Park Reservation Account – Priority List
 - i. Review of the Priority List from the 2010 Parks and Open Space Master Plan.
 - 1. Pioneer Park Shelter (in development), Kiwanis Park Shelter near Skate Park, lost the basketball court at Sunset Park.
 - a. Provide an update at the next meeting where the account stands.
 - ii. The Pioneer Park Shelter is the current project in development that will pull from the Park Reservation Account. Commissioners mentioned interest in the future development of a small shelter near Mountain Dew Skate Park, which has been an ongoing interest over the years. A formal update with the standing of the Park Reservation Account will be provided at the next meeting.
- b. Fiscal Year 2025 Projects
 - i. Golf
 - 1. Cart Barn Replacement – Everything with FAA has been approved. Finalization is waiting.
 - 2. Tee Box Upgrades
 - 3. Sand Trap Rehabilitation
 - ii. Parks
 - 1. Community Park Basketball Court and Fitness Area – Fitness Equipment is purchased, final design from J-U-B Engineering is currently in progress.
 - 2. Pioneer Park Playground and ADA Parking – IDOC Grant

VII. CITY COUNCIL LIAISON COMMENTS

**CITY OF LEWISTON
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VIII. NEXT MEETING

- a. Wednesday, February 19th at the Lewiston Community Center, 5pm.

IX. FUTURE AGENDA TOPICS AND IMPORTANT MEETING DATES

X. ADJOURNMENT – Action Item

Commissioner Jenkins forwarded a motion to adjourn the meeting. Commissioner Glines seconded the motion. Motion was approved 4-0. Meeting was adjourned at 6:57pm.



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
ADVANCED CONTROL SYSTEMS, LLC	11812 2	1/30/2025	WATER	BPO-PW-WTP SCADA TROUBLESHOOTING/REPAIRS	\$13,686.45
			WSTWTR	BPO-PW-WWA-SCADA TROUBLESHOOTING	\$2,289.10
				WW034BPO- LOSD LIFT STATIONS-SCADA TROUBLESHOOTING	\$2,531.25
AG-PRO	11818 4	2/6/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$151.80
			PARKSFAC	PARKS - AGPRO - SPRAY NOZZLE FILTERS	\$27.50
ALLWEST TESTING & ENGINEERING	11818 5	2/6/2025	WSTWTR	PW-WWC-SOIL TEST SEWERLINE REPAIR AT 721 16TH AVE	\$297.50
AMAZON CAPITAL SERVICES	11812 3	1/30/2025	INFOSYSTMS	IT SUPPLIES BENCH AND OT MATERIALS	\$161.96
				STRIKE PLATE FOR CITY HALL DOOR	\$338.00
			POLICE	BPO PD OFFICE AND TECHNOLOGY SUPPLIES	\$185.39
	11818 7	2/6/2025	CEMETERY	CEMETERY - AMAZON - TONER FOR PRINTER & TAPE	\$89.25
			COMDEV	BPO-CD-OFFICE SUPPLIES-PAPER, PENS, RECEIPT PAPER	\$52.90
			FIRE	FIRE - AMAZON - SUPPLIES	\$293.31
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$280.24
			INFOSYSTMS	INDUSTRIAL CONTROL SYSTEMS SUPPLIES	\$742.95
				WALL MOUNT NETWORK CABINETS	\$834.00
			LIBRARY	LIB - VACUUMS FOR BUILDING	\$179.98
			PARKSFAC	PARKS - AMAZON - BLOWER CARBUERTORS	\$39.86
				PARKS - AMAZON - SCRUB BRUSHES	\$37.56
				PARKS - AMAZON - TWO MOWFILL AIR FILTERS	\$21.98
				PARKS AMAZON ORDER - MUFFLER AND CABLE	\$81.92
			POLICE	PD-INVESTIGATIONS-DAMPRID BAGS FOR EVIDENCE REFRID	\$22.98
				PD-IPHONE CASE WITH BELT ATTACHMENT FOR REESE	\$35.99
			RECREATION	DADDY DAUGHTER DANCE EVENT DECORATIONS	\$225.93
			TRANSITOP	TRANSIT BPO OFFICE/CLEANING SUPPLIES	\$64.84
			WATER	PW-WTP-CASE FOR ELECTRIC MULTIMETER FOR #194	\$22.97
			WSTWTR	PW-WWTP-MICROFIBER FILTERS; 4 BOXES	\$144.00
AMAZON CAPITAL SERVICES INC	11818 6	2/6/2025	WSTWTR	PW-WWC-SAFETY SHOES; J THIRIOT	\$174.95



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
ANATEK LABS INC	118124	1/30/2025	WSTWTR	BPO-PW-IPT-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$1,105.00
	118188	2/6/2025	WATER	PW-WTP-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$160.00
			WSTWTR	BPO-PW-WWTP-LAB SAMPLE ANALYSIS	\$1,685.00
ARDURRA GROUP INC	118189	2/6/2025	CAPITAL PROJECTS	TR056 TRAFFIC IMPACT FEE STUDY	\$115.00
ARROW CONSTRUCTION SUPPLY LLC	118190	2/6/2025	TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$806.32
				PW-ST5-AQUAPHALT PATCHING MATERIAL	\$1,950.00
ASOTIN COUNTY LANDFILL	118125	1/30/2025	SANITATION	BPO - PW - FY25 MONTHLY SOLID WASTE DISPOSAL	\$121,507.64
ATLAS COPCO COMPRESSORS LLC	118191	2/6/2025	WATER	WR043 MISC WTR SLA; MECHANICAL SEALS; FEED METERS	\$7,946.89
ATLAS SAND & ROCK	118192	2/6/2025	TRNSPN	BPO - ST - DUTHIE SAND & ROCK	\$234.93
B&H FOTO & ELECTRONICS CORP	118193	2/6/2025	PARKSFAC	BPO - PARKS/ISS - PARKS CAMERA/SECURITY PROJECT	\$1,294.38
BLASTED & BAKED INC DBA CUSTOM COAT POWDER COATING	118210	2/6/2025	WATER	WR043 MISC CAPITAL - RESURFACE DISTRIB. DIP TANK	\$1,850.00
BLUE RIBBON LINEN SUPPLY INC	118194	2/6/2025	POLICE	BPO PD RUG CLEANING FEES FOR FRONT LOBBY	\$25.00
BRADY COMPANIES LLC DBA BRADY INDUSTRIES OF IDAHO LLC	118126	1/30/2025	PARKSFAC	URINAL MATS FOR CITY BUILDINGS	\$219.84
BRETTON S WATSON DBA ABLE LOCKSMITH	118182	2/6/2025	PARKSFAC	BPO - FACILITIES - LOCK WORK THROUGHOUT THE CITY	\$150.00
BRIAN E WARD DBA GUMBY ENTERPRISES INC	118280	2/6/2025	FLTMAINT	BPO - FLEET TOOLS & SUPPLIES	\$36.85
BROEMELING STEEL & MACHINE	118195	2/6/2025	SANITATION	TS002 TS FLOOR REHAB - STEEL SHEETS FLOOR INSTALL	\$7,058.28
CAMARON J SMITH	118178	2/6/2025	RECREATION	C. SMITH REFEREED 23 BBALL GAMES @ \$30 PER GAME	\$690.00
CANON FINANCIAL SERVICES INC	118196	2/6/2025	COMDEV	BPO-CD-CANON PRINTER: DX5760I COPIER LEASE-CANON	\$253.63
CDW GOVERNMENT LLC	118197	2/6/2025	COMDEV	ADOBE SOFTWARE ANNUAL LICENSING	\$1,459.01
			FINANCE	ADOBE SOFTWARE ANNUAL LICENSING	\$755.82
			INFOSYSTMS	ADOBE SOFTWARE ANNUAL LICENSING	\$251.94
				MICROSOFT OFFICE STANDARD 2024 LTSC	\$5,217.60
			PARKSFAC	ADOBE SOFTWARE ANNUAL LICENSING	\$251.94
			POLICE	ADOBE SOFTWARE ANNUAL LICENSING	\$251.94
			TRNSPN	ADOBE SOFTWARE ANNUAL LICENSING	\$2,771.34



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
CDW GOVERNMENT LLC	11819 7	2/6/2025	WSTWTR	ADOBE SOFTWARE ANNUAL LICENSING	\$503.88
CENTRAL ORCHARDS SEWER DISTRICT	11820 6	2/6/2025	PARKSFAC	1/31/25 BILL DATE: UTILITY CHARGES	\$305.50
CENTURYLINK	11812 7	1/30/2025	COMDEV	01/10/25 BILL DATE: UTILITY CH	\$86.00
			FIRE	01/10/25 BILL DATE: UTILITY CH	\$787.34
			INFOSYSTMS	01/10/25 BILL DATE: UTILITY CH	\$579.22
			LIBRARY	01/10/25 BILL DATE: UTILITY CH	\$55.99
			PARKSFAC	01/10/25 BILL DATE: UTILITY CH	\$1,030.00
			POLICE	01/10/25 BILL DATE: UTILITY CH	\$950.78
			TRANSITOP	01/10/25 BILL DATE: UTILITY CH	\$172.00
			WATER	01/10/25 BILL DATE: UTILITY CH	\$430.00
			WSTWTR	01/10/25 BILL DATE: UTILITY CH	\$455.96
	11812 8	1/30/2025	INFOSYSTMS	01/16/25 BILL DATE: UTILITY CH	\$44.65
CES	11819 8	2/6/2025	WSTWTR	PW-WWTP-BPO ELECTRICAL SUPPLIES	\$325.75
CINTAS CORPORATION #606	11819 9	2/6/2025	FLTMAINT	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$133.58
			PARKSFAC	BPO - PARKS - CLEANING SUPP. & LAUNDERED UNIFORMS	\$144.12
CITY OF LEWISTON EMPLOYEE BENEFIT-CAFETERIA PLAN	11816 3	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$8,623.83
CIVICPLUS LLC	11820 0	2/6/2025	EXECUTIVE	EXEC: MUNICODE SERVICES FOR ORDINANCE CODIF	\$5,231.37
CLEARWATER HYDRAULICS LLC	11820 1	2/6/2025	FLTMAINT	OSL/ RESEAL HYDR PUMP #457 GRADER	\$463.49
				REPL HYDR PARTS FOR #457 GRADER	\$627.37
CLEMENTS BROWN & MCNICHOLS	11820 2	2/6/2025	LEGAL	OUTSIDE LEGAL COUNCIL, CB&M, PROFITT FY25	\$3,163.50
COEUR D'ALENE TRACTOR CO	11818 3	2/6/2025	FLTMAINT	INV/ REPAIR PARTS FOR #817 UTV	\$111.75
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	11820 3	2/6/2025	COMDEV	CP-0215629 BILL DATE 01/26/25	\$188.25
				CP-0218968 BILL DATE 01/31/25	\$110.01
			FIRE	CP-0215629 BILL DATE 01/26/25	\$1,384.25
				CP-0218968 BILL DATE 01/31/25	\$1,193.36
			FLTMAINT	BPO/ FLEET/ LUBE PRODUCTS & CAR WASHES	\$420.15
			FLTMAINT	BPO/ FLEET/ LUBE PRODUCTS & CAR WASHES	\$24.00
				CP-0215629 BILL DATE 01/26/25	\$131.98
			LEGISLATIV	CP-0215629 BILL DATE 01/26/25	\$19.57
			PARKSFAC	CP-0215629 BILL DATE 01/26/25	\$401.80
				CP-0218968 BILL DATE 01/31/25	\$656.62



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	11820 3	2/6/2025	POLICE	CP-0215629 BILL DATE 01/26/25	\$1,748.09
				CP-0218968 BILL DATE 01/31/25	\$1,288.37
			SANITATION	BPO - TS - FUEL	\$244.37
				BPO - TS - FY25 FUEL FOR SDI HAUL	\$2,226.41
			TRANSITOP	CP-0215629 BILL DATE 01/26/25	\$1,074.32
				CP-0218968 BILL DATE 01/31/25	\$1,404.95
			TRNSPN	CP-0215629 BILL DATE 01/26/25	\$1,367.50
				CP-0218968 BILL DATE 01/31/25	\$933.54
			WATER	CP-0215629 BILL DATE 01/26/25	\$226.76
				CP-0218968 BILL DATE 01/31/25	\$403.02
				PW-WTP-BPO OIL FOR PUMPS	\$96.10
			WSTWTR	CP-0215629 BILL DATE 01/26/25	\$500.66
				CP-0218968 BILL DATE 01/31/25	\$496.04
COMMERCIAL TIRE INC	11820 4	2/6/2025	FLTMAINT	BPO/ FLEET TIRE REPAIRS & DISPOSAL	\$69.25
CONSOLIDATED ELECTRICAL DISTRIBUTORS	11820 5	2/6/2025	PARKSFAC	FAC- CONSOLIDATED ELECTRIC - ELEVATOR LAMPS	\$297.24
				FACILITIES - CED - VANITY LIGHTS/ELECTRICAL SUPP	\$309.09
			WSTWTR	PW-WWCOLL-BPO ELECTRICAL SUPPLIES	\$35.24
COVER ME TEES	11820 8	2/6/2025	RECREATION	RECREATION - COVER ME TEES - DRILL TEAM SHIRTS	\$762.23
CUES INC	11820 9	2/6/2025	WSTWTR	PW-WWCOLL-BPO MISC REPAIRS TO TRUCK EQUIP	\$294.47
DARREN TRAINOR	11817 9	2/6/2025	RECREATION	D. TRAINOR REFEREED 11 BBALL GAMES @ \$30 EACH	\$120.00
DATAWORKS PLUS LLC	11821 1	2/6/2025	POLICE	PD-SOFTWARE AND HARDWARE MAINTENANCE FOR FINGERPR	\$804.00
DIGLINE INC	11821 2	2/6/2025	WATER	PW-W/WW BPO LOCATE SERVICES	\$149.17
			WSTWTR	PW-W/WW BPO LOCATE SERVICES	\$149.18
EAN SERVICES LLC	11821 5	2/6/2025	LEGISLATIV	CAR RENTAL - MAYOR - 2025 AIC CITY OFFICIALS' DAY	\$157.48
			TRANSITOP	TRAVEL TRANSIT C. USHER BUSS INSPECTION	\$74.08
EFTPS	2103	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$173,260.74
EMERALD SERVICES INC	11821 3	2/6/2025	FLTMAINT	BPO- FLEET ANTIFREEZE/ OIL DISPOSAL	\$318.30
EMS MANAGEMENT & CONSULTANTS INC	11812 9	1/30/2025	FIRE	BPO FIRE - EMS MC - AMBULANCE BILLING SERVICE	\$2,420.56
ERB'S ACE HARDWARE LLC	11821 6	2/6/2025	FIRE	BPO FIRE - ERB HARDWARE - SUPPLIES	\$3.05
			TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$62.79
			WATER	PW-WD-BPO OPERATING SUPPLIES: TOOLS & HARDWARE	\$33.98



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
ERB'S ACE HARDWARE LLC	118216	2/6/2025	WATER	PW-WTP-BPO-OPERATING SUPPLIES: TOOLS & HARDWARE	\$149.07
			WSTWTR	PW-WWCOLL-BPO SUPPLIES AND EQUIPMENT	\$26.84
ERIK KELLY	118151	1/30/2025	FIRE	MEALS E. KELLY EMERGENCY RESPONSE TEAM BOISE	\$120.00
FEDEX	118130	1/30/2025	FIRE	BPO FIRE - FEDEX - SHIPPING	\$56.31
	118217	2/6/2025	WATER	PW-WD-BPO SHIPPING	\$42.19
FERGUSON ENTERPRISES #3011	118218	2/6/2025	WATER	PW-WTP-BPO PIPING SUPPLIES	\$7.17
			WSTWTR	PW-WWTP-BPO PIPING PARTS	\$196.02
FERNO WASHINGTON INC	118131	1/30/2025	FIRE	FIRE - FERNO - CONVERSION KITS	\$3,390.00
				FIRE - FERNO - GURNEYS	\$34,145.10
FISHER SYSTEMS INC	118132	1/30/2025	WSTWTR	PW-WWTP-BPO ALARM SYSTEM CHANGES	\$125.00
	118219	2/6/2025	WATER	PW-WTP BPO SERVICE CALLS FOR ALARMS	\$125.00
FOP LEWIS CLARK LODGE #10	118165	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$1,704.96
FREEDOM FIRE LLC	118220	2/6/2025	WATER	PW-WTP-H2O EXTINGUISHERS (8)	\$2,300.00
FURNITURE WHOLESALERS LTD	118221	2/6/2025	COMDEV	CD-OFFICE CHAIR FOR FRONT COUNTER CUSTOMER SERVIC	\$413.99
GATEWAY MATERIALS	118222	2/6/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$118.10
			WATER	PW-WTP-BPO METAL MATERIAL & FABRICATION	\$35.80
GEHRING ELECTRIC	118223	2/6/2025	PARKSFAC	FAC - GEHRING ELEC - FIRE SYSTEMS TESTING	\$1,725.00
				FAC - GEHRING ELECTIC - CD FIRE SYSTEM BATTERIES	\$215.00
GMCO CORPORATION	118224	2/6/2025	TRNSPN	PW-ST5-LIQUID DEICER/MAG CHLORIDE	\$1,471.52
GOBLE SAMPSON AND ASSOCIATES INC	118225	2/6/2025	WSTWTR	WW051 MISC CAP; WAS/TWAS PUMP AND EXTRA GASKETS	\$18,206.11
GRAINGER	118133	1/30/2025	WATER	PW-WTP-BPO MOTORS/PUMPS/TOOLS/FITTINGS	\$83.74
	118226	2/6/2025	WATER	PW-WTP-BPO MOTORS/PUMPS/TOOLS/FITTINGS	\$441.84
GREG RGHTMIER	118152	1/30/2025	FIRE	MEALS G.RIGHTMIER EMERGENCY RESPONSE BOISE	\$120.00
GREGORY BLACKMAN	118162	2/6/2025	RECREATION	G. BLACKMAN REFEREED 21 BBALL GAMES @ \$30 EACH	\$630.00
H D FOWLER COMPANY INC	118227	2/6/2025	WATER	PW-WD-NON INVENTORY; STOCK ITEMS - FORD BRASS	\$164.92
				WR079 GALV SRV REPLACEM-NON INVEN; COPPER SETTERS	\$12,220.40
HACH COMPANY	118228	2/6/2025	WATER	BPO-PW-WTP- FOR PLANT EQUIPMENT/INSTRUMENTS	\$2,250.70



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
HAHN SUPPLY	118229	2/6/2025	PARKSFAC	BPO - FAC - HVAC SUPPLIES AND TOOLS	\$34.45
			WATER	PW-WTP-BPO PLUMBING SUPPLIES/TOOLS/FILTERS	\$273.46
			WSTWTR	PW-WWCOLL-BPO OPERATING AND PLUMBING SUPPLIES	\$5.00
HELLS CANYON ELECTRIC LLC	118230	2/6/2025	INFOSYSTMS	INSTALL AND MATERIALS FENTON GYM ACCESS	\$3,319.92
HENRY SCHEIN	118231	2/6/2025	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$659.59
HOME DEPOT CREDIT SERVICES	118232	2/6/2025	INFOSYSTMS	BPO - ISS - TOOLS AND SUPPLIES HOME DEPOT	\$88.45
			PARKSFAC	BPO - FAC - HOME DEPOT - CONSTRUCTION SUPPLIES	\$28.11
				HOME DEPOT MAINTENANCE SUPPLIES	\$508.89
				HOME DEPOT: AIRPORT SAFETY FENCING	\$517.41
			TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$103.02
			WATER	PW-WTP-BPO FASTENERS/TOOLS/WOOD/PAINT/R ELATED	\$67.41
			WSTWTR	PW-WWTP-BPO SUPPLIES, POWER AND HAND TOOLS	\$730.81
				WW034 BPO LOSD LIFT STATION MAINT SUPPLIES	(\$23.70)
HRA VEBA TRUST	118233	2/6/2025	TRANSITOP	VEBA - KNOLL	\$3,990.52
I A F F - LOCAL #1773	118167	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$3,283.00
IAFF LOCAL 1773 PAC	118168	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$571.00
IDAHO CHIEFS OF POLICE ASSOCIATION INC	118134	1/30/2025	POLICE	PD IDAHO CHIEFS OF POLICE MEMBERSHIP DUES- KUZIK	\$500.00
IDAHO CHILD SUPPORT RECEIPTING	118170	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$270.00
IDAHO DEPT OF CORRECTION	118234	2/6/2025	CEMETERY	PARKS - IDAHO DEP OF CORRECTIONS - DECEMBER WORK	\$1,491.75
IDAHO DIV OF BLDG SAFETY ELEVATOR PROGRAM	118235	2/6/2025	PARKSFAC	FACILITIES - STATE OF IDAHO ELEVATOR LICENSE	\$250.00
IDAHO ICE	118236	2/6/2025	INFOSYSTMS	BPO - ISS - WATER	\$29.65
			LEGAL	BPO-LEGAL-WATER FOR CITY ATTY'S OFFICE-FY25	\$22.56
			SANITATION	BPO - TS - IDAHO ICE	\$8.35
IDAHO PROSECUTING ATTORNEYS ASSOCIATION	118137	1/30/2025	LEGAL	TENGONO MEMBERSHIP TO IPAA FY25	\$600.00
IDAHO RECREATION & PARKS ASSN	118237	2/6/2025	PARKSFAC	ANNUAL IRPA MEMBERSHIPS FOR MADRID AND KEEFER	\$100.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
IDAHO RURAL WATER ASSOCIATION	118238	2/6/2025	WATER	REG-PW-WTP-B INGRAM-UTILITY MANAGEMENT CERT	\$400.00
				REG-PW-WTP-IRWA SPRING CONFERENCE	\$975.00
			WSTWTR	PW-WWC-REG-KELEI LEE-IRWA TRAINING ONLINE	\$120.00
				PW-WWTP-REG-HIGBEE/WOOD-PUMPS IRWA TRAINING	\$240.00
IDAHO STATE POLICE	118239	2/6/2025	COMDEV	BPO-CD-FINGERPRINT FEES RELATING TO BUSINESS LIC	\$33.25
IDAHO STATE TAX COMMISSION	118169	2/6/2025	LIBRARY	JANUARY 2025 SALES TAX	\$61.17
			RECREATION	JANUARY 2025 SALES TAX	\$333.78
			SANITATION	JANUARY 2025 SALES TAX	\$1,968.34
	118171	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$30,868.00
INGRAM LIBRARY SERVICES	118241	2/6/2025	LIBRARY	BPO - LIB - ADULT FICTION	\$595.21
				BPO - LIB - ADULT NONFICTION 1ST FLR	\$483.05
				BPO - LIB - ADULT NONFICTION 2ND FLR	\$141.47
				BPO - LIB - JUVENILE FICTION	\$142.03
				BPO - LIB - JUVENILE NONFICTION	\$388.65
				BPO - LIB - LARGE PRINT	\$249.79
				BPO - LIB - TEEN FIC	\$340.17
				BPO - LIB JUVENILE BOOKMOBILE ORDERS	\$393.15
				LIB - BPO - ADULT BOOKMOBILE	\$142.05
INTERMOUNTAIN CLAIMS INC	118136	1/30/2025	INSTRUST	DECEMBER INTERMOUNTAIN INVOICE WORKERS COMP	\$1,367.00
INTERNATIONAL CITY MANAGEMENT ASSOCIATION DBA MISSIONSQUARE RETIREMENT	2102	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$3,746.30
INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	118243	2/6/2025	EXECUTIVE	MEMBERSHIP DUES FOR CLERK BROCKE	\$235.00
INTERNATIONAL MUNICIPAL LAWYERS ASSOCIATION	118240	2/6/2025	LEGAL	REG-TENGONO-IMLA 90TH ANNUAL CONFERENCE	\$760.00
JOE HALL FORD	118244	2/6/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$79.71
			INSTRUST	REPAIRS TO #708 BUS	\$7,273.70
				REPAIRS TO PATROL SUV #175	\$2,793.18
			TRNSPN	PW-ST5-PAINT REPLACEMENT FENDER DUE TO UNREPORTED	\$1,344.72
JOHN'S SAW SERVICE	118245	2/6/2025	FIRE	BPO FIRE - JOHNS SAW - REPAIR/SUPPLIES	\$37.96
			PARKSFAC	BPO - PARKS - JOHN'S SAW ENGINE REPAIR	\$117.59



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
JONES EXCAVATION LLC	118138	1/30/2025	WSTWTR	PW-WWC-SEWER MAINLINE REPAIR; 1250 MAIN ST	\$7,064.86
J-U-B ENGINEERS	118246	2/6/2025	PROPIMPR	PR - COMMUNITY PARK #23-25-001	\$1,908.00
			WATER	PW-WR071 RESERVOIRS EVALS & RECOATS; OWNERS AGENT	\$963.00
KEITH A HAVENS	118166	2/6/2025	RECREATION	K. HAVENS DADDY DAUGHTER DANCE DJ	\$395.00
KEITH WEISSENFELS	118153	1/30/2025	FIRE	MEALS WEISSENFELS BLUE CARD TRAIN TRAINER PHOENIX	\$401.00
KELLER ASSOCIATES INC	118247	2/6/2025	WSTWTR	WW052 - WWTP WATERLINE EXT - DESIGN/BIDDING SRVS	\$1,174.50
				WW062 WWTP HEADWORKS DESIGN; CC APP 3/18/24	\$18,451.25
				WW063 WWTP ADMIN BLDG DESIGN; CC APP 3/18/24	\$51,494.00
				WW066 WWCOLL SHOP RELOCATION - CONCEPT DESIGN/PM	\$6,132.00
KENWORTH SALES COMPANY	118248	2/6/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$154.16
			FLTMAINT	OSL/ OIL LEAK REPAIR FOR #007 ENGINE	\$4,825.56
KLEEN SWEEP JANITORIAL	118249	2/6/2025	WATER	PW WD MONTHLY JANITORIAL SRV AT 2605 16TH AVE	\$355.00
LATAH SANITATION INC	118135	1/30/2025	SANITATION	BPO - PW - FY25 MONTHLY YW COMPOSTING SRVCS	\$14,701.54
	118242	2/6/2025	CEMETERY	BPO PARKS AND CEMETERY PORTABLE TOILETS	\$83.00
			PARKSFAC	BPO PARKS AND CEMETERY PORTABLE TOILETS	\$987.00
LAW ENFORCEMENT RISK MANAGEMENT GROUP DBA LEGAL AND LIABILITY RISK MANAGEMENT INSTITUTE	118250	2/6/2025	POLICE	PD-REG-KENT-SUPERVISING AND MANAGING OFFICERS	\$150.00
LEWIS CLARK ANIMAL SHELTER	118252	2/6/2025	POLICE	BPO PD ANIMAL SHELTER CONTRACT FEES	\$5,412.83
LEWIS CLARK VALLEY CHAMBER OF COMMERCE	118251	2/6/2025	LEGISLATIV	FY'25 CITY OF LEWISTON MEMBERSHIP RENEWAL	\$750.00
LINDA MCMILLIN	118256	2/6/2025	LIBRARY	LIB - HEART OF THE MONSTER MURAL	\$1,500.00
LUPER AUTOMOTIVE INC	118139	1/30/2025	POLICE	PD-2012 FORD ESCAPE XLT REPAIRS AND LABOR	\$313.69
MAINTAINX INC	118253	2/6/2025	WATER	PW - WTR - MAINTAINX IMPLEMENTATION & 1-YR SUB.	\$5,716.00
MARK WEIGAND	118154	1/30/2025	TRNSPN	MEALS MARK WEIGLAND ISPLS 2025 BOISE	\$85.00
MCCUNE'S INSTRUMENTS INC	118255	2/6/2025	WATER	PW-WD-RECALIBRATION OF BACKFLOW DEVICES	\$93.62
MERCURY MEDICAL	118257	2/6/2025	FIRE	BPO FIRE - MERCURY MEDICAL - EMS SUPPLIES	\$644.55



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
MIDWEST TAPE LLC	118258	2/6/2025	LIBRARY	BPO - LIB - ADULT DVD ORDERS	\$92.96
				BPO - LIB - JUVENILE DVDS	\$53.98
MIKE'S MECHANICAL SERVICE LLC	118259	2/6/2025	WATER	PW - METER CHANGE OUT: 824, 832, & 840 MAIN ST	\$3,819.96
MILLIMAN INC	118260	2/6/2025	POLRET	ACTUARIAL SERVICES	\$16,500.00
MISC CUSTOMER REFUND	118140	1/30/2025	COMDEV	EVERY LITTLE DETAIL CD-DBL PAY OD BUSINESS LICENSE	\$141.00
	118141	1/30/2025	WATER	UB 0509044008 807 JUNIPER	\$144.60
	118142	1/30/2025	COMDEV	HELLS CANYON HEATING CD-DBL PAY OF 3 MECH PERMITS	\$866.28
	118143	1/30/2025	SANITATION	UB 0101002925 529 LAPWAI	\$291.10
	118144	1/30/2025	RECREATION	LAURA GIBSON JAN/FEB KARATE CLASS REFUND	\$50.00
	118145	1/30/2025	COMDEV	LUCY TACOS CD-DBL PAY OF BUSINESS LICENSE	\$94.00
	118146	1/30/2025	ECONDEV	PRESTINE CONST CD-CDBG-HRP RODE-FINAL PAY FOR PLUM	\$2,700.00
	118147	1/30/2025	TRNSPN	RDL DVLPMNT RES 2013-19 & POLICY 2024-100-02	\$7,157.35
	118148	1/30/2025	ECONDEV	T. WOLD CD-CDBG-L1SD	\$1,200.00
	118149	1/30/2025	FIRE	VALENCE FIRE PAGER PURCHASE	\$2,068.42
	118150	1/30/2025	LEGAL	WF NEDOR FINANCIAL SERVICES: RICOH TERM QUOTE	\$1,167.10
	118173	2/6/2025	WATER	UB 1305020095 227 PROSPECT	\$335.53
	118174	2/6/2025	WATER	UB 0401000574 1511 16TH	\$586.02
	118175	2/6/2025	SANITATION	UB 2000990566 1026 BRYDEN	\$261.00
MOTION AUTO SUPPLY	118261	2/6/2025	FLTMAINT	BPO/ REPAIR PARTS & SUPPLIES	\$250.37
			FLTMAINT	BPO/ REPAIR PARTS & SUPPLIES	\$149.70
NAPA AUTO PARTS	118262	2/6/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$442.49
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$547.21
			PARKSFAC	PARKS - NAPA - RV ANTI FREEZE	\$41.04
NATIONAL SAFETY INC	118263	2/6/2025	WSTWTR	PW-WWTP-HAND OFF AUTO (HOA) LOCKOUT DEVICES	\$197.55
NATIONWIDE RETIREMENT	2100	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$8,450.41
NATIONWIDE-RESERVE	2104	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$1,904.80
NCPERS GROUP LIFE INS	118176	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$1,552.00
NEZ PERCE COUNTY	118264	2/6/2025	LEGAL	BPO-LEGAL-NPC-COL FY25 PROSECUTION SERVICES	\$9,616.50



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
NORCO INC	11826 5	2/6/2025	FIRE	BPO FIRE - NORCO - MEDICAL OXYGEN/SUPPLIES	\$278.13
			WATER	PW-WD-BPO FABRICATION AND WELDING TOOLS	\$27.69
NORTH 40 OUTFITTERS	11826 6	2/6/2025	PARKSFAC	BPO - PARKS - NORTH 40 MISC SUPPLIES	\$127.39
				FACILITIES - NORTH 40 - COVERALLS AND JACKET	\$249.98
			SANITATION	BPO - TS - PERSONAL PROTECTIVE EQUIPMENT	\$269.95
				PW - TS - SAFETY SHOES: DUSTIN LAND	\$139.99
			TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$283.86
				PW-STIS-NEW SAFETY SHOES; J MILLER	\$399.99
			WATER	PW-WD-BPO OPERATING SUPPLIES	\$98.07
				PW-WTP-BPO OPERATING SUPPLIES	\$257.89
			WSTWTR	PW-WWCOLL-BPO OPERATING SUPPLIES	\$53.92
				PW-WWTP-BPO OPERATING SUPPLIES	\$85.70
NORTHWEST ENGRAVING	11826 7	2/6/2025	FIRE	FIRE - NORTHWEST ENGRAVING - 'SERVING SINCE' PINS	\$140.00
ODP BUSINESS SOLUTIONS LLC	11826 9	2/6/2025	FINANCE	BPO - ODP OFFICE SUPPLIES	\$99.42
			LIBRARY	BPO - LIB - COPY PAPER	\$119.04
			POLICE	BPO PD OFFICE SUPPLIES	\$391.68
			TRNSPN	BPO - PW OFFICE - OPERATING/OFFICE SUPPLIES	\$603.68
			WSTWTR	PW-IPT-BPO OFFICE SUPPLIES	\$11.73
ONLINE SOLUTIONS LLC DBA CITIZENSERVE	11827 0	2/6/2025	COMDEV	ANNUAL RENEWAL-CITIZENSERVE	\$23,400.00
			FINANCE	ANNUAL RENEWAL-CITIZENSERVE	\$1,800.00
			FIRE	ANNUAL RENEWAL-CITIZENSERVE	\$1,800.00
			TRNSPN	ANNUAL RENEWAL-CITIZENSERVE	\$3,600.00
			WATER	ANNUAL RENEWAL-CITIZENSERVE	\$1,800.00
			WSTWTR	ANNUAL RENEWAL-CITIZENSERVE	\$1,800.00
O'REILLY AUTO PARTS	11826 8	2/6/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$501.64
OVERDRIVE INC	11827 1	2/6/2025	LIBRARY	BPO - LIB - ADULT OVERDRIVE	\$1,499.19
				BPO - LIB - JUVENILE OVERDRIVE	\$1,041.40
OWEN EQUIPMENT	11827 2	2/6/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$474.96
PERSI	2101	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$234,523.78
PORT OF LEWISTON	11827 3	2/6/2025	INFOSYSTMS	BPO - FIBER CONNECTIONS	\$945.00
PRINCRAFT PRINTING	11827 4	2/6/2025	FINANCE	FIN-TAX FORMS	\$250.00
			FIRE	FIRE - PRINCRAFT - STAMP	\$75.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
PRINTCRAFT PRINTING	11827 4	2/6/2025	LEGISLATIV	NAMEPLATE FOR COUNCILOR WRIGHT	\$15.00
RELIANCE STANDARD LIFE INSURANCE COMPANY	11817 7	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$8,861.90
RICHIE LUCAS	11815 5	1/30/2025	FIRE	MEALS R. LUCAS BLUE CARD TRAIN THE TRAINER PHONEIX	\$401.00
RICOH USA INC	11815 7	1/30/2025	EXECUTIVE	EXEC BPO: FY 25 CITY HALL COPIER RENT FOR IMC6000	\$226.83
			TRANSITOP	TRANSIT BPO COPIER (RICOH IM C3500) RENTAL	\$134.76
			WATER	PW-WTP-BPO RICOH IM C4500 LEASE PAYMENT	\$161.95
			WSTWTR	PW-WWCOLL-RICOH IM C4500 LEASE PAYMENT	\$158.18
	11815 8	1/30/2025	PARKSFAC	BPO - PARKS - COPIER CONTRACT	\$79.58
	11827 5	2/6/2025	LIBRARY	BPO - LIB - LEASE FEES	\$280.86
			POLICE	BPO PD COPIER RENTAL	\$199.87
				BPO PD DISPATCH COPIER RENTAL	\$133.65
			TRANSITOP	TRANSIT BPO COPIER (RICOH IM C3500) RENTAL	\$134.76
	11827 6	2/6/2025	FIRE	BPO FIRE - RICOH - HQ COPIER	\$80.27
			LEGAL	BPO-LEGAL-RICOH MONTHLY COPY FEES FY25	\$31.60
			SANITATION	BPO - PW - MPC4503 COPIER MAINTENANCE	\$6.90
			STMWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$6.90
			TRNSPN	BPO - PW - MPC4503 COPIER MAINTENANCE	\$162.15
			WATER	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.74
			WSTWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.72
				PW-WCOLL-COPIER USE BASED ON COPY COUNT	\$92.80
ROGERS MOTORS LLC DBA ROGERS CHRYSLER JEEP DODGE RAM LLC	11827 7	2/6/2025	FLTMAINT	FLEET - REPAIR PARTS & REPAIRS	\$578.02
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	11828 2	2/6/2025	SANITATION	BPO - PW - FY25 ANNUAL CURBSIDE COLLECTION	\$285,654.19
				BPO - PW - FY25 EXTRA YW & RECY CURBSIDE CARTS	\$1,722.67
				BPO - PW - FY25 PROCESSING SINGLE STREAM RECY	\$16,990.82
				BPO - TS - FY25 TONNAGE HAUL	\$28,890.61
SCHUMANN ENTERPRISES INC DBA EMPIRE PRESSURE WASH	11821 4	2/6/2025	TRANSITOP	TRANSIT BPO BUS WASHING & SANITIZATION	\$290.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
SCOTT DAVID MCCLURE	11817 2	2/6/2025	RECREATION	S. MCCLURE REFEREED 11 BBALL GAMES @ \$30 EACH	\$330.00
SEA-WESTERN INC	11827 8	2/6/2025	FIRE	FIRE - SEAWESTERN - HELMETS	\$2,677.60
SITEONE LANDSCAPE SUPPLY LLC	11827 9	2/6/2025	PARKSFAC	PARKS - SITEONE - IRRIGATION CLOCK	\$157.98
SPLASH CARWASH & DETAILING	11828 1	2/6/2025	FLTMAINT	BPO - CAR WASHES FOR FLEET	\$30.00
			POLICE	BPO PD CAR WASH	\$588.00
SUZANNE SEIGNEUR	11815 6	1/30/2025	TRANSITOP	MEALS & MILEAGE SEIGNEUR ID TRANSIT DAY BOISE	\$320.62
TAMMI L SMITH DBA THE COUNTRY STITCH	11820 7	2/6/2025	POLICE	BPO PD UNIFORM ALTERATIONS FOR PATROL	\$46.61
TERRY LYNN DAVIS	11816 4	2/6/2025	RECREATION	T. DAVIS REFEREED 11 BBALL GAMES @ \$30 EACH	\$270.00
THE HOME DEPOT PRO	11828 3	2/6/2025	PARKSFAC	FACILITIES - HD SUPPLY - CORD HOLDERS	\$18.60
				FACILITIES - HD SUPPLY - LPD SHOWER KIT	\$211.92
				FACILITIES - HDSUPPLY - VACUUM COVER	\$23.82
				FACILITIES - HOME DEPOT - LIBRARY CEILING TILES	\$96.04
THE MASTER'S TOUCH LLC	11825 4	2/6/2025	FINANCE	BPO - UB - PRINTING & MAILING MONTHLY STATEMENTS	\$6,424.85
THOMSON REUTERS - WEST	11828 4	2/6/2025	LEGAL	BPO-LEGAL-WESTLAW CHARGES FY25	\$1,115.43
TK ELEVATOR CORPORATION	11828 5	2/6/2025	PARKSFAC	BPO - QUARTERLY BILLING FOR TK ELEVATOR SERVICES	\$2,361.56
T-MOBILE	2065	2/6/2025	EXECUTIVE	EXEC BPO: TMOBILE CHARGES FOR CLERK CITY PHONE	\$34.68
	2066	2/6/2025	LEGISLATIV	BPO COUNCIL: MONTHLY TMOBILE CHARGES	\$93.20
	2067	2/6/2025	LIBRARY	BPO - LIB - MONTHLY CELL AND DATA CHARGES	\$234.69
	2068	2/6/2025	PARKSFAC	BPO PARKS CELL PHONE CHARGES	\$296.72
	2069	2/6/2025	TRNSPN	BPO - ENG - MOBILE/TABLET MONTHLY CHARGES	\$69.36
	2070	2/6/2025	WATER	PW-WTR-BPO MOBILE/TABLET MONTHLY CHARGES	\$509.71
	2071	2/6/2025	COMDEV	BPO-CD-PHONE SERVICE FOR CELL PHONES & TABLETS	\$232.49
	2072	2/6/2025	PARKSFAC	BPO REC ADMIN CELL PHONE CHARGES	\$132.02
	2073	2/6/2025	TRNSPN	BPO - ST - MOBILE MONTHLY BILL: J MILLER	\$34.68
	2074	2/6/2025	TRNSPN	BPO - ENG - MOBILE/TABLET MONTHLY CHARGES	\$44.07
	2075	2/6/2025	STMWTR	BPO - STMW - TABLET MONTHLY CHARGES	\$33.45
	2076	2/6/2025	WSTWTR	PW-WW-BPO MOBILE/TABLET MONTHLY CHARGES	\$204.82



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
T-MOBILE	2077	2/6/2025	HR	BPO - DATA SERVICE FOR HR DEPARTMENT	\$16.40
	2078	2/6/2025	PARKSFAC	BPO FACILITIES CELL PHONE CHARGES	\$57.71
	2079	2/6/2025	TRNSPN	BPO - ENG - MOBILE/TABLET MONTHLY CHARGES	\$32.80
	2080	2/6/2025	INFOSYSTMS	BPO - T-MOBILE LINES MONTHLY BILL	\$7.37
	2081	2/6/2025	TRANSITOP	BPO TRANSIT IPAD DATA PLAN	\$14.90
	2082	2/6/2025	POLICE	BPO PD DEPARTMENT CELL PHONE CHARGES	\$183.42
	2083	2/6/2025	EXECUTIVE	BPO-PIO-MONTHLY PHONE BILL	\$44.07
TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC	118286	2/6/2025	POLICE	BPO TLO ACCESS FEES FOR INVESTIGATIONS	\$125.00
TRIBUNE PUBLISHING CO	118288	2/6/2025	COMDEV	BPO-CD-PZC- PUBLISHED NOTICES FOR PUBLIC HEARINGS	\$81.76
			ECONDEV	CD-CDBG PUBLIC NOTICE OF REVIEW FINDINGS	\$283.64
			EXECUTIVE	EXEC BPO: PUBLICATIONS AND ORDINANCE SUMMARIES	\$447.80
				LIVING LEWISTON/PROGRAM GUIDE/MAGAZINE - WINTER	\$637.12
			LIBRARY	LIVING LEWISTON/PROGRAM GUIDE/MAGAZINE - WINTER	\$429.36
			RECREATION	LIVING LEWISTON/PROGRAM GUIDE/MAGAZINE - WINTER	\$1,052.62
			SETTLEMENT	CD-OPIOID GRANT ADVERTISEMENT FOR BASIC INFO	\$445.00
TRI-STATE MEMORIAL HOSPITAL	118287	2/6/2025	POLICE	PD-RECRUITMENT OFFICER MEDICAL EXAM, TRI-STATE HOS	\$90.00
TYLER TECHNOLOGIES INC	118159	1/30/2025	INFOSYSTMS	CREDIT CARD TERMINALS	\$1,328.00
ULINE	118160	1/30/2025	LIBRARY	LIB - ENTRYWAY MAT	\$76.54
UNIFORMS2GEAR INC	118289	2/6/2025	POLICE	BPO PD UNIFORMS/PATROL	\$1,659.95
URM STORES INC	118290	2/6/2025	POLICE	PD-EVIDENCE-PAPER BAGS FOR PROPER EVIDENCE COLLECT	\$80.47
			RECREATION	BPO - SENIOR NUTRITION - DAILY FOOD PURCHASES	\$1,033.32
			WATER	PW-WD-BPO OPERATING/BREAKROOM/CLEANING SUPPLIES	\$460.99
US FOODS - SPOKANE	118291	2/6/2025	RECREATION	BPO FOOD SUPPLY FOR SENIOR MEAL PROGRAM	\$3,131.01
VALNET CONSORTIUM	118292	2/6/2025	LIBRARY	LIB - QUARTERLY BILLING FEES 3RD QUARTER	\$5,950.00
VERIZON WIRELESS	2064	1/30/2025	COMDEV	BILL DATE 01/12/25 UTILITY CHARGES	\$379.50
			FIRE	BILL DATE 01/12/25 UTILITY CHARGES	\$1,259.83



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
VERIZON WIRELESS	2064	1/30/2025	FLTMAINT	BILL DATE 01/12/25 UTILITY CHARGES	\$47.48
			HR	BILL DATE 01/12/25 UTILITY CHARGES	\$37.48
			INFOSYSTMS	BILL DATE 01/12/25 UTILITY CHARGES	\$667.71
			LEGISLATIV	BILL DATE 01/12/25 UTILITY CHARGES	\$100.07
			PARKSFAC	BILL DATE 01/12/25 UTILITY CHARGES	\$97.24
			POLICE	BILL DATE 01/12/25 UTILITY CHARGES	\$2,377.47
			STMWTR	BILL DATE 01/12/25 UTILITY CHARGES	\$84.56
			TRANSITOP	BILL DATE 01/12/25 UTILITY CHARGES	\$159.38
			TRNSPN	BILL DATE 01/12/25 UTILITY CHARGES	\$1,094.41
			WATER	BILL DATE 01/12/25 UTILITY CHARGES	\$1,093.70
			WSTWTR	BILL DATE 01/12/25 UTILITY CHARGES	\$948.86
WASHINGTON STATE SUPPORT REGISTRY	118180	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$535.16
WESMAR AUTOMOTIVE DBA WESMAR PRODUCTS	118293	2/6/2025	FLTMAINT	BPO - FLEET - BRAKE&CARB CLEANER	\$168.96
WESTERN RECYCLERS INC	118294	2/6/2025	FINANCE	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$34.66
			HR	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$17.34
			LIBRARY	BPO - LIB - RECYCLING SERVICES FEE	\$52.00
			POLICE	BPO PD SHREDDING SERVICES	\$52.00
			TRNSPN	BPO - PW OFFICE - SHREDDING SERVICES	\$17.00
WESTERN STATES EQUIPMENT	118295	2/6/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS	\$57.01
			WATER	PW-WTP-BLOCK HEATER FOR WELL #7 GENERATORS	\$637.07
WILBERT PRECAST INC	118296	2/6/2025	CEMETERY	CEMETERY - DECEMBER 2024 HANSON BURIAL	\$388.00
			WSTWTR	WW053 MANHOLE INSTALL 1625 G ST; REPLACE PARTS	\$2,550.00
WSCCCE	118181	2/6/2025	ADMSVC	Payroll Run 1 - Warrant 020625	\$1,826.09
ZIEGLER BUILDING CENTER	118297	2/6/2025	WATER	PW-WD-BPO OPERATING/CONSTRUCTION SUPPLIES	\$17.95
ZOLL MEDICAL CORPORATION GPO	118161	1/30/2025	FIRE	BPO FIRE - ZOLL - EMS SUPPLIES	\$766.70



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
ZOLL MEDICAL CORPORATION GPO	118298	2/6/2025	FIRE	BPO FIRE - ZOLL - EMS SUPPLIES	\$1,685.25
Total					\$1,412,994.45



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
921DOCS DBA 921DOCS	118299	2/13/2025	FIRE	FIRE - 921DOCS - INVESTIGATION SOFTWARE	\$2,700.00
AESSEAL INC	118360	2/20/2025	WATER	PW-WTP-REBUILD MECH. SEAL AT 21ST; OLD INV	\$676.89
AG-PRO	118361	2/20/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$87.20
AIRBRIDGE BROADBAND LLC	118300	2/13/2025	INFOSYSTMS	BPO - INTERNET SERVICE	\$150.00
AMAZON CAPITAL SERVICES	118362	2/20/2025	COMDEV	BPO-CD-OFFICE SUPPLIES-PAPER, PENS, RECEIPT PAPER	\$61.39
			EXECUTIVE	EXEC BPO: OFFICE/TRAINING SUPPLIES FOR CLERK	\$38.67
			FIRE	FIRE - AMAZON - MISC OFFICE/MEDIC SUPPLIES	\$198.16
			INFOSYSTMS	SYNOLOGY STORAGE FOR CLOUD MIGRATIONS	\$599.99
			LIBRARY	BPO - LIB - VIDEO GAMES	\$77.39
				BPO - LIB CATALOGING SUPPLIES	\$124.07
			PARKSFAC	FACILITIES - AMAZON - BOILER SWITCH	\$32.40
				FACILITIES - AMAZON - LPD VACUUM BREAKER	\$24.00
				FACILITIES - AMAZON - THERMOSTAT COVERS	\$39.99
				PARKS - AMAZON - FLAT IDLER PULLEY	\$13.29
			POLICE	PD-DISPATCH LOGITECH M330 MOUSE FOR COMPUTERS	\$79.96
				PD-TRAINING CENTER COFFEE MAKER REPLACEMENT	\$259.99
			WSTWTR	PW-WWC-HARD HATS FOR COLLECTION CREW (7)	\$271.00
				PW-WWC-IPAD CASES; HIGBEE AND THIRIOT	\$60.14
ANATEK LABS INC	118363	2/20/2025	WSTWTR	BPO-PW-WWTP-LAB SAMPLE ANALYSIS	\$255.00
ANTHONY H SEUBERT	118449	2/20/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$280.00
AQUA TOUCH CAR WASH	118364	2/20/2025	POLICE	BPO PD CAR WASH	\$9.00
ASOTIN COUNTY LANDFILL	118365	2/20/2025	SANITATION	BPO - PW - FY25 MONTHLY SOLID WASTE DISPOSAL	\$124,646.20
			WSTWTR	BPO-PW-WWTP-FY25 MONTHLY DISPOSAL	\$384.11
ATLAS SAND & ROCK	118366	2/20/2025	TRNSPN	BPO - ST - DUTHIE MAG ROCK	\$1,977.43
AUSTIN BROWN	118369	2/20/2025	FIRE	BPO FIRE - DR. AUSTIN BROWN - MEDICAL CONTROL	\$3,075.00
AVISTA	118301	2/13/2025	CEMETERY	2/3/25 BILL DATE UTILITY CHARGES	\$220.05
			COMDEV	2/3/25 BILL DATE UTILITY CHARGES	\$1,195.73
			LIBRARY	2/3/25 BILL DATE UTILITY CHARGES	\$2,775.31



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
AVISTA	11830 1	2/13/2025	PARKSFAC	2/3/25 BILL DATE UTILITY CHARGES	\$19,095.51
			RECREATION	2/3/25 BILL DATE UTILITY CHARGES	\$644.59
			SANITATION	2/3/25 BILL DATE UTILITY CHARGES	\$560.56
			TRNSPN	2/3/25 BILL DATE UTILITY CHARGES	\$45,016.12
			WATER	2/3/25 BILL DATE UTILITY CHARGES	\$36,338.58
			WSTWTR	2/3/25 BILL DATE UTILITY CHARGES	\$29,186.00
BANNER BANK-POLICE 2	11834 2	2/20/2025	POLICE	PD-ANNUAL RENEWAL AR PRO SOFTWARE	\$229.00
BLUE RIBBON LINEN SUPPLY INC	11830 2	2/13/2025	FIRE	BPO FIRE - BLUE RIBBON - LAUNDRY SERVICE	\$1,152.34
	11836 7	2/20/2025	PARKSFAC	PARKS - BLUERIBBON - CLEANING SUPPLIES	\$1,338.53
			WATER	PW-WTP/DISTR BPO LAUNDRY & JANITORIAL SUPPLIES	\$1,038.13
BOB'S TROPICAL FISH & PET SHOP INC DBA BOB'S PET & POND	11836 8	2/20/2025	LIBRARY	BPO - LIB - FISH TANK CLEANING	\$79.99
BRIAN E WARD DBA GUMBY ENTERPRISES INC	11845 3	2/20/2025	FLTMAINT	BPO - FLEET TOOLS & SUPPLIES	\$215.50
BRIDGEPAY NETWORK SOLUTIONS LLC	2162	2/13/2025	FINANCE	BPO - FIN - BRIDGEPAY MONTHLY TRANSACTION FEES	\$373.90
BRYON DENNY DBA HELL'S CANYON UPFITTING AND SALES	11840 2	2/20/2025	FIRE	FIRE - HELLS CANYON UPFITTING - KUSSMAUL CHARGER	\$1,210.76
CAMP CABIN & HOME INC	11837 1	2/20/2025	WATER	PW-WTP-BPO PROPANE & MISC SUPPLIES	\$19.32
CANON FINANCIAL SERVICES INC	11837 2	2/20/2025	COMDEV	BPO-CD-CANON PRINTER: DX5760I COPIER LEASE-CANON	\$253.63
CASCADE FIRE EQUIPMENT COMPANY	11830 3	2/13/2025	FIRE	FIRE - CASCADE FIRE - HOSE REPLACEMENTS	\$770.00
CDW GOVERNMENT LLC	11830 4	2/13/2025	FIRE	FIRE - CDW - HAVIS POWER CABLE	\$33.90
	11837 3	2/20/2025	INFOSYSTMS	MONITOR STOCK	\$2,304.12
			WSTWTR	BROTHER ALL IN ONE PRINTER	\$529.36
CENTURYLINK	11837 4	2/20/2025	COMDEV	2/11/25 BILL DATE: UTILITY CHARGES	\$86.00
			FIRE	2/11/25 BILL DATE: UTILITY CHARGES	\$787.34
			INFOSYSTMS	2/11/25 BILL DATE: UTILITY CHARGES	\$579.22
			LIBRARY	2/11/25 BILL DATE: UTILITY CHARGES	\$55.99
			PARKSFAC	2/11/25 BILL DATE: UTILITY CHARGES	\$1,030.00
			POLICE	2/11/25 BILL DATE: UTILITY CHARGES	\$950.78
			TRANSITOP	2/11/25 BILL DATE: UTILITY CHARGES	\$172.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
CENTURYLINK	11837 4	2/20/2025	WATER	2/11/25 BILL DATE: UTILITY CHARGES	\$430.00
			WSTWTR	2/11/25 BILL DATE: UTILITY CHARGES	\$455.96
	11837 5	2/20/2025	INFOSYSTMS	02/16/25 BILL DATE UTILITY CHARGES	\$33.08
CES	11837 6	2/20/2025	WATER	WR099 SCADA SECURITY UPGRADES; S.PORT PROCESSOR	\$4,163.21
CINTAS CORPORATION #606	11837 7	2/20/2025	FLTMAINT	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$175.17
			PARKSFAC	BPO - PARKS - CLEANING SUPP. & LAUNDERED UNIFORMS	\$84.24
CITY OF LEWISTON	2161	2/13/2025	CEMETERY	JANUARY '25 W/S/G	\$39.00
			COMDEV	JANUARY '25 W/S/G	\$200.83
			LIBRARY	JANUARY '25 W/S/G	\$457.20
			PARKSFAC	JANUARY '25 W/S/G	\$13,513.26
			SANITATION	JANUARY '25 W/S/G	\$1,814.02
			STMWTR	JANUARY '25 W/S/G	\$26.64
			TRANSITOP	JANUARY '25 W/S/G	\$50.14
			TRNSPN	JANUARY '25 W/S/G	\$29,241.67
			WATER	JANUARY '25 W/S/G	\$1,069.22
			WSTWTR	JANUARY '25 W/S/G	\$2,424.31
CITY OF LEWISTON EMPLOYEE BENEFIT PLAN TRUST	11834 3	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$417,671.76
CITY OF LEWISTON EMPLOYEE BENEFIT- CAFETERIA PLAN	11834 4	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$8,623.83
CLEARWATER CLEANING SERVICES CORP	11837 8	2/20/2025	PARKSFAC	BPO CONTRACTED CUSTODIAL SERVICES AT LIBRARY	\$4,245.00
CLEMENTS BROWN & MCNICHOLS	11837 9	2/20/2025	HR	BPO - LEGAL SERVICES	\$9,558.00
CNC ELECTRIC LLC	11838 0	2/20/2025	WATER	WR98-WD-EXTERIOR LIGHTING AT DISTRIBUTION & GFI	\$2,375.00
COAST TO COAST TURF INC	11830 5	2/13/2025	RECREATION	COAST TO COAST - BATTER BOXES FOR SUNSET	\$500.00
COEUR D'ALENE TRACTOR CO	11835 8	2/20/2025	FLTMAINT	PUMP DRIVE OIL FOR #008 ENGINE	\$62.41
				REPL HEADLIGHT ASSM FOR #814 UTV	\$245.76
			PARKSFAC	PARKS - ADAM'S TRACTOR - REPLACEMENT PARTS	\$73.98
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	11838 1	2/20/2025	CEMETERY	CP-0222629 BILL DATE 2/16/25	\$34.57
			COMDEV	CP-0221835 BILL DATE 02/09/25	\$209.42
				CP-0222629 BILL DATE 2/16/25	\$217.42
			FIRE	CP-0221331 BILL DATE 02/02/25	\$245.62
				CP-0221835 BILL DATE 02/09/25	\$1,213.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	11838 1	2/20/2025	FIRE	CP-0222629 BILL DATE 2/16/25	\$1,505.42
			FLTMaint	CP-0221835 BILL DATE 02/09/25	\$16.93
				CP-0222629 BILL DATE 2/16/25	\$160.32
			LEGISLATIV	CP-0222629 BILL DATE 2/16/25	\$21.25
			PARKSFAC	CP-0221331 BILL DATE 02/02/25	\$57.96
				CP-0221835 BILL DATE 02/09/25	\$716.29
				CP-0222629 BILL DATE 2/16/25	\$420.93
			POLICE	CP-0221331 BILL DATE 02/02/25	\$410.00
				CP-0221835 BILL DATE 02/09/25	\$1,832.85
				CP-0222629 BILL DATE 2/16/25	\$1,953.83
			SANITATION	BPO - TS - FUEL	\$233.50
				BPO - TS - FY25 FUEL FOR SDI HAUL	\$1,320.63
			STMWTR	CP-0221835 BILL DATE 02/09/25	\$35.74
				CP-0222629 BILL DATE 2/16/25	\$43.00
			TRANSITOP	CP-0221331 BILL DATE 02/02/25	\$86.32
				CP-0221835 BILL DATE 02/09/25	\$1,446.41
				CP-0222629 BILL DATE 2/16/25	\$1,292.98
			TRNSPN	CP-0221835 BILL DATE 02/09/25	\$2,415.32
				CP-0222629 BILL DATE 2/16/25	\$1,625.38
			WATER	CP-0221835 BILL DATE 02/09/25	\$311.20
				CP-0222629 BILL DATE 2/16/25	\$250.67
			WSTWTR	CP-0221835 BILL DATE 02/09/25	\$596.49
				CP-0222629 BILL DATE 2/16/25	\$84.47
COLLIER ELECTRIC LLC	11838 2	2/20/2025	WSTWTR	BPO-PW-WWTP-ONCALL ELEC SRVS	\$420.00
CONTINENTAL AMERICAN INSURANCE COMPANY DBA AFLAC GROUP	11834 1	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$1,231.16
DRUG TESTING ANALYTICS LLC DBA MINERT & ASSOCIATES	11842 2	2/20/2025	HR	BPO - DRUG TESTING SERVICES	\$102.00
EAN SERVICES LLC	11838 7	2/20/2025	RECREATION	RENTAL CAR - MARC KEEFER - SOFTBALL OF IDAHO	\$139.62
EFTPS	2197	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$156,652.05
ELM USA INC	11838 5	2/20/2025	LIBRARY	LIB - DISC CLEANING SUPPLIES	\$119.95
ERB'S ACE HARDWARE LLC	11830 6	2/13/2025	FIRE	BPO FIRE - ERB HARDWARE - SUPPLIES	\$22.48
	11838 8	2/20/2025	FIRE	BPO FIRE - ERB HARDWARE - SUPPLIES	\$22.70
			PARKSFAC	FACILITIES - ACE HARDWARE - DUST MASKS	\$28.04



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
ERB'S ACE HARDWARE LLC	118388	2/20/2025	WATER	PW-WD-BPO OPERATING SUPPLIES: TOOLS & HARDWARE	\$35.27
				PW-WTP-BPO-OPERATING SUPPLIES: TOOLS & HARDWARE	\$55.67
			WSTWTR	PW-WWCOLL-BPO SUPPLIES AND EQUIPMENT	\$8.48
ERIC TOLLEFSON DBA RAINIER ENVIRONMENTAL LABORATORY	118441	2/20/2025	POLICE	PD-MPH BEE III WIRED REMOTE	\$270.00
FASTENAL COMPANY	118389	2/20/2025	PARKSFAC	BPO - FASTENAL VENDING SUPPLIES	\$255.67
FATBEAM LLC	118390	2/20/2025	LIBRARY	BPO - LIB - PUBLIC INTERNET SERVICES	\$990.00
FEDEX	118391	2/20/2025	FIRE	BPO FIRE - FEDEX - SHIPPING	\$112.41
			WSTWTR	PW-WWCOLL-BPO SHIPPING CHARGES	\$42.28
FERGUSON ENTERPRISES #3011	118307	2/13/2025	WATER	PW - WATER - ANNUAL RNI SAAS FEE 2/2025 - 2/2026	\$30,513.36
	118392	2/20/2025	WATER	PW-WD-BPO WATERWORKS/PLUMBING FITTINGS/ACCESSORIE	\$121.56
FISHER SYSTEMS INC	118393	2/20/2025	WSTWTR	PW-WWTP-WORK ON GAS DETECTORS	\$625.00
FOP LEWIS CLARK LODGE #10	118345	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$1,704.96
FOSSIL INDUSTRIES	118308	2/13/2025	PARKSFAC	RANDALL FAMILY KIOSK - FOSSIL ORDER	\$666.00
GATEWAY MATERIALS	118395	2/20/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$279.00
			WATER	PW-WD-BPO METAL STOCK-TUBING, BAR, ROD, REBAR	\$82.20
				PW-WTP-BPO METAL MATERIAL & FABRICATION	\$15.00
GEORGE WILLIAM REED	118442	2/20/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$151.20
GMCO CORPORATION	118396	2/20/2025	TRNSPN	BPO - ST - FY25 LIQUID DEICER; NPC BID PIGGYBACK	\$21,353.50
				PW-ST5-LIQUID DEICER/MAG CHLORIDE	\$614.51
GRAINGER	118309	2/13/2025	FIRE	FIRE - GRAINGER - STN PAPER TOWEL DISPENSERS	\$109.02
	118397	2/20/2025	FIRE	FIRE - GRAINGER - ST. PAPERTOWEL DISPENSERS	\$181.70
			WATER	PW-WTP-BPO MOTORS/PUMPS/TOOLS/FITTINGS	\$742.34
			WSTWTR	BPO-PW-WWTP-P/M/M MAINT SUPPLIES	\$149.88
H & H BUSINESS SYSTEMS	118399	2/20/2025	COMDEV	BPO-COPIER MAINTENANCE COLOR, B&W FOR IMAGE RUNNE	\$148.39
			WSTWTR	PW-WWTP-BPO COPIER MAINTENANCE	\$1.11



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
HACH COMPANY	118400	2/20/2025	WATER	BPO-PW-WTP- FOR PLANT EQUIPMENT/INSTRUMENTS	\$614.56
			WSTWTR	PW-WWTP-BPO LAB SUPPLIES	\$855.52
HAHN SUPPLY	118401	2/20/2025	PARKSFAC	FACILITIES - HAHN SUPPLY - EXPANSION TANKS	\$93.00
HENRY SCHEIN	118310	2/13/2025	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$43.92
	118403	2/20/2025	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$1,494.82
HOME DEPOT CREDIT SERVICES	118311	2/13/2025	FIRE	BPO FIRE - HOME DEPOT - SUPPLIES	\$57.40
				FIRE - HOME DEPOT - BLINDS	\$38.72
	118404	2/20/2025	FIRE	BPO FIRE - HOME DEPOT - SUPPLIES	\$85.96
				PARKSFAC BPO - FAC - HOME DEPOT - CONSTRUCTION SUPPLIES	\$6.42
			PARKSFAC	PARKS - HOME DEPOT - GLUE FOR FLOWER BEDS	\$193.92
				WATER PW-WTP-BPO FASTENERS/TOOLS/WOOD/PAINT/R ELATED	\$39.71
HUBER ACTION FREIGHT INC	118312	2/13/2025	PARKSFAC	PARKS - HUBER FREIGHT - ADA DOME SHIPPING	\$23.40
HUGHES FIRE EQUIPMENT INC	118405	2/20/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$88.20
I A F F - LOCAL #1773	118346	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$3,283.00
IDAHO CHILD SUPPORT RECEIPTING	118347	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$270.00
IDAHO DEPT OF LABOR ATTN: CASHIER	118313	2/13/2025	INSTRUST	ID DEPT OF LABOR UNEMPLOYMENT INSURANCE	\$342.99
IDAHO FIRE CHIEF'S ASSOCIATION INC	2173	2/20/2025	FIRE	FIRE - IFCA - ANNUAL DUES	\$170.00
	2174	2/20/2025	FIRE	FIRE - IFCA - ANNUAL DUES	\$110.00
IDAHO INDUSTRIAL COMMISSION	2199	2/20/2025	INSTRUST	SEMI ANNUAL WORKERS COMP TAX	\$5,399.25
IDAHO STATE POLICE	118407	2/20/2025	COMDEV	BPO-CD-FINGERPRINT FEES RELATING TO BUSINESS LIC	\$33.25
IDAHO STATE TAX COMMISSION	118348	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$26,999.00
INGRAM LIBRARY SERVICES	118408	2/20/2025	LIBRARY	BPO - LIB - ADULT FICTION	\$508.80
				BPO - LIB - ADULT NONFICTION 1ST FLR	\$275.78
				BPO - LIB - ADULT NONFICTION 2ND FLR	\$34.33
				BPO - LIB - JUVENILE FICTION	\$67.56
				BPO - LIB - JUVENILE NONFICTION	\$31.83
				BPO - LIB - LARGE PRINT	\$515.66
				BPO - LIB - TEEN FIC	\$22.23
				BPO - LIB - TEEN NONFICTOIN	\$145.87



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
INGRAM LIBRARY SERVICES	118408	2/20/2025	LIBRARY	BPO - LIB JUVENILE BOOKMOBILE ORDERS	\$22.41
				LIB - BPO - ADULT BOOKMOBILE	\$144.32
INK TECHNOLOGIES PRINTER SUPPLIES LLC DBA INK TECHNOLOGIES.COM	118409	2/20/2025	FINANCE	FIN-TONER	\$86.00
INLAND FASTENER INC	118410	2/20/2025	FLTMAINT	BPO - FLEET REPAIR PARTS & SUPPLIES	\$60.96
			FLTMAINT	BPO - FLEET REPAIR PARTS & SUPPLIES	\$12.89
INLAND FIRST AID AND SAFETY LLC	118314	2/13/2025	SANITATION	BPO - TS - FIRST AID SUPPLIES	\$71.75
INTERNATIONAL CITY MANAGEMENT ASSOCIATION DBA MISSIONSQUARE RETIREMENT	2196	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$1,747.34
INTERNATIONAL CODE COUNCIL INC	118406	2/20/2025	FIRE	FIRE - ICC - PREVENTION GOVT MEMBERSHIP	\$170.00
JAMES CONNOLLY CONSULTING LTD	118437	2/20/2025	PARKSFAC	FACILITIES - PLANET TURF - FERTILIZER CHEMICALS	\$2,171.70
JEFF KLONE	118353	2/20/2025	POLICE	MEALS KLONE NG 911 SOLUTIONS MEETING GARDEN CITY	\$120.00
JOE HALL FORD	118413	2/20/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$256.28
JOHN'S SAW SERVICE	118315	2/13/2025	FIRE	FIRE - JOHNS SAW SERVICE - SAW	\$1,571.97
	118414	2/20/2025	FIRE	BPO FIRE - JOHNS SAW - REPAIR/SUPPLIES	\$10.99
			PARKSFAC	BPO - PARKS - JOHN'S SAW ENGINE REPAIR	\$58.10
JON ADAMS	118359	2/20/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$159.60
J-U-B ENGINEERS	118415	2/20/2025	PROPIMPR	PR - COMMUNITY PARK #23-25-001	\$1,220.90
			WSTWTR	WW001 TO16 2024 PIPELINE REPLACE - CEI 4C	\$1,802.00
JULIAN SORRELL	118328	2/13/2025	FIRE	J. SORRELL EDUCODE ICC LAS VEGAS	\$356.00
JUSTIN WALKER	118354	2/20/2025	WATER	MEALS WALKER BACKFLOW TESTER CERT & EXAM POST FALL	\$340.00
KAREN SELDON	118447	2/20/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$190.40
KELLER ASSOCIATES INC	118416	2/20/2025	WSTWTR	WW064 WWTP MASTER PLAN UPDATE	\$18,613.00
KENWORTH SALES COMPANY	118417	2/20/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$77.42
LAKESIDE INDUSTRIES INC	118316	2/13/2025	TRNSPN	BPO - ST - EZ STREET ASPHALT	\$6,230.36
LATAH SANITATION INC	118411	2/20/2025	SANITATION	BPO - PW - FY25 MONTHLY YW COMPOSTING SRVCS	\$3,048.10



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
LATAH SANITATION INC	11841 1	2/20/2025	WSTWTR	PW-WWTP-BPO BIOSOLIDS DISPOSAL	\$16,051.80
	11841 2	2/20/2025	CEMETERY	BPO PARKS AND CEMETERY PORTABLE TOILETS	\$83.00
			PARKSFAC	BPO PARKS AND CEMETERY PORTABLE TOILETS	\$987.00
LEGACY PAVING AND CONSTRUCTION LLC	11831 7	2/13/2025	WSTWTR	BPO-PW-WWCOLL- FOR EMERGENCY ASPHALT PATCHES	\$1,250.00
LES SCHWAB TIRE CENTER	11841 8	2/20/2025	FIRE	FIRE-LES SCHWAB-CHAINS BC 71	\$205.99
MARC KEEFER	11832 9	2/13/2025	RECREATION	MEALS: M. KEEFER SOFTBALL OF ID ANNUAL CONF BOISE	\$101.00
MCCUNE'S INSTRUMENTS INC	11841 9	2/20/2025	WATER	PW-WD-RECALIBRATION OF BACKFLOW DEVICES	\$93.62
MCMILLEN LLC DBA MCMILLEN JACOBS ASSOCIATES	11842 0	2/20/2025	WATER	WR050 RAW WTR INTAKE DESIGN - WTP INTAKE REBUILD	\$11,055.00
MIDWEST TAPE LLC	11842 1	2/20/2025	LIBRARY	BPO - LIB - ADULT DVD ORDERS	\$183.66
				BPO - LIB - JUVENILE DVDS	\$182.91
MISC CUSTOMER REFUND	11831 8	2/13/2025	ECONDEV	IDAHO FLOORS CD-CDBG-HRP ARBINI-50% DWN ON FLOORIN	\$1,342.00
	11831 9	2/13/2025	TRNSPN	J RUSSELL EXCAVATION DUP PAYMENT	\$103.16
	11832 0	2/13/2025	SANITATION	UB 0811025216 903 11TH	\$2,456.90
	11832 1	2/13/2025	FIRE	JOHNSON CONTROLS FIRE PROTECT DB PAY	\$230.98
	11832 2	2/13/2025	COMDEV	KENASTON CORPORATION DUP PAYMENT	\$144.36
	11832 3	2/13/2025	LIBRARY	MAURICE HORNOCKER SPEAKERS FEE LEW LIBRARY	\$500.00
	11832 4	2/13/2025	COMDEV	SAM HILL PLUMBING DB PAY OF BO LICENSE	\$141.00
	11832 5	2/13/2025	WSTWTR	TOM EIER AGREED AMT EASEMENT 31126TH ST	\$4,031.00
	11832 6	2/13/2025	ECONDEV	TRUNBERRY APT CD-CDBG-L1SD DOWN FOR FLOORING	\$590.00
	11832 7	2/13/2025	ECONDEV	WIRED UP ELECTRIC CD-CDBG-HRP FARRIS FINAL PAY	\$1,272.20
	11834 9	2/20/2025	ECONDEV	LAUDER MANAGEMENT CD-CDBG-L1SD	\$199.68
	11835 0	2/20/2025	INSTRUST	PDIC CITY OVER INDEMNIFIED FOR A REPAIR TO A BUS	\$929.92
	11835 1	2/20/2025	COMDEV	SQHCC CD-DBL PAY BUILDING PERMIT	\$69.52
	11835 2	2/20/2025	COMDEV	TIMBER INN CD-DBL PAY OF BUSINESS LICENSE	\$94.00
MOTION AUTO SUPPLY	11842 3	2/20/2025	FLTMAINT	BPO/ REPAIR PARTS & SUPPLIES	\$20.28
MOTION INDUSTRIES INC	11842 4	2/20/2025	FLTMAINT	REPL HOSE ASSEMBLIES FOR #357 JETVAC	\$738.21



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
NAPA AUTO PARTS	11833 2	2/13/2025	WSTWTR	PW-WWTP-BPO BATTERIES; VEHICLE ITEMS	\$217.62
	11842 5	2/20/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$19.53
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$675.37
			WATER	PW-WD-BPO PARTS; FLUIDS; TOOLS AND CONSUMABLE MAI	\$42.64
				PW-WTP-BPO AUTO SUPPLIES- WIPERS/BULBS/BATTERIES	\$11.38
NATIONWIDE RETIREMENT	2194	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$10,021.72
NATIONWIDE-RESERVE	2198	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$1,024.14
NET TRANSCRIPTS INC	11842 6	2/20/2025	POLICE	PD-TRANSCRIPTS FOR INTERNAL AFFAIRS ON JAN 29TH	\$13.93
NEZ PERCE COUNTY RECORDER	11842 7	2/20/2025	EXECUTIVE	EXEC BPO: RECORDATION OF DOCUMENTS	\$11.00
NORCO INC	11833 3	2/13/2025	FIRE	BPO FIRE - NORCO - MEDICAL OXYGEN/SUPPLIES	\$721.67
	11842 8	2/20/2025	FIRE	BPO FIRE - NORCO - MEDICAL OXYGEN/SUPPLIES	\$276.03
NORTH 40 OUTFITTERS	11833 4	2/13/2025	WSTWTR	PW-WWCOLL-BPO OPERATING SUPPLIES	\$7.98
				PW-WWTP-PANT REPLACEMENTS (2) B GRIESER	\$99.98
				PW-WWTP-SAFETY SHOES; B GRIESER	\$175.00
	11842 9	2/20/2025	FIRE	BPO FIRE - NORTH 40 - STATION SUPPLIES	\$174.93
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$30.74
			PARKSFAC	BPO - FAC - NORTH 40 - SHOP SUPPLIES	\$27.45
				BPO - PARKS - NORTH 40 MISC SUPPLIES	\$221.09
			WATER	PW-WD-BPO OPERATING SUPPLIES	\$41.22
				PW-WTP-BPO OPERATING SUPPLIES	\$137.31
			WSTWTR	PW-WWCOLL-BPO OPERATING SUPPLIES	\$194.83
NORTHWEST ENGRAVING	11833 5	2/13/2025	FIRE	FIRE - NORTHWEST ENGRAVING - HELMET STAND	\$130.00
ODP BUSINESS SOLUTIONS LLC	11833 6	2/13/2025	HR	BPO - HR - VARIOUS OFFICE SUPPLIES	\$383.00
			WSTWTR	PW-WWTP-BPO OFFICE SUPPLIES	\$112.76
	11843 1	2/20/2025	FINANCE	BPO - ODP OFFICE SUPPLIES	\$113.53
			POLICE	BPO PD OFFICE SUPPLIES	\$98.75
O'REILLY AUTO PARTS	11843 0	2/20/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$423.77
OXARC	11843 2	2/20/2025	FIRE	BPO FIRE - OXARC - CYLINDER RENTAL	\$22.28



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
OXARC	11843 2	2/20/2025	TRNSPN	BPO - ST/TR - PERSONAL PROTECTIVE EQUIPMENT	\$53.04
			WATER	PW-WD- BPO SAFETY SUPPLIES	\$27.86
				PW-WD-BPO FABRICATION AND WELDING TOOLS	\$153.39
				PW-WTR-BPO SODIUM HYPOCHLORITE	\$2,138.45
			WSTWTR	PW-WWCOLL-BPO PERSONNEL SAFETY SUPPLIES	\$78.82
				PW-WWTP-BPO PERSONNEL SAFETY SUPPLIES	\$155.40
PAMELA A FURCHTENICHT	11839 4	2/20/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$86.80
PAPE MACHINERY INC	11843 3	2/20/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$185.66
PATRIOT FIRE PROTECTION INC	11843 4	2/20/2025	WATER	PW-WTP-FIRE SPRINKLER & BACKFLOW INSPECTIONS (2)	\$1,103.00
PAUL SCOTT DRIVER	11838 4	2/20/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$68.60
PERSI	2195	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$226,461.44
PETERSON RADIATORS MUFFLERS & HITCH CENTER	11843 5	2/20/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS & EXHAUST WORK	\$31.62
PHOENIX RADIOLOGY	11843 6	2/20/2025	FIRE	FIRE - PHOENIX RADIOLOGY - NEW RESERVE PHYSICALS	\$180.00
POSITIVE PROMOTIONS	11843 8	2/20/2025	POLICE	PD-RED RIBBON WEEK 150-HEAT SENSITIVE PENCILS	\$186.90
PRECISION SIGNS	11843 9	2/20/2025	STMWTR	PW - STMW - STREET SWEEPER PE&O WRAP	\$1,825.00
PRINCRAFT PRINTING	11844 0	2/20/2025	COMDEV	BPO-CD-ENVELOPES, LETTERHEAD, PAPER, BUS CARDS	\$240.00
				CD-DOOR HANGERS FOR CODE VIOLATION NOTIFICATIONS	\$385.00
			HR	PRINTED COPIES OF PARKS & RECREATION JOB SPEC	\$80.00
			STMWTR	PW - STMW - PE&O REQS FOR CONTRACTORS	\$140.00
RDK CORPORATION DBA SHADOW TRACKERS	11845 0	2/20/2025	HR	BPO - BACKGROUND CHECK SERVICES	\$244.00
RELIANCE STANDARD LIFE INSURANCE COMPANY	11835 6	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$7.90
RICOH USA INC	11833 7	2/13/2025	FIRE	BPO FIRE - RICOH - HQ METER	\$193.87
				BPO FIRE - RICOH - STATION PRINTERS	\$125.77
	11844 3	2/20/2025	EXECUTIVE	EXEC BPO: FY 25 CITY HALL COPIER RENT FOR IMC6000	\$226.83
			LIBRARY	BPO - LIB - LEASE FEES	\$181.20
			POLICE	BPO PD COPIER RENTAL	\$199.87
			WATER	PW-WTP-BPO RICOH IM C4500 LEASE PAYMENT	\$161.95



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
RICOH USA INC	118443	2/20/2025	WSTWTR	PW-WWCOLL-RICOH IM C4500 LEASE PAYMENT	\$158.18
	118444	2/20/2025	EXECUTIVE	EXEC BPO: FY 25 RICOH MAINT/COPY COST PER COPY	\$183.16
			LIBRARY	BPO - LIB - COPY FEES	\$54.66
			PARKSFAC	BPO - PARKS - COLORED COPIES	\$86.32
			TRANSITOP	TRANSIT BPO COPIER (RICOH IM C3500) COPIES	\$32.18
ROGERS MOTORS LLC DBA ROGERS CHRYSLER JEEP DODGE RAM LLC	118445	2/20/2025	FLTMAINT	FLEET - REPAIR PARTS & REPAIRS	\$761.60
RUSSELL HARPER	118330	2/13/2025	COMDEV	RUSSELL HARPER REIMB M2 COMM MECH INSP TEST	\$305.00
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	118456	2/20/2025	SANITATION	BPO - TS - FY25 CARDBOARD	\$96.00
SCADACORE INC	118446	2/20/2025	WATER	BPO-PW-WTP-SCADACORE MONTHLY SUBSCRIPTION	\$400.00
SCHUMANN ENTERPRISES INC DBA EMPIRE PRESSURE WASH	118386	2/20/2025	TRANSITOP	TRANSIT BPO BUS WASHING & SANITIZATION	\$305.00
SESAC	118448	2/20/2025	PARKSFAC	PARKS - MUSIC PERFORMANCE LICENSE FOR CITY PARKS	\$1,217.00
SHERA S BRYER	118370	2/20/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$75.60
SITEONE LANDSCAPE SUPPLY LLC	118451	2/20/2025	PARKSFAC	BPO - PARKS - SITE ONE IRRIGATION SUPPLIES	\$15.00
SPECIALTY MINING & INFIELD SUPPLIES	118338	2/13/2025	RECREATION	RECREATION - DIAMOND DUST - BALLFIELD CONDITIONER	\$5,290.00
ST JOSEPH HOSPITAL LLC	118452	2/20/2025	FIRE	FIRE - SJRMC - PALS	\$400.00
STANTEC CONSULTING SERVICES INC	118454	2/20/2025	ECONOMIC DEVELOPMENT	MJ007 UTILITY CONCEPT EVAL FOR DEV INFILL	\$17,086.21
			WATER	WR043 DISINFECTION ANALYSIS W/O UV	\$1,761.00
STERLING BATTERY COMPANY	118455	2/20/2025	FLTMAINT	BPO - FLEET VEHICLE BATTERIES	\$880.67
TAMMI L SMITH DBA THE COUNTRY STITCH	118383	2/20/2025	POLICE	BPO PD UNIFORM ALTERATIONS FOR PATROL	\$32.52
THE GROVE HOTEL	118398	2/20/2025	LEGISLATIV	HOTEL - MAYOR - 2025 CITY OFFICIALS' DAY	\$681.00
THE HOME DEPOT PRO	118457	2/20/2025	PARKSFAC	FAC - HDSUPPLY - CUSTOM ORDER FOR FLOOR FINISH	\$499.00
				FACILITIES - HD SUPPLY - CORD HOLDERS	\$18.60
				FACILITIES - HDSUPPLY - CUSTODIAL SUPPLIES	\$1,323.20
THE UPS STORE	118462	2/20/2025	POLICE	BPO PD MAIL SERVICE	\$253.75



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
TRIBUNE PUBLISHING CO	118459	2/20/2025	COMDEV	BPO-CD-PZC- PUBLISHED NOTICES FOR PUBLIC HEARINGS	\$86.44
			EXECUTIVE	EXEC BPO: PUBLICATIONS AND ORDINANCE SUMMARIES	\$111.40
TRI-STATE HEALTH SERVICES	118458	2/20/2025	TRANSITOP	TRANSIT BPO DRIVER DOT PHYSICAL FEES	\$150.00
TYLER KNIGGE	118331	2/13/2025	HR	T. KNIGGE TUITION REIM 1K TUITION 100 BOOKS	\$1,100.00
ULINE	118339	2/13/2025	POLICE	PD-32" SERVICE KIT FOR IMPULSE SEALER	\$68.31
	118460	2/20/2025	POLICE	PD-BOXES AND BAGS FOR GUNS/KNIVES AND EVIDENCE	\$292.50
UNIFORMS2GEAR INC	118461	2/20/2025	POLICE	BPO PD UNIFORMS/PATROL	\$182.78
URM STORES INC	118463	2/20/2025	RECREATION	BPO - SENIOR NUTRITION - DAILY FOOD PURCHASES	\$167.50
				RECREATION - URM - DADDY DAUGHTER SUPPLIES	\$58.66
US FOODS - SPOKANE	118464	2/20/2025	RECREATION	BPO FOOD SUPPLY FOR SENIOR MEAL PROGRAM	\$1,434.05
VALLEY WASTE DISPOSAL LLC	118465	2/20/2025	PARKSFAC	BPO - PARKS - VALLEY WASTE DEBRIS DISPOSAL	\$143.19
			SANITATION	BPO - PW - FY25 NON-MUNICIPAL SW DISPOSAL	\$6,631.58
VALNET CONSORTIUM	118466	2/20/2025	LIBRARY	LIB - QUARTERLY BILLING 2ND QUARTER	\$5,950.00
VICTORIA BROWN	118355	2/20/2025	POLICE	MEALS BROWN NG 911 SOULTIONS MEETING GARDEN CITY	\$120.00
VWR INTERNATIONAL LLC	118467	2/20/2025	WSTWTR	BPO-PW-WWTP-LAB SUPPLIES	\$1,923.13
WASHINGTON STATE SUPPORT REGISTRY	118357	2/20/2025	ADMSVC	Payroll Run 1 - Warrant 022025	\$358.86
WELLS FARGO & COMPANY	2091	2/20/2025	FIRE	BPO FIRE - COSTCO - STATION SUPPLIES	\$285.92
	2092	2/20/2025	LIBRARY	LIB - AIR PURIFIER	\$140.91
WELLS ONE-COMMUNITY DEVELOPMENT DEPT DBA WELLS FARGO BANK	2164	2/20/2025	COMDEV	CD-MEMBERSHIP RENEWAL IDAHO ASSOICATION OF BUILDI	\$270.00
	2165	2/20/2025	COMDEV	CD-MEMBERSHIP RENEWAL- ICC - GOVERMENT STATUS	\$170.00
	2166	2/20/2025	COMDEV	CD-MEMBERSHIP RENEWAL- ICC - GOVERMENT STATUS	\$170.00
WELLS ONE-EXECUTIVE DEPT DBA WELLS FARGO BANK	2095	2/20/2025	LEGISLATIV	FUEL - MAYOR - 2025 AIC CITY OFFICIALS' DAY	\$26.87
	2096	2/20/2025	LEGISLATIV	FUEL - MAYOR - 2025 AIC CITY OFFICIALS' DAY	\$41.87
WELLS ONE-FINANCE DEPT DBA WELLS FARGO BANK	2093	2/20/2025	FINANCE	BPO - FIN - URA INTUIT QUICKBOOKS SUBSCRIPTION	\$35.00
	2094	2/20/2025	FINANCE	FIN - STAPLES TAX FORMS	\$41.99
WELLS ONE-FIRE DEPT DBA WELLS FARGO BANK	2175	2/20/2025	FIRE	FIRE - AWOGS - SCBA IDENTIFIERS	\$92.00
	2176	2/20/2025	FIRE	FIRE - CLIA LABORATORY PROGRAM - CERTIFICATE FEE	\$248.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
WELLS ONE-FIRE DEPT DBA WELLS FARGO BANK	2177	2/20/2025	FIRE	FIRE - BADGE & WALLETT - PROMOTION BADGES & PINS	\$729.10
	2178	2/20/2025	FIRE	FIRE - USPS - BOOT RETURN SHIPPING	\$34.50
	2179	2/20/2025	FIRE	FIRE - NFPA - CODE RENEWAL	\$1,092.99
	2180	2/20/2025	FIRE	FIRE - ISFSI - CREDENTIAL RENEWAL	\$650.00
	2181	2/20/2025	FIRE	FIRE - FIRE MAUL - TOOL WRAP	\$115.00
	2182	2/20/2025	FIRE	FIRE - HARBOR FREIGHT - PREVENTION SUPPLIES	\$23.11
	2183	2/20/2025	FIRE	TRAVEL-FIRE-LUCAS/WEISSENFELS- BLUE CARD TTT	\$1,035.96
	2184	2/20/2025	FIRE	TRAVEL-FIRE-RIGHTMIER/KELLY- ERT MTG	\$1,311.36
	2185	2/20/2025	FIRE	TRAVEL - FIRE - WEST COAST LEADERSHIP	\$2,356.05
WELLS ONE-HR/RISK DEPT DBA WELLS FARGO BANK	2186	2/20/2025	TRNSPN	PW-TR-DOT PHYSCLS ESCREEN.COM; KEENER WILLIAMSON	\$125.00
	2187	2/20/2025	TRNSPN	PW-TR-DOT PHYSCLS ESCREEN.COM; KEENER WILLIAMSON	\$125.00
	2188	2/20/2025	HR	BPO - FACEBOOK JOB ADVERTISEMENTS	\$64.39
	2189	2/20/2025	HR	BPO - FACEBOOK JOB ADVERTISEMENTS	\$84.67
	2190	2/20/2025	HR	CITY ATTORNEY JOB POSTING ON LINKEDIN	\$500.00
	2191	2/20/2025	TRNSPN	PW - ST - DOT PHYSICAL ESCREEN.COM; JTHOMPSON	\$125.00
	2192	2/20/2025	HR	PARKS AND REC DIRECTOR JOB POSTING ON NATIONAL PUB	\$187.50
	2193	2/20/2025	HR	ASSIST CITY ATTORNEY JOB ADVERTISMENT ON NATIONWID	\$212.50
WELLS ONE-INFO SYS/SEC DEPT DBA WELLS FARGO BANK	2113	2/20/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$58.00
	2114	2/20/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2115	2/20/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$1,351.53
	2116	2/20/2025	PARKSFAC	BPO - PARKS/ISS - PARKS CAMERA/SECURITY PROJECT	\$2,037.00
	2117	2/20/2025	PARKSFAC	BPO - PARKS/ISS - PARKS CAMERA/SECURITY PROJECT	\$2,340.00
	2118	2/20/2025	INFOSYSTMS	BPO - NETWORK/SECURITY HARDWARE	\$668.00
	2119	2/20/2025	INFOSYSTMS	ASSET TRACKING DEVICES AND SUPPORT	\$99.90
	2120	2/20/2025	INFOSYSTMS	BPO - NETWORK/SECURITY HARDWARE	\$1,176.00
	2121	2/20/2025	INFOSYSTMS	1 YEAR MAINTENANCE & SUPPORT FOR PAPER CUT	\$661.00
	2122	2/20/2025	INFOSYSTMS	ASSET TRACKING DEVICES AND SUPPORT	\$101.94



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
WELLS ONE-LEGAL DEPT DBA WELLS FARGO BANK	2084	2/20/2025	LEGAL	IMA MEMBERSHIP DUES 2025 - JENNIFER TENGONO	\$75.00
	2085	2/20/2025	LEGAL	REG-NBI-TENGONO-LIVE VIDEO WEBINAR	\$389.00
	2086	2/20/2025	LEGAL	AIRFARE-TENGONO-IMLA 90TH ANNUAL CONFERENCE	\$813.37
	2087	2/20/2025	LEGAL	HOTEL-TENGONO-IMLA 90TH ANNUAL CONFERENCE	\$329.90
WELLS ONE-LIBRARY DEPT DBA WELLS FARGO BANK	2167	2/20/2025	LIBRARY	SEATTLE TIMES - ONE YEAR SUBSCRIPTION	\$260.00
	2168	2/20/2025	LIBRARY	YODECK SOFTWARE - SUBSCRIPTION RENEWAL	\$672.00
	2170	2/20/2025	LIBRARY	LIB - QR GENERATOR RENEWAL SUBSCRIPTION	\$193.80
	2171	2/20/2025	LIBRARY	BOOK KIT SUPPLIES	\$34.53
WELLS ONE-PARKS & REC DEPT DBA WELLS FARGO BANK	2097	2/20/2025	PARKSFAC	PARKS - HARBOR FREIGHT - TOOLS FOR BOB JENSEN	\$123.88
	2098	2/20/2025	RECREATION	REC - WELLSONE - DOLLAR STORE SUPPLIES	\$27.83
	2099	2/20/2025	RECREATION	YOUTH SOCCER EQUIPMENT AND SUPPLIES	(\$106.71)
	2105	2/20/2025	PARKSFAC	FACILITIES - WELLSONE - SUPPLYHOUSE BALL BEARINGS	\$97.96
	2106	2/20/2025	PARKSFAC	FACILITIES - WELLSONE - WLA MEMBERSHIP	\$199.00
	2107	2/20/2025	PARKSFAC	FACILITIES - WELLSONE - SUPPLYHOUSE VENT FAN	\$164.30
	2108	2/20/2025	PARKSFAC	FACILITIES - WELLSONE - STAS PICTURE HANGING	\$26.75
	2109	2/20/2025	PARKSFAC	REG-SCHARNHORST-PENN FOSTER SMALL ENGINE SCHOOL	\$999.00
WELLS ONE-POLICE DEPT DBA WELLS FARGO BANK	2153	2/20/2025	POLICE	BPO PD FOOD FOR K9 ZIVA;CHEWY.COM	\$90.88
	2154	2/20/2025	POLICE	PD-ZIVA COLLAR	\$19.99
	2155	2/20/2025	POLICE	PD-TRAVEL-KUZI-K THE RIGHTS OF POLICE OFFICE	\$900.00
	2156	2/20/2025	POLICE	PD-NIEMEYER ANNUAL RENEWAL FOR INTERNATIONAL ASSOC	\$65.00
	2157	2/20/2025	POLICE	PD-CARRIER VESTS FOR GUNTER	\$214.10
	2158	2/20/2025	POLICE	PD-REG-KNIGGE-KAMINSKY FIELD TRAINING	\$375.00
	2159	2/20/2025	POLICE	PD-LABEL MAKER TO REPLACE BROKEN	\$137.79
	2160	2/20/2025	POLICE	PD-CARGORAXX FOR PATROL CARS-CARGORAXX LLC	\$2,556.60
WELLS ONE-PUBLIC WORKS DEPT DBA WELLS FARGO BANK	2123	2/20/2025	WATER	BPO-PW-W-WW-MONTHLY CHARGES; SIPTRUNK	\$34.34
			WSTWTR	BPO-PW-W-WW-MONTHLY CHARGES; SIPTRUNK	\$68.70
	2124	2/20/2025	WSTWTR	PW-WWC-DOPL EXAM WWC1 K LEE; 1/14/25 RETEST2	\$106.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
WELLS ONE-PUBLIC WORKS DEPT DBA WELLS FARGO BANK	2125	2/20/2025	WATER	PW-WD-UTILITY VEHICLE UV TREATMENTS	\$870.00
	2127	2/20/2025	WSTWTR	PW-DOPL EXAM; N FERRIS; WWL1 1/21/25	\$106.00
	2128	2/20/2025	WSTWTR	PW-WWTP-DOPL LICENSE APPLICATION; N FERRIS; WWT1	\$55.00
	2129	2/20/2025	WATER	PW-WTP-DOPL LICENSE APPLICATION; D HENRIKSEN DWT1	\$55.00
	2130	2/20/2025	WATER	PW-WTP-DOPL RENEWAL; BEHRENS DWT4 WWC1	\$30.00
	2132	2/20/2025	WATER	PW-WTP-DOPL RENEWAL; BEHRENS DWT4 WWC1	\$30.00
	2133	2/20/2025	WSTWTR	PW-DOPL EXAM; E WILPONEN; WWL1 1/21/25	\$106.00
	2134	2/20/2025	TRNSPN	PW - ISPLS 2025 DUES: MARK WEIGAND	\$180.00
	2135	2/20/2025	TRNSPN	REG - WEIGAND - ISPLS CONFERENCE 2025	\$525.00
	2136	2/20/2025	WSTWTR	PW-WWTP-DOPL RENEWALS W GRAHAM	\$30.00
	2137	2/20/2025	WSTWTR	PW-WWTP-DOPL RENEWALS W GRAHAM	\$30.00
	2138	2/20/2025	WSTWTR	PW-WWTP-DOPL RENEWALS W GRAHAM	\$30.00
	2139	2/20/2025	WSTWTR	PW-WWTP-DOPL RENEWALS W GRAHAM	\$30.00
	2140	2/20/2025	WSTWTR	PW-WWTP-DOORKING INC; MONTHLY SUBSCRIPTION	\$41.95
	2141	2/20/2025	WATER	PW-WTP-DOPL RENEWAL; BANN DWT4 DWD2	\$30.00
	2142	2/20/2025	WATER	PW-WTP-DOPL RENEWAL; BANN DWT4 DWD2	\$30.00
	2143	2/20/2025	WATER	PW-WD-AWWA MANUAL; PEX PIPE STARDARDS	\$99.00
	2144	2/20/2025	WATER	PW-WTR-AWWA MEMBERSHIP; J WALKER	\$276.00
	2145	2/20/2025	WSTWTR	PW-WWTP-DOPL RENEWALS B GUZMAN; WWT3-22396	\$30.00
	2146	2/20/2025	WATER	PW-WTD-USC FOUNDATION CROSS CONNECTION MEMBERSHIP	\$291.85
	2147	2/20/2025	TRNSPN	REG - ANTONICH - U OF I 2025 SPRING CAREER FAIR	\$400.00
	2148	2/20/2025	WSTWTR	PW-WWC-DOPL EXAM WWC1 K LEE; 2/4/25 RETEST3	\$106.00
	2149	2/20/2025	WATER	PW-DOPL-J WALKER APPLICATION; WTP-OIT	\$55.00
	2150	2/20/2025	WSTWTR	PW-WWC-DOPL EXAM WWC1 J THIRIOT; 2/18/25	\$106.00
	2151	2/20/2025	WATER	PW-WTP-D HENRIKSEN-ONLINE TRAINING; 9/2025	\$525.00
	2152	2/20/2025	WATER	TR032 PW EXPO WATER BOTTLES (500)	\$746.15



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
WELLS ONE-PUBLIC WORKS DEPT DBA WELL	2172	2/20/2025	WSTWTR	PW-WWC-DOPL EXAM WWC2 KMURRELL; 1/21/25 RETEST2	\$106.00
WELLS ONE-SERVICE CENTER DEPT DBA WELLS FARGO BANK	2088	2/20/2025	FLTMAINT	REPL SUSP AIR BAG FOR #714 BUS	\$272.40
	2089	2/20/2025	FLTMAINT	TRAVEL - S.DRURY - TYLER CONNECT 2025	\$1,199.00
	2090	2/20/2025	FLTMAINT	REPL HEATERS FOR 013 & 016 BRUSH TRUCKS	\$428.13
WELLS ONE-TRANSIT DEPT DBA WELLS FARGO BANK	2110	2/20/2025	TRANSITOP	FLIGHT TRAVEL FOR C. USHER TO ABC BUS SALES MN	\$707.97
	2111	2/20/2025	TRANSITOP	HOTEL TRAVEL FOR C. USHER TO ABC BUS SALES MN	\$192.18
	2112	2/20/2025	TRANSITOP	BPO: ADOBE SOFTWARE FOR SEIGNEUR (6 MONTHS)	\$29.99
WESTERN RECYCLERS INC	118468	2/20/2025	FIRE	BPO FIRE - WESTERN RECYCLERS - SHREDDING	\$17.00
WEX BANK	118340	2/13/2025	POLICE	BPO PD FUEL FOR UNMARKED DEPARTMENT VEHICLES	\$133.22
WILBERT PRECAST INC	118469	2/20/2025	CEMETERY	CEMETERY - WILBERT PRECAST - JAN BURIALS	\$1,463.00
WITMER PUBLIC SAFETY GROUP INC	118470	2/20/2025	FIRE	FIRE - WITMER - NEW RESERVE DUTY BOOTS	(\$325.50)
				FIRE - WITMER - STRUCTURE BOOTS	\$703.50
				FIRE - WITMER - TOOLS	\$592.20
ZIEGLER BUILDING CENTER	118471	2/20/2025	WATER	PW-WD-BPO OPERATING/CONSTRUCTION SUPPLIES	\$158.77
ZOLL MEDICAL CORPORATION GPO	118472	2/20/2025	FIRE	BPO FIRE - ZOLL - EMS SUPPLIES	\$2,007.36
Total					\$1,483,316.74



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE PRELIMINARY PLAT - NORTH LEWISTON BUSINESS PARK	AGENDA NO. V. D. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The Lewiston City Council has not acted on this plat previously. At their February 26, 2025 regular meeting, the City of Lewiston Planning and Zoning Commission considered the North Lewiston Business Park, Preliminary Plat, and voted unanimously to recommend approval of the plat as presented, to the Lewiston City Council. The North Lewiston Business Park preliminary plat proposes to subdivide approximately 10.21 acres of property in North Lewiston into 4 Lots. The proposed development is located south of 7th Avenue North in the middle of the block between 24th Street North and 28th Street North. Although two of the proposed lots in the subdivision exhibit the wide street frontage typical of a “standard” lot, and two of the lots are configured in a typical “flagpole” style, the Heavy Industrial zoning of the parcel does not have minimum lot width requirements. All of the proposed lots exceed the minimum street frontage requirement of 20 feet, established by Section 37-123.2(3) of City Code, for lots in a zone with no minimum lot width requirements. As shown on the preliminary plat, an existing motor freight transfer facility currently occupies the proposed Lot 1. The remainder of the parcel is currently undeveloped. In accordance with Section 32-31(b) of City Code, the developer is requesting approval of a preliminary plat for the entire parcel encompassing the four proposed lots, but is proposing to complete the construction of development improvements and file for final plats in three separate sub-phases. Approximately 589 l.f. of frontage improvements along 7th Avenue North, consisting of curb, gutter, sidewalk, and asphalt patch-back, will need to be constructed to service the finished subdivision. The City of Lewiston will provide water and sewer service for the proposed lots. In order to provide gravity flow for the sewer line servicing the proposed development, the applicant is working with an adjacent landowner to secure a public utility easement to allow the proposed sewer main to flow west out of the center of the development. Avista Utilities, Centurylink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service. Private stormwater facilities, constructed during the development of individual lots, will likely need to be installed to accommodate the stormwater that is anticipated to be generated by the subdivision’s large commercial lots. The subject property is zoned M-2, and the proposed lot configurations adhere to the requirements of the M-2 zone, as outlined in the City of Lewiston Zoning Ordinance, City Code	

Chapter 37.

The preliminary plat is presented at a scale of 60' to the inch when printed at full scale, which differs from the 100' to the inch standard specified in Section 32-20(a) of subdivision code.

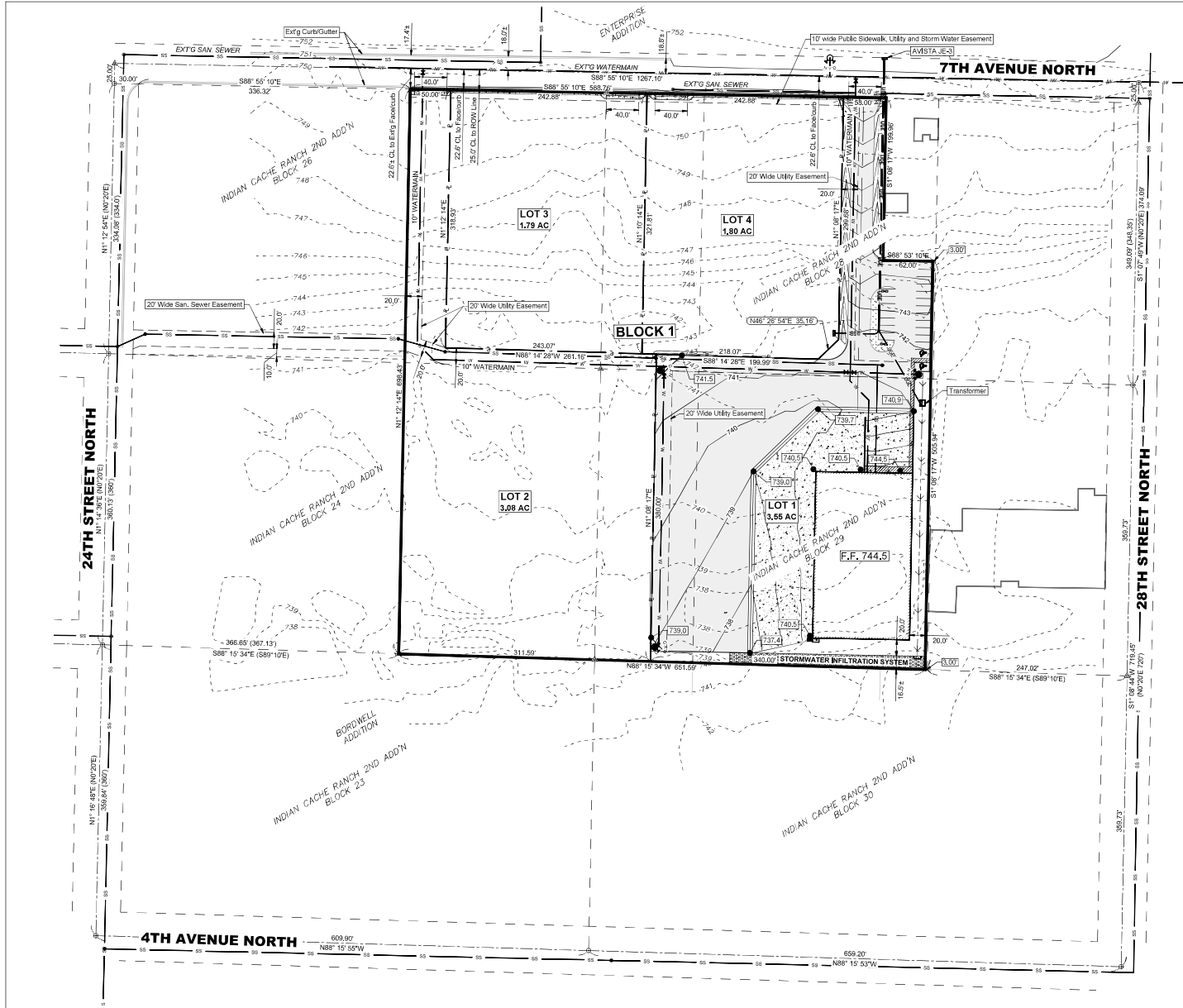
Because the 60' to 1" scale provides for better "clarity of lines, bearings, and dimensions" as specified in Title 50-1304 (1) of Idaho Code, City staff recommends that the 60' to 1" scale be accepted as exceeding the code requirement of the specified 100' to 1" scale. With the exception of the noted difference in scale, the preliminary plat complies with the applicable requirements of the City of Lewiston Subdivision Ordinance, City Code Chapter 32.

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

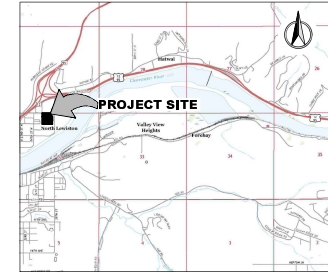
Approval of this preliminary plat will result in future impacts on Public Works' staff and budgets due to the required maintenance associated with public improvements constructed as part of the proposed development.

ACTION PROPOSED

Staff recommends that Council accept the unanimous recommendation of the City of Lewiston Planning and Zoning Commission, and approve the North Lewiston Business Park, Preliminary Plat as presented. A draft Reasoned Statement, with entries based on the information contained in the staff report, has been attached to the information packet for your consideration or use, at your discretion.



VICINITY MAP



DEVELOPER INFORMATION

MJM Developers, LLC
 Jeff Storms
 609-104330
 P.O. Box 40142 Spokane, WA 99220

UTILITY PROVIDERS

Gravity Sanitary Sewer: City of Lewiston
 Water: City of Lewiston
 Power & Gas: Avista Utilities
 Telecomm: Lumen/CenturyLink

NOTES

1. 4 Lots Proposed
2. Current Zoning is M-2.
3. Area of the Existing Tract is 10.21 Acres ±
4. All Lot Frontages shall have a 10' wide Public Sidewalk, Utility and Storm Water Easement.
5. Development Stormwater shall be directed to infiltration systems behind the street curbing.
6. All lots are required to provide on-site, subsurface detention for the stormwater generated by all impervious surfaces. All final grading and stormwater improvements need to be completed prior to Certificate of Occupancy will be approved.



REV	DATE	DESCRIPTION	APPROVED
A	10/06/24	Revised plat	
B	10/06/24	Revised as per City Review Comments dated 10/04/2024	
C	10/27/25	Revised as per City Review Comments dated 10/04/2024	

SCALE	SHEET SIZE	DATE	BY	CHKD	APPD
1"=60'	D	10/06/24	SH		
DATE	DATE	DATE	DATE	DATE	DATE
10/06/24	10/06/24	10/06/24	10/06/24	10/06/24	10/06/24

NORTH LEWISTON BUSINESS PARK - PRELIMINARY PLAT
 MJM DEVELOPERS, LLC
 PART OF BLOCKS 24, 25, 26, 27, 28, 29 & PART OF -
 Former Clearwater Valley Railroad Right-of-way -
 INDIAN CACHE RANCH 2ND ADDITION, LEWISTON, IDAHO
 NW 1/4 S. 32, T. 36 N., R. 5 W., B.M.

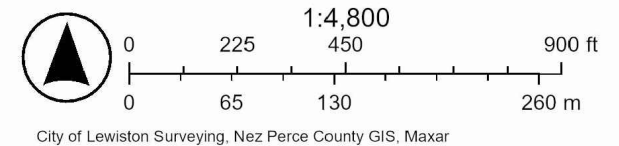
HEDCO
 HANBROW ENGINEERING & DESIGN COMPANY, LLC
 23020 Pearl Lane, Idaho Falls, Idaho 83403
 (208) 746-0200

SHEET **PP1**

City of Lewiston



2/18/2025, 1:39:26 PM



**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:
SUB24-000010

II. APPLICANT'S NAME AND ADDRESS:
MJM Developers, LLC
P.O. Box 40142
Spokane, WA 99220

III. IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:
10.21 acres of property in North Lewiston located south of 7th Avenue North in the middle of the block between 24th Street North and 28th Street North, Lewiston, Idaho.

IV. IDENTIFICATION OF ZONING DISTRICT AND FUTURE LAND USE DESIGNATION OF SUBJECT PROPERTY:
Heavy Industrial (M-2) Zone, Industrial

V. DATE OF CONSIDERATION:
February 26, 2025

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 SUB24-000010 (North Lewiston Business Park - Preliminary Plat).

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 North Lewiston Business Park preliminary plat proposes to subdivide approximately 10.21 acres of property in North Lewiston into 4 Lots. The proposed development is located south of 7th Avenue North in the middle of the block between 24th Street North and 28th Street North. Although two of the proposed lots in the subdivision exhibit the wide street frontage typical of a "standard" lot, and two of the lots are configured in a typical "flagpole" style, the Heavy Industrial zoning of the parcel does not have minimum lot width requirements. All of the proposed lots exceed the minimum street frontage requirement of 20 feet, established by Section 37-123.2(3) of City Code, for lots in a zone with no minimum lot width requirements. As shown on the preliminary plat, an existing motor freight transfer facility currently occupies the proposed Lot 1. The remainder of the parcel is currently undeveloped. In accordance with Section 32-31(b) of City Code, the developer is requesting approval of a preliminary plat for the entire parcel encompassing the four proposed lots, but is proposing to complete the construction of development improvements and file for final plats in three separate sub-phases.

Approximately 589 l.f. of frontage improvements along 7th Avenue north consisting of curb, gutter, sidewalk, and asphalt patch-back, will need to be constructed to service the finished subdivision. The City of Lewiston will provide water and sewer service for the proposed lots. In order to provide gravity flow for the sewer line servicing the proposed development, the

applicant is working with an adjacent landowner to secure a public utility easement to allow the proposed sewer main to flow west out of the center of the development. Avista Utilities, Centurylink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service. Private stormwater facilities, constructed during the development of individual lots, will likely need to be installed to accommodate the stormwater that is anticipated to be generated by the subdivision's large commercial lots.

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 M-2 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** 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 proposed subdivision was reviewed by the City of Lewiston Community Development Department, and Community Development staff confirmed that the proposed subdivision is in compliance with applicable standards contained in Chapter 37 of Lewiston City Code, and meets the lot configuration requirements for lot width, lot depth, and lot size as established for the applicable M-2 zone.

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

The proposed subdivision is in conformance with the Lewiston Comprehensive Plan which includes the subject property in the Industrial - Future Land Use Designation area. The proposed subdivision promotes the desired Industrial characteristics by providing development opportunities for warehouses and distribution centers, research and development centers, storage facilities and industrial parks that are separated from residential areas and provide easy access to a major transportation corridor.

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** been reviewed by 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. The preliminary plat is presented at a scale of 60' to the inch when printed at full scale, which differs from the 100' to the inch standard specified in Section 32-20(a) of subdivision code. Because the 60' to 1" scale provides for better "clarity of lines, bearings, and dimensions" as specified in Title 50-1304 (1) of Idaho Code, City staff recommends that the 60' to 1" scale be accepted as exceeding the code requirement of the specified 100' to 1" scale. With the exception of the noted difference in scale, the preliminary plat contained the information as required by Section 32.20 of the City Subdivision Code.

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:

This location is within a historic floodplain, but a U.S. Army Corps of Engineers levee system now protects the area to a level greater than the 1% storm event. The FEMA Flood Insurance Rate Map classifies this site as "Zone C – Area of minimal flooding"

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

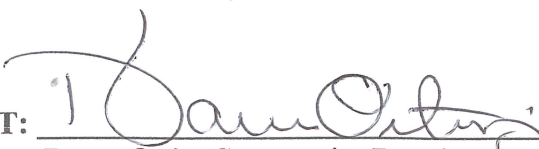
Printed:

Gabriel Jacoboni

Date of Signature:

2/26/25

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:**
SUB24-000010
- II. **APPLICANT'S NAME AND ADDRESS:**
MJM Developers, LLC
P.O. Box 40142
Spokane, WA 99220
- III. **IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:**
10.21 acres of property in North Lewiston located south of 7th Avenue North in the middle of the block between 24th Street North and 28th Street North, Lewiston, Idaho.
- IV. **IDENTIFICATION OF ZONING DISTRICT AND FUTURE LAND USE DESIGNATION OF SUBJECT PROPERTY:**
Heavy Industrial (M-2) Zone, Industrial
- V. **DATE OF CONSIDERATION:**
March 10, 2025
- 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 SUB24-000010 (North Lewiston Business Park, Preliminary Plat).**

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 North Lewiston Business Park preliminary plat proposes to subdivide approximately 10.21 acres of property in North Lewiston into 4 Lots. The proposed development is located south of 7th Avenue North in the middle of the block between 24th Street North and 28th Street North. Although two of the proposed lots in the subdivision exhibit the wide street frontage typical of a “standard” lot, and two of the lots are configured in a typical “flagpole” style, the Heavy Industrial zoning of the parcel does not have minimum lot width requirements. All of the proposed lots exceed the minimum street frontage requirement of 20 feet, established by Section 37-123.2(3) of City Code, for lots in a zone with no minimum lot width requirements. As shown on the preliminary plat, an existing motor freight transfer facility currently occupies the proposed Lot 1. The remainder of the parcel is currently undeveloped. In accordance with Section 32-31(b) of City Code, the developer is requesting approval of a preliminary plat for the entire parcel encompassing the four proposed lots, but is proposing to complete the construction of development improvements and file for final plats in three separate sub-phases.

Approximately 589 l.f. of frontage improvements along 7th Avenue north consisting of curb, gutter, sidewalk, and asphalt patch-back, will need to be constructed to service the finished subdivision. The City of Lewiston will provide water and sewer service for the proposed lots. In order to provide gravity flow for the sewer line servicing the proposed development, the applicant is working with an adjacent landowner to secure a public utility easement to allow the proposed

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
FOR SUB24-000010 (NORTH LEWISTON BUSINESS PARK – PRELIMINARY PLAT)

sewer main to flow west out of the center of the development. Avista Utilities, Centurylink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service. Private stormwater facilities, constructed during the development of individual lots, will likely need to be installed to accommodate the stormwater that is anticipated to be generated by the subdivision's large commercial lots.

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 M-2 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** 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 proposed subdivision was reviewed by the City of Lewiston Community Development Department, and Community Development staff confirmed that the proposed subdivision is in compliance with applicable standards contained in Chapter 37 of Lewiston City Code, and meets the lot configuration requirements for lot width, lot depth, and lot size as established for the applicable M-2 zone.

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 subdivision is in conformance with the Lewiston Comprehensive Plan which includes the subject property in the Industrial - Future Land Use Designation area. The proposed subdivision promotes the desired Industrial characteristics by providing development opportunities for warehouses and distribution centers, research and development centers, storage facilities and industrial parks that are separated from residential areas and provide easy access to a major transportation corridor.

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 applicant's 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. The preliminary plat is presented at a scale of 60' to the inch when printed at full scale, which differs from the 100' to the inch standard specified in Section 32-20(a) of subdivision code. Because the 60' to 1" scale provides for better "clarity of lines, bearings, and dimensions" as specified in Title 50-1304 (1) of Idaho Code, City staff recommends that the 60' to 1" scale be accepted as exceeding the code requirement of the specified 100' to 1" scale. With the exception of the noted difference in scale, the preliminary plat contained the information as required by Section 32.20 of the City Subdivision Code.

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:

This location is within a historic floodplain, but a U.S. Army Corps of Engineers levee system now protects the area to a level greater than the 1% storm event. The FEMA Flood Insurance Rate Map classifies this site as "Zone C – Area of minimal flooding".

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



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE SUBDIVISION PLAT - DRAKE ADDITION (SUB24-000004)	AGENDA NO. V. E. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) At their July 2, 2024, regular meeting, the City of Lewiston Planning and Zoning Commission considered the Drake Addition Preliminary Plat, and voted unanimously to recommend approval of the preliminary plat as presented, to the Lewiston City Council. On August 12, 2024, the Lewiston City Council accepted the recommendation of the City of Lewiston Planning and Zoning Commission and voted to approve the Drake Addition Preliminary Plat. The Drake Addition subdivision 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 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 presented subdivision plat complies with the applicable requirements of the City of Lewiston Subdivision Ordinance, City Code Chapter 32, and Idaho Code Title 50, Chapter 13.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the	

City budget and/or personnel resources)

Approval of this preliminary plat may result in future impacts on Public Works' staff and budgets due to the additional maintenance required as a result of increased usage of public infrastructure associated with the additional residences constructed within the proposed development.

ACTION PROPOSED

Staff recommends that the Lewiston City Council accept and approve the Drake Addition subdivision plat as presented. A draft Reasoned Statement, with entries based on the information contained in the staff report, has been attached to the information packet for your consideration or use, at your discretion.

T 35 N, R 5 W, S 14

DRAKE ADDITION

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.

Leah A. Smith 2/25/2025
City Engineer, City of Lewiston, Idaho Date
P.E. 18342

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.

Rebecca McLaughlin 2/19/2025
Nez Perce County Treasurer Date

PUBLIC HEALTH-IDAHO NORTH CENTRAL DISTRICT

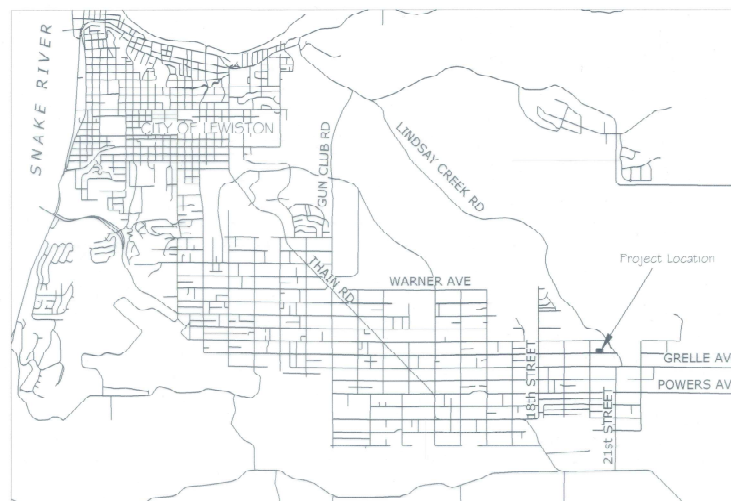
Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13,
have been satisfied. Sanitary restrictions may be reimposed, in
accordance with Section 50-1326, Idaho Code, by the issuance of a
certificate of disapproval.

Donna Waldemason, R.E.M.S. 12-23-24
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.

Mark T. Wink 2-25-2025
Surveyor, City of Lewiston, Idaho Date
P.L.S. 10504



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 do herewith
declare their intention to dedicate for public use the easements as shown hereon. 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 2-19-25
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 19th day of February 2025, I set my hand and affix my seal.

Tamara L. Wardle
Notary Public in and for the State of Idaho

Residing at Nez Perce County

My commission expires 11/2/29



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
unavailability of a lot for a specific use.

LEGAL DESCRIPTION

Lot 2, Block 1 Pupo Addition to City of Lewiston per the recorded plat thereof,
Inst. No. 86608-4.

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 Burroll 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
DL7745 P372 ENTERPRISE0007 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 December, 2024.



Tamara L. Wardle - Idaho Professional Land Surveyor

SUBDIVIDER

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

DATE	STATE	COUNTY	PROJECT	DRAWN BY
DECEMBER 2024	ID	NEZ PERCE	DRAKE ALD	T.L.W.



RIM ROCK CONSULTING, INC.

Land Surveying
Site Planning
Mapping

120 West 3rd Street #502 Moscow, Idaho 83843 208-883-5339 rimrock@rimrockconsulting.net

SHEET
1
OF
2

City of Lewiston Control Monument #20A Fd. 3" dia. aluminum cap in concrete at the intersection of 16th Street & Warner Avenue
N: 1721802.985
E: 2322001.036

T 35 N, R 5 W, S 14

DRAKE ADDITION

Flat 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 RDP.dwg

LEGEND

- Set 5/8" X 30" long rebar w/ aluminum cap L5 22509
- Found 5/8" rebar w/ cap PL5 73779 or as described
- Calculated Position - Nothing Found or Det.
- Fd. City of Lewiston Control Monument
- Fd. Centerline Monument
- ① Block Number
- ② Lot Number
- Existing Buildings
- (M) Measured
- (R) Record Per Survey References
- Subject Property Boundary Line
- Street Centerline
- Street Right of Way Line
- Easement Line
- Fence Line
- Adjacent Property Line
- Lewiston Orchards Tract 1 & 2 Lot Line
- Ply Tie Line

SURVEY REFERENCES

1. Warranty Deed Inst. No. 866781
2. Pupo Addition, Inst. No. 866084, PL5 73779, April, 2019
3. Record of Survey Inst. No. 750478, PL5 73779, Nov. 2007
4. Lewiston Orchards Tract 1 & 2, 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. The fence shown on the north of Lots 4 & 5 has been shown on previous Record of Survey Inst. No. 750478 prior to the Pupo Addition.
3. Coordinates shown are grid coordinates, Idaho Coordinate System, West Zone, NAD 83 (2011). Units are US Survey Feet. Distances shown hereon are ground measured values.



COUNTY RECORDER CERTIFICATE

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

RECORDER

DEPUTY

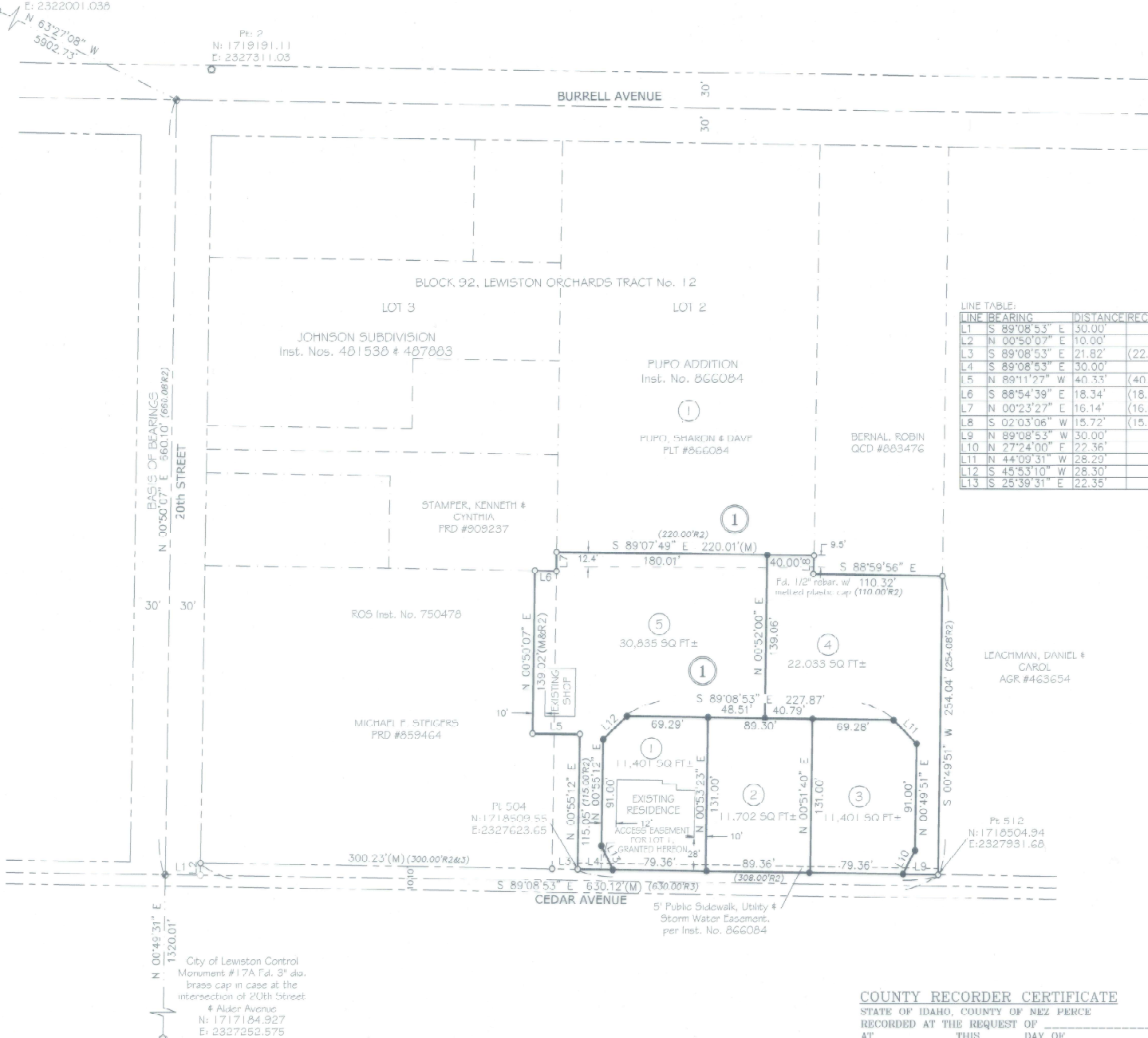


RIM ROCK CONSULTING, INC.

Land Surveying
Site Planning
Mapping

129 West 3rd Street | 83843-208-882-8389 | rimrock@rimrockconsulting.net

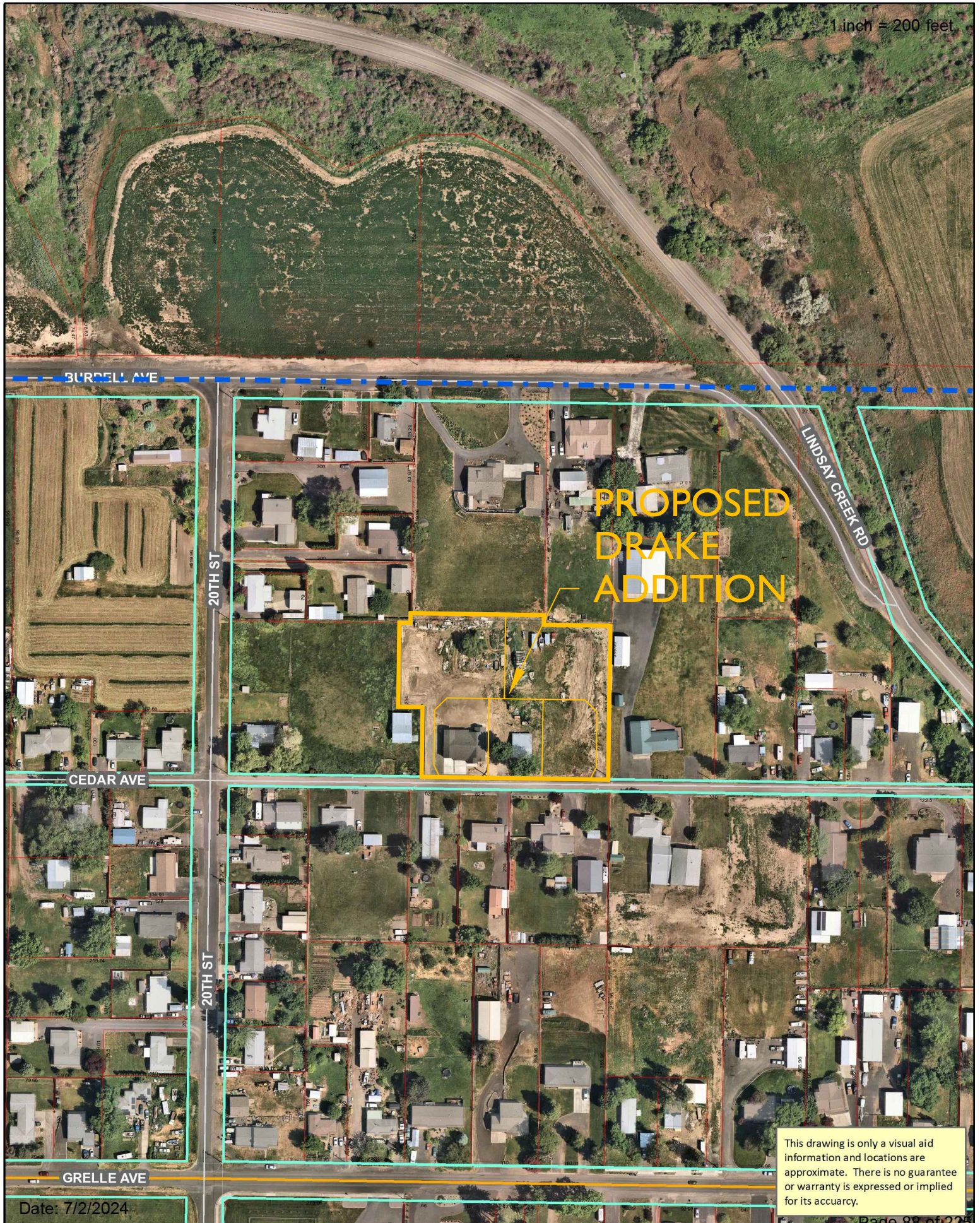
SHEET
2
OF
2



City of Lewiston Control Monument #17A Fd. 3" dia. brass cap in case at the intersection of 20th Street & Alder Avenue
N: 1717184.927
E: 2327252.575

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

City of Lewiston



**LEWISTON CITY COUNCIL
REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
FOR APPROVAL, APPROVAL WITH CONDITIONS, OR DENIAL OF A
SUBDIVISION 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 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 FUTURE LAND USE DESIGNATION OF THE SUBJECT PROPERTY:**
Suburban Residential (R-1) Zone, Neighborhood Residential.
- V. **DATE OF CONSIDERATION:**
March 10, 2025
- VI. **NAME OF GOVERNING BODY:**
Lewiston City Council
- VII. **NATURE OF SUBJECT APPLICATION:**
Application for approval of subdivision plat.
- VIII. **DECISION:**
The Lewiston City Council **APPROVES SUB24-000004 (Drake Addition).**

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 subdivision 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 receive City sewer service. Avista Utilities, CenturyLink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service to the development.

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

The proposed subdivision is in conformance with the Lewiston Comprehensive Plan which includes the subject property in the Neighborhood Residential - Future Land Use Designation area. The proposed subdivision promotes the desired Neighborhood Residential characteristics by providing a relatively low intensity residential neighborhood with adequate street access, and opportunities for single family detached residences and duplexes.

3. 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.

4. 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 proposed subdivision was reviewed by the City of Lewiston Community Development Department, and Community Development staff confirmed that the proposed subdivision is in compliance with applicable standards contained in Chapter 37 of Lewiston City Code, and meets the lot configuration requirements for lot width, lot depth, and lot size as established for the applicable R-1 zone.

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 **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. Applicable commentary:

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

7. 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.

8. The proposed subdivision **does not** have, in whole or in part, terrain having an average slope exceeding ten percent (10%). If it does, then the applicant **has** provided a suitability study that the proposed subdivision will comply with in regards to design and development. Applicable commentary:

The native slopes of all land located within the plat area were less than the 10% threshold.

9. The final subdivision plat **is** in substantial conformance with the applicable preliminary plat previously approved by the Lewiston City Council. Applicable commentary:

The final plat is in substantial conformance to the preliminary plat that was approved by the City Council on August 12, 2024

10. All required Public Improvements **have** been completed and approved by the City Engineer, or the serving utility. Applicable commentary:

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.

11. The City Engineer **has** indicated approval of public improvements, the plat's conformance with the City Subdivision Ordinance, and a recommendation of approval of the subdivision plat to the City Council, by signing the Engineer's Certificate. Applicable commentary:

The City Engineer Certification was signed on February 25, 2025.

12. The City Surveyor **has** indicated the plat's conformance with the requirements of Title 50, Chapter 13, Idaho Code, and a recommendation of approval of the subdivision plat to the City Council, by signing the City Surveyor's Certificate. Applicable commentary:

The City Surveyor Certification was signed on February 25, 2025.

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



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE MASTER SERVICES AGREEMENT WITH CLEARWATER FINANCIAL, LLC	AGENDA NO. VI. B. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Under this agreement, Clearwater Financial will provide certain municipal advisory services for the City such as bond, note, loan, or other finance related assistance. Upon execution of the agreement, the City is required to pay Clearwater Financial a retainer of twelve thousand dollars (\$12,000). The initial term of the agreement will be from the date both Parties execute the agreement through September 30, 2025. Thereafter, the agreement will automatically renew for up to five (5) additional one (1) year terms, unless terminated. The agreement will not extend beyond September 30, 2030. The City may terminate the agreement, with or without cause, upon thirty (30) days' written notice to Clearwater Financial. Benefits of the MSA include - Enhanced flexibility with unlimited access to professional services under the retainer model and streamlined project approvals, facilitating efficient collaboration for projects under 45 hours.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The annual retainer will be paid from Legislative Contracted Services, and the funds are available for FY25.	
ACTION PROPOSED Staff recommends City Council' s approval of the agreement with Clearwater Financial, LLC, and authorizes the Mayor to sign the agreement.	



MASTER SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON AND CLEARWATER FINANCIAL, LLC

THIS MASTER SERVICES AGREEMENT (“Agreement”) is entered into by and between the **City of Lewiston**, an Idaho municipal corporation referred to as the "City" and located at **1134 F Street Lewiston, ID 83501**, AND **Clearwater Financial, LLC**, an Idaho limited liability company located at **PO Box 505 Eagle, ID 83616** and referred to as the "Consultant." City and Consultant may also individually be referred to as “Party” or collectively as “Parties.”

1. Professional Services. Upon request, the City may employ the Consultant to perform the following services:

- a) **Public Engagement Services:**
 - i. Public education services including surveys; marketing, messaging, branding, media engagement and press releases, social media and website marketing; intergovernmental relations including joint powers agreements and public private partnerships (PPP); stakeholder engagement.
- b) **Planning and Development Services:**
 - i. Strategic, comprehensive, infrastructure and other long-range planning services; master facility planning; comprehensive financial planning; planning & zoning administration and best practices.
- c) **Public Budgeting and Accounting Services:**
 - i. Budget creation assistance; audit prep and review; financial analysis; financial policies and best practices; demographic and financial projections; what-if scenarios; and project pro forma.
- d) **Economic Development Services:**
 - i. Public private partnerships; redevelopment; development services of public assets; property assemblage; site selection; design team creation; highest-and-best-use, market and economic impact analysis; development impact fees; urban renewal TIF analysis, feasibility studies, and finance.
- e) **Banking and Treasury Services:**
 - i. Banking services RFQ/RFP; latent fund analysis; process/systems improvements and innovations; banking and treasury policies; bond funds reinvestment.

2. Municipal Advisory and Financial Services. The City hereby engages the Consultant as its preferred “municipal advisor” with both the Securities Exchange Commission “SEC” and the Municipal Securities Rulemaking Board “MSRB” to perform the following services in accordance with the rules and regulations adopted by the SEC and MSRB and with the terms and conditions set forth in this Agreement for the purpose of obtaining financing (bonds, notes, loans, leases) for necessary projects. Municipal Advisory and Financial Services include:

- a) Assistance with the creation and coordination of the finance team including bond council, underwriter(s), trustees, paying agents, bond registrars, escrow agents, escrow verification agents, rating agency(s), bond insurers, arbitrage rebate consultants and any other parties engaged in providing services pertaining to the proposed financing. All other parties shall be paid by the City.
- b) Advice and assistance in selecting the method of financing; bidding of various services and financing packages; bond rating preparation and coordination; assistance with state-wide finance programs; funding options analysis and other related services as necessary.
- c) Advice related to bond structuring and issuance process such as: rate, term, covenants, finance options, credit analysis, and other services. This also includes, if necessary, debt incurring capacity, tax impact analyses and other related calculations.
- d) Producing information about the City such as: population, assessed values, largest employers, largest rate payers, property/revenue diversification and other information needed for financing purposes.
- e) Provide financial advice regarding municipal credit and debt management, fund balances, debt ratios, and funding options policies and procedures.
- f) Create project proformas with corresponding tax increment financing (TIF) analysis, and budgets.

The Consultant shall consult with the City and its representatives as needed to fulfill the terms of this Agreement. All services to be provided by the Consultant shall be performed with promptness and diligence and at a level of proficiency to be expected by a consultant with background and experience that the Consultant has represented it possesses. The City shall provide such access to its information as may be needed to fulfill the terms of this Agreement.

3. Terms and Termination.

a) The Initial Term of this Agreement shall be from the date both Parties execute this Agreement through September 30, 2025 (“Initial Term”). Thereafter, this Agreement shall automatically renew for up to five (5) additional one (1) year terms (each a “Renewal Term”), unless terminated as provided in this Agreement. Each Renewal Term shall commence on October 1 and shall terminate on September 30 of the following calendar year. This Agreement shall not extend beyond September 30, 2030, unless mutually agreed to in writing by the Parties.

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

c) Either Party may terminate this Agreement, with or without cause, by giving thirty (30) days’ written notice to the other Party. The City shall pay Consultant for all services provided up to and including the date of termination.

4. Costs.

The cost for 1. **Professional Services** is covered by an annual retainage.

a) The City shall pay the Consultant an annual retainage fee of Twelve Thousand Dollars (\$12,000) within thirty (30) days after the execution of this Agreement by the last Party. For each Renewal Term, the City shall pay Consultant an annual retainage fee of Twelve Thousand Dollars (\$12,000) no later than October 31 of that year. The annual retainage fee is for work performed within the corresponding year and does not carry over into future years. This fee is non-refundable.

b) The retainage fee is established to secure the services of the Consultant for an unlimited number of individual projects, each requiring less than forty-five (45) hours of the Consultant’s time. This fee is intended to cover the Consultant’s availability and commitment to undertake projects that fall within the specified time frame. Each project must be completed within the forty-five (45) hour limit to qualify under this Agreement.

c) If an individual project is expected to exceed forty-five (45) hours of the Consultant’s time, the City and Consultant shall agree on a specific scope of work that shall be authorized by the City and Consultant via a separate Agreement. This shall be defined by a specific not-to-exceed price to complete the project that is mutually agreed upon by the City and Consultant. The costs agreed to in the Agreement are in addition to and separate from the retainer. The retainer cannot be applied to costs included in a separate Agreement.

The cost for each separate 2. **Municipal Advisory and Financial Service** (Bonds/Notes/Loans/Leases) is as set forth in this section. City may choose to acquire any of the services set forth herein based on the type of debt service utilities by City, if any; provided, however, that City shall not be required to acquire any of the service set forth herein:

Bond Size:	Fee Calculation:
\$0 to \$5MM	\$27,500
\$5MM to \$10MM	\$27,500 + \$3.00 per 1,000 of bonds from \$5MM to \$10MM

\$10MM and above	\$38,750 + \$1.75 per 1,000 of bonds from \$10MM and above. \$.75 per bond for any bonds over \$50MM
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If additional expenses such as in-state and out-of-state travel, meals, communications, disclosures, print, software, data sources, and other out-of-pocket expenses are required; these costs shall first be approved by the City and then shall be paid by the City to the Consultant. These costs can also be billed at the closing of a transaction.

The Consultant shall submit an invoice for payment to the City annually for the retainer. The City shall pay the Consultant the amount due as indicated within thirty (30) days. **For 2. Municipal Advisory and Financial Services,** these costs may be billed at the closing of a 2. Municipal Advisory and Financial Service. The cost associated with the procurement of Financial Services shall be paid by the City to the Consultant once the Financial Services are successfully closed. The Consultant shall submit an invoice for payment to the City for those services rendered at least two (2) days before closing. The City shall pay the Consultant the amount due as indicated within thirty (30) days after closing. These costs can be billed to the City's closing agent through the transaction.

5. Employment of Others. The City and Consultant may from time-to-time arrange for the services of others. All costs to the Consultant for those services shall be paid by the City, but in no event shall the Consultant consult with or employ others for these services without the prior written authorization of the City. Upon prior written approval by the City, the Consultant may arrange for the services of others in connection with the delivery of terms of this Agreement. Any such costs shall be paid by and are the sole responsibility of the City, provided that the City gave prior written approval.

6. Other Services. If other services not mentioned in this Agreement are needed and agreed upon by both the City and the Consultant, pricing for other services shall be set forth by written amendment to this Agreement. Any other additional charges must be mutually agreed to, in writing, by the City and the Consultant.

7. Independent Contractor. Both the City and the Consultant agree that the Consultant is an independent contractor in the performance of its duties under this Agreement. Accordingly, the Consultant shall be responsible for payment of all taxes, including Federal, State, and local taxes arising out of the Consultant's activities in accordance with this Agreement, including, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fee as required.

8. Public Records. The Parties herein understand and acknowledge that this Agreement and its attachments are subject to the Idaho Public Records Act, I.C. §§ 74-101, *et seq.*, the Idaho Open Meetings Law, I.C. §§ 74-201, *et seq.*, and other applicable federal and state laws, and might be public records. In the event that Consultant believes that a document, or information contained in a document, associated with this Agreement is exempt from disclosure, Consultant shall notify City, in writing, and cite the statutory basis to support the exemption; provided, however, that City shall make its own determination as to whether a document, or information contained in a document, is exempt from disclosure under applicable law.

9. Non-Competition. During the Initial Term and any Renewal Term of this Agreement, the Consultant shall not engage in business or other activities which are, directly or indirectly, competitive with the activities of the City.

10. Results Not Guaranteed. The Consultant's primary service is to provide added value information and analysis related to the services described above. Much of the information and analysis is based upon historical performance information. While this information may be useful in understanding past performance, past performance is no guarantee of future results. Furthermore, other information and events outside of the services provided by the Consultant may have a significant impact on any results. The Consultant does not guarantee any results.

11. Assignment. The services to be performed by the Consultant are specific in nature and the City has engaged the Consultant as a result of the Consultant's expertise relating to such services. The Consultant may not assign, sell, transfer, delegate or otherwise dispose of this Agreement or any right, duty or obligation under this Agreement without the written consent of the City.

12. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Idaho. The Parties consent to the exclusive jurisdiction and venue in the Second Judicial District, Nez Perce County, State of Idaho.

13. **General.** This Agreement constitutes the entire agreement of the Parties on the subject hereof and supersedes all prior understandings and instruments on such subject. This Agreement may not be modified other than by amendment in writing executed by the City and the Consultant.

14. **Representation on Authority of Parties/Signatories.** Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each Party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such Party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on such Party and enforceable in accordance with its terms.

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

Consultant: Clearwater Financial
PO Box 505
Eagle, ID 83616

City: City of Lewiston
1134 F Street
PO Box 617
Lewiston, ID 83501

16. **Indemnification.** To the fullest extent permissible by law, Consultant shall indemnify and hold City, its officers, officials, and employees harmless for all claims, demands, losses, actions, causes of action, suits, damages, judgments, obligations, liabilities, costs, expenses, and/or injuries to persons or property (collectively "Claims") to the extent that such Claims arise out of or are in connection with any negligent act, error, or omission of Consultant, its officers, officials, or employees, that is in any way connected with the services provided under this Agreement. In the event that City is alleged to be liable on account of any negligent act, error, or omission of Consultant, its officers, officials, or employees, then Consultant shall reimburse City, in proportion to Consultant's negligence, as determined by the trier of fact, for: (1) City's cost of defense, including, but not limited to, attorney fees and expenses, court costs, and expert witness fees and expenses; and (2) damages. In the event of litigation, each Party shall defend itself. This indemnification provision shall survive the expiration or termination of this Agreement.

17. **Insurance.** Consultant, at its sole expense, shall procure and maintain in full force and effect insurance in accordance with the requirements set forth in Exhibit A, attached hereto and incorporated herein.

18. **Attorney Fees.** In the event a controversy, claim, or action arises between the Parties to this Agreement regarding the enforcement of its terms and conditions, or the breach of any of its provisions, the prevailing Party shall be entitled to recover from the other Party all costs and expenses incurred by the prevailing Party, including reasonable attorney fees.

19. **Third Party Beneficiaries.** Nothing contained herein shall create any relationship, contractual or otherwise, with, or any rights in favor of, any third party. Nothing contained herein shall extend the liability of either Party beyond that provided by governing law.

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

21. **Survival.** All covenants, conditions, indemnifications, and other elements in this Agreement that might involve performance subsequent to any termination or expiration of this Agreement or that cannot be reasonably ascertained or fully performed until after termination or expiration of this Agreement shall survive.

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

23. **Contracting Authority.** Each Party warrants that the person or persons executing this Agreement on behalf of such Party has the full right, power, and authority to enter into and execute this Agreement on such Party's behalf, and that no consent from any other person or entity is necessary as a condition precedent to the legal effect of this Agreement.

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

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

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

3. If this Agreement is to acquire or dispose of services, supplies, information technology, or construction, then, pursuant to Idaho Code § 67-2359, Consultant certifies that Consultant is not a company currently owned or operated by the government of China and will not for the duration of this Agreement be owned or operated by the government of China. The terms "company" and "government of China" shall have the meanings ascribed to them in Idaho Code § 67-2359.

4. If this Agreement: (1) is to acquire goods or services; (2) has a value of One Hundred Thousand Dollars (\$100,000) or more that is to be paid wholly or partly from public funds; and (3) Consultant is a company with ten (10) or more full-time employees, then, pursuant to Idaho Code § 67-2347A, Consultant certifies that Consultant is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of any individual or company because the individual or company: (a) engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or (b) engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in Idaho Code § 18-3302(2)(d). The terms "boycott" and "company" shall have the meanings ascribed to them in Idaho Code § 67-2347A.

25. **Signatures.** Both the City and the Consultant agree to the above Agreement.

Signatures on next page

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

Signed by **City of Lewiston**

Name: Daniel G. Johnson

Title: Mayor

Date: _____

ATTEST: _____

Tanya M. Brocke, City Clerk

Signed by **Clearwater Financial**

Name: **Cameron Arial**

Title: **President**



Date: __3.3.25_____

ATTEST:  __03.03.25_____

Christine Stoll: V.P. Client Experience and Growth

EXHIBIT A

INSURANCE

A. Consultant, at its sole expense, shall procure and maintain in full force and effect insurance written by an insurance company or companies with AM Best's rating(s) of A VIII or better. All insurance companies must be authorized to do business in the State of Idaho. By requiring insurance herein, City does not represent that coverage and limits are necessarily adequate to protect Consultant, and such coverage and limits shall not be deemed as a limitation on Consultant's liability under the indemnities granted to City in this Agreement.

B. Certificates of Insurance and additional insured, primary and non-contributory, and waiver of subrogation endorsements evidencing the coverages required herein shall be provided to City upon full execution of this Agreement and prior to the start date of the services provided under this Agreement. All certificates must be signed by an authorized representative of Consultant's Insurance carrier. Renewal certificates or binders must be provided to City a minimum of five (5) days prior to the effective date of the renewal.

C. Certificates shall be mailed to:

City of Lewiston
Purchasing Division
P.O. Box 617
Lewiston, Idaho 83501

D. Certificates must evidence the following minimum coverages:

1. WORKERS' COMPENSATION insurance meeting the statutory requirements of the State of Idaho, if applicable.

2. COMMERCIAL GENERAL LIABILITY insurance, if applicable, providing limits of liability in the following amounts:

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

The Commercial General Liability ("CGL") insurance policy shall be written on an "Occurrence" form and shall cover liability arising from premises, operations, independent contractors, products, completed operations, personal injury, advertising injury, and liability assumed under an insured contract (including tort liability of another assumed in a contract). Required coverage shall be maintained without interruption from the date City and Consultant fully execute this Agreement and prior to Consultant commencing work under this Agreement through the statute of limitations (or statute of repose, if applicable).

3. PROFESSIONAL LIABILITY insurance with limits of not less than \$1,000,000 per claim and \$1,000,000 aggregate. If the insurance required by this section is obtained through a "Claims Made" policy, this coverage or its replacement shall have a retroactive date or no later than the inception of this Agreement. Continuous or extended reporting coverage shall be maintained a minimum of five (5) years or the maximum time under the State of Idaho statute of limitations for claims under this coverage, whichever is greater, after the Services are last provided under this Agreement.

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

E. The Worker's Compensation, Professional Liability, Commercial General Liability, and Business Automobile Liability insurance policies carried by Consultant pursuant to this Agreement shall include an endorsement

expressly waiving any right of subrogation on the part of the insurer against City and its elected officials, agents, employees, successors and assigns. Consultant shall pay any additional costs or charges for obtaining such waiver. A copy of the waiver of subrogation endorsement shall accompany the certificate(s) of insurance.

F. Consultant shall name the City, its officers, officials, employees, and volunteers (“Additional Insureds”) as additional insureds on Consultant’s commercial general liability insurance policy and all other liability insurance policies with the exception of the professional liability policy, with respect to liability arising out of work or operations performed by or on behalf of Consultant, including materials, parts, or equipment furnished in connection with such work or operations. To the maximum extent permitted by law, the coverage provided to the Additional Insureds under the commercial general liability policy shall be provided by a policy provision or an endorsement that is as least as broad as CG 20 10 07 04 (ongoing operations) in combination with CG 20 37 07 04 (completed operations). Notwithstanding the foregoing, Consultant shall provide ISO Form B - CG 20 10 11 85 or equivalent coverage where available from its carrier. The Additional Insured endorsement must be provided with the certificate of insurance. Such policy provision(s) or endorsement(s) shall further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self insurance in force for the Additional Insureds.

G. Consultant waives all rights against City, its officers, officials, employees, and volunteers for recovery of damages to the extent that damages are covered by commercial general liability, commercial excess/umbrella liability, business automobile liability, workers’ compensation or employer’s liability insurance, or professional liability insurance maintained pursuant to the requirements of this Agreement.

H. Receipt by City of a non-conforming certificate of insurance, policy, or endorsement without objection or City’s failure to collect a certificate of insurance shall not waive or alter Consultant’s duty to comply with the insurance requirements set forth herein.

I. Consultant shall keep the insurance policy in effect as long as the Agreement is in effect.

J. Consultant shall notify or require insurer to notify City at least fifteen (15) days prior to cancellation, nonrenewal, or limitation in scope or coverage of Consultant’s policies.

K. In addition to any other remedies that City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may:

1. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under this Agreement,
2. Order Consultant to stop work under this Agreement and/or withhold any payment(s) that become due to Consultant hereunder until Consultant demonstrates compliance with the insurance requirements herein, or
3. Terminate this Agreement.

Exercise of any of the above remedies is an alternative to other remedies that City may have and is not the exclusive remedy for Consultant’s failure to maintain insurance or secure the appropriate endorsements.

L. Nothing herein shall be construed as limiting, in any way, the extent to which Consultant may be held responsible for payments of damages to persons or property from Consultant’s performance of the work covered under this Agreement.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE ENVISION LEWISTON 2044 IMPLEMENTATION WORK PLAN 2024-2025	AGENDA NO. VI. C. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) City Council adopted the new Comprehensive Plan, Envision Lewiston 2044 (the Plan), in July of 2024. The Implementation Chapter of the Plan calls for a Work Plan to be developed to implement the Plan over its 20-year planning horizon. City Council authorized an ad-hoc committee, pursuant to Lewiston City Code Section 2-41(b), to develop said Work Plan. The committee consists of the Mayor, two City Council members, and three Planning and Zoning Commission members, with support staff. The committee has recommended a 2-year Work Plan be approved by City Council. This Work Plan identifies initiatives to be pursued by the city, in furtherance of the implementation of the Comprehensive Plan's goals, objectives, and actions. The Work Plan was considered by the Planning and Zoning Commission on January 22, 2025, at which time the commission recommended that it 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) The development of the Work Plan has no budget impact. Implementation of the initiatives contained within the Work Plan involves only minor expenditures already budgeted for publication and mailing costs for public hearing notices related to public hearings on related Zoning Code amendments.	
ACTION PROPOSED The Comprehensive Plan Implementation Work Plan Development Committee and the Planning and Zoning Commission propose that the Envision Lewiston 2044 Implementation Work Plan 2024-2025 be approved by City Council.	

CITY OF LEWISTON ENVISION LEWISTON 2044 (COMPREHENSIVE PLAN) IMPLEMENTATION WORK PLAN 2024-2025

Envision Lewiston 2044 Chapter 11, Implementation, calls for the adoption of a Work Plan to implement its Goals, Objectives, and Actions. The Lewiston City Council established a committee consisting of the Mayor, two City Council members, and three Planning and Zoning Commission members to create the Work Plan, with the assistance of City Staff. The Work Plan should consider the following criteria in laying out what initiatives to pursue to implement the Comprehensive Plan:

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.

Pursuant to Envision Lewiston 2044 Chapter 11, Implementation, 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 (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.

The Committee determined a list of initiatives to pursue in furtherance of the Comprehensive Plan in the years 2024 and 2025. This list is contained in a spreadsheet which shall be adopted as an addendum hereto and which also lists the related Actions, Objectives, and Goals in the Comprehensive Plan that the initiatives implement, partially implement, or further, as well as the primary responsible party, related funding & resources, timeline for completion, and status of the initiative. This spreadsheet will be used to track the implementation of Envision Lewiston 2044 over time. This Work Plan is the first one since the adoption of Envision Lewiston 2044.

This Work Plan will be brought to the Planning and Zoning Commission for their recommendation to City Council to approve, reject, amend, or remand to the Committee and thereafter brought to City Council for approval. It will be reviewed and updated at minimum every six months over its intended two-year lifespan and reported to the Planning and Zoning Commission and to the City Council at minimum once annually. At the end of its intended two-year lifespan or upon completion of all of its initiatives, whichever comes first, the Work Plan will be recreated by the Committee, the members of which shall be re-appointed or replaced by City Council, subject to approval of re-establishment or continuation of the Committee pursuant to the formation of an ad hoc committee provisions of Lewiston City Code Section 2-41(b).

ENVISION LEWISTON 2044 COMPREHENSIVE PLAN WORK PLAN 2024–2025, ADDENDUM

ACTUAL INITIATIVE PURSUED	RELATED ACTION PLAN ACTION(S) LISTED IN PLAN	RELATED OBJECTIVE(S) LISTED IN PLAN	GOAL(S) LISTED IN PLAN	RESPONSIBLE PARTY	FUNDING & OTHER RESOURCE(S) NEED(S) & AVAILABILITY	TIMELINE FOR COMPLETION	STATUS
Zoning code amendments to reduce the minimum required lot width in the R3 Zone, increase the allowable density for multi-family development in the R3 Zone, add a requirement for an outdoor recreation area to be provided for multi-family development in residential and mixed-use zones, to add flexibility to uses permitted in the R-4 Zone, to decrease the maximum allowable building height in the R-4 Zone, and to add multi-family residential as a conditional use in the C-6 Zone.	PR. 1.1.1 Identify and install age-friendly amenities. Lewiston's growing older adult population has different recreational needs than other demographics, and improvements to City parks and recreational facilities should be accessible and accommodate ADA residents. TC 2.1.3 Support land use policies that promote mixed use development and density of housing and employment to support alternative modes of transportation. LU 2.1.1 Conduct a review of the Land Use Code and implement modifications to facilitate diverse, scale-appropriate housing options across Lewiston. ED.2.3.2 Attract an increased variety of housing types to accommodate new workers. ED.4.3.3 Evaluate the commercial zoning districts in the zoning code zoning code to ensure relevant	PR. 1.1 Accommodate a wide range of ages. Expand recreation offerings to align with community needs by installing age-friendly amenities at City park spaces. TC 2.1 Enhance traditional transit and on-demand transit access and service. Increase mobility for users who rely on transit services. LU.2.1 Diversify possible housing options. Ensure that a variety of types, scale and density-appropriate housing can be constructed throughout Lewiston, promoting neighborhoods that cater to residents of all incomes, ages, family structures and cultures. ED.2.3 Improve housing affordability for lower-income households. Housing is a critical element in the attraction and long term retention of employees, and is needed at all levels of income but is mostly in demand at lower price points. ED.4.3 Re-	PR.1 Diversify recreational offerings to meet the needs of the community. TC 2 Improve livability while addressing the needs of all transportation modes. LU.2 Provide housing choices throughout Lewiston. ED.4 Continue developing unique places and explore emerging areas for revitalization. H 2 Diversify housing options.	Comp Plan Work Plan Dev Committee & CDD staff	No funding needed. Other resource need is staff time, which is being allocated, as appropriate & available.	Feb-24	Completed, minus the addition of the requirement for outdoor recreation areas for multi-family residential developments. City Council approved on 1/27/25 related Ordinance 4936, but having removed the aforementioned outdoor recreation area requirement.

Rezone (upzone) along 21st St and Thain corridors & in the Sunset Neighborhood area from R2 and R2A to R3 and R4.	LU 1.1.1 Conduct a comprehensive review of the Land Use Code to identify and modify zoning regulations that do not align with the desired development outlined in the future land use map and land use category designations. LU 2.1.1 Conduct a review of the Land Use Code and implement modifications to facilitate diverse, scale-appropriate housing options across Lewiston. ED.2.3.2 Attract an increased variety of housing types to accommodate new workers. H 1.1.2 Explore opportunities for increasing production of affordable housing by increasing the supply of rental units serving residents currently receiving rental subsidies, or by getting involved in the development of public housing. This may include pursuing public-private partnerships to fund development, establishing a housing authority, and other actions such as amending the	City park spaces. ED.2.3 Improve housing affordability for lower-income households. Housing is a critical element in the attraction and long term retention of employees, and is needed at all levels of income but is mostly in demand at lower price points. H.1.1 Improve quality of and access to affordable housing. Implement related existing plans and identify solutions for housing access. H 1.3 Evaluate regulations for barriers to housing. Assess and amend subdivision and zoning regulations to change factors that limit the ability to build new housing where appropriate. H 2.2 Reduce barriers to missing middle housing typologies. Study and reduce or eliminate barriers to allow for additional housing typologies that are not currently being built. H 2.4 Incentivize a variety of housing types. Enable additional tools and	LU 1 Accommodate future development and redevelopment. ED.2 Attract and retain a skilled workforce. H 1 Increase housing quality and production. H 2 Diversify housing options.	Comp Plan Work Plan Dev Committee & CDD staff	Funding needed is for postage for notification mailings to property owners. The CDD postage budget will be impacted and could be overrun. This is yet tbd, as of 12/4/24.	May or June 2024	Properties identified. Need send notification letters to property owners & have P&ZC initiate.
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Zoning code amendments to small lot development standards	LU 1.2.2 Incentivize quality development by establishing urban design and architectural criteria that would allow development to qualify for expedited review/permitting and/or reduced fees. LU 2.1.1 Conduct a review of the Land Use Code and implement modifications to facilitate diverse, scale-appropriate housing options across Lewiston. LU 2.2.2 Develop and implement design standards that guide the development of denser residential projects to ensure compatibility with existing neighborhoods. Considerations should include transition, scale, sight lines, and architectural characteristics. H 3.1.1 Identify areas within walking distance of existing or planned transit services and direct resources to encourage missing-middle and denser housing types in those locations.	LU 1.2 Encourage quality development. Streamline processes and regulations for catalyst projects and development that fills gaps in services, provides housing or employment, or meets other community needs. LU 2.1 Diversify possible housing options. Ensure that a variety of types, scale and density-appropriate housing can be constructed throughout Lewiston, promoting neighborhoods that cater to residents of all incomes, ages, family structures and cultures. LU 2.2 Allow for density by ensuring compatibility. Build additional housing types in a scale appropriate way that fits into existing neighborhoods. H 3.1 Capitalize on existing plans. Focus resources in areas planned for additional density.	LU 1 Accommodate future development and redevelopment. LU 2 Provide housing choices throughout Lewiston. H 3 Target housing production in opportunity zones.	CDD staff.	No funding needed. Other resource need is staff time, which is being allocated, as appropriate & available.	Feb-25	Completed, with City Council having adopted related Ordinance 4935 on 2/24/25.
Evalutate and amend landscape code.	NH 2.1.1 Allocate resources and exceed baseline funding requirements to invest in programs like Tree City USA, promoting and expanding the urban tree canopy. Focus efforts on areas with less tree coverage. NH 2.1.2 Incentivize or require tree planting in new developments, especially along streets and in and around parking lots. Incorporate street tree planting standards into the subdivision code. NH 2.1.3 Explore allocating resources or incentives for existing commercial properties with large paved parking areas to incorporate trees to mitigate urban heat islands.	NH 2.1 Expand the urban tree canopy. Promote and expand the urban tree canopy where possible.	NH 2 Increase resilience and sustainability by being good stewards of the environment	Comp Plan Work Plan Dev Committee & CDD staff	No funding needed. Other resource need is staff time, which is being allocated, as appropriate & available.	April or May 2024	In process. Taking to P&ZC on 2/26/25 for them to initiate Zoning Code amendment.

Off-street parking code amendments	H 1.3.3 Study and act to overcome barriers to housing development for housing types that are not currently being built (e.g., multifamily and missing-middle housing). Barriers may include parking requirements, state restrictions on uses of funding, environmental review, developer infrastructure investments, permitting timelines, land availability, lack of land zoned for these housing types, lack of zoning code use by right allowance for these housing types, and others.	H 1.1 Increase housing quality and production.	H 1 Increase housing quality and production.	Comp Plan Work Plan Dev Committee & CDD staff	No funding needed. Other resource need is staff time, which is being allocated, as appropriate & available.	Feb-24	Completed, with City Council having adopted related Ordinance 4939 on 2/24/25.
		H 2.2 Reduce barriers to missing middle housing typologies. Study and reduce or eliminate barriers to allow for additional housing typologies that are not currently being built. H 2.4 Incentivize a variety of housing types. Enable additional tools and incentives for development of ADUs and other housing types that tend to be lower in cost and result in increased density.	H 2 Diversify housing options.				
			PR 1 Diversify recreational offerings to meet the needs of the community PR 3 Develop an updated Parks Plan				
	ED 2.2 Support partners to mitigate barriers to employee retention. Collaborate with appropriate organizations to help retain Lewiston's workforce.	ED 2 Attract and retain a skilled workforce					

	ED 2.3 Improve housing affordability for lower-income households. Housing is a critical element in the attraction and long term retention of employees, and is needed at all levels of income but is mostly in demand at lower price points.	ED 2 Attract and retain a skilled workforce
LU 2.1.1 Conduct a review of the Land Use Code and implement modifications to facilitate diverse, scale-appropriate housing options across Lewiston.	LU 2.1 Diversify possible housing options. Ensure that a variety of types, scale and density-appropriate housing can be constructed throughout Lewiston, promoting neighborhoods that cater to residents of all incomes, ages, family structures and cultures.	LU 2 Provide housing choices throughout Lewiston
ED 3.1.3 Evaluate the zoning code to ensure define and recognize small scale manufacturing uses and identify areas it would be appropriate.	ED 3.1 Support the emerging base of small-scale advanced manufacturing. Continue bringing quality jobs to Lewiston by attracting new companies and entrepreneurs in existing and emerging industries.	ED 3 Build on industry strengths while exploring new opportunities

January 22, 2025

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

I. CALL TO ORDER

COMMISSIONERS PRESENT: Gabriel Iacoboni, Chair; Maureen Anderson; Kevin Kelly; Shaunita Cable; Cynthia Ball

COMMISSIONERS EXCUSED: Emily Wolf, Vice Chair; Kathy Branson

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

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF JANUARY 08, 2025 MEETING MINUTES (ACTION ITEM)

Commissioners Ball and Anderson moved and seconded, respectively, approval of the January 08, 2025 meeting minutes with corrections. The motion carried 5-0.

B. CITY OF LEWISTON ENVISION LEWISTON 2044 (COMPREHENSIVE PLAN) IMPLEMENTATION WORK PLAN FOR 2024-2025 (ACTION ITEM):

Staff Plaskon provided a verbal summary of the Implementation Work Plan for 2024-2025 created from the Comprehensive Plan Work Plan Development Committee and noted that it is called for by and modeled from Chapter 11, Implementation, of the new Comprehensive Plan.

Commissioners discussed at length the advantages of reducing the current parking requirements, upzoning advantages and that the items mentioned in the Implementation Work Plan have a low cost to the city and its citizens but is expected to see immediate benefit for the community. Planner Plaskon pointed out how this Implementation Work Plan will change over time, as will the members of the related Committee and that city appointed commissions involved will ultimately be more than just the Planning and Zoning Commission and that, at some point, there will be initiatives placed into the Implementation Work Plan that likely won't even involve the Planning and Zoning Commission.

The Commission praised the hard work of the Committee that drafted the Implementation Work Plan, as well as the work of city staff and noted that several

of the initiatives contained therein are already well underway. The proposed Implementation Work Plan was discussed as being a 2 year plan.

After discussion Commissioners Kelly and Ball moved and seconded, respectively, to recommend approval of the Implementation Work Plan proposed by the Comprehensive Plan Work Development Committee and forward to City Council for consideration. Motion passed 5-0.

IV. STAFF-COMMISSION COMMUNICATIONS:

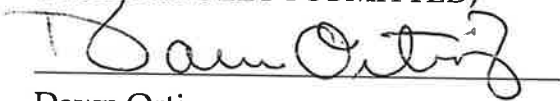
A. Query of Commissioners for February 12, 2025 meeting.

All current commissioners present plan to be in attendance for the February 12, 2025 meeting. Planner Plaskon noted that there will be a public hearing on a Zoning Code amendment to allow shipping containers to be as accessory buildings.

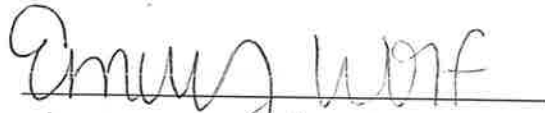
V. ADJOURN

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

RESPECTFULLY SUBMITTED,



Dawn Ortiz,
Recording Secretary



Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this 12 day of February, 2025.



January 14, 2025

The **Lewiston Comprehensive Plan Work Plan Development Committee** met in the Bell Building First Floor Conference Room at 215 “D” Street. Chair Iacoboni called the meeting to order at 12:02 p.m.

I. CALL TO ORDER

COMMITTEE MEMBERS PRESENT: Committee Chair, Gabe Iacoboni (Planning & Zoning Commission); Committee Vice Chair, Emily Wolf (Planning & Zoning Commission); Mayor Dan Johnson; Kathy Schroeder (City Council); Jessica Klein (City Council)

Committee Chair Iacoboni called the meeting to order at 12:02.

COMMITTEE MEMBERS EXCUSED: Maureen Anderson (Planning & Zoning Commission)

STAFF MEMBERS PRESENT: Joel Plaskon, City Planner; Shannon Grow, Community Development Director

II. REVIEW DRAFT COMPREHENSIVE PLAN WORK PLAN FOR RECOMMENDATION TO THE PLANNING AND ZONING COMMISSION (ACTION ITEM)

Planner Plaskon recalled for the Committee their decision at their last meeting on November 26, 2024 to have staff draft a Work Plan, in accordance with The Comprehensive Plan’s Implementation Chapter, based upon the Committees prior meeting discussions. He described the contents and structure of the draft Work Plan for the Committee.

The Committee discussed the contents thereof. Committee member Johnson said that the City Council would soon begin working on a Strategic Plan and how that would relate to and interact with the Work Plan, and related discussion ensued. The Committee also discussed the Council’s ability to approve or reject products brought to them that are the result of the initiatives contained in the Work Plan, as well as how different city departments and commissions would be involved in implementation of the Work Plan. There was consensus among the Committee that they liked the Work Plan drafted by staff.

Committee member Schroeder moved and Committee Chair Iacoboni seconded that the Committee recommend to the Planning and Zoning Commission that they recommend to City Council approval of the draft Work Plan, City of Lewiston Envision Lewiston 2044

(Comprehensive Plan) Implementation Work Plan 2024-2025. The motion passed, unanimously.

III. NEXT STEP(S)

Planner Plaskon said he would schedule the draft Work Plan for review by the Planning and Zoning Commission at their January 22nd meeting and that if the Planning and Zoning Commission recommends to City Council approval of the Work Plan, he would schedule it for the February 10th meeting. Once approved by City Council, the Work Plan will go through the implementation process. The Committee will reconvene intermittently to review the status of the Work Plan and recommend additional initiatives be added as others are completed.

IV. ADJOURNMENT

There being no further business, Chair Iacoboni adjourned the meeting at 12:37 p.m.

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 City Clerk Kari Ravencroft at least forty-eight (48) hours in advance of the meeting at 208-746-3671, ext. 6203.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2025-10	AGENDA NO. VI. D. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The Fleet Maintenance Department has identified one patrol SUV for planned replacement in FY25 and recommends it to be declared surplus (Exhibit A to Resolution 2025-10). The vehicle will be traded in through Rogers Motors LLC, an approved vendor of the City, to maximize City benefit. Please refer to the attached Staff Memo for detailed replacement criteria and purchase evaluation. Due to the removal of significant law enforcement components (center console, radio, lights, sirens, light bar, push bumper, etc) for reuse on new fleet vehicles and as repair parts, the SUV will have holes inside and out. Combined with high mileage and wear, resale at public auction may be challenging. The Purchasing Division, in coordination with Fleet Maintenance, will facilitate the trade-in process. The vehicle will be traded in on an “as is, no warranty or guarantee” basis, in accordance with Section 6.15 of the City’s Purchasing Policy.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) Funding of \$55,000 was allocated in FY25 for the replacement SUV. A 2025 Durango Pursuit received the lowest quote at \$54,364, with the proposed \$6,000 trade-in credit further reducing the cost. The final purchase price will be \$48,364— \$6,636 under budget. There are no additional expenditures related to this action. Staff time required for the trade-in is minimal compared to a public auction.	
ACTION PROPOSED Staff recommends the City Council approve Resolution 2025-10, declaring the vehicle in Exhibit A as surplus and authorizing the Purchasing Division to facilitate the trade-in process with Rogers Motors LLC.	

RESOLUTION 2025-10

A RESOLUTION DECLARING AN ITEM OF CITY OF LEWISTON PROPERTY TO BE SURPLUS, AND PROVIDING FOR THE TRADE-IN OF SAID SURPLUS PROPERTY

WHEREAS, the City of Lewiston is in possession of property surplus to its 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 6.15 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 trade-in the specified surplus property on an "as is, no warranty or guarantee" basis, in exchange for a credit to be applied toward the purchase of new property of a similar nature.

SECTION 3: The City of Lewiston Purchasing Division, in coordination with the Fleet Maintenance Department, is authorized to secure a trade-in value through Rogers Motors LLC, an approved vendor of the City.

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

PASSED this _____ day of _____ 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

EXHIBIT A
to
Resolution 2025-10



CITY OF LEWISTON
Unusable/Obsolete Items for Trade-In 2025

EQUIPMENT				
DEPT	QTY	DESCRIPTION	CONDITION	TRADE-IN VALUE
Fleet	1	2020 Ford Explorer SUV Hybrid #152 VIN: 1FM5K8AW2LGA19156	Heavily Used, High Miles, Parts Removed	\$6,000

Memo



To: Purchasing Department
From: Equipment Services
Date: December 12, 2024
Subject: FY25 Planned Patrol SUV Replacement

Equipment Services plans for the replacement of the patrol SUVs based on 5-year life cycles. These vehicles operate 24 hours a day and see increased wear and tear compared to other vehicles in the fleet. Based on replacement criteria such as age and utilization, Equipment Services planned for the replacement of vehicle #152 for FY25: a 2020 Ford Police Interceptor.

Based on recent purchases, funding in the amount of \$55,000 has been allocated for the replacement and upfitting of one patrol SUV in FY25. Equipment Services reached out to the local dealerships of pursuit-rated police vehicles with our specifications in November. Two quotes were received and are summarized below.

	<i>Joe Hall Ford</i>	<i>Rogers CDJR</i>
4WD/AWD Police Pursuit SUV (1)	\$47,538	\$44,303
Model proposed	2025 Ford Interceptor	2025 Durango Pursuit
Options: Upfitting Package	\$38,263	\$10,061.00
Total for Upfitted PPV SUV (1)	\$85,801	\$54,364

Rogers came in over \$30,000 less than the competition. Upon further discussion, Rogers is offering \$6,000 trade-in value for vehicle #152, which would bring the total down to \$48,364. Accepting the trade-in offer would put us \$6,636 under budget. Equipment Services staff recommend the purchase of a 2025 Durango Pursuit with the upfitting package from Rogers CDJR, in the amount of \$48,364.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2025-11	AGENDA NO. VI. E. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) City staff have compiled a list of surplus and obsolete items, attached as Exhibit A to Resolution 2025-11. These surplus items will be sold via the online auction platform GovDeals.com. To ensure broad public awareness, the auction will be advertised through multiple channels. Individuals subscribed to City notifications will receive an email alert. A legal notice will be published in the Lewiston Tribune, and information will be posted on the City's website. Additionally, the auction will be promoted on all City social media accounts and displayed on agenda boards throughout the City.	
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 proceeds. Auction platform fees are paid by bidders in the form of a Buyer's Premium. GovDeals will collect payments from bidders, retain the Buyer's Premium, remit sales tax to the Idaho State Tax Commission, and disburse bid proceeds to the City. Proceeds from item sales will be deposited into the fund of the department surplussing the item(s), with revenue from enterprise fund items deposited accordingly.	
ACTION PROPOSED Staff recommends that the City Council approve Resolution 2025-11, declaring the items in Exhibit A surplus, and authorizing the sale of said items by public auction on GovDeals.com.	

RESOLUTION 2025-11

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's Purchasing Division seeks to have the Lewiston City Council declare such property as surplus so that the property may be disposed of in accordance with Section 6.15 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's Purchasing Division to sell by public auction said surplus property "as is, no warranty or guarantee."

SECTION 3: The City's 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 _____ 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk



EXHIBIT A

CITY OF LEWISTON
Unusable/Obsolete Items for Surplus Auction 2025

EQUIPMENT			
DEPT	QTY	DESCRIPTION	CONDITION
Finance	1	502 Utility Trailer - 1994 Northern Steel	Fair
PW	1	508 Flatbed Utility Trailer	Poor
Finance	1	818 Leaf Vacuum - 1996 Highway AM23	Fair
Parks	3	Wheeled Tow Trailers	Fair
Finance	1	501 Utility Trailer - 2000 Eagle	Fair
MISCELLANEOUS SURPLUS ITEMS			
Legal	1	Water Cooler (cold water only)	Fair
Library	Lot/6	Misc HP ink (5) and Lexmark toner cartridge (1)	Unknown
Finance	2	Particle Board Bookshelf (1) & Oak 4 door Cabinet (1)	Good/Fair
IS&S	1	Dell Precision 3530 laptop, i7-8750H, 8GB RAM, 256GB SSD, Windows 11	Good
IS&S	2	Dell Precision 5580 laptop, i5-7300U, 8GB RAM, 256GB SSD, Windows 11	Good
IS&S	13	Dell OptiPlex 3050 Micro PC-7th Gen i5, 8GB RAM, 256GB SSD, Windows 11	Good
IS&S	12	Dell OptiPlex 3060 Micro PC-8th Gen i5, 8GB RAM, 256GB SSD, Windows 11	Good
IS&S	4	Dell Precision 3630 Tower, Intel i7-8700, 16GB RAM, 256GB SSD, CD/DVD Drive, Windows 11	Good



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE FIRST AMENDMENT TO COMMUNITY PARK MASTER PLAN (PF016) AGREEMENT	AGENDA NO. VI. F. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) In July 2021, Council approved a Professional Services Agreement with J-U-B Engineering for RFQ-21-004 Community Park Master Plan, totaling \$399,364. The RFQ also included a potential future phase for designing and implementing selected features of the approved Master Plan, contingent on available funding. The attached First Amendment includes Task Order 2, totaling \$48,000, covering the scope of work and fees for court and amenity design, bidding, and compliance with updated State of Idaho requirements. In July 2022, Council approved purchasing fitness equipment for Community Park through Sourcewell, a purchasing cooperative, for \$158,063.35. Task Order 2 scope will incorporate the design for this equipment.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) This will be funded from the Assigned Building Fund. In FY22 there were funds budgeted for the construction of the basketball court and fitness equipment at Community Park.	
ACTION PROPOSED Approval of the First Amendment to the Community Park Master Plan Agreement between JUB Engineering and the City of Lewiston in the amount of \$48,000 and authorize the Mayor to sign the agreement.	

**FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF LEWISTON AND J-U-B ENGINEERS, INC.**

THIS FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON AND J-U-B, INC. (“First Amendment”) is entered into by and between the City of Lewiston, an Idaho municipal corporation (“City”), and J-U-B Engineers, Inc., an Idaho Corporation located at 846 6th Street, Clarkston, WA 99043 (“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 July 26, 2021, (the “Agreement”) for professional services associated with Community Park Master Plan (RFQ-21-004);

WHEREAS, Section III.H. 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: Sections I.A. (Professional Services) and II.A. (Payment) are hereby amended to include Task Order No. 2 as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 2: That the text of Section III.F. is hereby deleted in its entirety and replaced with the following:

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

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

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

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

4. PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING CERTAIN SECTORS: If this Agreement: (1) is to acquire goods or services; (2) has a value of One Hundred Thousand Dollars (\$100,000) or more that is to be paid wholly or partly from public funds; and (3) Consultant is a company with ten (10) or more full-time employees, then, pursuant to Idaho Code § 67-2347A, Consultant certifies that Consultant is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of any individual or company because the individual or company: (a) engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or (b) engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in Idaho Code § 18-3302(2)(d). The terms "boycott" and "company" shall have the meanings ascribed to them in Idaho Code § 67-2347A.

SECTION 3: All other provisions of the Agreement shall remain in full force and effect as if set forth fully herein.

IN WITNESS WHEREOF, the Parties have executed this First Amendment on the last day and year written below ("Effective Date").

DATED this _____ day of _____ 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, Deputy City Clerk

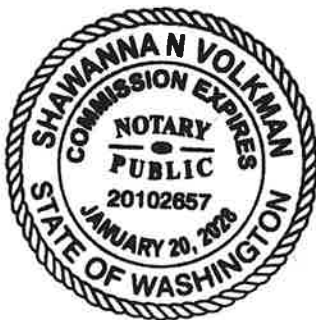
DATED this 25th day of February 2025.

J-U-B ENGINEERING, INC.

Kayla Brown
Kayla Brown, P.E. Lewis Clark Valley Area Manager

STATE OF WASHINGTON)
County of Asotin) ss.
)

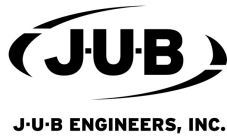
On this 25 day of February 2025, before me, a Notary Public, personally appeared Kayla Brown, known or identified to me as the Lewis Clark Valley Area Manager of J-U-B Engineers, Inc., and stated she has the authority to execute this instrument on behalf of J-U-B Engineers, Inc., and did execute this instrument on behalf of the same.



Shawanna Volkman
Notary Public for the State of ~~Idaho~~ Washington
Commission Expires: Jan, 20, 2028

EXHIBIT A

TO THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICES
AGREEMENT BETWEEN THE CITY OF LEWISTON AND J-U-B- ENGINEERS,
INC.



TASK ORDER NO. 2
Pursuant to the

**MASTER AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE CITY OF LEWISTON AND J-U-B ENGINEERS, INC.**

This Task Order is made this ____ day of ____, 2025, and entered into by and between the City of Lewiston, a municipal corporation of the State of Idaho (hereinafter "Client"), and accepted by J-U-B ENGINEERS, Inc. (hereinafter "Engineers"), pursuant to the mutual promises, covenants and conditions contained in the Master Agreement for Professional Services between the above mentioned parties dated 26 day of July, 2021 (hereinafter "Master Agreement"). The Task Name for this Task Order No. 1 is as follows:

TASK NAME: Community Park, Lot 1 Site Amenities

CLIENT: City of Lewiston Parks and Recreation Department

J-U-B MASTER AGREEMENT PROJECT NUMBER: 23-21-024

J-U-B PROJECT NUMBER: 23-25-007

CLIENT PROJECT NUMBER: PO#

ATTACHMENT TO:

The referenced Master Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

PART 1 - PROJECT UNDERSTANDING

J-U-B's understanding of this project's history and CLIENT's general intent and scope of the project are described as follows:

The City wishes to complete the Community Park Site Amenities project for the basketball court and outdoor fitness area which has been on hold by the City since August 2021. The original City Purchase Order has been closed due to inactivity. This task order includes additional consultant services required by the City including updating the PSE package and bidding assistance. This project is financially supported by the City of Lewiston.

PART 2 - SCOPE OF SERVICES BY J-U-B

J-U-B's Services under this Agreement are limited to the following tasks. Any other items necessary to plan and implement the project, including but not limited to those specifically listed in PART 3, are the responsibility of CLIENT.

A. Task 001: Courts and Amenity Design & Bidding

Subtask 001: Courts and Amenity Design – Previously Requested Out of Scope Services

1. Fitness Equipment – Additional coordination with suppliers and City.
 - a. Assist with revised layouts.
 - b. Provide equipment source options
 - c. Provide memo including recommendation for Equipment purchase.
 - d. Correspondence/ answer questions regarding purchase of equipment.
 - e. Attend two phone calls to review details provided by equipment manufacture.
 - f. Review documentation on fitness equipment.

Subtask 002: Courts and Amenity Design – Complete PSE and Bidding Services

1. Project Management for additional 6 months beyond original anticipated schedule.
 - a. Coordinate quality assurance / quality control (QA/QC) processes.
 - b. Communicate and coordinate J-U-B team activities with progress meetings as required.
 - c. Regularly monitor project status, budget and schedule.
 - d. During periods of project activity, provide a regular report to CLIENT on project status, budget and schedule.
 - e. Provide a monthly invoice including budget status.
 - f. Provide ongoing document handling and filing.
2. Revise plans to include equipment and structure detail information to accommodate Greenfields Equipment.
3. Revise specifications to include Greenfields Equipment purchase
4. Review basketball court lighting selected and purchased by City and update plans accordingly.
5. Update permit application and coordination with community development. A second review by Community Development is not anticipated.
6. Review and update project cost estimate to reflect final quantities and current pricing.
7. Revise contract documents to reflect current bid schedule and project schedule.
8. Provide PSE package for City purchasing department bidding.
9. Prepare five paper copies of the bid documents and electronic documents for distribution through Quest CDN.
10. Contractor Liaison. Respond to contractor questions. Prepare Addendum as required.
11. Bid Opening. Attend bid opening, review contractor's bids, and prepare a bid evaluation summary for the project.
12. Award Documents. Prepare the award documents and agreement for the Client. The Client will coordinate with the selected Contactor on all paperwork.

B. Task 002: Management Reserve Fund

1. The Management Reserve Fund establishes a pre-authorized budget for additional tasks that may be requested by the CLIENT's Authorized Representative and performed by J-U-B upon mutual agreement of scope, budget, and schedule.
2. J-U-B will not exceed the pre-authorized amount without CLIENT approval.

PART 3 - CLIENT-PROVIDED WORK AND ADDITIONAL SERVICES

- A. **CLIENT-Provided Work** - CLIENT is responsible for completing, or authorizing others to complete, all tasks not specifically included above in PART 2 that may be required for the project including, but not limited to:
1. Any electrical design/ inspection/ Avista service needed for the basketball court will be completed/coordinated by the City Electrician.
 2. Access for Contractor pick up of fitness equipment, shade sails, and Musco lighting system.
- B. **Additional Services** - CLIENT reserves the right to add future tasks for subsequent phases or related work to the scope of services upon mutual agreement of scope, additional fees, and schedule. These future tasks, to be added by amendment at a later date as Additional Services, may include:
1. As requested by CLIENT

PART 4 - BASIS OF FEE AND SCHEDULE OF SERVICES

- A. CLIENT shall pay J-U-B for the identified Services in PART 2 as follows:
1. For Lump Sum fees:
 - a. The portion of the Lump Sum amount billed for J-U-B's services will be based upon J-U-B's estimate of the percentage of the total services actually completed during the billing period.

2. For Time and Materials fees:
 - a. For all services performed on the project, Client shall pay J-U-B an amount equal to the cumulative hours charged to the Project by each class of J-U-B's personnel times J-U-B's standard billing rates.
 - b. Client shall pay J-U-B for J-U-B's Consultants' charges times a multiplier of 1.1.
3. J-U-B may alter the distribution of compensation between individual tasks to be consistent with services actually rendered while not exceeding the total project amount.

B. Period of Services

1. If the planned period of service for the Tasks identified above extend more than one year, J-U-B's billing rates and/or fees for remaining Tasks may be increased to account for direct labor cost, rate table adjustments, or other inflationary increases. If that occurs, an adjustment to the billing rates and/or Fee will be computed based on remaining scope amount times the specific rate increase.
2. If the period of service for the Tasks identified above is extended beyond 6 months or if the Project has stop/start iterations, the compensation amount for J-U-B's services may be appropriately adjusted to account for salary adjustments, extended duration of project management and administrative services, and/or costs related to stop/start cycles including necessary monitoring and communication efforts during inactive periods.

- C. CLIENT acknowledges that J-U-B's schedule commitments outlined in Part 4 are subject to the standard of care and J-U-B will not be responsible for delays beyond our direct control.

- D. The following table summarizes the fees and anticipated schedule for the services identified in PART 2.

Task Number	Task Name	Fee Type	Amount	Anticipated Schedule
Task 001 Subtask 001	Courts and Amenity Design – Previously Requested Out of Scope Services	Lump Sum	\$12,000	Already completed services
Task 001 Subtask 002	Courts and Amenity Design – Complete PSE and Bidding Services	Lump Sum	\$31,000	Final Bid Set for CLIENT review 2-3 months after executed supplemental contract
Task 002	Management Reserve	Time and Materials (Ceiling Amount Shown)	\$5,000	Concurrent with additional scope requested
Total:			\$48,000	

Certification Concerning Boycott of Israel. Pursuant to Idaho Code section 67-2346, J-U-B certifies that it is not currently engaged in, and will not for the duration of the Agreement engage in, a boycott of goods or services from Israel or territories under its control.

Certification Concerning Government Ownership or Operation. Pursuant to Idaho Code section 67-2359, J-U-B certifies that it is not owned or operated by the government of China and will not for the duration of this contract.

- E. Electronic deliverables provided to the CLIENT as part of the work described within this Attachment are subject to the provisions of J-U-B's "electronic document/data limited license" found at edocs.jub.com.

Exhibit(s):

None

PART 5 - APPROVAL & ACCEPTANCE

- A. Approval and Acceptance of this Scope of Work shall incorporate this Task Order as part of the Master Agreement. ENGINEERS are authorized to begin performance upon ENGINEER's receipt of a copy of the Task Order signed by CLIENT.

IN WITNESS WHEREOF, the Parties have executed this Task Order as of the date last signed below.

DATED this _____ day of _____, 2025.

CLIENT – City of Lewiston

By: _____
Client Authorized Signature

DATED this 25th day of February, 2025.

ENGINEERS - J-U-B ENGINEERS, INC.

By: Kayla Brown
Kayla E. Brown, Area Manager

For internal J-U-B use only:

PROJECT LOCATION (STATE): IDAHO

TYPE OF WORK: City

R&D: Yes

GROUP: Municipal

PROJECT DESCRIPTION(S):

1. Landscape Architecture (L03)
1. Recreational Facility (R04)



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2025-02	AGENDA NO. VI. G. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) At the August 26, 2024 meeting, City Council approved the vacation of a section of the Bryden Avenue public right-of-way beginning at the east side of 18th Street and extending to a point 50 feet west of the westerly right-of-way of 19th Street on several conditions including the provision of adequate emergency turnaround access at the end of 19th Street. At the January 27, 2025 meeting, City Council approved acceptance of a Temporary Emergency Services Access Easement from Brian and Diana Steele to the City of Lewiston. This easement is needed to allow emergency services vehicles sufficient room to turn around at the end of 19th Street. Resolution 2025-01 was recorded on January 31, 2025 as Instrument #919184. Resolution 2025-2 implements the City Council's decision to vacate the right-of-way of a portion of Bryden Avenue between 19th and 18th Streets. If adopted, the vacated land will revert to the adjacent property owners corresponding to the portion they abut.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) N/A	
ACTION PROPOSED Staff is requesting City Council approval of Resolution 2025-2.	

(Above space for Recorder's use)

RESOLUTION 2025-02

A RESOLUTION VACATING THE PUBLIC RIGHT-OF-WAY IN VA-01-2024

WHEREAS, pursuant to application and subsequent to public notice and a public hearing held on June 24, 2024 in regards to VA-01-2024, the City Council determines that the owners of the abutting properties have consented to the vacation, proper notice was given for said vacation, the public interest will not be prejudiced by said vacation, and it was in the best interest of the City of Lewiston that the vacation be conditionally approved upon the following conditions;

WHEREAS, the City of Lewiston approved the vacation upon the following conditions: (1) applicant provides adequate emergency turnaround access at 19th Street to ensure that emergency vehicles can operate effectively and without hinderance; (2) provisions of adequate access to existing public utilities to maintain uninterrupted utility services in the vacated area; and (3) applicant to obtain receipt of sign-off from private utilities to confirm that vacation of Bryden Avenue will not adversely affect their operations or service delivery;

WHEREAS, the applicant, Jud Taylor, has satisfied all of the aforementioned conditions.

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

SECTION 1: The City Council hereby approves VA-01-2024.

SECTION 2: The property to be vacated is described in Exhibit A, attached hereto and incorporated herein ("Property"). A visual depiction of the Property is attached hereto and

incorporated herein as Exhibit B.

SECTION 3: The Property shall revert to the owners of adjacent property, one-half to each side thereof corresponding to the area they abut, as described in Exhibit C.

SECTION 4: The City Clerk is hereby authorized and directed to record this Resolution 2025-02 with the Nez Perce County Recorder's Office.

SECTION 5: This Resolution shall take effect and be in full force as of the date that the signed Resolution is recorded by the Nez Perce County Recorder.

PASSED this _____ day of _____ 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

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

On this _____ day of _____ 2025, before me, a Notary Public, personally appeared Daniel G. Johnson and Tanya M. Brocke, known or identified to me as the Mayor and City Clerk, respectively, of the City of Lewiston, and stated that they have the authority to execute this instrument on behalf of the City of Lewiston, and did execute this instrument on behalf of the City of Lewiston.

Notary Public for the State of Idaho
Commission Expires _____

EXHIBIT A
to Resolution 2025-2

Legal Description of Area to be Vacated

Bryden Avenue Vacation Description

A tract of land located in the NW ¼ Section 14, T. 35 N., R 5W., B.M., Nez Perce County, City of Lewiston, Idaho, and part of the Estates at Canyon Crest – Phase I, and Lewiston Orchards Tract No. Twelve according to the recorded plats thereof, records of Nez Perce County, Idaho, more particularly describes as follows:

From the intersection of the centerlines of 18th Street and Bryden Avenue; thence S89°09'53"E 30.00 feet to a point on the easterly Right-of-way Line of said 18th Street and the TRUE POINT OF BEGINNING for this Description;

thence continuing along said Right-of-way Line N0°48'57"E 50.49 feet to a point on the northerly Right-of-way Line of said Bryden Avenue;

thence continuing along said northerly Right-of-way Line, along a curve to the left having a radius of 20.00 feet, a central angle of 90°33'04" and a chord length of 28.42 feet bearing S44°27'35"E;

thence continuing along said northerly Right-of-way Line S89°44'07"E 1267.06;

thence S0°15'53"W 30.00 feet to a point on the Centerline of said Bryden Avenue also being 50.00 feet west of the Centerline Intersect of said Bryden Avenue and 19th Street;

thence S0°15'53"W 30.00 feet to a point on the southerly Right-of-way Line of said Bryden Avenue;

thence continuing along said southerly Right-of-way Line N89°44'07"W 1287.84 feet to a point on said easterly Right-of-way Line of said 18th Street;

thence continuing along said easterly Right-of-way Line N0°50'07"E 29.70 feet to the TRUE POINT OF BEGINNING.

Said Tract contains 1.77 Acres, more or less.

EXHIBIT B
to Resolution 2025-2

Depiction of Area to be Vacated

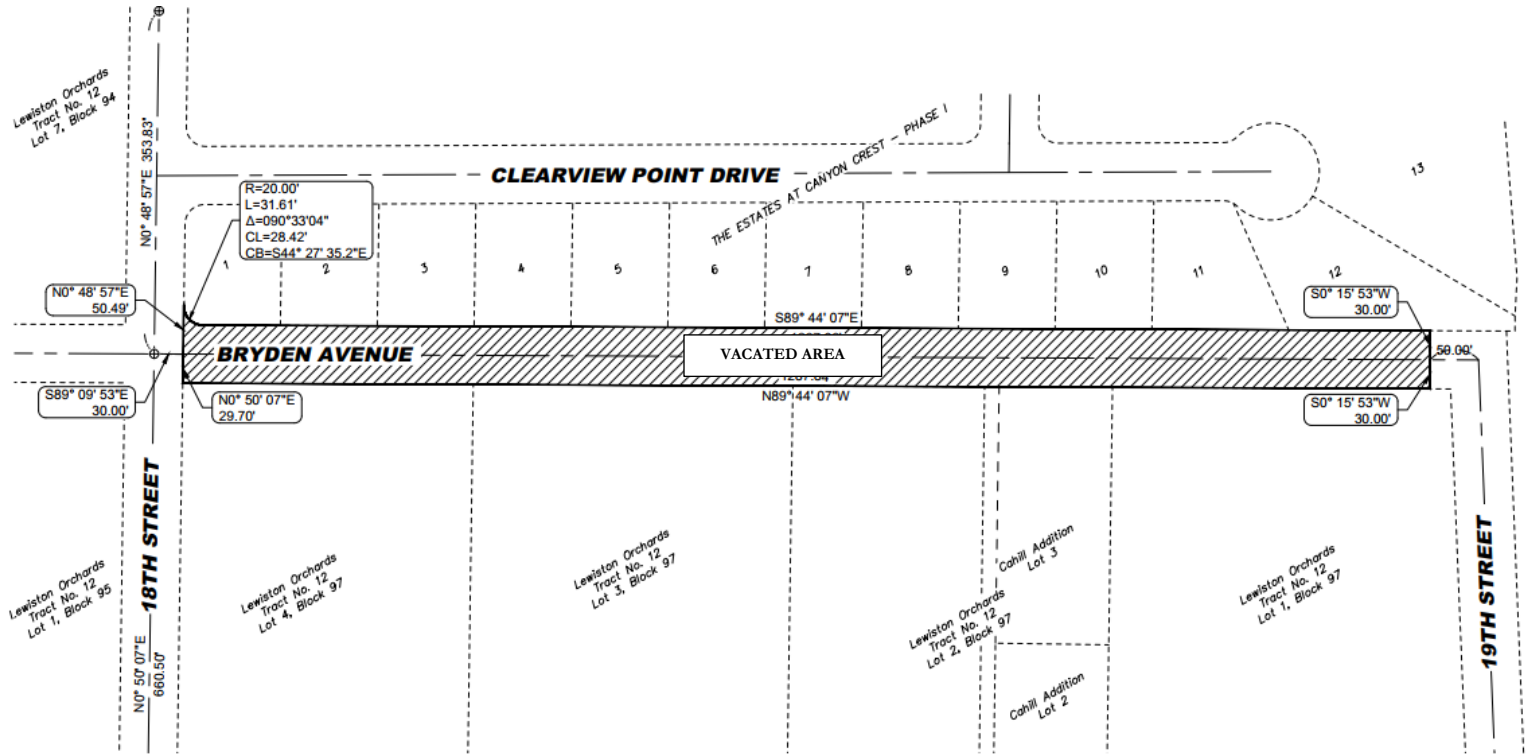


EXHIBIT C
to Resolution 2025-2

Southern one-half (1/2) of vacated Bryden Avenue shall revert to the following adjacent property owner corresponding to the area they abut:

- | | |
|---|---|
| 1. DK Holdings, LLC
247 Thain Rd. Ste. 107
Lewiston, ID 83501 | 3. Jacob Cahill and Christina Cahill
1829 Airway Avenue
Lewiston, ID 83501 |
| 2. Brian L. Steele and Diana J. Steele
PO BOX 1577
Lewiston, ID 83501 | 4. Laurie Glaspell and Kevin Glaspell
1823 Airway Avenue
Lewiston, ID 83501 |

Northern one-half (1/2) of vacated Bryden Avenue shall revert to the following adjacent property owners corresponding to the area they abut:

- | | |
|---|---|
| 1. Canyon Crest Estates HOA, Inc.
PO BOX 24
Lewiston, ID 83501 | 8. Ryan James Lemanski and Lindsay Marie Lemanski
1822 Clearview Point Dr.
Lewiston, ID 83501 |
| 2. Johnnie L O'Harra and Lori K O'Harra
1804 Clearview Point Dr.
Lewiston, ID 83501 | 9. John Schwartz and Jeanette Schwartz
1824 Clearview Point Dr.
Lewiston, ID 83501 |
| 3. Jeri Ann Thelen Revocable Living Trust and Kelly Jordyn Thelen
1806 Clearview Point Dr.
Lewiston, ID 83501 | 10. Douglas W. Lind and Julie A. Lind
1828 Clearview Point Dr.
Lewiston, ID 83501 |
| 4. Linda L Basilico
1810 Clearview Point Dr.
Lewiston, ID 83501 | 11. Kristin E. Dancy and Michael A. Dancy
1830 Clearview Point Dr.
Lewiston, ID 83501 |
| 5. Jerrene Lowary and Leslie Lowary
1812 Clearview Point Dr.
Lewiston, ID 83501 | 12. Barbara I. Jerdee
1834 Clearview Point Dr.
Lewiston, ID 83501 |
| 6. Jerome L Eikum and Cindie M Eikum
1816 Clearview Point Dr.
Lewiston, ID 83501 | 13. Derek and Jill E. Bruce
1836 Clearview Point Dr.
Lewiston, ID 83501 |
| 7. Jud R. Taylor
1818 Clearview Point Dr.
Lewiston, ID 83501 | |



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2025-09	AGENDA NO. VI. H. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The Transportation Capital Improvement Plan (CIP) serves as a vital guide, prioritizing major transportation capital improvement projects based on mobility, safety, economic vitality, livability, and responsible governance. Updated yearly, it incorporates progress from prior years, adjusts ongoing projects with new data or needs, and integrates fresh initiatives. On February 24, 2025, staff provided a presentation on the annual update process for this planning document and shared specific information pertaining to the 2025 update. City Council held a public hearing to receive comments on the 2025 Transportation Capital Improvement Plan (CIP). Staff revised the CIP based on the feedback supplied by citizens and the Lewiston City Council during the Public Hearing. These revisions have been summarized in the "2025 Transportation CIP - Update Summary" document included in the agenda packet for reference. The next step in the annual process is consideration of adoption by City Council.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) This is a planning document and a project's inclusion on the CIP does not equate to future budget appropriation, design, construction, etc.	
ACTION PROPOSED Staff is requesting City Council approve Resolution 2025-9 adopting the 2025 Transportation Capital Improvement Plan (CIP).	

Rev. 2/27/2025

2025 TRANSPORTATION CIP - UPDATE SUMMARY

The updates summarized below are based on feedback supplied by citizens and the Lewiston City Council during the Public Hearing held on February 24, 2025.

CIP ID	Project Type	Location	Bounds	Type	Description
2025-003	Access Control Restriping Safety Signalization	Thain Rd / Preston Ave	Intersection	REVISED	Moved from #17 to #6 per Councilor Klein's direction.
2020-122	Road Widening HAWK Bike Crossing ADA Ramps Signalization Reconstruct Roadway Sidewalks	Bryden Ave	4th St to 7th St	REVISED	Reverted to adopted 2024 priority ranking (Resolution 2024-7).
2020-123	Road Widening HAWK Signalization Bike Crossing ADA Ramps Turn Lane(s)	Bryden Ave	7th St to Thain Rd	REVISED	Reverted to adopted 2024 priority ranking (Resolution 2024-7).
2025-001 2025-002 2025-004 2025-005 2025-006 2025-007 2025-008 2025-009	Varies	Varies - Thain Road	Varies	REVISED	These are new projects and have been moved to the end of the ranking.
All	Varies	Varies	Citywide	REVISED	All projects reverted to adopted 2024 priority ranking (Resolution 2024-7). In the event City Council changed rank for a specific project (as described above), project priority was updated to the next sequential number.

RESOLUTION 2025-09

A RESOLUTION ADOPTING THE CITY OF LEWISTON 2025 TRANSPORTATION CAPITAL IMPROVEMENT PLAN

WHEREAS, on February 22, 2021, the Lewiston City Council, through Resolution 2021-12, adopted the City of Lewiston 2020 Transportation Plan (“Transportation Plan”);

WHEREAS, the Transportation Plan includes Appendix J: Transportation Capital Improvement Plan (“Transportation CIP”), which prioritizes and ranks projects and is to be revised annually with opportunities for public input;

WHEREAS, on February 28, 2022, the Lewiston City Council, through Resolution 2022-2, adopted the Transportation Plan CIP for 2022;

WHEREAS, on February 27, 2023, the Lewiston City Council, through Resolution 2023-15, adopted the Transportation Plan CIP for 2023;

WHEREAS, on March 11, 2024, the Lewiston City Council, through Resolution 2024-7, adopted the Transportation Plan CIP for 2024; and

WHEREAS, on February 24, 2025, the Lewiston City Council held a public hearing to gather public comments regarding the Transportation Plan CIP for 2025.

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

SECTION 1: The foregoing recitals are hereby incorporated into and made part of this resolution, including all defined terms therein.

SECTION 2: The Transportation CIP is hereby revised for 2025 as set forth in Exhibit A, attached hereto and incorporated herein.

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

Signature page to follow

PASSED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

EXHIBIT A
to
Resolution 2025-9

City of Lewiston

2025 Transportation Capital Improvement Plan (CIP)

Status:

Final

Last Modified:

2/28/25

List Total Cost*:

\$266,499,000.00

*Excludes Plans and Studies

CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2020-096	Reconstruct Roadway Pedestrian Facilities Sidewalks Bike Route Roundabout Signalization	Main St and D St	Interstate Bridge to Jefferson St	Reconstruct Main St from Interstate Bridge to Jefferson. Reconstruct D from 1st St to ~250 west of Temple Ln. ADA improvements and sidewalks; bike route. Convert to two-way traffic, roundabouts at US-12/1st St/Main St intersection and 1st St/D St t. Beautification, landscape, public spaces.	\$20,400,000.00	2024	1
2020-100	Road Widening ADA Ramps Sidewalks	Snake River Ave	Main St to 11th Ave	New center turn lane, sidewalks, and pedestrian ramps.	\$3,985,000.00	2020	2
2020-103	Road Widening ADA Ramps Sidewalks	Southway Ave (and 16th Ave)	Snake River Ave to 8th St	Widen from 2 to 4 lanes with left turn lanes Upgrade non-compliant corners to ADA compliant, fix problem sidewalks, add missing sidewalks.	\$5,157,000.00	2020	3
2020-124	Reconstruct Roadway	21st St	7th Ave to Nez Perce Grade	Reconstruct roadway; reconstruction non-compliant pedestrian ramps at Nez Perce Grade intersection; implement access control.	\$6,915,000.00	2020	4
2020-019	Reconstruct Roadway Bike Route Bike Lanes	Burrell Ave	4th St to 12th St	6th to 7th: Reconstruct Roadway 4th St to 7th St: Bike Route 7th St to 12th St: Sign for bike route and install sharrows, minor traffic calming (bike blvd).	\$1,532,000.00	2020	5
2025-003	Access Control Restriping Safety Signalization	Thain Rd / Preston Ave	Intersection	New traffic signal. Close the west leg of 9th St with a cul-de-sac. Add left-turn lanes on eastbound and westbound Preston Ave. It is recommended that this project is constructed before or at the same time as Preston Ave/Thain Rd.	\$1,709,000.00	2024	6
2020-140	Reconstruct Roadway Hot Mix Overlay Bike Route Bike Lanes Parking ADA Ramps Sidewalks	8th St	5th Ave to 11th Ave	5th Ave to 7th Ave: Reconstruction 7th Ave to 11th Ave: Overlay Sign for bike route and install sharrows (short-term). Add bike lanes by restriping parking and centerline and removing some parking and/or center turn lane (long-term). Upgrade non-compliant corners to ADA compliant, fix problem sidewalks, add missing sidewalks.	\$2,445,000.00	2020	7
2020-122	Road Widening HAWK Bike Crossing ADA Ramps Signalization Reconstruct Roadway Sidewalks	Bryden Ave	4th St to 7th St	Widen to 5 lanes, add pedestrian actuated signal at 6th St. Reconstruct intersections for configuration of 5 lanes on Bryden Ave. Upgrade traffic signals at 5th and 7th and geometry at 4th. Sidewalk on both sides, ADA ramps, and bicycle crossings.	\$12,485,000.00	2023	8

CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2020-123	Road Widening HAWK Signalization Bike Crossing ADA Ramps Turn Lane(s)	Bryden Ave	7th St to Thain Rd	Widen to 5 lanes, add pedestrian actuated or traffic signal at 8th St, upgrade traffic signals at 10th and Thain intersections, width for bicycles, bicycle crossings, ADA ramps, add EB and SB right turn lanes at 10th.	\$7,530,000.00	2022	9
2020-111	Reconstruct Roadway Sidewalks Bike Route ADA Ramps	9th St	Idaho St to 5th Ave	Reconstruction, retaining wall, elevated ped path on west side (Idaho to stairs 1/3 up grade) and sidewalk on east side, sign for bike route and install sharrows, ADA improvements.	\$3,519,000.00	2020	10
2020-102	Road Widening Bike Route Bike Lanes Shared Use Path	Lapwai Rd	E Main St to City Limits	Widen from 2 to 4 lanes Sign for bike route and install sharrows (short-term) Add bike lanes (long-term) 10' shared use trail	\$11,532,000.00	2020	11
2020-141	Road Widening ADA Ramps Sidewalks	16th Ave	18th St to 21st St	Widen to 3-lanes Upgrade non-compliant corners to ADA compliant, fix problem sidewalks, add missing sidewalks.	\$4,523,000.00	2020	12
2020-098	Road Widening Sidewalks Bike Route	Snake River Ave	11th Ave to Southway Ave	New center turn lane, curb, gutter, and sidewalks. 11th Ave to Prospect Ave add sidewalks.	\$4,328,000.00	2022	13
2020-118	Road Widening Bike Route Bike Lanes Sidewalks Shared Use Path	Warner Ave	13th St to 16th St	Widen to 3 lanes with one center turn lane Sign for bike route and install sharrows (short-term) Add bike lanes with widening (long-term) Add 6ft sidewalks on the south side of the road Shared use trail on north side of street where no sidewalk	\$9,549,000.00	2020	14
2020-091	Sidewalks	Schools - Downtown / North Central	1/2 mile radius	Add sidewalks within 1/2 mile radius of Lewis-Clark State College, Whitman Elementary School, Webster Elementary School, Jenifer Middle School, and McSorley Elementary School.	\$15,356,000.00	2020	15
2020-092	Sidewalks	Schools - Central	1/2 mile radius	Add sidewalks within 1/2 mile radius of Lewiston High School, McGhee Elementary School, Centennial Elementary School, Orchards Elementary School, and Sacajawea Middle School.	\$29,393,000.00	2020	16
2020-109	Reconstruct Roadway Parking Sidewalks Bike Boulevard Bike Route Classification Upgrade Curb & Gutter	7th St	Bryden Ave to Grelle Ave	Reconstruct with two 12-foot travel lanes, 8-foot parking, curb, gutter, and sidewalk. Bike Blvd from Bryden to Burrell, Bike Route w/ Sharrows and signs from Burrell to Grelle. Lewiston Transportation Plan: Upgrade from Bryden to Burrell to collector.	\$3,729,000.00	2020	17
2020-105	Signalization Crosswalk Signing Shared Use Path	Bryden Canyon Rd & Snake River Ave On/Off Ramps	Intersection	Major Signalization (warrants a traffic signal), with design taking into account steep WB grade and slight curve and possible advanced warning sign. Install "Crosswalk Ahead" signage on Snake River Ave, stripe a crosswalk across north leg, add opening in the guardrail along west side of Snake River Ave and install pathway between this intersection crossing and the Levee Trail.	\$1,342,000.00	2020	18

CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2020-120	Reconstruct Roadway Bike Boulevard Sidewalks ADA Ramps Curb & Gutter	Burrell Ave	12th St to 18th St	Reconstruct to be a wider 2-lane facility with curb and gutter, sign for bike route and install sharrows, with minor traffic calming (bike blvd) from 16th to 18th. 6 ft sidewalks on the north side of the road, and ramps.	\$7,797,000.00	2020	19
2020-127	Roundabout Crosswalk Signing HAWK	16th Ave / 14th St	Intersection	Roundabout - either full or possibly a mini if not enough ROW Install new crossing signage, markings, and HAWK near intersection.	\$4,776,000.00	2020	20
2020-036	Bike Route Shared Use Path	23rd St and Juniper Dr extension	11th Ave to 16th Ave, then to south end of Juniper Dr to Nez Perce Dr	11th Ave to 16th Ave: Sign for bike route and install sharrows to Nez Perce Dr: shared use trail.	\$325,000.00	2020	21
2020-066	Bike Route Shared Use Path	17th St and 13th Ave	11th Ave to 13th Ave to 14th St	13th Ave: Sign for bike route and install sharrows, minor traffic calming (bike blvd). 17th St: Shared use path.	\$340,000.00	2020	22
2020-082	ADA Ramps Sidewalks	18th St, 17th St, and 5th St	Main St to Bryden Ave	Upgrade non-compliant corners to ADA compliant, fix problem sidewalks, add missing sidewalks.	\$4,560,000.00	2020	23
2020-090	ADA Ramps Sidewalks	Southway Ave and 16th Ave	Snake River Ave to 9th St and 17th St to 21st St	Upgrade non-compliant corners to ADA compliant, fix problem sidewalks, add missing sidewalks.	\$2,322,000.00	2020	24
2020-128	Reconstruct Roadway Bike Route Hot Mix Overlay	10th St	Warner Ave to Burrell Ave	Reconstruct from Thain to Bryden; sign for bike route and install sharrows from Warner to Bryden. Overlay from Bryden Ave to Burrell Ave; sign for bike route and install sharrows.	\$844,000.00	2020	25
2020-069	Shared Use Path Bike Route	E 22nd St N, 1st Ave N, and 24th St N	Clearwater River Trail to 3rd Ave N	Shared use path along E 22nd St N, rest sign for bike route and install sharrows.	\$51,000.00	2020	26
2020-147	Classification Upgrade Reconstruct Roadway Bike Route Bike Boulevard Sidewalks	18th St and Ripon Ave	Pioneer Dr to Barr Rd	Upgrade to collector; sign bike route with sharrows from Pioneer Dr to Ripon Ave/Barr Rd, with minor traffic calming (bike blvd) from Burrell Ave to Grelle Ave; add sidewalks on both sides.	\$6,294,000.00	2020	27
2020-119	Road Widening Bike Route Bike Lanes	10th St	Stewart Ave to Warner Ave	Stewart to Park: widen to 3 lanes with one center turn lane. Stewart to Warner: sign for bike route and install sharrows (short-term). Stewart to Warner: add bike lanes (including restriping section already widened from Park to Warner) (long-term).	\$770,000.00	2020	28
2020-126	Signalization	Nez Perce Dr / Juniper Dr	Intersection	Major Signalization	\$1,318,000.00	2020	29
2020-088	ADA Ramps Sidewalks	8th St and 9th St	D St to 5th Ave	Upgrade non-compliant corners to ADA compliant, fix problem sidewalks, add missing sidewalks.	\$624,000.00	2020	30
2020-114	Road Widening Parking Sidewalks Shared Use Path Bike Route Curb & Gutter	20th St N / SH-128	3rd Ave N to 6th Ave N (roadway/bike route) 3rd Ave N to 18th St N (path)	Widen and reconstruct to a consistent 38 foot pavement width, allowing two 14 foot lanes, as well as a 10 foot on-street parking aisle on one side, with curbing and a sidewalk on one side, and 10-ft shared use path along 20th and along SR-128 between 18th St N and 20th St N; sign bike route with sharrows.	\$3,007,000.00	2020	31

CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2020-054	Crosswalk Signing RRFB Median Refuge ADA Ramps	9th Ave / 18th St	Intersection	Install new crossing signage and crossing markings; install RRFB on south leg along with pedestrian island.	\$124,000.00	2020	32
2020-107	New Road Sidewalks Bike Lanes	Warner Ave Extension	16th St to Lindsay Creek Rd	New collector; add bicycle lanes and include sidewalks on both sides.	\$3,928,000.00	2020	33
2020-052	Crosswalk RRFB Median Refuge	Main St / 23rd St / 24th St	Intersection	Add RRFB crossing of Main St, pedestrian island, and striped crosswalk.	\$80,000.00	2020	34
2020-073	Bike Route Shared Use Path	20th St N	Clearwater River Trail to 3rd Ave N	Sign for bike route and install sharrows (on-street). Shared use path (between Trail and street).	\$120,000.00	2020	35
2020-083	ADA Ramps Sidewalks	11th Ave	Prospect to 8th St	Upgrade non-compliant corners to ADA compliant, fix problem sidewalks, add missing sidewalks.	\$1,097,000.00	2020	36
2020-061	Shared Use Path	17th St and 19th Ave and 15th St	18th Ave to 21st Ave	Shared use path.	\$189,000.00	2020	37
2020-077	Grade Separation	13th St under Railroad	13th St to levee trail	New underpass.	\$1,099,000.00	2020	38
2020-024	Shared Use Path	7th Street Connector	Pride Rock driveway to 7th St	Shared use path.	\$211,000.00	2020	39
2020-053	ADA Ramps Sidewalks Bike Crossing RRFB	6th St / 7th Ave	Intersection	Add striped bike crossing adjacent to crosswalk of 7th Ave w/o north 6th St leg. New curb ramp on south side of this crossing and new widened sidewalk on south side of 7th Ave between the two legs of 6th St. Install RRFB.	\$85,000.00	2020	40
2020-059	Bike Route Shared Use Path	Preston Ave	Bryden Canyon Rd Path to 4th St	Preston Ave: Sign for bike route and install sharrows w/o Preston Ave: Shared use path.	\$36,000.00	2020	41
2020-049	Shared Use Path	17th Street Creek Pathway	17th St / Vineyard Dr intersection down to Nez Perce Gr / Preston Ave intersection	Shared use path.	\$379,000.00	2020	42
2020-136	Hot Mix Overlay Bike Lanes	18th St	Main St to Idaho St	Overlay; narrow travel lanes and install bike lanes per BMP, work with ITD to extend bike route and/or bike lanes to Railroad Ave.	\$434,000.00	2020	43
2020-025	Shared Use Path	Grelle Draw Pathway	Grelle Ave & 10th St to City Limits	Shared use path.	\$410,000.00	2020	44
2020-089	ADA Ramps Sidewalks	Idaho St	9th St to 21st St	Upgrade non-compliant corners to ADA compliant, fix problem sidewalks, add missing sidewalks	\$1,733,000.00	2020	45
2020-115	Road Widening Shoulders Bike Route Reconstruct Roadway	Southport Ave	6th St to Southport Ave Extension	AACS: Reconstruct east half with two 12-foot travel lanes, centerline and shoulder striping, at least 2-foot shoulders, widen west half to 3 lanes (2 through, 1 center turn) and add 6-foot shoulders, all robust enough to carry truck traffic. Sign for bike route and install sharrows	\$8,083,000.00	2020	46
2020-084	ADA Ramps Sidewalks Bike Boulevard	12th St	Burrell Ave to Warner Ave	Thain Rd to Warner Ave: Sidewalk and pedestrian ramps Burrell Rd to Warner Ave: Sign for bike route and install sharrows, minor traffic calming (bike blvd)	\$1,020,000.00	2020	47

CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2023-001	Reconstruct Intersection	Thain Rd / Warner Ave / 10th St	Intersection	Reconfigure 10th St/Warner Ave. New median on 10th St between Thain Rd. and Warner Ave. New median on Warner Ave and 10th St. It is recommended that this project is constructed after or at the same time as Preston Ave/Thain Rd.	\$236,000.00	2020	48
2020-078	Shared Use Path	5th Ave	Prospect Ave to Snake River Trail	New connection to Snake River Trail with at-grade crossing of Snake River Ave and Railroad.	\$53,000.00	2020	49
2020-125	Signalization	8th St / 7th Ave	Intersection	Minor signalization.	\$989,000.00	2020	50
2020-023	Shared Use Path	Trail to Modie Park Pathway	Vineyard Dr to 13th St	Shared use path.	\$128,000.00	2020	51
2020-009	Bike Route	F St / 9th St / Idaho St	5th St to 18th St	Sign for bike route and install sharrows.	\$21,000.00	2020	52
2020-079	ADA Ramps Sidewalks	Burrell Ave	10th St to 12th St	6 ft sidewalks on the south side of the road, ramps.	\$302,000.00	2020	53
2020-002	Bike Route Bike Boulevard	7th St	Stewart Ave to Bryden Ave, and Grelle Ave to 6th St	Stewart Ave to Park Ave: Sign for bike route and install sharrows Park Ave to Bryden Ave: Sign for bike route and install sharrows, minor traffic calming (bike blvd). Grelle Ave to 6th St: Sign for bike route and install sharrows. (Bryden Ave to Grelle Ave is part of 2020-117)	\$454,000.00	2020	54
2020-017	Bike Route Protected Bike Lanes Road Diet	E Main St	23rd St to Lapwai Rd	Sign for bike route and install sharrows (short-term). Protected bike lane, with road diet converting road to 3-lane cross-section (long-term).	\$2,231,000.00	2020	55
2020-041	Bike Route	8th St and Stewart Ave	Juniper Dr to Burrell Ave	Sign for bike route and install sharrows.	\$26,000.00	2020	56
2020-093	Sidewalks	Schools - East	1/2 mile radius	Add sidewalks within 1/2 mile radius of Camelot Elementary School.	\$10,038,000.00	2020	57
2020-012	Bike Route	5th St and 6th St	D St to 7th Ave	Sign for bike route and install sharrows.	\$15,000.00	2020	58
2020-038	Bike Boulevard Bike Route	4th St / Linden Ave / 5th St	Park Ave to O'Connor Rd (4th St) and 4th St to 5th St to Burrell Ave (Linden Ave / 5th St)	4th St (Park Ave to Linden Ave, Bryden Ave to O'Connor Rd): Sign for bike route and install sharrows. 4th St (Linden Ave to Bryden Ave): Sign for bike route and install sharrows, minor traffic calming (bike blvd). Linden Ave (4th St to 5th St): Sign for bike route and install sharrows. 5th St (Linden Ave to Burrell Ave): Sign for bike route and install sharrows.	\$169,000.00	2020	59
2020-003	Uphill Bike Lane	Nez Perce Dr	Thain Rd to Juniper Dr	Sign for bike route and install sharrows.	\$10,000.00	2020	60
2020-081	ADA Ramps Sidewalks	17th St / 23rd Ave	Intersection	Add sidewalk, retaining wall, and pedestrian ramps to NW corner to help with connectivity.	\$297,000.00	2020	61
2020-045	Bike Boulevard Bike Route	Grelle Ave	18th St to Lindsay Creek Rd	18th St to 20th St: Sign for bike route and install sharrows, minor traffic calming (bike blvd). 20th St to Lindsay Creek Rd: Sign for bike route and install sharrows.	\$609,000.00	2020	62
2020-058	Protected Bike Lanes Road Diet	17th St / 18th St	Idaho St to 11th Ave	Restripe to 3-lane cross-section with TWLTL, add protected bike lanes.	\$802,000.00	2020	63
2020-080	Signing Sidewalks	Locomotive Park existing sidewalk	Levee Trail	Sidewalk in park to eventually connect to the Levee Trail (across RR tracks) with wayfinding.	\$224,000.00	2020	64
2020-007	Bike Route	Prospect Ave and Snake River Grd	Southway Ave to Main St	Sign for bike route and install sharrows.	\$33,000.00	2020	65
2020-014	Bike Route Parking Bike Lanes Restriping	11th Ave	Prospect Ave to 8th St	Sign for bike route and install sharrows, move centerline and restrict parking (short-term). Add bike lanes by narrowing lane widths to 10 feet (long-term).	\$59,000.00	2020	66

CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2020-106	Signalization	Southway Bridge South Access / Snake River Ave	Intersection	Major signalization (warrants a traffic signal).	\$1,318,000.00	2020	67
2020-004	Bike Route Safety	Juniper Dr	Regence Ct to Stewart Ave	Sign for bike route and install sharrows. Review pedestrian safety alternatives.	\$10,000.00	2020	68
2020-013	Bike Boulevard Bike Route	7th Ave	Prospect Ave to 8th St	Prospect Ave to 7th St: Sign for bike route and install sharrows, minor traffic calming (bike blvd). 7th St to 8th St: Bike Route.	\$355,000.00	2020	69
2020-040	Bike Route Bike Lanes Road Diet	Nez Perce Grade and 6th St	Thain Rd to Burrell Ave	Sign for bike route and install sharrows. Thain Rd to Park Ave: Consider widening and paving the shoulder or reducing the number of travel lanes to provide a SB bike lane.	\$194,000.00	2020	70
2020-071	Uphill Bike Lane	Snake River Ave	NB from trail south of Levee Bypass / Snake River Ave to Snake River Grade	Add bike lanes (NB only).	\$1,000.00	2020	71
2020-008	Bike Route	13th St	8th Ave to Main St	Sign for bike route and install sharrows.	\$10,000.00	2020	72
2020-138	Hot Mix Overlay Bike Route	Ripon Ave	14th St to Barr Rd	Overlay; sign for bike route and install sharrows.	\$537,000.00	2020	73
2020-015	Bike Boulevard Uphill Bike Lane Parking	14th St and 4th St	8th Ave to Park Ave	Sign for bike route and install sharrows, minor traffic calming (bike blvd). 18th Ave to Park Ave: consider adding uphill bike lane by removing on-street parking.	\$880,000.00	2020	74
2020-067	Bike Lanes Bike Boulevard	8th Ave and 20th St	9th Ave to 24th St	8th Ave from 20th St to 24th St: Add bike lanes. 20th St from 8th Ave to 9th Ave: 'Sign for bike route and install sharrows, minor traffic calming (bike blvd).	\$102,000.00	2020	75
2020-005	Bike Route	29th St and 8th Ave and 24th St	16th Ave to E Main St	Sign for bike route and install sharrows.	\$25,000.00	2020	76
2020-022	Bike Route	21st St	Grelle Ave to City Limits (south)	Sign for bike route and install sharrows.	\$17,000.00	2020	77
2020-030	Bike Boulevard	9th Ave / 20th St / 10th Ave	14th St to 11th Ave	Sign for bike route and install sharrows, minor traffic calming (bike blvd).	\$818,000.00	2020	78
2020-027	Bike Route	9th St	F St to D St	Sign for bike route and install sharrows.	\$3,000.00	2020	79
2020-129	Reconstruct Roadway	6th Ave N	12th St N to 20th St N	Reconstruct.	\$1,403,000.00	2020	80
2020-130	Reconstruct Roadway	12th St N	6th Ave N to north end of road	Reconstruct.	\$353,000.00	2020	81
2020-039	Bike Boulevard Bike Route	Park Ave	4th St to 10th St	4th St to 7th St: Sign for bike route and install sharrows, minor traffic calming (bike blvd). 7th St to 10th St: Sign for bike route and install sharrows.	\$926,000.00	2020	82
2020-016	Bike Route Bike Lanes Road Widening	Vineyard Dr	8th St to 14th St	Sign for bike route and install sharrows (short-term). Add bike lanes by widening road (long-term).	\$3,795,000.00	2020	83
2020-037	Bike Route	16th Ave	19th St to 29th St	Sign for bike route and install sharrows.	\$15,000.00	2020	84
2020-068	Bike Route	F St	13th St to Lewiston Community Center	Sign for bike route and install sharrows.	\$2,000.00	2020	85
2020-047	Bike Route	Powers Ave	16th St to 21st St	Sign for bike route and install sharrows.	\$29,000.00	2020	86

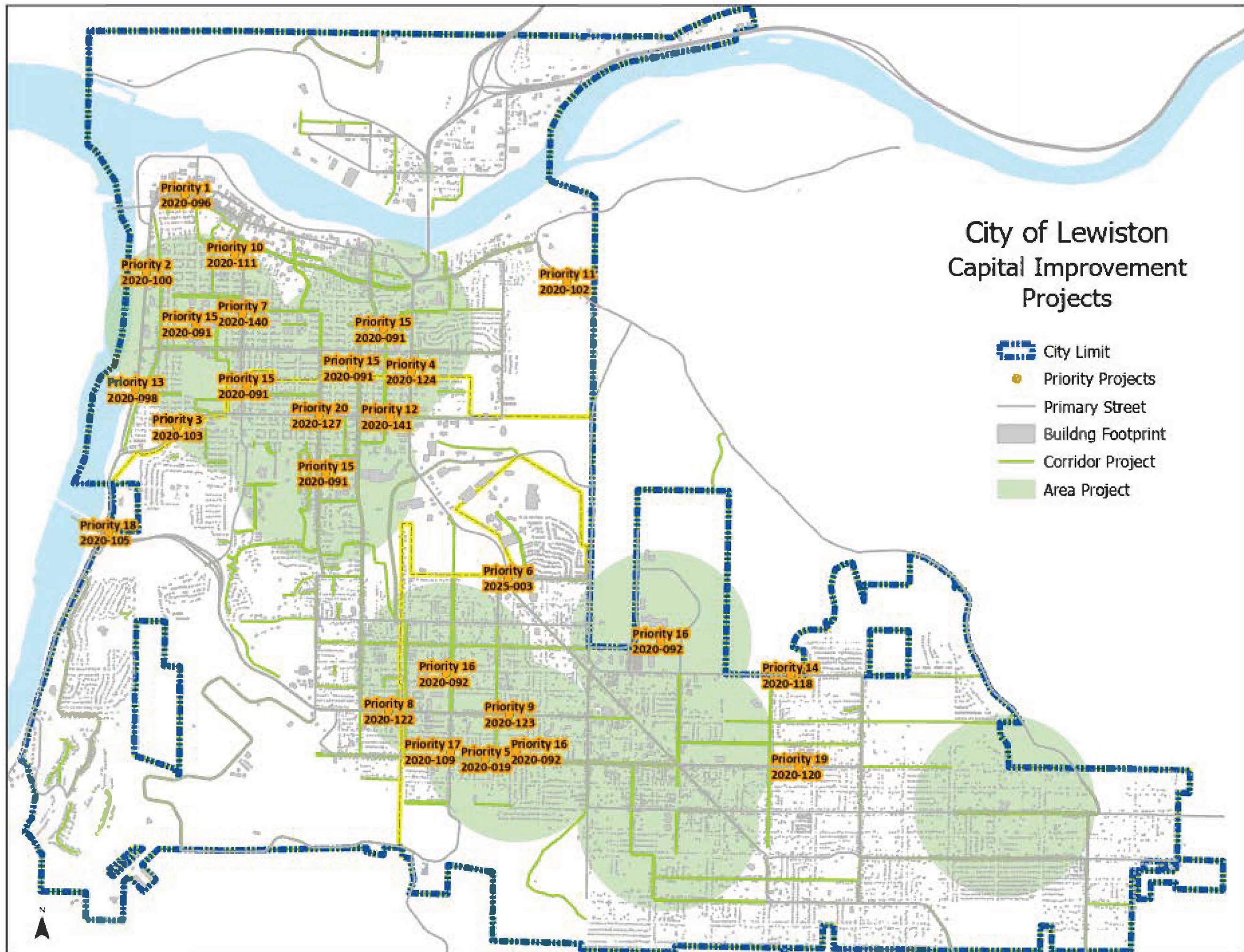
CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2020-026	Shared Use Path	Lindsay Creek Pathway	Community Park path westward to Cecil Andrus Way Extension	Shared use path.	\$158,000.00	2020	87
2020-051	Signing Bike Box	5th St / D St	Intersection	Wayfinding sign at the end of the pathway to direct bicyclists to the proper roadway location, bike boxes in the SB lane on 5th ST and WB lane on D St.	\$10,000.00	2020	88
2020-032	Bike Route	11th Ave	21st St to 29th St	Sign for bike route and install sharrows.	\$11,000.00	2020	89
2020-044	Bike Route	14th St	Warner Ave to Ripon Ave	Sign for bike route and install sharrows.	\$29,000.00	2020	90
2020-087	ADA Ramps Sidewalks	23rd Ave / 15th St	Intersection	Sidewalk and pedestrian ramp to improve along a transit route.	\$116,000.00	2020	91
2020-006	Bike Boulevard	8th Ave	6th St to 14th St	Sign for bike route and install sharrows, minor traffic calming (bike blvd).	\$686,000.00	2020	92
2020-086	ADA Ramps Sidewalks	Grelle Ave	12th St to Thain Rd	Sidewalk and pedestrian ramps.	\$898,000.00	2020	93
2020-085	ADA Ramps Sidewalks	12th St	Grelle Ave to Powers Ave	Sidewalk and pedestrian ramps.	\$911,000.00	2020	94
2020-043	Bike Boulevard	Airway Ave	12th St to 16th St	Sign for bike route and install sharrows, minor traffic calming (bike blvd).	\$1,218,000.00	2020	95
2020-131	Reconstruct Roadway	7th Ave N	12th St N to 18th St N	Reconstruct.	\$1,030,000.00	2020	96
2020-031	Bike Boulevard	6th St	7th Ave to 12th Ave	Sign for bike route and install sharrows, minor traffic calming (bike blvd).	\$421,000.00	2020	97
2020-042	Bike Route	Cecil Andrus Way	10th St to end	Sign for bike route and install sharrows.	\$20,000.00	2020	98
2020-010	Bike Boulevard Bike Lanes	11th St and Powers Ave and 12th St	Burrell Ave to Birch Ave	Sign for bike route and install sharrows, minor traffic calming (bike blvd), and contraflow bike lane from Thain Rd/Burrell Ave intersection to Cedar Ave.	\$903,000.00	2020	99
2020-011	Bike Route	16th St	Warner Ave to Ripon Ave	Sign for bike route and install sharrows.	\$29,000.00	2020	100
2020-021	Bike Route	11th St and Ripon Ave	Birch Ave to 14th St		\$17,000.00	2020	101
2020-048	Bike Route	Country Club Dr	Snake River Ave to clubhouse	Sign for bike route and install sharrows.	\$35,000.00	2020	102
2020-018	Bike Route	Stewart Ave	Juniper Dr to 10th St	Sign for bike route and install sharrows.	\$8,000.00	2020	103
2020-033	Bike Route	7th St / 12th Ave / 15th Ave / 5th St / Southway Dr	6th St to Southway Ave	Sign for bike route and install sharrows.	\$14,000.00	2020	104
2020-028	Bike Route	23rd St	E Main St to Railroad Ave	Sign for bike route and install sharrows.	\$4,000.00	2020	105
2020-060	Bike Lanes	Vineyard Dr	27th Ave to 17th St	Add bike lanes.	\$4,000.00	2020	106
2020-020	Bike Route	10th St	Burrell Ave to Grelle Ave	Sign for bike route and install sharrows.	\$6,000.00	2020	107
2020-072	Bike Crossing	Bryden Canyon Rd Ramps	8th St intersections	Stripe bike lanes through the intersections across 8th St.	\$10,000.00	2020	108
2020-099	Turn Lane(s) Signal Timing	3rd Ave N / US 12	Intersection	Add 1 WBL turn lane and make WBR perm/overlap.	\$304,000.00	2020	109
2020-035	Bike Route Crosswalk RRFB	19th St and 18th Ave	11th Ave to 17th St	Sign for bike route and install sharrows, striping and RRFB for crossing at 16th Ave.	\$73,000.00	2020	110
2020-034	Bike Boulevard	N St	7th St to 14th St	Sign for bike route and install sharrows, minor traffic calming (bike blvd).	\$605,000.00	2020	111
2020-063	Bike Route	25th Ave and Vineyard Ave	8th St to 21st Ave	Sign for bike route and install sharrows.	\$9,000.00	2020	112
2020-148	Transit Shelter Sidewalks	5th St / Preston Ave	Intersection	Bus shelter with sidewalk connectivity.	\$65,000.00	2020	113
2020-062	Bike Route	23rd Ave	14th St to 17th St	Sign for bike route and install sharrows.	\$5,000.00	2020	114
2020-074	Bike Route	Barr St	Ripon Ave to City Limits	Sign for bike route and install sharrows.	\$7,000.00	2020	115
2020-046	Bike Boulevard	Birch Ave	11th St to 16th St	Sign for bike route and install sharrows, minor traffic calming (bike blvd).	\$1,370,000.00	2020	116

CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2020-076	Amenities Safety	Pioneer Park stairs	Pioneer Park to New 6th St	Add amenities, improve safety (lighting, visibility,,etc.), and look at optimal locations for connection between Normal Hill and downtown.	\$57,000.00	2020	117
2020-001	Bike Route Bike Lanes Road Widening	Mayfair Dr	Vineyard Dr to path at end of Mayfair Dr	Sign for bike route and install sharrows (short-term). Add bike lanes by widening road (long-term).	\$3,056,000.00	2020	118
2020-144	Access Control	Thain Rd / Warner Ave	Intersection	Center median on Thain Road to restrict left turns from Warner onto Thain Road.	\$195,000.00	2020	119
2020-149	Restriping	Main St	D St to 13th St	Restriping Main St between D St and 13th St to a 5-lane cross-section to address projected future congestion and delay by removing on-street parking, either on both sides of the street or on one side and eliminate the continuous center left turn lane.	\$12,000.00	2020	120
2020-094	Traffic Signals	Citywide (33 intersections)	City of Lewiston	Upgrade traffic signals with Automated Traffic Signal Performance Measures (ATSPMs). Replace 6 controllers and MMUs in central business district. Replace loops or video detection at 17 intersections. Replace radio interconnects with ethernet based radio system. Install 21 battery backup signal cabinets.	\$1,147,000.00	2022	121
2020-108	New Road Classification Upgrade Sidewalks	Bryden Ave Extension	13th St to Lindsay Creek Rd	New/Upgraded collector; include sidewalks on both sides.	\$3,110,000.00	2020	122
2020-133	Reconstruct Roadway	3rd St	Prospect Blvd to 1st Ave	Reconstruct.	\$193,000.00	2020	123
2020-064	Bike Route	21st Ave	8th St to Modie Park Trail	Sign for bike route and install sharrows.	\$4,000.00	2020	124
2020-029	Bike Route	Lindsay Creek Rd	Burrell Ave to Grelle Ave	Sign for bike route and install sharrows.	\$5,000.00	2020	125
2020-065	Bike Route	15th Ave	5th St to Prospect Ave	Sign for bike route and install sharrows.	\$7,000.00	2020	126
2020-139	Hot Mix Overlay	Thain Rd	Stewart Ave to Powers Ave	Overlay.	\$2,565,000.00	2020	127
2020-110	New Road Sidewalks	Grelle Ave Extension	8th St C to 7th St E	New collector; include sidewalks on both sides.	\$2,035,000.00	2020	128
2020-056	Bike Detection	Nez Perce Dr / Nez Perce Gr / Thain Rd	Intersection	Install and/or update bicycle detection.	\$43,000.00	2020	129
2020-104	Road Widening	Snake River Ave	Southway Ave to Southway Bridge	Widen to 4 lanes.	\$2,457,000.00	2020	130
2020-070	Bike Route	10th St	18th Ave to Gateway Dr	Sign for bike route and install sharrows.	\$2,000.00	2020	131
2020-097	Roundabout Signing	18th St / Main St	Intersection	Make a roundabout and gateway.	\$4,396,000.00	2020	132
2020-117	Turn Lane(s)	6th St / Southport Ave	Intersection	Construct turn lanes onto 6th St.	\$581,000.00	2020	133
2020-132	Reconstruct Roadway	9th Ave	11th St to 13th St	Reconstruct.	\$379,000.00	2020	134
2020-116	Stop Bar(s) Stop Sign(s) Turn Lane(s)	7th St / Burrell Ave	Intersection	Install stop bars and oversized stop signs on 7th St approaches, restripe and widen Burrell Ave to add left-turn lanes for both approaches.	\$588,000.00	2020	135
2020-137	Hot Mix Overlay	17th St	11th Ave to 21st Ave	Overlay.	\$874,000.00	2020	136
2020-113	Closure New Road	14th St N	6th Ave N to 7th Ave N	Close between 3rd Ave N and 6th Ave N, vacate a portion of 12th St N, and build new 2-lane road between 6th Ave N and 7th Ave N as 14th St N.	\$286,000.00	2020	137
2020-075	Bike Route	O'Connor Rd	4th St to Southport Ave	Sign for bike route and install sharrows.	\$56,000.00	2020	138
2020-135	Hot Mix Overlay	G St	18th St to end of street near 21st St	Overlay.	\$124,000.00	2020	139
2020-050	Bike Route	Old Spiral Hwy	SR-128 and to the north	Sign for bike route and install sharrows.	\$36,000.00	2020	140

CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2020-057	Signing	Levee Trail / Snake River Trail	Multiple locations	Trail wayfinding sign w/o 5th St, at trail split w/o Levee Bypass / Railroad Ave intersection, and at Snake River Ave n/o boat entry.	\$2,000.00	2020	141
2020-134	Hot Mix Overlay	Bryden Canyon Rd	Southway Bridge to 4th St	Overlay.	\$2,062,000.00	2020	142
2020-095	Turn Lane(s)	21st St / 16th Ave	Intersection	Add dedicated WB right-turn lane.	\$291,000.00	2020	143
2025-006	Access Control ADA Ramps Restriping Road Widening Safety Signal Timing	Thain Rd / Bryden Ave	Intersection	Widen west leg of Bryden Ave. Close south leg 11th St with a cul-de-sac. Close north leg 11th St access. Update signal timing to allow permissive and overlap phase for eastbound right-turn movement.	\$1,178,000	2024	144
2025-007	Access Control Restriping Safety	Thain Rd / Burrell Ave	Intersection	Close crosswalk on the south leg of Thain. Update signal timing to include leading pedestrian interval.	\$20,000.00	2024	145
2025-005	Access Control HAWK	Thain Rd / Linden Ave	Intersection	Remove access to west leg of Linden Ave. New transit pull-out on east side of Thain Rd. New HAWK to cross Thain Rd. Remove middle access to gas station on southwest corner.	\$1,884,000.00	2024	146
2025-002	Access Control Safety Transit Stop	Thain Rd / Vista Ave	Intersection	Remove access to west leg of Vista Ave. New transit pull-out. Add a center median restricting to right-in/out access only.	\$729,000.00	2024	147
2025-008	HAWK Safety	Thain Rd / Cedar Ave	Intersection	New HAWK on the south side of the intersection to cross Thain Rd.	\$817,000.00	2024	148
2025-009	ADA Ramps Curb & Gutter HAWK Reconstruct Intersection Restriping Safety Sidewalks	Thain Rd / Alder Ave	Intersection	Realign Alder Ave to be perpendicular to Thain Rd. Redesign merge transition from two lanes to one lane south of Grelle Ave. Redesign Thain Rd. south of Alder Ave to a 3-lane section with sidewalk and a center turn lane. New HAWK for crossing Thain Rd.	\$2,346,000.00	2024	149
2025-004	Access Control Safety	Thain Rd / Park Ave	Intersection	Close the west leg of Park Ave with a cul-de-sac.	\$992,000.00	2024	150
2025-001	Signal Timing Safety	Thain Rd / Stewart Ave	Intersection	Convert the southbound left-turn from a permissive left-turn to a protected-only left-turn.	\$20,000.00	2024	151

2025 Transportation CIP

CIP ID	Project Type	Location	Bounds	Description	CIP \$ Est	CIP \$ Est Year	Adopted Rank
2020-PS-001	Plan	Citywide	n/a	Truck route plan to establish truck routes to help mitigate impacts of truck traffic, identify what type of improvements are desired to assist the safe movement of freight, and to avoid conflicts with bike/ped.	\$250,000.00	2020	n/a
2020-PS-002	Study	21st St	US-12 to Stewart Ave	Multimodal evaluation of alternatives to improve access control on corridor. Should consider intersections, median control, approaches, and intersection turn-bays. Analyze capacity improvements for 8th Ave, 11th Ave, and other segments that are nearing capacity.	\$150,000.00	2025	n/a
2020-PS-003	Study	Citywide	n/a	Street Lighting Study.	\$250,000.00	2020	n/a
2020-PS-004	Study	Northport	n/a	Study to determine if roads can handle or need upgrades for extra-long and/or extra-heavy trucks that ITD may permit.	\$150,000.00	2020	n/a
2020-PS-005	Study	Bryden Canyon Rd	4th St to Southway Bridge	Study to identify safety improvements including law enforcement pullouts, signalization of the Snake River on/off ramps int, speeds (possible radar speed warning signs), and adding wildlife fencing and whether there would need to be any allowed wildlife crossings.	\$150,000.00	2020	n/a
2020-PS-006	Study	Citywide	n/a	Conduct ROW study to identify: excess ROW that can be returned, and assess where ROW might be needed.	\$250,000.00	2020	n/a
2020-PS-007	Study	11th Ave	8th St to 21st St	Study on how to widen to 3-lane cross-section with center left turn lane, add sidewalks and improve to ADA, and review planned bike improvements along corridor (short-term bike route, long-term bike lanes); consider expanding the bounds west to Snake River Ave.	\$150,000.00	2020	n/a
2020-PS-008	Study	16th Ave	9th St to 17th St	Feasibility study of widening to 4 or 5 lanes (center left turn lane), add sidewalks and improve to ADA, and review planned improvements at the 16th Ave/14th St intersection.	\$150,000.00	2020	n/a
2020-PS-009	Study	8th St	11th Ave to Bryden Canyon Rd	Study of whether widening to 4 or 5 lanes is feasible, add sidewalks and improve to ADA, and review planned bike improvements along the corridor (short-term bike route, long-term bike lanes), which originally suggested removal of parking and/or center turn lane to accommodate.	\$150,000.00	2020	n/a
2020-PS-010	Study	Citywide	n/a	Bike/ped crossing study and development of crossing policy.	\$250,000.00	2020	n/a
2020-PS-011	Plan	Citywide	n/a	Develop access management standards for new roadway classifications.	\$250,000.00	2020	n/a
2020-PS-012	Study	River crossings	n/a	Identify how to add improved bike/ped crossings of rivers, whether on existing bridges or separate bike/ped bridge(s).	\$150,000.00	2020	n/a
2020-PS-013	Study	Linden Ave / 15th St	Intersection (and to the west)	Safety improvements.	\$75,000.00	2020	n/a
2021-PS-001	Study	East Orchards Connectivity	Warner Ave, 10th St, Gun Club Rd, Lindsay Creek Rd, Burrell Ave, 16th St	Study to identify and recommend alternatives for connections between the existing street network and future developments to Lindsay Creek Road (or alternative collector road). As development continues in the east orchards a plan for connectivity of the road network is necessary to maintain capacity and safety within the system.	\$150,000.00	2024	n/a
2025-PS-001	Plan	Citywide	n/a	Update to the 2020 ADA Transition Plan			n/a



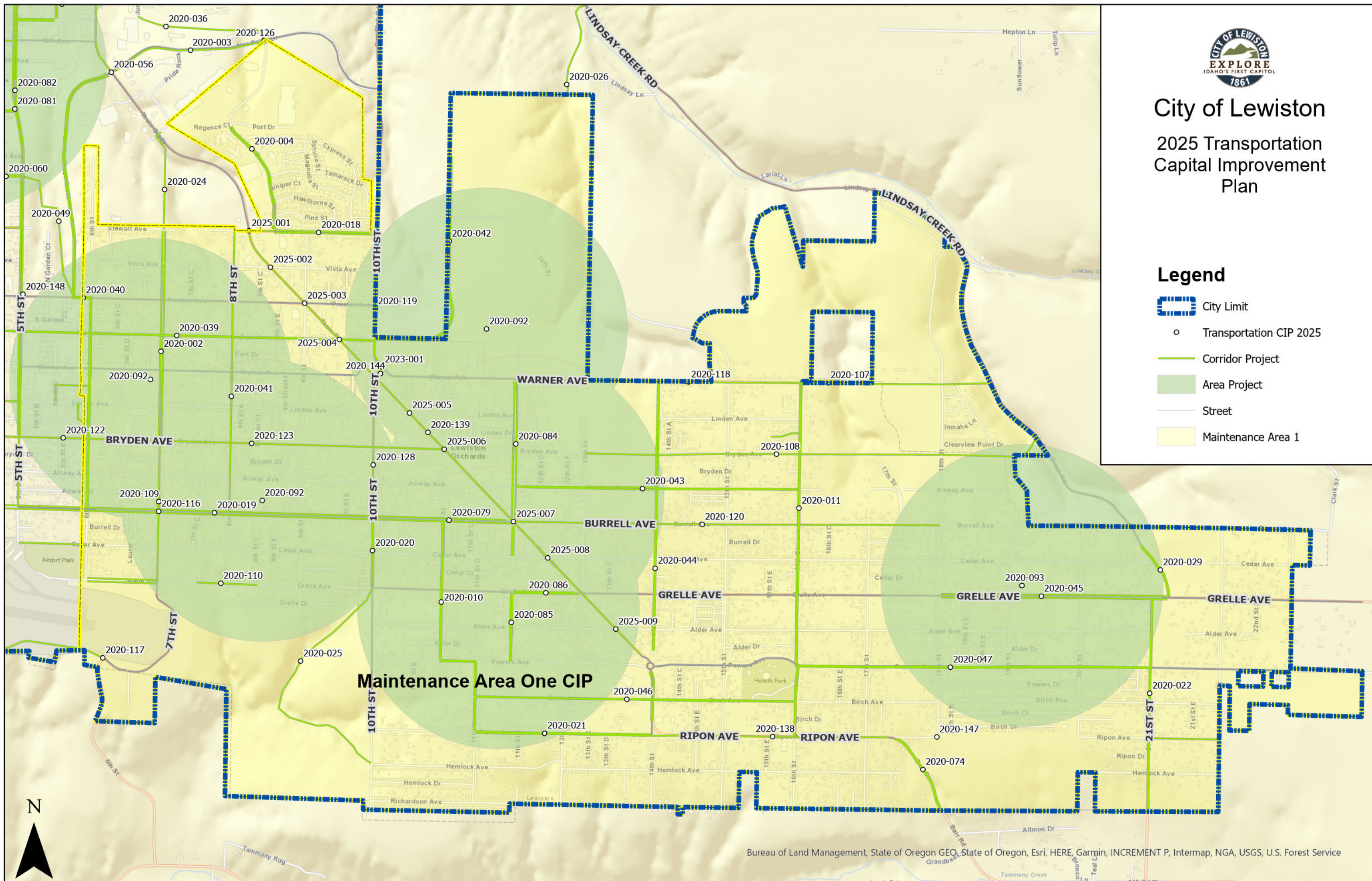


City of Lewiston

2025 Transportation Capital Improvement Plan

Legend

- City Limit
- Transportation CIP 2025
- Corridor Project
- Area Project
- Street
- Maintenance Area 1





CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE ORDINANCE 4921	AGENDA NO. VI. I. 1. a. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Zoning Code Section 37-129 prohibits the use of shipping containers as buildings. Ordinance 4921 would remove that prohibition and explicitly recognize in Zoning Code Section 37-131 that shipping containers would be treated as accessory buildings and subject them to the same zoning code regulations as stick-built structures, effectively removing the current prohibition. This matter has been considered many times since June of 2024, including at public hearing on August 12, 2024. Since then, the council struggled to implement the change and directed staff to amend the ordinance. The Planning and Zoning Commission conducted a public hearing on the matter (also known as ZA-02-24) and on February 12, 2025 recommended that it 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 is identified.	
ACTION PROPOSED The Planning and Zoning Commission proposes that City Council approve Ordinance 4921 to remove the prohibition on the use of shipping containers as buildings and subject them to the same Zoning Code and Building Code allowances and regulations as other structures.	

February 12, 2025

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

I. CALL TO ORDER

COMMISSIONERS PRESENT: Emily Wolf, Vice Chair; Maureen Anderson; Shaunita Cable; Cynthia Ball

COMMISSIONERS EXCUSED: Gabriel Iacoboni, Chair; Kathy Branson; Kevin Kelly;

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

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF JANUARY 22, 2025 MEETING MINUTES (ACTION ITEM)

Commissioners Ball and Anderson moved and seconded, respectively, approval of the January 22, 2025 meeting minutes with corrections. The motion carried 4-0.

B. PUBLIC HEARING AND RECOMMENDATION TO COUNCIL ON ZONING CODE AMENDMENT, ZA-02-24 (ACTION ITEM):

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

Staff Plaskon provided a verbal summary and history of the amendments proposed in ZA-02-24 to remove the prohibition on the use of shipping containers as buildings in the city.

There being no questions for staff, Vice Chair Wolf asked for public testimony.

Staff Ortiz read the following emails to the commissioners.

Email from Marilyn Irvine, Lewiston “I am writing to ask you to vote against the placement of shipping containers in residential neighborhoods. These ugly hulks downgrade the appearance of neighborhoods. We have had two of these industrial boxes in our neighborhood and they are eyesores. Vote against the placement of shipping containers in neighborhoods. They belong in industrial parks. If people

need additional storage, there are many commercial storage units to choose from in the LC Valley.”

Email from William Furstenau, Lewiston “I apologize for not appearing in person to present my testimony, but a prior commitment makes that inadvisable.

Three decades ago, out of a sense of civic pride, our city council decided to ban the installation of shipping containers for use as storage units in residential areas and limit the temporary use of these eyesores in commercial zones. Back then, city officials recognized that shipping containers were unsightly, contributed to the degradation of neighborhoods, and were rightly perceived as trashy. This law from 30 years ago is still on the books, and it should stay on the books. But over time, the code has been flagrantly violated and enforcement has been largely ignored. Thus, illegal shipping containers are scattered all over town. This is a clear illustration of the fact that ignoring bad behavior leads to more bad behavior. So now, you members of the Planning and Zoning Commission are being asked to reward bad behavior by throwing out the present law and replacing it with one that would allow the installation of shipping containers in all zones, anywhere in the city, in any neighborhood. Shipping containers are not accessory buildings. Shipping containers are shipping containers. Nothing can change that. And rewarding bad behavior for whatever reason is never a good idea, because those who are misbehaving might get used to it. What’s next on the list of existing piles of junk that should be allowed - just because? This town needs to be cleaned up, and here is a good place to start. Let’s keep the present law that bans shipping containers. Let’s not reverse one of the few options we citizens of Lewiston have that protects us from having to put up with this kind of stuff.”

There being no further testimony, Vice Chair Wolf closed the public hearing.

After deliberation Commissioner Anderson and Cable moved and seconded, respectively, to recommend approval of ZA-02-24 to the City Council. Motion passed 3-1 with Commission Ball apposing.

IV. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for the February 26, 2025 meeting.

All current commissioners present will be in attendance for the February 26, 2025 meeting.

Staff Plaskon said that there will be a public hearing for a Conditional Use Permit at the February 26th meeting. He also stated the Zoning Code Amendment to amend the Small Lot Development Standards went to City Council for public hearing and they passed the 1st reading of the ordinance, but they changed it so that the developers would only have to meet 2 of the 10 design standards instead of the 5.

Staff Tengono stated that Idaho Supreme Court has recently issued a new decision. This decision encourages making sure that boards and commissions appropriately identify the specific standards and criteria for which they're basing their decisions on. And obviously, the longer the record is the longer your decision should be. She will be issuing an advice letter at a later date.

V. ADJOURN

There being no further business, Commissioner Anderson and Ball moved and seconded, respectively, to adjourn. The motion carried 4-0 and the Planning and Zoning Commission adjourned at approximately 5:49 p.m.

RESPECTFULLY SUBMITTED,

Dawn Ortiz,
Recording Secretary

Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this _____ day of _____, 2025.



**Lewiston Planning & Zoning Commission
REGULAR MEETING AGENDA
February 12, 2025 - 5:30 PM
Bell Building – Second Floor Conference Room – 215 D Street
Lewiston, Idaho 83501**

Seating will be available on a first-come, first-served basis.

I. CALL TO ORDER

II. CITIZENS COMMENTS

An opportunity for citizens to address the Commission with comments and/or questions about Planning and Zoning Commission-related matters that are not a public hearing action item on this agenda. Citizens are asked to limit their time to three (3) minutes each.

III. ACTIVE AGENDA

A. APPROVAL OF JANUARY 22, 2025 MEETING MINUTES (ACTION ITEM)

- B. PUBLIC HEARING AND RECOMMENDATION TO COUNCIL ON ZONING CODE AMENDMENT, ZA-02-24 (ACTION ITEM):** The Commission will consider recommending to the City Council approval or denial of Zoning Code amendments to remove the prohibition of the use of shipping containers as buildings. The Planning and Zoning Commission previously held a public hearing on this matter on June 26, 2024 and had recommended approval to City Council. City Council, after considering and then reconsidering the proposal, is returning it to the Planning and Zoning Commission. - Action Item

IV. STAFF-COMMISSION COMMUNICATIONS

- A. SOLICITING COMMISSIONER ATTENDANCE FOR THE NEXT REGULARLY SCHEDULED MEETING OF FEBRUARY 26, 2025.**

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

January 22, 2025

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

I. CALL TO ORDER

COMMISSIONERS PRESENT: Gabriel Iacoboni, Chair; Maureen Anderson; Kevin Kelly; Shaunita Cable; Cynthia Ball

COMMISSIONERS EXCUSED: Emily Wolf, Vice Chair; Kathy Branson

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

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF JANUARY 08, 2025 MEETING MINUTES (ACTION ITEM)

Commissioners Ball and Anderson moved and seconded, respectively, approval of the January 08, 2025 meeting minutes with corrections. The motion carried 5-0.

B. CITY OF LEWISTON ENVISION LEWISTON 2044 (COMPREHENSIVE PLAN) IMPLEMENTATION WORK PLAN FOR 2024-2025 (ACTION ITEM):

Staff Plaskon provided a verbal summary of the Implementation Work Plan for 2024-2025 created from the Comprehensive Plan Work Plan Development Committee and noted that it is called for by and modeled from Chapter 11, Implementation, of the new Comprehensive Plan.

Commissioners discussed at length the advantages of reducing the current parking requirements, upzoning advantages and that the items mentioned in the Implementation Work Plan have a low cost to the city and its citizens but is expected to see immediate benefit for the community. Planner Plaskon pointed out how this Implementation Work Plan will change over time, as will the members of the related Committee and that city appointed commissions involved will ultimately be more than just the Planning and Zoning Commission and that, at some point, there will be initiatives placed into the Implementation Work Plan that likely won't even involve the Planning and Zoning Commission.

The Commission praised the hard work of the Committee that drafted the Implementation Work Plan, as well as the work of city staff and noted that several

of the initiatives contained therein are already well underway. The proposed Implementation Work Plan was discussed as being a 2 year plan.

After discussion Commissioners Kelly and Ball moved and seconded, respectively, to recommend approval of the Implementation Work Plan proposed by the Comprehensive Plan Work Development Committee and forward to City Council for consideration. Motion passed 5-0.

IV. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for February 12, 2025 meeting.

All current commissioners present plan to be in attendance for the February 12, 2025 meeting. Planner Plaskon noted that there will be a public hearing on a Zoning Code amendment to allow shipping containers to be as accessory buildings.

V. ADJOURN

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

RESPECTFULLY SUBMITTED,

Dawn Ortiz,
Recording Secretary

Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this _____ day of _____, 2025.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Lewiston Planning and Zoning Commission will conduct a public hearing at which you may provide comments/testimony on

Wednesday February 12, 2025 at 5:30 pm.

**COMMUNITY DEVELOPMENT DEPARTMENT BUILDING
2ND FLOOR MEETING ROOM,
215 D STREET LEWISTON, ID 83501**

Seating will be available on a first-come, first-served basis.

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

ZONING CODE AMENDMENT, ZA-02-24 (ACTION ITEM): The Commission will consider recommending to the City Council approval or denial of Zoning Code amendments to repeal and reserve Lewiston City Code section 37-129, and to amend Lewiston City Code section 37-131 to include shipping containers, sea cargo, and dry freight containers used as buildings, to be subject to the general provisions and standards for accessory buildings.

FOR FURTHER INFORMATION ABOUT THIS PROPOSAL contact Katie Hollingshead at the Community Development Department at khollingshead@cityoflewiston.org or (208) 746-1318, ext. 7261.

Submission of Written Comments/Testimony: To ensure that written comments can be forwarded to the Planning and Zoning Commission and relevant city staff prior to the hearing, please submit comments/testimony no later than **5:00 p.m. on Tuesday February 11, 2025** by: Emailing dortiz@cityoflewiston.org or mailing to: Dawn Ortiz, Community Development Department, PO Box 617, Lewiston, ID 83501.

Comments/Testimony for public hearings may also be given in-person at the meeting, during the public hearing.

Public Hearing notice publication date: Sunday January 26, 2024.

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact the meeting coordinator, Dawn Ortiz, at least forty-eight (48) hours in advance of the meeting at dortiz@cityoflewiston.org or (208) 746-1318, ext. 7265.

CITY ORDINANCE NO. 4921

AN ORDINANCE OF THE CITY OF LEWISTON REPEALING AND RESERVING SECTION 37-129 OF THE LEWISTON CITY CODE ENTITLED "USE OF PREFABRICATED CONTAINERIZED TRANSPORT UNITS AS ACCESSORY BUILDINGS OR STORAGE UNITS"; AND AMENDING SECTION 37-131 OF THE LEWISTON CITY CODE ALLOWING USE OF SHIPPING CONTAINERS AS AN ACCESSORY BUILDING; 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 § 37-131 is hereby amended as follows:

Sec. 37-131. – General provisions, accessory buildings.

Purpose and applicability. To establish standards for accessory buildings. These provisions shall not apply to garden or gateway features, such as trellises, pergolas, arbors, or other features, which are erected for no purpose other than decoration or to make a visual statement and that do so using posts, poles, columns, lattice, fencing, or shade cloth, and do not include a bona fide roof and walls. These provisions shall apply to all accessory buildings, including shipping containers, sea cargo, and dry freight containers used as buildings, unless otherwise specified herein, by the underlying zoning district, or otherwise by a conditional use permit. These provisions shall not apply to buildings accessory to a commercial use or other nonresidential use, unless located in a residential zoning district. These provisions shall not apply to buildings exempt from building permits, such as agricultural buildings, and that are documented as such, except that such buildings shall meet the required minimum front and street side yard setbacks of the applicable zoning district and shall maintain five-foot minimum side and rear yard setbacks.

...

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

**THIS SECTION, 37-129, OF THE LEWISTON ZONING CODE IS PROPOSED FOR
DELETION AS PART OF ORDINANCE 4921**

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)

Memo



TO: Mayor and City Council
FROM: Joel D. Plaskon, City Planner, AICP
CC: Shannon Grow, Community Development Director
DATE: May 10, 2024
RE: Shipping Containers

In 1994 Lewiston City Code (LCC) was amended to prohibit the use of prefabricated containerized transport units (shipping containers) as “accessory buildings or storage buildings” in all zoning districts, except the Industrial, Port, and Airport Zones. This prohibition continues today, pursuant to LCC Sec. 37-129. The related code provisions were established primarily due to the “unsightliness” of these units. Over time, the demand for shipping container use as detached accessory buildings for storage purposes has increased. Many residents and businesses have placed them on their properties, despite their prohibition by LCC.

As with most of our code enforcement, the remediation of these violations is reactive, i.e. by response to complaints. Although this particular code enforcement matter is a very minor part of the current workload, the proliferation of shipping containers as storage buildings deserves attention. Code Enforcement staff estimates the number of shipping containers being used for storage buildings in the city to be well into the hundreds, and they have been observed in virtually every zoning district in the city. When a prominent code violation circumstance has been observed, proactive enforcement should be considered. However, such enforcement has significant implications.

As a matter of policy, it is good practice to reconsider code provisions that prohibit or prevent community members from doing something that is in high demand, especially when they do it despite prohibition. Out of interest, Community Development staff has polled the cities of Clarkston, Post Falls, Eagle, Moscow, Boise, Pullman, Kuna, and Ammon, and only Eagle prohibits the use of shipping containers as detached accessory buildings.

In light of these circumstances, Community Development staff is asking the City Council for direction on the possibility of either:

- 1) leaving these circumstances as they are, i.e. keep the prohibition in place and enforce violations on a reactive (in response to complaint) basis;
- 2) proactively enforcing the prohibition;

- 3) amending LCC to allow the use of shipping containers as detached accessory buildings by removing the prohibition provisions from the Zoning Code.

Should the Council choose option 3, then then it needs to direct staff to begin the public hearing process to amend the Zoning Code. The Planning and Zoning Commission will conduct a public hearing and make a recommendation on the matter, then the City Council will conduct a public hearing and render a decision to approve or reject the code amendment.

VI. DISCUSSION ITEMS

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

- A. **MAIN STREET CORRIDOR IMPROVEMENTS PROJECT:** Update from Welch Comer & Associates, Inc. regarding the planned process for public engagement related to the preliminary design for the Main Street Corridor Improvements project - Action Item

City Engineer Antonich introduced Phil Boyd and Adam Ratliff of Welch Comer & Associates. A general overview of the process was provided, along with the goals and intent of the project.

Councilor Forsmann arrived at 3:26 p.m.

- B. **SHIPPING CONTAINERS:** Providing direction to the City Staff on how to proceed related to code enforcement of zoning code provisions prohibiting shipping/sea cargo containers - Action Item (City Planner Plaskon)

City Planner Plaskon requested direction from City Council on the possibility of either 1) leaving the City Code as is and enforcing violations on a reactive basis, 2) proactively enforcing the prohibition, or 3) amending the City Code to allow the use of shipping containers by removing the prohibition provisions from the Zoning Code.

After discussion, Councilors Liedkie and Spickelmire moved and seconded, respectively, to direct staff to begin the public hearing process, specifically under Option 3 (amending Lewiston City Code to allow the use of shipping containers as detached accessory buildings by removing the prohibition provisions from the Zoning Code) and move forward with the Planning & Zoning process. The motion passed 6-0.

- C. **FIRE STATION HAZARD MITIGATION PLAN UPDATE:** Receiving an update on the Fire Station Hazard Mitigation Plan and providing direction to the Fire Chief and City Staff on next steps to remove other hazards at the City's fire station facilities - Action Item (Fire Chief Rightmier)

Fire Chief Rightmier provided the City Council with an update on the progress of the Fire Station Hazard Mitigation project, along with the proposed solutions and recommendations for Fire Stations 1, 2, and 4.

- D. **BERT LIPPS POOL:** Review and discussion of the Bert Lipps Pool study by Counsilman/Hunsaker & Associates, Inc. - Action Item (Councilor Spickelmire)

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Work Session Minutes

June 3, 2024 – 3:00 p.m. – Page 2 of 4

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Lewiston Planning and Zoning Commission will conduct a public hearing at which you may provide testimony on

Wednesday June 26, 2024 at 5:30 pm.

**COMMUNITY DEVELOPMENT DEPARTMENT BUILDING
2ND FLOOR MEETING ROOM,
215 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 Dawn Ortiz at dortiz@cityoflewiston.org, or by calling (208) 746-1318 ext 7265 and leaving a message.

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 will consider this matter and make a recommendation to City Council to approve or deny this proposal.

FOR FURTHER INFORMATION contact the Community Development Department at (208) 746-1318, Planning and Zoning Extension.

Hearing notice publication date: Sunday June 9, 2024.

ZA-02-24, SHIPPING CONTAINERS

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)

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 prefabricated containerized transport units.

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.

PLANNING AND ZONING COMMISSION MINUTES

June 26, 2024

Page 1

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.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE 1ST READING: ORDINANCE 4921	AGENDA NO. VI.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

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.

- 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)

Mayor Johnson announced the subject of the public hearing, explained the public hearing process and opened the public hearing.

City Planner Plaskon explained Zoning Amendment ZA-02-24 proposes to remove the prohibition against the use of shipping containers as buildings on residential and commercial properties, as well as amend the definition of "building" to include shipping containers in Chapter 37 of the Lewiston City Code.

Mayor Johnson asked for public testimony.

Bill Furstenau, a resident of Lewiston, voiced his opposition to the zoning amendment.

Two emails were received: Pat Hansen opposed the amendment, while Darlene Lambert supported the amendment but opposed the permit fee requirements. There being no further testimony, Mayor Johnson closed the public hearing.

- 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)

Councilor Schroeder moved and Council President Kleeburg seconded to approve the first reading of Ordinance 4921.

Councilor Liedkie explained that she would be abstaining from the vote, as her employer, Opportunities Unlimited Inc., has two shipping containers on its lot.

The motion passed 4-1-1, with Councilor Spickelmire opposed and Councilor Liedkie abstaining.

ORDINANCE 4921: AN ORDINANCE OF THE CITY OF LEWISTON

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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.

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)

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

Finance Director/City Treasurer Gordon provided a presentation and reviewed the fiscal year 2024 budget amendments.

There being no public testimony, Mayor Johnson closed the public hearing.

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)

Councilor Schroeder moved to approve the first reading of Ordinance 4926. Council President Kleeburg seconded and the motion passed 6-0.

ORDINANCE 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.

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)

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

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August 12, 2024 – 6:00 p.m. – Page 5 of 9

Memo



To: Dan Johnson, Mayor
Lewiston City Council

From: Shannon Grow, Community Development Director

Date: October 25, 2024

RE: Shipping Containers

At the June 3, 2024 worksession, staff gave background information regarding the prohibition of shipping containers in LCC Section 37-129. At that time, staff approached Council for direction on whether to leave the prohibition in place, or explore code changes, which would allow shipping containers as detached accessory buildings. Leaving the prohibition in place would result in significant enforcement as Code Enforcement staff estimates that there are hundreds of these containers throughout the City. Removing them from the Code would allow shipping containers in the City, which would be in line with cities in Idaho including Post Falls, Moscow, Boise, Kuna, and Ammon as well as nearby cities in Washington including Pullman and Clarkston. City Council directed staff to draft language and work with the Planning and Zoning Commission to remove the restriction of shipping containers from the zoning code.

On June 26, 2024, the Planning and Zoning Commission held a public hearing and reviewed the recommended code changes from staff, which included removing the prohibition in LCC Section 37-129, and added shipping containers in the definition of a building in LCC Section 37-3. There was no testimony at the hearing and after deliberation, the Planning and Zoning Commission recommended approval of the code changes.

On August 12, 2024, the Council held a public hearing on the recommended zone changes. During that meeting, one citizen from the public was present that was opposed to the changes, one letter received from a citizen opposed to the changes, and one letter received in favor of the change, and recommended that there be no permit fee requirements. The corresponding ordinance, Ordinance 4921, was read for the first time on that date. There were questions from Council at that time about permits and fees associated with shipping containers.

At the August 26, 2024 meeting, Council received testimony during citizen comments asking the Council to consider not charging permit fees for storage containers. Staff requested to delay the second reading of Ordinance 4921 so staff could adjust the Ordinance and present it to Council at a future date. Council again had feedback regarding permits and fees.

Staff looked into the issue of permits and fees for shipping containers. LCC Sec. 37-131 is general provisions for accessory buildings. There are accessory buildings, such as agricultural buildings, that are exempt from building permits, but they do have to maintain setbacks within the zones in which they are located. These are processed with a form at Community Development to document them and to provide

the property owner the setback requirements. This process could also be done with shipping containers with the attached draft form. At this time, there is no fee established in the fee resolution for shipping containers. If Council desired to require a fee for this process, the appropriate time would be during the annual fee resolution adoption.

Community Development staff has received public feedback that shipping containers should not be allowed in all zones, and more specifically, Normal Hill zones. Currently, the Normal Hill zones do not allow accessory buildings in front of, or projecting beyond, the front wall of the dwelling unit unless it meets one of two exceptions:

- 1) The lot is less than 50 feet in width and there is no abutting alley, or 50% of the dwelling is constructed within the rear half of the depth of the lot and there is no abutting alley or
- 2) The detached accessory building is on the street side of a corner lot and it meets the minimum required street side yard setback and does not project beyond the front wall of the dwelling on the front yard side.

However, the Council could find that it is appropriate to continue to prohibit shipping containers in the zones because lots tend to be smaller, and there are historic properties where a shipping container may not compliment certain aesthetics. Given this, Council could consider continuing the prohibition of shipping containers in Normal Hill zones.

Recommendation: Review options given and give direction to staff.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE SHIPPING CONTAINERS	AGENDA NO. IV. B. AGENDA DATE: December 2, 2024
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) City staff presented city code and related enforcement matters regarding the prohibition of the use of shipping containers as buildings in the City of Lewiston in most zoning districts on June 3, 2024, at which time staff asked the Council for direction on how to proceed. Since that time, the Council has considered these matters several more times, including the conducting of a public hearing on potential city code amendments on August 12 th and its last review at work session on November 4th, and has been unable to determine the direction it would like to take.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) There is no budget impact at this time.	
ACTION PROPOSED Review options given by staff in the attached memo. Give direction on how to proceed.	

Memo



TO: Mayor and City Council
FROM: Shannon Grow, Community Development Director
CC: Joel D. Plaskon, City Planner, AICP
DATE: November 21, 2024
RE: Shipping Containers

City staff presented city code and related enforcement matters regarding the prohibition of the use of shipping containers as buildings in the City of Lewiston in most zoning districts on June 3, 2024, at which time staff asked the Council for direction on how to proceed. Since that time, the Council has considered these matters several more times, including the conducting of a public hearing on potential city code amendments on August 12th and its last review at work session on November 4th, and has been unable to determine the direction it would like to take.

In continuance of these considerations, staff offers the following options to City Council, listed in no order of priority:

- 1) Take no action. This option would leave city code, as is, continuing the prohibition of the use of shipping containers for use as buildings in most zoning districts. Currently, they are allowed only in the Industrial, Port, and Airport Zoning Districts. They are currently prohibited in all 17 other zoning districts, except for temporary use only (90 days) in the C-3, C-4, and C-6 Zoning Districts. If this option is chosen, staff will draft a strategy for enforcement and present it to Council at a future meeting.
- 2) Amend city code to allow the use of shipping containers in all zoning districts. This option would be fair and consistent across the board. It would satisfy the desire of those property and business owners who desire the take advantage of the related benefits, especially those that already have them but are out of compliance, but would upset those who believe that the presence of shipping containers is out of character with the community and reduces neighboring property values.

This option would also require a decision by the Council, as it had expressed interest in prior, whether or not to require associated building permits and, if so, whether such permits should require related fees and whether or not special placement standards should apply, i.e. setbacks, visibility, height, cosmetic treatment(s).

- 3) Amend city code to allow the use of shipping containers in not in all zoning districts, but in more than what is currently allowed. This option is a tricky one, because the Council would have to decide in which zoning districts they are appropriate to be located in vs. not. The difficulty here lies in the fact that zoning districts are not “cut and dry,” in terms of what land use types are allowed to exist and what land use types actually exist (vs what is allowed, i.e. “grandfathered” uses). In other words, if the Council decides it is appropriate to allow shipping containers for use as buildings in all commercial and industrial zoning districts, but not in any residential zoning districts, it must consider the fact that we have multiple “mixed use” zoning districts where both residential and commercial uses are allowed. Additionally, several zoning districts allow commercial uses by right, but also allow residential uses by conditional use permit, and vice versa.

Additionally, this option would appear to require the addition of a definition of shipping containers to city code to be able to authoritatively differentiate them from “buildings” and then amend the various zoning districts where they will not be allowed to expressly prohibit them. That presents its own difficulty.

If they are prohibited, for example in the Normal Hill zoning districts in order to protect the historic character of those neighborhoods but allowed in other residential zoning districts then that seems to presume that they are and will only be used for storage and that they are all more unsightly than other types of storage structures and conditions.

For example, a property owner in Normal Hill may want to convert one or more shipping containers (attached to one another) into an accessory dwelling unit or even for use as a small, primary dwelling. In that case, the shipping container(s) would could be expected not to be “unsightly” and would have nice paint, or even siding and/or roofing added to it and have windows and doors.

However, if we simply say that shipping containers are prohibited from being used in the Normal Hill Zoning Districts, the aforementioned example would not be allowed, unless we say in the definition (that would need to be added to city code) that one or multiple shipping containers converted to habitable space excludes them from being a shipping container and that they then qualify as a “building” so they can be used as a dwelling.

This option would also require a decision by the Council, as it had expressed interest in prior, whether or not to require associated building permits and, if so, whether such permits should require related fees and whether or not special placement standards should apply, i.e. setbacks, visibility, height, cosmetic treatment(s).

- 4) Amend city code to prohibit the use of shipping containers as buildings in all zoning districts. This option is technically simple but appears to be unrealistic in terms of the overall desire and the reality of what is actually happening in the community.

property taxes. Next steps include confirming the project scope and developing a funding plan, with the goal of finalizing these ahead of a bond election in May.

- B. SHIPPING CONTAINERS:** Continued discussion and possible direction regarding city code enforcement and potential amendments to Lewiston City Code related to the prohibition of shipping containers as buildings in most zoning districts - Action Item (Community Development Director Grow)

Community Development Director Grow provided a summary of the background on shipping containers and reviewed four options for Council consideration:

1. Take no action and enforce current regulations.
2. Amend city code to allow shipping containers in all zones.
3. Amend city code to allow them in additional, but not all, zones.
4. Amend city code to prohibit them in all zones.

After reviewing the options, Councilor Klein moved, with a second from Council President Kleeburg, to select option 2, to amend City Code to allow shipping containers in all zoning districts. The motion carried 4-1 with Councilor Schroeder opposed.

- C. OPIOID SETTLEMENT FUNDING TASK FORCE:** A presentation on the establishment of a Task Force and Grant Program for Opioid Settlement fund allocation - Action Item (Grant Manager Rose)

Grant Manager Rose provided an update on opioid funding and the establishment of a task force. She reported \$484,000 is currently available for the program, with an additional \$1.2 million to be received over the next 18 years. The program has been identified as the most effective approach, and a task force has been assembled, including representatives from CHAS Health, Idaho Department of Corrections, St. Joseph's Regional Medical Center, Union Gospel Mission (UGM), and Public Health - Idaho North Central District.

The task force will evaluate applications, with the following proposed timeline:

- January 2025: Application period opens.
- February 28, 2025: Application period concludes.
- March 30, 2025: Project selections are announced.

- D. ENGINEERING DEVELOPMENT CODE UPDATES:** An overview of proposed revisions to Lewiston City Code Sections 31-47 and 31-51 to align with the ADA Transition Plan, enhance development processes, and prioritize strategic frontage improvements - Action Item (Public Works Director Johnson)

Lewiston City Council
Work Session Minutes

December 2, 2024 – 3:00 p.m. – Page 2 of 4

Memo



TO: Mayor and City Council
FROM: Shannon Grow, Community Development Director
CC: Joel D. Plaskon, City Planner, AICP
DATE: December 18, 2024
RE: Shipping Containers

City staff presented a list of options to City Council regarding the use of shipping containers as buildings at the December 2, 2024 Council work session. Those options were:

- 1) Continue the current prohibition of the use of shipping containers for use as buildings in most zoning districts.
- 2) Amend city code to allow the use of shipping containers as buildings in all zoning districts.
- 3) Amend city code to allow the use of shipping containers as buildings in not in all zoning districts, but in more than what is currently allowed.
- 4) Amend city code to prohibit the use of shipping containers as buildings in all zoning districts.

The City Council agreed to pursue option #2 to allow the use of shipping containers as buildings in all zoning districts. City staff met to confirm our understanding of the City Council's direction, which was understood to be our preparation of an ordinance to bring back to City Council for the Council to see exactly what that would look like and to confirm what would be considered at public hearing for related City Code amendment.

Staff has drafted Ordinance #(Fill in Ord # here when known) for City Council's review to confirm that it provides for City Code amendment allowing the use of shipping containers in all zoning districts, to the satisfaction of the Council. Ordinance #(Fill in Ord # here when known) proposes to eliminate Lewiston City Code Section 37-129, the section that currently contains the prohibition on the use of shipping containers as buildings and proposes to add language to Lewiston City Code Section 37-131 to expressly permit the use of shipping containers as accessory buildings.

This proposal, by default, will result certain shipping containers needing building permit approvals and others not needing building permit approvals, in accordance with Building Code regulations. City Council should note that, regardless of need for building permit approval, all shipping containers used as buildings will be subject to Zoning Code regulations, such as allowable land use, allowable lot coverage, and minimum required setbacks from property lines.

V. DISCUSSION ITEMS

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

- A. AMENDED ORDINANCE 4921:** Discussion and direction to staff on the proposed amended shipping container ordinance before referring it to the Planning and Zoning Commission for its recommendation - Action Item

No discussion.

- B. ANNEXATION OF CCI/SPEER PROPERTIES ON SNAKE RIVER AVENUE AND SOUTHPORT AVENUE:** Discussion led by Councilor Klein on potential annexation of CCI/SPEER properties, including tax revenue and budget impacts to the City of Lewiston - Action Item

Councilor Klein spoke to her request to consider annexing the CCI/SPEER properties into the City. The Council discussed the potential impact on the budget and general fund, with some questioning the advantages of annexation.

- C. 5TH STREET AND BRYDEN AVENUE PROPERTY:** Discussion led by Councilor Klein on whether to auction city property at 5th Street and Bryden Avenue - Action Item

Councilor Klein expressed concerns about the underutilized property at 5th Street and Bryden Avenue and inquired whether the Council wished to explore potential options. Originally intended for a fire station, the project was delayed due to rising costs. After discussion, the Council agreed to keep the matter on a future agenda for further consideration.

VI. 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 Klein suggested that people consider using dash cams to address aggressive driving, as they help hold individuals accountable.

Councilor Forsmann thanked the candidates who attended and encouraged them to run in the upcoming election.

- B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES**

Mayor Johnson explained his process for meeting with Board and Commission

Lewiston City Council
Regular Meeting Minutes

January 6, 2025 – 300 p.m. – Page 3 of 4

CITY ORDINANCE NO. 4921

AN ORDINANCE OF THE CITY OF LEWISTON REPEALING AND RESERVING SECTION 37-129 OF THE LEWISTON CITY CODE ENTITLED “USE OF PREFABRICATED CONTAINERIZED TRANSPORT UNITS AS ACCESSORY BUILDINGS OR STORAGE UNITS”; AND AMENDING SECTION 37-131 OF THE LEWISTON CITY CODE ALLOWING USE OF SHIPPING CONTAINERS AS AN ACCESSORY BUILDING; 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 § 37-131 is hereby amended as follows:

Sec. 37-131. – General provisions, accessory buildings.

Purpose and applicability. To establish standards for accessory buildings. These provisions shall not apply to garden or gateway features, such as trellises, pergolas, arbors, or other features, which are erected for no purpose other than decoration or to make a visual statement and that do so using posts, poles, columns, lattice, fencing, or shade cloth, and do not include a bona fide roof and walls. These provisions shall apply to all accessory buildings, including shipping containers, sea cargo, and dry freight containers used as buildings, unless otherwise specified herein, by the underlying zoning district, or otherwise by a conditional use permit. These provisions shall not apply to buildings accessory to a commercial use or other nonresidential use, unless located in a residential zoning district. These provisions shall not apply to buildings exempt from building permits, such as agricultural buildings, and that are documented as such, except that such buildings shall meet the required minimum front and street side yard setbacks of the applicable zoning district and shall maintain five-foot minimum side and rear yard setbacks.

...

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

PASSED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

ORDINANCE NO. 4921



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE ORDINANCE 4940	AGENDA NO. VI. I. 2. a. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) This action was originally approved on November 25, 2024 by the Lewiston City Council. That action, through Ordinance No. 4929, approved ANX24-2, annexing certain lands into the Lewiston City limits. As the Idaho State Tax Commission was processing the ordinance, it requested additional details be added to the map included as Exhibit B to Ordinance No. 4929. While updating the map, it was discovered that the legal description provided by the applicant was incorrect. As a result, a new legal description must be substituted to accurately describe the property being annexed into Lewiston City limits. The intent of Ordinance No. 4940 is to replace the two exhibits in Ordinance No. 4929 and reaffirm the City Council's decision to annex the subject property.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The Idaho State Tax Commission will wait to process the annexation until they receive the newly recorded ordinance. They start processing annexations from the 2024 calendar year in early March, and all annexations must be submitted by February. Therefore, the property will not be added to the City's tax rolls until next year.	
ACTION PROPOSED Approve all three readings of Ordinance No. 4940.	

CITY ORDINANCE NO. 4940

AN ORDINANCE AMENDING ORDINANCE NO. 4929 BY REPLACING EXHIBITS A AND B OF LEWISTON CITY ORDINANCE NO. 4929; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the real property described herein consists of approximately 4.99 acres owned by #916 Pioneer Exchange Accommodation Titleholder, LLC; and

WHEREAS, as required by Idaho Code §§ 50-222(3)(a)(i) and (5)(a), #916 Pioneer Exchange Accommodation Titleholder, LLC has consented to annexation of such real property through ANX24-2; such real property is contiguous to the City of Lewiston; and the City of Lewiston Comprehensive Plan includes the area of annexation.

WHEREAS, on November 25, 2024, through Lewiston City Ordinance No. 4929, the City of Lewiston implemented the City Council's decision in ANX24-2 to annex the real property described herein into the Lewiston City Limits; and

WHEREAS, on November 27, 2024, Lewiston City Ordinance No. 4929 was recorded with the Nez Perce County Recorder's Office as Instrument No. 918095; and

WHEREAS, on December 4, 2024, Lewiston City Ordinance No. 4929 was sent to the Idaho State Tax Commission pursuant to Idaho Code § 50-223 and State Tax Commission Rule 225 (IDAPA 35.01.03.22); and

WHEREAS, Lewiston City Ordinance No. 4929 was published in the Lewiston Tribune on December 5, 2024, which is also the date the ordinance went into effect; and

WHEREAS, it has come to the attention of the City Council that the legal description contained in Exhibit A of Lewiston City Ordinance No. 4929 is incorrect; and

WHEREAS, the correct legal description is necessary to accurately reflect the intended boundaries and specifications for the property associated with the ordinance and ANX24-2; and

WHEREAS, the Idaho State Tax Commission has requested amendments to the depiction of the subject property in Exhibit B; and

WHEREAS, the City Council seeks to rectify these errors and affirm the annexation of the property subject to ANX24-2 by replacing Exhibits A and B to Ordinance No. 4929.

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

SECTION 1: All matters stated above are found to be true and correct and are incorporated herein by reference as if copied in their entirety and shall be adopted with the following sections of this Ordinance.

SECTION 2: Exhibit A to Lewiston City Ordinance No. 4929 is hereby repealed and replaced in its entirety with Amended Exhibit A, attached hereto and incorporated herein.

SECTION 3: Said real property legally described in Amended Exhibit A is hereby annexed by the City of Lewiston and incorporated into the boundaries of the City of Lewiston.

SECTION 4: Exhibit B to Lewiston City Ordinance No. 4929 is hereby repealed and replaced in its entirety with Amended Exhibit B, attached hereto and incorporated herein, which depicts the real property subject to ANX24-2.

SECTION 2: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____, 2025.

Signatures on next page

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

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

On this _____ day of _____ 2025, before me, a Notary Public, personally appeared Daniel G. Johnson and Tanya M. Brocke, known or identified to me as the Mayor and City Clerk, respectively, of the City of Lewiston, and stated that they have the authority to execute this instrument on behalf of the City of Lewiston, and did execute this instrument on behalf of the City of Lewiston.

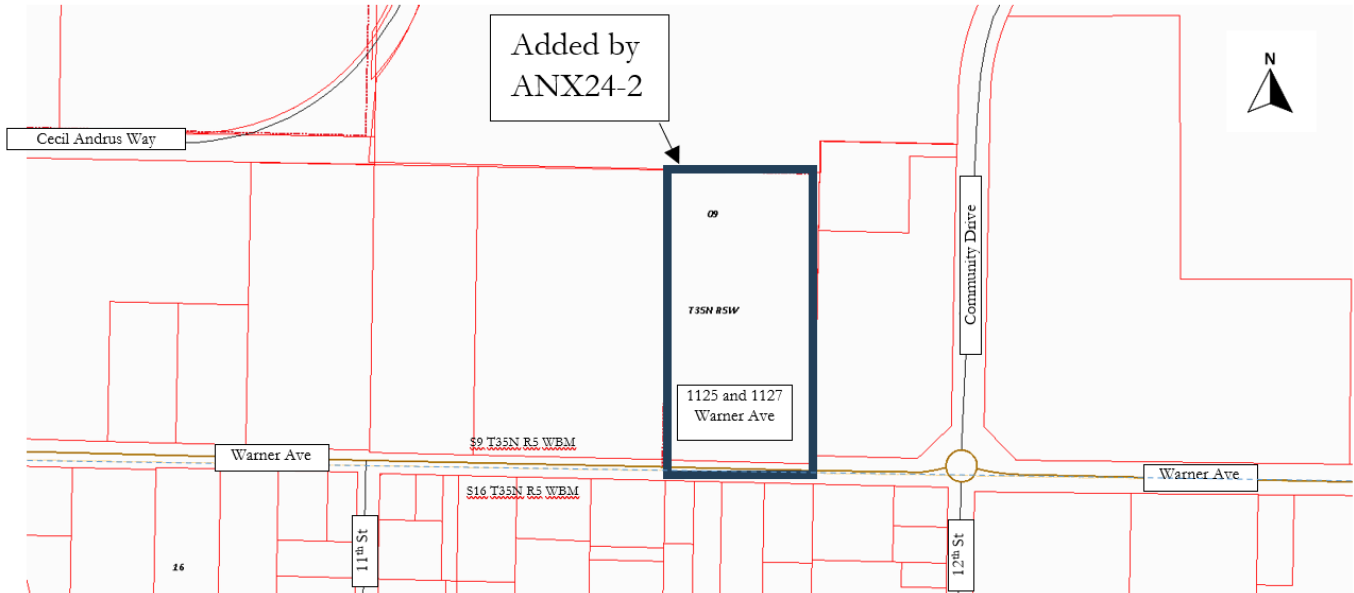
Notary Public for the State of Idaho
Commission Expires: _____

Amended Exhibit A
Legal Description of Subject Property

Lot 7, Block 153, Lewiston Orchards Tract No. 19, to the City of Lewiston, according to the recorded plat thereof, records of Nez Perce County, Idaho, measurements being from the centerlines of adjacent streets and alleys, together with the vacated alley. Together with that portion of the vacated alley lying adjacent to Lot 7 as vacated by Resolution No. 2004-08-099, recorded as Instrument No. 708013, which attaches by operation of law.

TOGETHER WITH: the adjacent north 30.00 feet of Warner Avenue.

Amended Exhibit B
Depiction of the Subject Property





CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE ORDINANCE 4941	AGENDA NO. VI. I. 2. b. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) This action was originally approved on November 25, 2024 by the Lewiston City Council. That action, through Ordinance No. 4930, approved ZNC24-3, zoned certain newly annexed lands as Community Commercial, C-3, Zone. As the Idaho State Tax Commission was processing Ordinance No. 4929, it requested additional details be added to the map included as Exhibit B to Ordinance No. 4929. While updating the map, it was discovered that the legal description provided by the applicant was incorrect. As a result, a new legal description must be substituted to accurately describe the property being zoned C-3. The intent of Ordinance No. 4941 is to replace the exhibit containing the legal description in Ordinance No. 4930 and reaffirm the City Council's decision to zone the subject property as C-3.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) None.	
ACTION PROPOSED Approve all three readings of Ordinance No. 4941.	

(Above space for Recorder's use)

CITY ORDINANCE NO. 4941

AN ORDINANCE AMENDING ORDINANCE NO. 4930 BY REPLACING EXHIBIT A OF THE LEWISTON CITY ORDINANCE NO. 4930; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, through Ordinance No. 4929 as amended by Ordinance No. 4940, the City of Lewiston annexed the real property described in Section 2, which property consists of approximately 4.99 acres generally located at 1125 and 1127 Warner Avenue in Lewiston, Idaho;

WHEREAS, on September 11, 2024, the Lewiston Planning and Zoning Commission held a duly noticed public hearing to consider ZNC24-3 an application to zone the above-described property to the City of Lewiston Community Commercial (C-3) Zone, and recommended approval of said application on September 12, 2024; and

WHEREAS, on October 28, 2024, the Lewiston City Council held a duly noticed public hearing to consider ZNC24-3 and subsequently completed a written Reasoned Statement, all in accordance with Idaho Code §§ 67-6509, 67-6511, 67-6525, and 67-6535; and

WHEREAS, on November 25, 2024, through Lewiston City Ordinance No. 4930, the City of Lewiston implemented the City Council's decision in ZNC24-3 declaring that certain newly-annexed real property be included in the City of Lewiston Community Commercial (C-3) Zone, and amending the official Zoning Map of the City of Lewiston; and

WHEREAS, on November 27, 2024, Lewiston City Ordinance No. 4930 was recorded with the Nez Perce County Recorder's Office as Instrument No. 918096; and

WHEREAS, Lewiston City Ordinance No. 4930 was published in the Lewiston Tribune on December 5, 2024, which is also the date the ordinance went into effect; and

WHEREAS, it has come to the attention of the City Council that the legal descriptions contained in Exhibit A of Lewiston City Ordinance No. 4930 is incorrect; and

WHEREAS, the correct legal description is necessary to accurately reflect the intended boundaries and specifications for the property associated with ZNC24-3; and

WHEREAS, the City Council seeks to rectify these errors and affirm the zone change of the property subject to ZNC24-3 by replacing Exhibit A to Ordinance No. 4930.

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

SECTION 1: All matters stated above are found to be true and correct and are incorporated herein by reference as if copied in their entirety and shall be adopted with the following sections of this Ordinance.

SECTION 2: Exhibit A to Lewiston City Ordinance No. 4930 is hereby repealed and replaced in its entirety with Amended Exhibit A, attached hereto and incorporated herein.

SECTION 3: The real property described in Amended Exhibit A, is hereby removed from the Area of City Impact (Nez Perce County) Farm (F-1) Zone and included in the City of Lewiston Community Commercial (C-3) Zone, as defined by the Zoning Ordinance of the City of Lewiston, Idaho.

SECTION 4: The Zoning Map of the City of Lewiston, Idaho is hereby amended to remove the above-described parcel of real property from the Area of City Impact (Nez Perce County) Farm (F-1) Zone and include said parcel of real property in the City of Lewiston Community Commercial (C-3).

SECTION 5: This ordinance shall take effect and be in full force from and after its passage and publication and after the publication of Ordinance No. 4940.

PASSED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

Amended Exhibit A
Legal Description of Subject Property

Lot 7, Block 153, Lewiston Orchards Tract No. 19, to the City of Lewiston, according to the recorded plat thereof, records of Nez Perce County, Idaho, measurements being from the centerlines of adjacent streets and alleys, together with the vacated alley. Together with that portion of the vacated alley lying adjacent to Lot 7 as vacated by Resolution No. 2004-08-099, recorded as Instrument No. 708013, which attaches by operation of law.

TOGETHER WITH: the adjacent north 30.00 feet of Warner Avenue.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE ORDINANCE 4943	AGENDA NO. VI. I. 2. c. AGENDA DATE: March 10, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) On March 3, 2025, Director Johnson presented the potential bond proposal for the Main Street "Reimagine Downtown Lewiston" Project to City Council for discussion and direction. The next step is consideration of Ordinance 4943 for adoption by City Council.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) Total project budget will be the budget impact; currently estimated at \$33,300,000. Detailed funding options still pending, additional information in attached documents. Consideration of a \$25,000,000 bond.	
ACTION PROPOSED Staff is requesting City Council adoption of Ordinance 4943.	

CITY ORDINANCE NO. 4943

AN ORDINANCE OF THE CITY OF LEWISTON, NEZ PERCE COUNTY, IDAHO, ORDERING A SPECIAL BOND ELECTION TO BE HELD ON THE QUESTION OF THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE CITY IN AN AMOUNT NOT TO EXCEED \$25,000,000 FOR THE PURPOSE OF CONSTRUCTING IMPROVEMENTS TO WASTEWATER, WATER, STORMWATER AND ROAD INFRASTRUCTURE AND RELATED IMPROVEMENTS AND COSTS; ESTABLISHING THE DATE AND TIME OF THE SPECIAL BOND ELECTION; APPROVING A FORM OF BALLOT; PROVIDING FOR REGISTRATION OF VOTERS; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Lewiston, Nez Perce County, Idaho (the “City”), is a municipal corporation duly organized and operating under the laws of the state of Idaho; and

WHEREAS, the Mayor and City Council (the “Council”) of the City have determined that the interests of the City and the public interest and necessity require the incurring of an indebtedness of the City in the amount not to exceed \$25,000,000 to finance the cost of the providing for wastewater, water, stormwater, and road improvements, together with related improvements and costs; and

WHEREAS, the proposed indebtedness would exceed the City’s income and general obligation provided for the current fiscal year, and the Council has determined that the necessary funds should be raised through the issuance and sale of general obligation bonds of the City, subject to the approval of two-thirds (2/3) of the qualified electors voting at the election called for that purpose as provided herein below.

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

SECTION 1: THE PROJECT

A. The Mayor and Council hereby find, determine, and declare that the interest of the City and the public interest and necessity require the incurring of an indebtedness exceeding the income and general obligation provided to the City for the current fiscal year in an amount not to exceed \$25,000,000 for the purpose of reconstruction of the infrastructure on downtown streets, which is spurred by aging, failing, and undersized underground utilities. Tearing up the deep underground utilities destroys much of the aboveground streetscape. Rather than patching the streetscape back, the City is seeking to improve wastewater, water, stormwater and roads all at once seamlessly and cost-effectively to meet the current and future desires of the community. Downtown businesses are struggling and there is a desire to have the infrastructure better support business, draw people downtown, and spur investment. Also, improving major transportation corridors has long been a priority for the community, with Main Street

consistently ranked at the top, together with related improvements, professional services and related costs (the “Project”).

B. The costs and expenses of the Project are estimated to be \$33,300,000, including the payment of all preliminary expenses incurred and incident to the Project and properly incident to the issuance of the bonds as such expenses are set forth in Idaho Code Sections 50-1019 through 50-1026, all of which shall be payable from the proceeds of the sale of general obligation bonds of the City as provided herein.

C. Subject to the approval thereof by the City Council and by the qualified electors voting at the election for which provision is hereinafter made, general obligation bonds of the City shall be issued pursuant to the provisions of Idaho Code Sections 50-1019 through 50-1026, inclusive, and Title 57, Chapters 2 and 9, Idaho Code, in an amount not to exceed \$25,000,000 to pay the costs of the Project.

SECTION 2: SPECIAL ELECTION

A special municipal bond election is hereby called to be held within the City of Lewiston on Tuesday, May 20, 2025, for the purpose of voting upon the proposition set forth in Section 4 of this Ordinance. The polling place or places for the special bond election shall be determined by the Nez Perce County Clerk, and the election shall be conducted by the Nez Perce County Clerk. The Nez Perce County Clerk shall appoint election judges and election clerks for the polling place or places for the special bond election.

SECTION 3: ADMINISTRATION OF ELECTION

The polls of the special bond election shall open at the hour of 8:00 o'clock A.M. on May 20, 2025, and shall remain open continuously until the hour of 8:00 o'clock P.M., at which time the polls shall be closed. The administration of the election shall be conducted by Nez Perce County in accordance with Chapter 4 of Title 50, Idaho Code, Title 34 of Idaho Code, and this Ordinance.

The ballot proposition to be voted upon at the special bond election, as set forth in Section 4 of this Ordinance, shall be separate from any other proposition being voted upon at or in conjunction with any other election being held and conducted on the same date. Only those qualified electors of the City casting valid ballots upon the proposition set forth in Section 4 of this Ordinance shall be counted in determining the number of qualified electors voting at or participating in the special bond election.

SECTION 4: BALLOT PROPOSITION

The ballot proposition for the special bond election shall be in substantially the following form:

CITY OF LEWISTON
Nez Perce County, Idaho

SPECIAL BOND ELECTION
MAY 20, 2025

SHALL THE CITY OF LEWISTON BE AUTHORIZED TO INCUR INDEBTEDNESS AND SELL ITS GENERAL OBLIGATION BONDS IN A PRINCIPAL AMOUNT NOT TO EXCEED \$25,000,000 FOR CONSTRUCTING WASTEWATER, WATER, STORMWATER AND ROAD INFRASTRUCTURE, WITH RELATED IMPROVEMENTS, THE BONDS TO MATURE AND BE PAYABLE FROM A LEVY OF TAXES FOR A TERM WHICH MAY BE LESS THAN BUT WON'T EXCEED THIRTY (30) YEARS?

The purpose of the bonds is to construct underground wastewater, water, stormwater infrastructure, and road related improvements. The City has outstanding indebtedness of \$25,679,694, payable only from sewer revenues and outstanding indebtedness of \$39,521,044, payable only from water revenues. The anticipated interest rate on the bonds is 3.75% Apr. The total proposed principal amount to be repaid is \$25,000,000; the total interest to be paid is \$17,192,750; thus, the total amount proposed to be repaid over the life of the bonds is \$42,192,750. The City intends to use existing savings and utility revenues to minimize or eliminate the tax levy. However, if the full tax levy is needed to pay the debt payment, the following disclosure will apply.

The estimated average annual cost to the taxpayer on the proposed bond levy is a tax of \$36.15 per \$100,000 of taxable assessed value, per year, based on current conditions.

IN FAVOR OF issuing bonds in an amount not to exceed \$25,000,000..... []

AGAINST the issuance of bonds in an amount not to exceed \$25,000,000..... []

SECTION 5: QUALIFIED ELECTORS

Every person eighteen (18) years of age or older, who at the time of the specified bond election is a United States citizen who has been a legal and bona fide resident of the City for at least thirty (30) days immediately preceding the date of the election, if properly registered as required by law, shall be qualified to vote at said election.

All electors must be registered before being able to vote at the special bond election. The Nez Perce County Clerk is the registrar for the City, and voter registration shall be conducted pursuant to the provisions of Section 34-1402, Idaho Code.

Any person who is eligible to vote May register on election day by appearing in person at the polling place established for the election, by completing a registration card, making an

oath on the form prescribed by law, and providing proof of residence in the manner provided by Section 34-408A, Idaho Code, as amended.

Section 6: BALLOTS

The Nez Perce County Clerk shall cause the official ballot for the special bond election to be prepared in a sufficient quantity for the special bond election.

SECTION 7: NOTICE

Notice of the special bond election shall be given by the Nez Perce County Clerk prior to the election by publishing notice of the election in the official newspaper of the City, the first publication being at least twelve (12) days prior to the election, the last publication to be not less than five (5) days prior to the special bond election. In accordance with Section 34-602, Idaho Code, as amended, the second publication of the notice of election shall be accompanied by a facsimile of the sample ballot for the special bond election.

SECTION 8: CANVASS

When the polls are closed, the election officials shall immediately proceed to count the ballots cast at the special bond election. The counting shall be continued without adjournment until completed and the result declared. The election judge and clerks shall thereupon certify the returns of the special bond election to the County Clerk, who shall present the results to the County Commissioners.

The Board of County Commissioners shall meet within ten (10) days following the election, or at such time to which said meeting is continued, for the purpose of canvassing the results of the special bond election. The County Clerk shall thereupon certify the election results to the City Clerk. The results shall then be entered in the minutes of the City Council and proclaimed as final.

SECTION 9: DEBT DISCLOSURE STATEMENT

A brief official statement containing the information on outstanding debt shall be prepared by the City Clerk of Treasurer.

SECTION 10: GENERAL OBLIGATION BONDS

If, at the special bond election, two-thirds (2/3) of the qualified electors of the City voting therein vote in favor of the issuance of the bonds for the purposes set forth herein and designated on the aforesaid ballot, fully registered general obligation bonds of the City shall be authorized, issued, sold, and delivered. The full faith and credit of the City will be pledged for the payment of the principal of and interest on the bonds. The bonds will be paid from annual taxes levied upon all taxable property within the City in sufficient amount to constitute a sinking fund for the payment of the principal thereof, together with the interest on the bonds as it falls due, for a term which may be less than but which shall not exceed thirty (30) years.

ORDINANCE NO. 4943

Page 4 of 5

The officers now or hereafter charged by law with the duty of levying taxes for the payment of the bonds and interest thereon shall, in the manner provided by law, make annual levies upon all taxable property within the City sufficient to meet the annual payments of bond principal and interest accruing and maturing as hereinabove provided.

All bonds shall be issued in the form and manner, and shall be registered, disposed of, and redeemed, in accordance with the provisions of Sections 50-1019 through 50-1026, Idaho Code, and Title 57, Chapters 2 and 9, Idaho Code.

SECTION 11: OFFICERS AUTHORIZED

The officers of the City and County are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Ordinance.

SECTION 12: RATIFICATION

All action heretofore taken, not inconsistent with the provisions of this Ordinance, by the Mayor and Council, and the officers of the City, directed toward acquisition of the Project and the issuance of general obligation bonds of the City therefor, and for the holding of a special bond election, are hereby ratified, approved, and confirmed.

SECTION 13: PUBLICATION

This Ordinance, or a summary thereof in compliance with Section 50-901A, Idaho Code, shall be published once in the official newspaper of the City, and shall take effect immediately upon its passage, approval, and publication.

PASSED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

CERTIFICATION OF LEWISTON CITY TREASURER

IN RE: OUTSTANDING AND PROPOSED DEBT OF THE CITY OF
LEWISTON, NEZ PERCE COUNTY, IDAHO

WHEREAS, Section 34-440, Idaho Code, as amended, requires a taxing district, prior to submitting any question to its qualified electors that would authorize any bonded indebtedness, to disclose certain financial information pertaining to that district's existing indebtedness and the proposed indebtedness; and

WHEREAS, the City of Lewiston, located in Nez Perce County, Idaho (the "City"), has determined to submit a question to the qualified electors of the City requesting approval of certain capital improvements and betterments and the incurrence of bonded indebtedness to pay part of the costs thereof;

NOW, THEREFORE, I, the undersigned Treasurer of the City of Lewiston, Idaho, do hereby certify that the Debt Disclosure Statement attached hereto, marked Exhibit "A" and hereby incorporated by reference is accurate and complete as of the date of the special bond election to be held and conducted by the City.

Dated this ____ day of March, 2025.

Aimee Gordon, City Treasurer

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

AIMEE GORDON, being first duly sworn, on oath deposes and says: that she is the duly appointed and qualified Treasurer of the City of Lewiston, Idaho; that she has read the foregoing Certification, knows the contents thereof, and believes the same to be true.

Aimee Gordon

SUBSCRIBED AND SWORN To before me, the undersigned Notary Public, this ____ day of March, 2025.

Notary Public in and for the State of Idaho
Residing at _____ therein
My commission expires: _____

(S E A L)

CITY OF LEWISTON
DEBT DISCLOSURE STATEMENT

I. EXISTING DEBT:

	Date of Original Issuance	Original Principal Amount	Unpaid Principal to Date	Unpaid Interest to Date
Water Revenue Bond, Series 2024	04/04/2024	\$40,774,948	\$39,440,272	\$80,772
Sewer Revenue Bond, Series 2023	02/17/2023	\$29,181,000	\$25,598,364	\$81,330

II. PROPOSED NEW ISSUE:

- A. Type of Indebtedness: General Obligation Bond
- B. Anticipated Interest Rate: 3.75%
- C. Range of Rates: 2.0% to 6.0%
- D. Proposed Principal Amount: \$25,000,000
- E. Maximum Rate as Shown on Ballot: No Maximum
-

III. TOTAL PROPOSED BONDED DEBT:

- A. Principal Amount Payable to Maturity: \$25,000,000
- B. Interest Amount Payable to Maturity: \$17,145,875
- C. Total Debt - Proposed Issue: \$42,085,875

CITY ORDINANCE NO. 4937

AN ORDINANCE OF THE CITY OF LEWISTON REPEALING CHAPTER 7 OF THE LEWISTON CITY CODE RELATED TO AMBULANCE SERVICE AND ENACTING A NEW CHAPTER 7 ENTITLED “AMBULANCE SERVICE” AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code Chapter 7 “Ambulance Service” is hereby repealed in its entirety.

SECTION 2: A new Chapter 7 “Ambulance Service” of the Lewiston City Code is hereby enacted as follows:

ARTICLE I. CHARGES

Sec. 7-1. Ambulance charges.

Fees for ambulance services rendered to patients may include, but are not limited to, treatment, transportation to or from a hospital or other treatment facility, and supplies used in the course of such treatment and/or transportation. Ambulance service fees shall be set by resolution of the city council.

Sec. 7-2. Reserved.

ARTICLE II. EMERGENCY MEDICAL SERVICES SYSTEM

Sec. 7-3. Purpose.

This article is enacted for the purpose of establishing a basic framework to direct the provision of emergency and nonemergency ambulance services within the city. It is the intent of the city council to define the structure of the city’s commitment to emergency medical care to the citizens of the city, to determine working relationships between different care providers and to develop the most cost effective and highest quality patient care solutions to emergency and nonemergency ambulance medical care within the city.

Sec. 7-4. Authority.

This article is enacted pursuant to the authority granted by Article 12, Section 2 of the Idaho Constitution and Idaho Code, sections 50-301, 50-302 and 50-304, title 31, chapter 39, and section 67-2326 through 67-2333. This authority is subject to the provisions contained in Idaho Code sections 56-1011 through 56-1018B, and any valid regulations enacted pursuant thereto.

Through these grants of authority, the city council, in its capacity as the legislative authority for the city, has the authority to oversee and regulate the provision of EMS services by medical service providers within city limits, to assist medical service providers by supplying funds as necessary to enable provision of essential EMS services; and to provide for the safety and promote the health and welfare of the residents, and visitors to, the city by whatever additional means the city council may deem appropriate.

Sec. 7-5. Definitions.

As used in this article, the following terms shall be defined as follows:

Advisory board: The Lewiston Emergency Medical Service Advisory Board appointed by the Lewiston City Council.

Ambulance service: Any agency licensed by the state's EMS bureau operated with the intent to provide personnel and equipment for medical treatment at an emergency scene, during the transportation or during transfer of persons experiencing physiological or psychological illness or injury who may need medical attention during transport. This includes dual or multipurpose vehicles that otherwise comply with sections 56-1011 through 56-1023, Idaho Code, and specifications established by the Idaho Board of Health and Welfare.

City council: The city council of the City of Lewiston.

Dispatch: The system of communication which provides public access to emergency and nonemergency ambulance services and which activates and coordinates the responses of emergency and nonemergency ambulance service providers.

Emergency medical services (EMS): Health care services provided to any person(s) experiencing a medical emergency and any associated transport or transfer, whether via motor vehicle, vessel, fixed or rotary wing aircraft, or any combination thereof. This definition shall also include nonemergent medical transports and transfers and all medical services performed during the course of such transports or transfers. Expressly excluded from this definition are the operation of medical offices by licensed physicians and the operation of hospitals.

EMS bureau: The bureau of emergency medical services of the Idaho Department of Health and Welfare.

Medical emergency: Any event or series of events which prompts an individual to believe that immediate health care needs cannot be met by the individual him/herself.

Nonemergency transport service: The nonemergency transport by an ambulance service of a patient to or from a home, hospital, care facility, medical office or rehabilitation facility under medical supervision.

Private ambulance service: Any private commercial venture which is involved in the transport, transfer, or pre- or post-hospital medical treatment of the ill and injured that is licensed by the Idaho Department of Health and Welfare.

Transfer: The transportation of a patient from one medical care facility to another.

Sec. 7-6. Policies, procedures and standards.

For the protection of the health, safety and welfare of the citizens of the city, the city council, with the assistance of the advisory board, shall develop and implement policies, procedures and standards for the provision of emergency and nonemergency ambulance services within the city, including dispatch policies and the regulation of private ambulance services. Any emergency medical service provider or private ambulance service who acts contrary to adopted policies, procedures and standards may, after proper notice and opportunity for hearing, have its certificate of compliance revoked.

Sec. 7-7. Emergency ambulance service provided by authorized emergency medical service.

(a) The Lewiston Fire Department shall provide emergency ambulance response to all emergency calls for service within the city except as provided herein.

(b) Unless the private ambulance service is in conformance with this article and contracted with the state, county, city or patient, it will be the duty of the private ambulance service to immediately refer emergency medical calls within city limits to the Lewiston Fire Department.

(c) The Lewiston Fire Department shall provide all special event EMS upon the streets, alleys or any public way or place within the city. The city may authorize registered private ambulance services to provide special event services when Lewiston Fire Department personnel are not available.

Sec. 7-8. Authority of personnel at emergency care sites.

Authority to direct the activities of EMS providers present at the care site of a medical emergency shall reside in the ranking EMS personnel from the Lewiston Fire Department. This section is intended to apply only to emergency medical services and does not affect the authority of law enforcement, fire suppression or other nonmedical service activities by legally responsible responding public agencies. In the event personnel of a private ambulance service encounters a patient in need of emergency medical services, the personnel are obligated to immediately notify the Lewiston Fire Department to arrange for an emergency ambulance rendezvous in order to ensure paramedic service and adequate staffing are available to the person in need of emergency medical services.

Sec. 7-9. Certificate of compliance required.

No person, firm, partnership, corporation or public agency shall drive or operate a private ambulance service for the purpose of transporting the sick, injured or infirm for hire with a point of origin and destination within the city of Lewiston without obtaining a certificate of compliance from the advisory board. Certificates of compliance shall be issued on an annual, calendar year basis, paying a fee, as set by resolution of the city council, to all private ambulance service providers who submit and maintain documentation in compliance with this article upon approval of the advisory board. No certificate of compliance shall be issued in accordance with this article unless the city council approves the application. The advisory board shall review the application and make a recommendation to the city council on whether

the applicant has complied with the application requirements of this article, is fit, willing and able to perform such ambulance services, and conforms to the provisions of this article and the rules promulgated by the advisory board and city council as herein authorized.

Sec. 7-10. Application for certificate of compliance.

(a) To obtain a certificate of compliance, a person must make a written application to the advisory board for that purpose. The application must be signed by an applicant who is the owner or designee of the private ambulance service and notarized.

(b) The application for a certificate of compliance must be submitted annually and include the following:

(1) The name, address, telephone number, and email address of the applicant, the trade name under which the applicant does business, and the street address and telephone number from which the private ambulance service will be operated.

(2) Current Idaho ambulance licenses issued to the private ambulance service and a copy of the current Idaho application listing all vehicles, including the year, make, model, vehicle identification number, mileage, license plate number and the class, size, design, and color scheme (including color photograph) of each ambulance in its service which will serve as ambulances.

(3) A list of the names of all paramedic, advance emergency medical technician (AEMT), emergency medical technician (EMT), and emergency medical responder (EMR) staff members working for the private ambulance service, along with copies of each's current certification and driver's license. Such documentation shall be updated continually within the course of the year as personnel changes dictate.

(4) Copies of a certificate of insurance evidencing the coverages required by this article.

(5) A certificate, executed by the ambulance service provider's chief executive, indicating the ambulance service provider will comply with the provisions of this article and any applicable policies, procedures and standards adopted by the city council.

(6) The name and telephone number of the private ambulance service's medical director and any other information determined by the advisory board to be necessary to the implementation and enforcement of this article.

(7) Any additional information the advisory board deems necessary for the protection of the health, safety, and welfare of the citizens of the city.

Sec. 7-11. Insurance policy for private ambulance service.

(a) Every applicant hereunder shall file with the advisory board an insurance policy or policies providing liability insurance coverage for each and every ambulance vehicle owned, operated, and/or leased by the applicant; such policy shall be issued by an insurance company or companies authorized to do business in the state of Idaho, and shall provide insurance coverage for injury to, or death of, any person or persons in accidents and resulting from any

cause for which the owner or operator of said vehicle would be liable on account of any liability imposed by law, regardless of whether the ambulance vehicle was being driven by the owner, his agent or lessee; said policy shall also provide insurance coverage against damage to the property of another, including personal property, under like circumstances of liability.

(b) The minimum limits of general liability and automobile liability insurance policy coverage shall be not less than Five Hundred Thousand Dollars (\$500,000) combined single limit per occurrence for bodily injury, personal injury, and property damage, and for those policies with aggregate limits a Two Million Dollar (\$2,000,000) aggregate limit. Workers' Compensation coverage shall be at the statutorily required minimum. If Workers' Compensation insurance is not required, the applicant shall provide proof that such is not required under the circumstances.

(c) Every such policy of insurance shall continue to the full amount thereof, notwithstanding any recovery thereon and shall provide that the liability of the insurer shall not be affected by the insolvency or bankruptcy of the assured.

(d) Each insurance policy required hereunder shall extend for the period to be covered by the certificate of compliance and the insurer shall be obliged to give the advisory board and the assured not less than thirty (30) days' written notice in the event of any change or cancellation earlier than its expiration date. The cancellation or other termination of any such policy shall automatically revoke and terminate any certificate of compliance issued hereunder for the ambulance service covered by such policy, unless another insurance policy complying with the provisions of this article shall be provided and be in effect at the time of such cancellation or termination.

(e) The limits of insurance provided above shall not be deemed a limitation on any covenant to indemnify and save and hold harmless the city, and if the city becomes liable for an amount in excess of the insurance limits herein provided, the applicant or certificate holder, or any of its agents upon whom duties may be imposed by this article, by accepting a certificate of compliance hereunder, shall be deemed to have agreed to indemnify and save and hold harmless the city from any and all such losses, claims, and actions, judgments or expenses for damages or injury to persons or property.

Sec. 7-12. Exemptions

(a) No certificate of compliance shall be required for ambulances operating at the request of the city in cases of a disaster.

(b) Air medical ambulance providers shall not be required to have a permit to operate within the city for air medical services.

Sec. 7-13. Emergency waiver.

In the event of a major disaster or major incident requiring the response and use of mutual aid resources from outside the city, the mayor may temporarily waive the requirement to possess a certificate of compliance to provide emergency and nonemergency ambulance services.

Sec. 7-14. Suspension or revocation of certificate of compliance.

(a) Any certificate of compliance granted hereunder may be suspended for a period of not more than thirty (30) days, or revoked by the city, whenever it shall be made to appear that the private ambulance service has violated any of the provisions of this article, or any other ordinance of the city, or any state or federal law. The owner of the private ambulance service or designee shall have the opportunity to be heard before the advisory board or fire chief, as applicable, as to why the permit should not be suspended and/or revoked. No such notice or hearing shall be deemed necessary prior to revocation of a certificate of compliance for failure to maintain property insurance as required in this article.

(b) The advisory board or fire chief may recommend refusal to renew a certificate of compliance for good cause, including any of the following reasons:

(1) Applicant made a false statement(s) as to a material matter in the application for the certificate of compliance;

(2) Applicant failed to comply with any requirement of this article or any rule or regulation established by local, state or federal regulation of ambulance services;

(3) Applicant was convicted of any felony offense while holding a certificate of compliance;

(4) Applicant used a trade name for a certificate of compliance other than the one registered with the EMS bureau;

(5) Applicant fails to pay the required fee(s); or

(6) The fire chief or city council determines that the conduct or operation of the applicant is a public nuisance, as defined in this Code, or presents a danger to the public health, safety or welfare.

(c) The procedure for denying the renewal, suspension, or revocation of a certificate of compliance shall follow the same procedures outlined in the business licensing code, as provided in chapter 21, article 1, for the denying the renewal, suspension, or revocation of a business license.

Sec. 7-15. Unlawful operations and prohibited acts.

It shall be unlawful for any person or private ambulance service to intentionally or knowingly:

(1) To commit any act that would obstruct the orderly delivery of emergency or nonemergency transport services by any private ambulance service, including but not limited to following any police car, city ambulance, or fire apparatus which is responding to an emergency call on the streets of the city.

(2) To provide emergency or nonemergency ambulance services within the city without a current certificate of compliance.

(3) To violate or fail to comply with any provision of this article or the policies, procedures, and standards adopted pursuant hereto.

(4) Operate a private ambulance service or use any equipment in providing private ambulance services that fails to comply with all minimum safety and equipment standards required for a basic life support vehicle by sections 56-1011 through 56-1023, Idaho Code, as amended from time to time, or by any rule or regulation promulgated by the EMS bureau.

Sec. 7-16. Penalties.

(a) Any person or ambulance service provider who violates any provision of this article shall be guilty of a misdemeanor and upon conviction thereof, shall be subject to the penalties provided for in section 1-7 of this Code.

(b) Each day that any violation is committed or is permitted to continue shall constitute a separate offense.

(c) This section shall not serve to limit any other remedies available to the city in law or equity to restrain the conduct which violates the terms of this article or the policies, procedures, and standards adopted by the city.

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

PASSED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

**CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4937**

**ORDINANCE NO. 4937: AN ORDINANCE OF THE CITY OF LEWISTON
REPEALING CHAPTER 7 OF THE LEWISTON CITY CODE RELATED TO
AMBULANCE SERVICE AND ENACTING A NEW CHAPTER 7 ENTITLED
“AMBULANCE SERVICE” AND PROVIDING AN EFFECTIVE DATE.**

Section 1 repeals Lewiston City Code Chapter 7 in its entirety. Section 2 enacts a new Chapter 7 of Lewiston City Code entitled “Ambulance Service,” which regulates the provision of ambulance services in the City. Lewiston City Code § 7-16 provides: (a) that any person who violates any provision of Article II shall be guilty of a misdemeanor, subject to the penalties of § 1-7 of Lewiston City Code; (b) that each day a violation is committed or is permitted to continue shall constitute a separate offense; and (c) this section of Lewiston City Code does not limit any other remedies available in law or equity to restrain the conduct in violation of Article II. Section 3 provides an effective date.

Ordinance No. 4937 is effective upon passage and publication.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Tanya M. Brocke
City Clerk

The full text of this ordinance is available at the City Clerk's office, Lewiston City Hall, 1134 F Street, Lewiston, during regular business hours.

I, JENNIFER TENGONO, City Attorney, reviewed the foregoing Summary of Ordinance No. 4937. The summary is true and complete and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this _____ day of _____ 2025.

JENNIFER TENGONO
City Attorney

**CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4940**

ORDINANCE NO. 4940: AN ORDINANCE AMENDING ORDINANCE NO. 4929 BY REPLACING EXHIBITS A AND B OF LEWISTON CITY ORDINANCE NO. 4929; AND PROVIDING AN EFFECTIVE DATE.

Section 1 incorporates the recitals. Section 2 repeals and replaces Exhibit A to Lewiston City Ordinance No. 4929 with an Amended Exhibit A. Section 3 annexes the real property described in Amended Exhibit A into the City of Lewiston. Section 4 repeals and replaces Exhibit B to Lewiston City Ordinance No. 4929 with an Amended Exhibit B. Section 5 provides an effective date.

As required by Idaho Code § 50-901A, the following excerpt from Ordinance No. 4940 is required to be published in full:

...

SECTION 2: Exhibit A to Lewiston City Ordinance No. 4929 is hereby repealed and replaced in its entirety with Amended Exhibit A, attached hereto and incorporated herein.

SECTION 3: Said real property legally described in Amended Exhibit A is hereby annexed by the City of Lewiston and incorporated into the boundaries of the City of Lewiston.

...

The real property described in Amended Exhibit A has the street addresses of 1125 and 1127 Warner Avenue, Lewiston, ID 83501.

Ordinance No. 4940 is effective upon passage and publication.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Tanya M. Brocke
City Clerk

The full text of this ordinance is available at the City Clerk's office, Lewiston City Hall, 1134 F Street, Lewiston, during regular business hours.

I, JENNIFER TENGONO, City Attorney, reviewed the foregoing Summary of Ordinance No. 4940. The summary is true and complete, and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this _____ day of _____ 2025.

JENNIFER TENGONO
City Attorney

AMENDED EXHIBIT A

Lot 7, Block 153, Lewiston Orchards Tract No. 19, to the City of Lewiston, according to the recorded plat thereof, records of Nez Perce County, Idaho, measurements being from the centerlines of adjacent streets and alleys, together with the vacated alley. Together with that portion of the vacated alley lying adjacent to Lot 7 as vacated by Resolution No. 2004-08-099, recorded as Instrument No. 708013, which attaches by operation of law.

TOGETHER WITH: the adjacent north 30.00 feet of Warner Avenue.

CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4941

ORDINANCE NO. 4941: AN ORDINANCE AMENDING ORDINANCE NO. 4930 BY REPLACING EXHIBIT A OF THE LEWISTON CITY ORDINANCE NO. 4930; AND PROVIDING AN EFFECTIVE DATE.

Section 1 incorporates the recitals. Section 2 repeals and replaces Exhibit A to Lewiston City Ordinance No. 4930 with Amended Exhibit A. Section 3 removes the real property described in Amended Exhibit A from the Area of City Impact (Nez Perce County) Farm (F-1) Zone and includes said real property in the Community Commercial (C-3) Zone. Section 4 amends the Zoning Map of the City of Lewiston accordingly. Section 5 provides for an effective date.

As required by Idaho Code §50-901A, the following excerpt from Ordinance No. 4941 is required to be published in full:

...

WHEREAS, through Ordinance No. 4929 as amended by Ordinance No. 4940, the City of Lewiston annexed the real property described in Section 2, which property consists of approximately 4.99 acres generally located at 1125 and 1127 Warner Avenue in Lewiston, Idaho;

...

SECTION 2: Exhibit A to Lewiston City Ordinance No. 4930 is hereby repealed and replaced in its entirety with Amended Exhibit A, attached hereto and incorporated herein.

SECTION 3: The real property described in Amended Exhibit A, is hereby removed from the Area of City Impact (Nez Perce County) Farm (F-1) Zone and included in the City of Lewiston Community Commercial (C-3) Zone, as defined by the Zoning Ordinance of the City of Lewiston, Idaho.

...

Ordinance No. 4941 is effective upon passage and publication and after the publication of Ordinance No. 4940.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Tanya M. Brocke
City Clerk

The full text of this ordinance is available at the City Clerk's office, Lewiston City Hall, 1134 F Street, Lewiston, during regular business hours.

I, JENNIFER TENGONO, City Attorney, reviewed the foregoing Summary of Ordinance No. 4941. The summary is true and complete, and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this _____ day of _____ 2025.

JENNIFER TENGONO
City Attorney

AMENDED EXHIBIT A

Lot 7, Block 153, Lewiston Orchards Tract No. 19, to the City of Lewiston, according to the recorded plat thereof, records of Nez Perce County, Idaho, measurements being from the centerlines of adjacent streets and alleys, together with the vacated alley. Together with that portion of the vacated alley lying adjacent to Lot 7 as vacated by Resolution No. 2004-08-099, recorded as Instrument No. 708013, which attaches by operation of law.

TOGETHER WITH: the adjacent north 30.00 feet of Warner Avenue.

**CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4943**

ORDINANCE NO. 4943: AN ORDINANCE OF THE CITY OF LEWISTON, NEZ PERCE COUNTY, IDAHO, ORDERING A SPECIAL BOND ELECTION TO BE HELD ON THE QUESTION OF THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE CITY IN AN AMOUNT NOT TO EXCEED \$25,000,000 FOR THE PURPOSE OF CONSTRUCTING IMPROVEMENTS TO WASTEWATER, WATER, STORMWATER AND ROAD INFRASTRUCTURE AND RELATED IMPROVEMENTS AND COSTS; ESTABLISHING THE DATE AND TIME OF THE SPECIAL BOND ELECTION; APPROVING A FORM OF BALLOT; PROVIDING FOR REGISTRATION OF VOTERS; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE

Section 1 defines the improvement projects, estimates the total cost, and provides for issuance of general obligation bonds, subject to approval of the qualified electors of the City, in an amount not to exceed \$25,000,000 to pay the cost of the Project. Section 2 provides for a special bond election to be held within the City on Tuesday, May 20, 2025, for the purpose of enabling the qualified electors of the City to vote upon the proposition of issuing general obligation bonds. Section 3 provides that the polls of the special bond election shall open at 8:00 o'clock A.M. on May 20, 2025, and shall remain open until 8:00 o'clock P.M., and provides for the administration for the special bond election. Section 4 provides that the ballot proposition shall be substantially as follows:

SHALL THE CITY OF LEWISTON BE AUTHORIZED TO INCUR AN INDEBTEDNESS AND ISSUE AND SELL ITS GENERAL OBLIGATION BONDS IN THE PRINCIPAL AMOUNT NOT TO EXCEED \$25,000,000 FOR THE PURPOSE OF CONSTRUCTING WASTEWATER, WATER, STORMWATER AND ROAD INFRASTRUCTURE, TOGETHER WITH RELATED IMPROVEMENTS AND COSTS, THE BONDS TO MATURE AND TO BE PAYABLE FROM A LEVY OF TAXES FOR A TERM WHICH MAY BE LESS THAN BUT WHICH SHALL NOT EXCEED THIRTY (30) YEARS?

Section 5 defines qualified electors as persons eighteen (18) years of age or older who are United States citizens who have resided in the City for at least thirty days prior to the election and who are registered as provided by law, and provides for registration of voters. Section 6 provides for preparation of the official ballot. Section 7 provides for publication of Notice of Special Bond Election. Section 8 provides for canvass of votes. Section 9 provides for Debt Disclosure Statement. Section 10 provides for the issuance of general obligation bonds maturing over a period which may be less than but which shall not exceed thirty (30) years, and provides for other matters relating to the general obligation bonds. Section 11 authorizes the officers of the City and Nez Perce County to take appropriate actions to effectuate the provisions of this Ordinance. Section 12 ratifies previous actions. Section 13 provides for publication of a summary of the Ordinance.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Tanya M. Brocke
City Clerk

The full text of this ordinance is available upon request at the City Clerk's Office, Lewiston City Hall, 1134 F Street, Lewiston, during regular business hours.

I, JENNIFER TENGONO, City Attorney, reviewed the forgoing Summary of Ordinance No. 4943. I certify that I have read the attached Summary of Ordinance No. 4943 and that the same is true and complete, and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated as of the 10th day of March, 2025.

JENNIFER TENGONO
City Attorney