



**Lewiston City Council
REGULAR MEETING AGENDA
August 25, 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 individuals wishing to comment on agenda items or other matters they wish to bring to the Council's attention, excluding those scheduled for a public hearing. As there may not be another opportunity to comment once an agenda item is addressed, individuals are encouraged to speak at this time. Individuals are encouraged to discuss operational issues in advance with the Mayor. In consideration of others wishing to speak, commentary is limited to three (3) minutes.

IV. PRESENTATIONS

- A. VETERANS OF FOREIGN WARS (VFW) FIRST RESPONDER AWARDS:** Presentation of the VFW (Veterans of Foreign Wars) First Responder Awards - Action Item (Fire Chief Rightmier)
- B. AMERICAN LEGION'S FIRST RESPONDER AWARDS:** Presentation of the National Firefighter of the Year and National Law Enforcement Officer of the Year Awards - Action Item (Fire Chief Rightmier)
- C. JULY FINANCIAL REPORT:** Financial report for July 2025, in accordance with Idaho Code 50-208 - No oral report - Action Item (Finance Director Gordon)

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. ADVISORY BOARD MINUTES:** Accepting the minutes of the 7/23/2025 Planning & Zoning Commission; and 6/5/2025 Historic Preservation Commission meetings - Action Item
- B. VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 7/25/2025 - 8/07/2025 in the amount of \$1,837,167.63 - Action Item

VI. ACTIVE AGENDA

A. ADVISORY BOARD AND COMMISSION APPOINTMENTS

1. **AUDIT COMMITTEE**: Considering appointing Robert (Bob) Rogers to a three (3) year term - Action Item
2. **DISABILITY ADVISORY COMMISSION**: Considering reappointing Jessica Granger to a three (3) year term beginning September 12, 2025 (end of her current term) - Action Item
3. **PARKS AND RECREATION ADVISORY COMMISSION**: Considering appointing Christine Steen and Thomas King to three (3) year terms - Action Item
4. **PLANNING AND ZONING COMMISSION**: Considering appointing Zachary Battles to a four (4) year term beginning October 11, 2025 - Action Item

B. RESOLUTION 2025-34: Considering repealing and replacing the City of Lewiston's Purchasing Policy - Action Item (Finance Director Gordon)

C. RESOLUTION 2025-38: Considering approving the "Palisades and Southport Study Addendum to 2019 Water System Facility Plan" authored by Merrick & Company and dated May 2025 - Action Item (Public Works Director Johnson)

D. ORDINANCES

1. SECOND AND THIRD READINGS

- a. **ORDINANCE 4955**: Considering 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 \$22,540,000 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; and providing for related matters - Action Item (Public Works Director Johnson)

2. THIRD READINGS

- a. **ORDINANCE 4952**: Considering amending Ordinance 4923, the Annual Appropriation Ordinance for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025, appropriating additional monies that are to be received in the sum of \$11,103,220 - Action Item (Finance Director Gordon)
- b. **ORDINANCE 4950**: To be termed the "2026 Annual Appropriation Ordinance," considering appropriating sums of money authorized by law and deemed necessary for all general and special municipal purposes of the City of Lewiston for the fiscal year commencing October 1, 2025 and ending September 30, 2026 - Action Item (Finance Director Gordon)
- c. **ORDINANCE 4951**: Considering fixing and establishing the tax certification on all taxable properties situated within the corporate limits of the City of Lewiston for the fiscal year beginning October 1, 2025 and ending September 30, 2026, for the purpose of providing and raising monies for municipal and corporate purposes; providing for certification to the Board of County Commissioners of Nez Perce County in the

amount of \$25,004,240; providing a certified copy of the 2026 Annual Appropriation Ordinance to the Board of County Commissioners of Nez Perce County, Idaho as adopted by the City of Lewiston for the 2025-2026 fiscal year - Action Item (Finance Director Gordon)

3. ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES

- a. ORDINANCE 4955:** Action Item

4. ADOPTION

- a. ORDINANCE 4952:** Action Item
- b. ORDINANCE 4950:** Action Item
- c. ORDINANCE 4951:** Action Item

VII. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING: FORGONE TAXES:** Accepting testimony on the consideration of utilizing a portion of forgone taxes in the amount of \$241,295 for maintenance and operations purposes, and consideration of accruing forgone tax (i.e., reserving the right to recover forgone tax) for the fiscal year ending September 30, 2026 - Action Item (Finance Director Gordon)
- B. RESOLUTION 2025-35:** Considering whether to reserve some or all of the current year's allowable forgone amount for potential use in subsequent years, pursuant to Idaho Code § 63-802(1)(f) - Action Item (Finance Director Gordon)
- C. RESOLUTION 2025-36:** Considering certifying \$241,295 of forgone taxes to be budgeted by the City of Lewiston for fiscal year 2026 for the purpose of maintenance and operations pursuant to Idaho Code § 63-802(1)(e)(ii) - Action Item (Finance Director Gordon)

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 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

X. 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.

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Ten Months Ended July 31, 2025

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

GENERAL FUND

UNDEFINED

	<u>MTD</u> <u>REVENUES</u>	<u>YTD</u> <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u> <u>EXPENSES</u>	<u>YTD</u> <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	25,017	3,337,964	5,212,430	64.04%	-	-	-	
Licenses & Permits	600	4,838	6,700	72.21%	-	-	-	
Other	(85)	21,851	1,374,130	1.59%	-	-	-	
Property Tax	5,630,398	16,416,012	17,233,030	95.26%	-	-	-	
Service Charges	144,072	1,440,720	1,728,860	83.33%	-	-	-	
Interest	57,335	552,409	615,450	89.76%	-	-	-	
Total	\$ 5,857,337	\$ 21,773,793	\$ 26,170,600	83.20%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 14,873	\$ 147,409	\$ 171,060	86.17%
Supplies & Materials	-	-	-		83	435	1,100	39.58%
Services & Charges	-	-	-		10,548	201,932	310,780	64.98%
Capital	-	-	-		-	-	2,000	0.00%
Total	\$ -	\$ -	\$ -		\$ 25,505	\$ 349,777	\$ 484,940	72.13%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 21,114	\$ 212,438	\$ 267,310	79.47%
Supplies & Materials	-	-	-		15	1,131	3,050	37.10%
Services & Charges	-	-	-		4,682	43,501	69,630	62.47%
Capital	-	-	-		-	1,753	4,200	41.74%
Total	\$ -	\$ -	\$ -		\$ 25,811	\$ 258,823	\$ 344,190	75.20%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 27,339	\$ 277,042	\$ 351,830	78.74%
Supplies & Materials	-	-	-		81	1,184	8,300	14.26%
Services & Charges	-	-	-		12,559	155,324	246,540	63.00%
Capital	-	-	-		-	229	1,600	14.29%
Total	\$ -	\$ -	\$ -		\$ 39,979	\$ 433,778	\$ 608,270	71.31%

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
LEGAL								
Personnel Services	\$ -	\$ -	\$ -		\$ 23,424	\$ 212,491	\$ 421,430	50.42%
Supplies & Materials	-	-	-		2,231	2,728	3,600	75.77%
Services & Charges	-	-	-		8,061	224,241	319,260	70.24%
Capital	-	-	-		-	1,167	1,370	85.19%
Total	\$ -	\$ -	\$ -		\$ 33,715	\$ 440,627	\$ 745,660	59.09%
PARKS & FACILITIES								
Other	\$ 2,216	\$ 7,576	\$ 6,500	116.55%	\$ -	\$ -	\$ -	
Service Charges	15,250	34,423	43,000	80.05%	-	-	-	
Personnel Services	-	-	-		161,522	1,387,298	1,890,580	73.38%
Supplies & Materials	-	-	-		26,642	143,485	257,570	55.71%
Services & Charges	-	-	-		107,566	943,545	1,285,830	73.38%
Capital	-	-	-		-	14,260	33,280	42.85%
Total	\$ 17,466	\$ 41,999	\$ 49,500	84.85%	\$ 295,730	\$ 2,488,588	\$ 3,467,260	71.77%
POLICE								
Grants	\$ 1,099	\$ 56,860	\$ 53,500	106.28%	\$ -	\$ -	\$ -	
Other	1,667	41,024	45,500	90.16%	-	-	-	
Service Charges	385	259,189	259,700	99.80%	-	-	-	
Personnel Services	-	-	-		584,386	6,132,414	8,076,030	75.93%
Supplies & Materials	-	-	-		16,169	151,256	211,830	71.40%
Services & Charges	-	-	-		92,445	1,012,016	1,303,880	77.62%
Capital	-	-	-		22,050	287,395	159,520	180.16%
Total	\$ 3,151	\$ 357,073	\$ 358,700	99.55%	\$ 715,050	\$ 7,583,082	\$ 9,751,260	77.77%
FIRE								
Grants	\$ 20,027	\$ 58,805	\$ 325,000	18.09%	\$ -	\$ -	\$ -	
Intergovernmental	111,654	314,992	360,000	87.50%	-	-	-	
Licenses & Permits	56	20,177	26,000	77.60%	-	-	-	
Other	-	3,948	6,460	61.12%	-	-	-	
Service Charges	96,703	1,362,851	2,893,000	47.11%	-	-	-	
Personnel Services	-	-	-		742,313	6,957,208	8,934,720	77.87%
Supplies & Materials	-	-	-		20,377	262,837	333,680	78.77%
Services & Charges	-	-	-		129,332	1,427,728	1,522,490	93.78%
Capital	-	-	-		20,000	82,189	323,110	25.44%
Total	\$ 228,440	\$ 1,760,773	\$ 3,610,460	48.77%	\$ 912,022	\$ 8,729,961	\$ 11,114,000	78.55%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
COMMUNITY DEVELOPMENT								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	252,349	1,623,518	1,227,500	132.26%	-	-	-	
Other	-	1,009	5,000	0.00%				
Service Charges	2,100	21,000	26,400	79.55%	-	-	-	
Personnel Services	-	-	-		115,350	1,161,120	1,487,440	78.06%
Supplies & Materials	-	-	-		2,492	14,990	39,080	38.36%
Services & Charges	-	-	-		16,351	201,148	292,010	68.88%
Capital	-	-	-		-	414	6,970	5.94%
Total	\$ 254,449	\$ 1,645,526	\$ 1,258,900	130.71%	\$ 134,193	\$ 1,377,671	\$ 1,825,500	75.47%
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 4,000	0.00%	\$ -	\$ -	\$ -	
Other	325	21,320	26,100	81.69%	-	-	-	
Service Charges	31,713	312,535	453,000	68.99%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		35,836	340,414	476,450	71.45%
Supplies & Materials	-	-	-		11,845	79,204	164,250	48.22%
Services & Charges	-	-	-		11,570	109,067	163,670	66.64%
Capital	-	-	-		-	1,639	6,500	25.22%
Total	\$ 32,038	\$ 333,855	\$ 483,100	69.11%	\$ 59,251	\$ 530,324	\$ 810,870	65.40%
FINANCE								
Service Charges	\$ 19,875	\$ 198,895	\$ 210,000	94.71%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		89,435	898,833	1,218,700	73.75%
Supplies & Materials	-	-	-		10,669	58,266	76,750	75.92%
Services & Charges	-	-	-		24,553	257,148	330,710	77.76%
Capital	-	-	-		-	1,714	3,500	48.96%
Total	19,875	198,895	210,000	94.71%	124,657	1,215,961	1,629,660	74.61%
CONTINGENCY								
Services & Charges			\$ -		\$ -	\$ -	\$ 67,000	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 67,000	0.00%
PROPERTY IMPROVEMENTS								
Other	\$ -	\$ -	\$ 5,300,000	0.00%	\$ -	\$ -	\$ -	
Capital					61,319	301,124	5,680,000	5.30%
Total	\$ -	\$ -	\$ 5,300,000	0.00%	\$ 61,319	\$ 301,124	\$ 5,680,000	5.30%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
GOLF COURSE								
Service Charges	\$ 30,846	\$ 104,047	\$ 237,100	43.88%	\$ -	\$ -	\$ -	0.00%
Services & Charges	-	-			-	114,888	272,840	42.11%
Capital	-	-	-		-	11,690	122,500	9.54%
Total	\$ 30,846	\$ 104,047	\$ 237,100	43.88%	\$ -	\$ 126,578	\$ 395,340	32.02%
OPIOID SETTLEMENT								
Other	\$ -	\$ 35,795	\$ 180,000	19.89%	\$ -	\$ -	\$ -	
Services & Charges	-	-	-		1,380	15,446	247,180	6.25%
Total	\$ -	\$ 35,795	\$ 180,000	19.89%	\$ 1,380	\$ 15,446	\$ 247,180	6.25%
INSURANCE TRUST								
Other	\$ -	\$ 824	\$ 25,000	3.30%	\$ -	\$ -	\$ -	
Interest	44	436	500	87.14%	-	-	-	
Supplies & Materials	-	-	-		-	-	-	0.00%
Services & Charges	-	-	-		2,383	496,318	512,730	96.80%
Total	\$ 44	\$ 1,260	\$ 25,500	4.94%	\$ 2,383	\$ 496,318	\$ 512,730	96.80%
UNCOLLECTIBLE ACCOUNTS								
Services & Charges	\$ -	\$ -	\$ -		\$ 16,667	\$ 166,670	\$ 200,000	83.34%
Total	\$ -	\$ -	\$ -	0.00%	\$ 16,667	\$ 166,670	\$ 200,000	83.34%
TOTAL GENERAL FUND	\$ 6,443,646	\$ 26,253,017	\$ 37,883,860	69.30%	\$ 2,447,662	\$ 24,514,727	\$ 37,883,860	64.7%

	MTD <u>REVENUES</u>	YTD <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	MTD <u>EXPENSES</u>	YTD <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ 264,675	\$ 264,675	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	1,790	15,774	40,000	39.43%	-	-	-	
Property Tax	50,000	100,000	100,000	100.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	1,692	21,322	20,000	106.61%	-	-	-	
Capital					-	317,810	160,000	198.63%
Total	\$ 318,157	\$ 401,771	\$ 160,000	251.11%	\$ -	\$ 317,810	\$ 160,000	198.63%
TRANSPORTATION								
Grants	\$ 3,960,318	\$ 4,010,150	\$ 4,822,070	83.16%	\$ -	\$ -	\$ -	
Intergovernmental	1,160,303	1,651,128	990,930	166.62%	-	-	-	
Other	-	5,929	(1,645,440)	-0.36%	-	-	-	
Property Tax	1,821,000	2,821,000	2,821,000	100.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	27,131	240,859	100,000	240.86%	-	-	-	
Services & Charges	-	-	-		28,936	260,425	347,280	74.99%
Capital	-	-	-		482,944	1,039,180	6,741,280	15.42%
Total	\$ 6,968,752	\$ 8,729,066	\$ 7,088,560	123.14%	\$ 511,880	\$ 1,299,605	\$ 7,088,560	18.33%
LIBRARY								
Other	\$ 37	\$ 14,032	\$ 41,000	34.22%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	137	1,303	1,500	86.89%	-	-	-	
Capital	-	-	-		-	-	42,500	0.00%
Total	\$ 174	\$ 15,335	\$ 42,500	36.08%	\$ -	\$ -	\$ 42,500	0.00%
TOTAL CAPITAL PROJECTS FUND	\$ 7,287,083	\$ 9,146,172	\$ 7,291,060	125.44%	\$ 511,880	\$ 1,617,415	\$ 7,291,060	22.2%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ 62,917	\$ 629,166	\$ 790,500	79.59%	\$ -	\$ -	\$ -	
Interest	6,380	56,905	55,000	103.46%	-	-	-	
Supplies & Materials	-	-	-		-	-	500	0.00%
Services & Charges	-	-	-		187,098	496,196	845,000	58.72%
TOTAL WORKERS COMP FUND	\$ 69,297	\$ 686,071	\$ 845,500	81.14%	\$ 187,098	\$ 496,196	\$ 845,500	58.7%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
WATER FUND								
WATER								
Grants	\$ 3,612,025	\$ 3,785,276	\$ 6,700,000	56.50%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	65,720	0.00%	-	-	-	
Other	51,968	114,874	2,583,380	4.45%	-	-	-	
Service Charges	1,058,314	6,580,340	8,478,430	77.61%	-	-	-	
Interest	30,894	329,832	260,000	126.86%	-	-	-	
Personnel Services	-	-	-		189,670	1,964,822	2,444,960	80.36%
Supplies & Materials	-	-	-		31,297	378,503	588,930	64.27%
Services & Charges	-	-	-		340,465	3,174,365	4,003,350	79.29%
Capital	-	-	-		617,834	6,861,690	11,050,290	62.10%
TOTAL WATER FUND	\$ 4,753,202	\$ 10,810,323	\$ 18,087,530	59.77%	\$ 1,179,267	\$ 12,379,379	\$ 18,087,530	68.4%

WASTEWATER FUND								
WASTEWATER								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Intergovernmental	239,164	2,923,513	3,707,910	78.85%	-	-	-	
Other	97,558	367,918	10,992,330	3.35%	-	-	-	
Service Charges	711,864	6,248,527	7,145,690	87.44%	-	-	-	
Interest	87,583	892,534	460,000	194.03%	-	-	-	
Personnel Services	-	-	-		175,765	1,732,492	2,303,490	75.21%
Supplies & Materials	-	-	-		37,961	269,174	564,240	47.71%
Services & Charges	-	-	-		330,183	3,382,326	4,278,480	79.05%
Capital	-	-	-		569,647	4,774,372	15,159,720	31.49%
TOTAL WASTEWATER FUND	\$ 1,136,170	\$ 10,432,492	\$ 22,305,930	46.77%	\$ 1,113,556	\$ 10,158,364	\$ 22,305,930	45.5%

STORMWATER FUND								
STORMWATER								
Grants	\$ -	\$ -	\$ 543,750	0.00%	\$ -	\$ -	\$ -	
Other	-	-	(76,980)	0.00%	-	-	-	
Service Charges	196,147	1,989,020	2,200,000	90.41%	-	-	-	
Interest	8,133	67,469	-	0.00%	-	-	-	
Personnel Services	-	-	-		26,784	266,200	381,890	69.71%
Supplies & Materials	-	-	-		3,666	15,640	112,700	13.88%
Services & Charges	-	-	-		44,821	472,155	910,060	51.88%
Capital	-	-	-		20,610	150,571	1,262,120	11.93%
TOTAL STORMWATER FUND	\$ 204,279	\$ 2,056,489	\$ 2,666,770	77.12%	\$ 95,881	\$ 904,566	\$ 2,666,770	33.9%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
SANITATION FUND								
SANITATION								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Other	4,311	34,114	(17,250)	-197.76%	-	-	-	
Service Charges	620,316	6,242,770	7,391,900	84.45%	-	-	-	
Interest	19,895	222,106	105,000	211.53%	-	-	-	
Personnel Services	-	-	-		47,144	415,133	519,540	79.90%
Supplies & Materials	-	-	-		990	7,610	31,100	24.47%
Services & Charges	-	-	-		549,665	5,321,393	6,559,510	81.12%
Capital	-	-	-		-	23,866	369,500	6.46%
TOTAL SANITATION FUND	\$ 644,522	\$ 6,498,990	\$ 7,479,650	86.89%	\$ 597,799	\$ 5,768,000	\$ 7,479,650	77.1%

CEMETERY FUND								
CEMETERY								
Other	\$ 390	\$ 2,040	\$ 144,020	1.42%	\$ -	\$ -	\$ -	
Property Tax	50,000	100,000	100,000	100.00%	-	-	-	
Service Charges	(6,440)	28,743	53,650	53.58%	-	-	-	
Interest	1,140	13,075	15,000	87.17%	-	-	-	
Interfund Transfer	-	-	50,000	0.00%	-	-	-	
Personnel Services	-	-	-		7,339	79,937	131,940	60.59%
Supplies & Materials	-	-	-		978	4,636	12,500	37.08%
Services & Charges	-	-	-		12,440	71,981	117,730	61.14%
Capital	-	-	-		-	1,476	100,500	1.47%
TOTAL CEMETERY FUND	\$ 45,090	\$ 143,858	\$ 362,670	39.67%	\$ 20,757	\$ 158,029	\$ 362,670	43.6%

ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ 5,553	\$ 93,539	\$ 450,000	20.79%	\$ -	\$ -	\$ -	
Licenses & Permits	-	25	-	0.00%	-	-	-	
Other	17,208	64,521	3,489,260	1.85%	-	-	-	
Interest	26,322	195,150	97,500	200.15%	-	-	-	
Capital	-	-	-		200,719	979,767	4,036,760	24.27%
TOTAL ECONOMIC DEVELOPMENT	\$ 49,084	\$ 353,236	\$ 4,036,760	8.75%	\$ 200,719	\$ 979,767	\$ 4,036,760	24.3%

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
TRANSPORTATION & ENGINEERING FUND								
TRANSPORTATION								
Grants	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Intergovernmental	-	727,509	1,043,890	69.69%	-	-	-	
Licenses & Permits	1,352	18,555	20,000	92.78%	-	-	-	
Other	9,036	145,685	116,970	124.55%	-	-	-	
Property Taxes	1,113,620	2,113,620	2,113,620	100.00%	-	-	-	
Service Charges	(16,158)	797,781	1,344,370	59.34%	-	-	-	
Interest	4,087	55,440	35,000	158.40%	-	-	-	
Personnel Services	-	-	-		187,238	1,779,819	2,456,050	72.47%
Supplies & Materials	-	-	-		30,496	234,766	446,370	52.59%
Services & Charges	-	-	-		162,982	1,388,847	1,609,830	86.27%
Capital	-	-	-		11,932	56,860	161,600	35.19%
TOTAL TRANSPORTATION FUND	\$ 1,111,937	\$ 3,858,590	\$ 4,673,850	82.56%	\$ 392,648	\$ 3,460,291	\$ 4,673,850	74.0%
LIBRARY FUND								
LIBRARY								
Grants	\$ -	\$ 13,225	\$ 12,000	110.21%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	100	0.00%				
Other	3,992	17,866	105,500	16.93%				
Property Taxes	475,500	1,475,500	1,475,500	100.00%				
Service Charges	857	5,537	4,500	123.04%				
Interest	1,114	16,235	20,860	77.83%	-	-	-	
Personnel Services					94,423	915,410	1,190,510	76.89%
Supplies & Materials					8,825	110,197	139,790	78.83%
Services & Charges					28,845	209,764	267,550	78.40%
Capital	-	-	-		1,086	14,469	20,610	70.20%
TOTAL LIBRARY FUND	\$ 481,462	\$ 1,528,363	\$ 1,618,460	94.43%	\$ 133,179	\$ 1,249,840	\$ 1,618,460	77.2%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
FLEET MAINTENANCE								
FLEET								
Grants	\$ -	\$ -	\$ 251,200	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	2,568	5,542	15,700	35.30%				
Other	16	315,698	(385,370)	-82%				
Service Charges	234,770	2,349,281	2,657,790	88.39%				
Interest	7,382	58,145	35,000	166.13%	-	-	-	
Personnel Services					50,545	508,035	630,800	80.54%
Supplies & Materials					17,072	166,774	253,780	65.72%
Services & Charges					67,469	692,631	895,640	77.33%
Capital	-	-	-		-	817,825	794,100	102.99%
TOTAL FLEET MAINTENANCE	\$ 244,736	\$ 2,728,666	\$ 2,574,320	106.00%	\$ 135,086	\$ 2,185,265	\$ 2,574,320	84.9%

INFORMATION SYSTEMS

INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	100	11,103	35,350	31.41%	-	-	-	
Service Charges	124,009	1,243,365	1,488,030	83.56%				
Interest	1,739	14,878	9,550	155.79%	-	-	-	
Personnel Services					56,985	589,676	782,130	75.39%
Supplies & Materials					356	2,726	4,550	59.91%
Services & Charges					10,879	525,061	576,710	91.04%
Capital	-	-	-		3,222	150,237	169,540	88.61%
TOTAL INFORMATION SYSTEMS	\$ 125,848	\$ 1,269,347	\$ 1,532,930	82.81%	\$ 71,442	\$ 1,267,701	\$ 1,532,930	82.7%

	MTD <u>REVENUES</u>	YTD <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	MTD <u>EXPENSES</u>	YTD <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ 139,706	\$ 414,875	\$ 1,220,000	34.01%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	16,901	311,715	245,000	127.23%				
Services & Charges					100,859	1,025,627	1,465,000	70.01%
TOTAL POLICE RETIREMENT	\$ 156,607	\$ 726,590	\$ 1,465,000	49.60%	\$ 100,859	\$ 1,025,627	\$ 1,465,000	70.0%

TRANSIT FUND

TRANSIT								
Grants	\$ 264,844	\$ 968,455	\$ 666,000	145.41%	\$ -	\$ -	\$ -	
Intergovernmental	733	62,085	96,100	64.60%	-	-	-	
Other	2,337	2,337	180,690	1.29%	-	-	-	
Property Tax	-	353,500	353,500	100.00%	-	-	-	
Service Charges	3,434	35,436	44,200	80.17%	-	-	-	
Interest	1,972	22,212	18,000	123.40%				
Personnel Services					88,087	787,248	985,430	79.89%
Supplies & Materials	-	-	-		8,296	65,713	90,800	72.37%
Services & Charges					11,031	130,799	203,300	64.34%
Capital	-	-	-		-	756,586	78,960	958.19%
TOTAL TRANSIT FUND	\$ 273,320	\$ 1,444,025	\$ 1,358,490	106.30%	\$ 107,414	\$ 1,740,346	\$ 1,358,490	128.1%

CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE								
Other	\$ -	\$ 49,834	\$ 34,000	146.57%	\$ -	\$ -	\$ -	
Service Charges	-	992	3,000	33.07%				
Interest	-	21,506	17,000	126.50%				
Services & Charges					-	2,692	4,000	67.29%
Interfund Transfers					-	-	50,000	0.00%
TOTAL PERPETUAL CARE	\$ -	\$ 72,332	\$ 54,000	133.95%	\$ -	\$ 2,692	\$ 54,000	5.0%

GRAND TOTAL OF ALL FUNDS	\$ 23,026,283	\$ 78,008,558	\$ 114,236,780	68.29%	\$ 7,295,245	\$ 67,908,205	\$ 114,236,780	59.45%
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[Citizens are invited to inspect the detailed supporting records of the above financial statements](#)

CITY OF LEWISTON TREASURY REPORT - 7/31/25

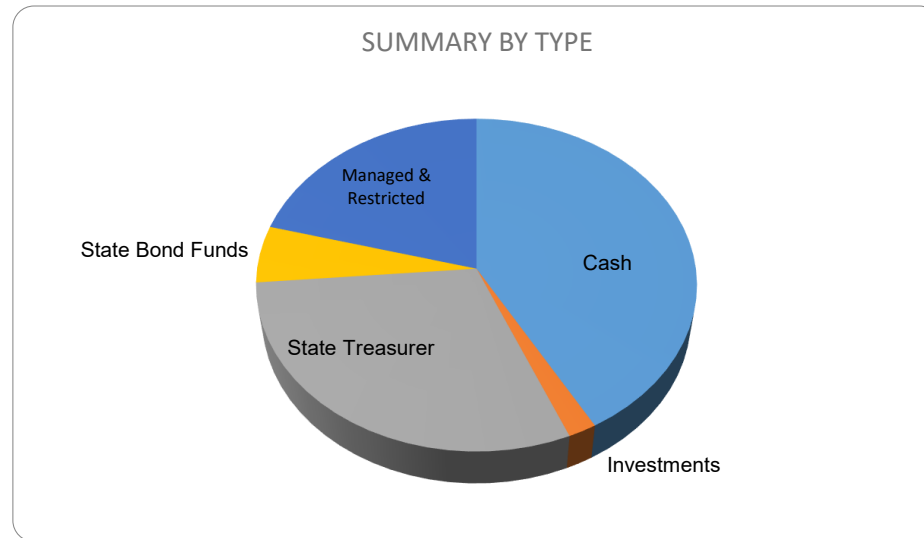
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 8,299,315	\$ -	\$ -	\$ -	\$ 539,155	\$ 8,838,470
	LCCU	-	-	-	-	5	5
	P1FCU	-	256,217	-	-	41	256,257
	ICCU	-	-	-	-	25	25
	FNWCU	-	254,302	-	-	5	254,307
	STATE TREASURER	-	-	4,986,905	3,595,596	-	8,582,500
	UMPQUA	-	-	-	-	612,031	612,031
	ZIONS	-	271,172	-	-	147,634	418,806
	STCU	-	258,287	-	-	-	258,287
GENERAL FUND TOTAL		\$ 8,299,315	\$ 1,039,978	\$ 4,986,905	\$ 3,595,596	\$ 1,298,897	\$ 19,220,690
CAPITAL	WELLS FARGO	10,175,607	-	-	-	-	10,175,607
	STATE TREASURER	-	-	4,271,427	-	-	4,271,427
CAPITAL FUND TOTAL		\$ 10,175,607	\$ -	\$ 4,271,427	\$ -	\$ -	\$ 14,447,034
WORKER'S COMP	WELLS FARGO	244,343	-	-	-	-	244,343
	GLACIER	-	-	-	-	40,000	40,000
	STATE TREASURER	-	-	374	1,717,221	-	1,717,595
WORKER'S COMP FUND TOTAL		\$ 244,343	\$ -	\$ 374	\$ 1,717,221	\$ 40,000	\$ 2,001,938
WATER	WELLS FARGO	6,414,315	-	-	-	829,766	7,244,081
	BANNER BANK	-	-	-	-	305,867	305,867
	STATE TREASURER	-	-	2,823,043	654	837,711	3,661,409
WATER FUND TOTAL		\$ 6,414,315	\$ -	\$ 2,823,043	\$ 654	\$ 1,973,343	\$ 11,211,357
WASTEWATER	WELLS FARGO	8,639,664	-	-	-	1,070,654	9,710,318
	BANNER BANK	-	-	-	-	1,303,612	1,303,612
	P1FCU	-	-	-	-	-	-
	ICCU	-	255,904	-	-	-	255,904
	STATE TREASURER	-	-	13,655,033	736,044	2,131,867	16,522,944
WASTEWATER FUND TOTAL		\$ 8,639,664	\$ 255,904	\$ 13,655,033	\$ 736,044	\$ 4,506,133	\$ 27,792,778
SANITATION	WELLS FARGO	3,313,625	-	-	-	-	3,313,625
	LCCU	-	265,366	-	-	-	265,366
	P1FCU	-	263,836	-	-	-	263,836
	STATE TREASURER	-	-	2,731,047	-	-	2,731,047
SANITATION FUND TOTAL		\$ 3,313,625	\$ 529,202	\$ 2,731,047	\$ -	\$ -	\$ 6,573,874
STORMWATER	WELLS FARGO	2,737,503	-	-	-	-	2,737,503
STORMWATER FUND TOTAL		\$ 2,737,503	\$ -	\$ -	\$ -	\$ -	\$ 2,737,503

CITY OF LEWISTON TREASURY REPORT - 7/31/25

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
CEMETERY	WELLS FARGO	404,248	-	-	-	-	404,248
CEMETERY FUND TOTAL		\$ 404,248	\$ -	\$ -	\$ -	\$ -	\$ 404,248
ECONOMIC DEVELOPMENT	WELLS FARGO	100,093	-	-	-	-	100,093
	STATE TREASURER			3,376,729			3,376,729
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 100,093	\$ -	\$ 3,376,729	\$ -	\$ -	\$ 3,476,822
TRANSPORTATION	WELLS FARGO	1,910,471	-	-	-	-	1,910,471
	ZIONS	-	271,477	-	-	-	271,477
	STATE TREASURER	-	-	221,522	-	-	221,522
TRANSPORTATION FUND TOTAL		\$ 1,910,471	\$ 271,477	\$ 221,522	\$ -	\$ -	\$ 2,403,469
LIBRARY	WELLS FARGO	712,359	-	-	-	-	712,359
	STATE TREASURER			10,752			10,752
LIBRARY FUND TOTAL		\$ 712,359	\$ -	\$ 10,752	\$ -	\$ -	\$ 723,111
FLEET	WELLS FARGO	1,922,456	-	-	-	-	1,922,456
	STATE TREASURER	-	-	573,266	-	-	573,266
FLEET FUND TOTAL		\$ 1,922,456	\$ -	\$ 573,266	\$ -	\$ -	\$ 2,495,723
IT	WELLS FARGO	373,642	-	-	-	-	373,642
	STATE TREASURER			229,234			229,234
IT FUND TOTAL		\$ 373,642	\$ -	\$ 229,234	\$ -	\$ -	\$ 602,876
POLICE RETIREMENT	US BANK	-	-	-	-	13,811,038	13,811,038
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 13,811,038	\$ 13,811,038
PUBLIC TRANSIT	WELLS FARGO	593,560	-	-	-	-	593,560
PUBLIC TRANSIT FUND TOTAL		\$ 593,560	\$ -	\$ -	\$ -	\$ -	\$ 593,560
PERPETUAL CARE	US BANK	-	-	-	-	1,196,272	1,196,272
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 1,196,272	\$ 1,196,272
GRAND TOTALS		\$ 45,841,201	\$ 2,096,560	\$ 32,879,333	\$ 6,049,515	\$ 22,825,683	\$ 109,692,293

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

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
SUMMARY BY BANK	WELLS FARGO	\$ 45,841,201	\$ -	\$ -	\$ -	\$ 2,439,575	\$ 48,280,776
	BANNER BANK	-	-	-	-	1,609,478	1,609,478
	FNWCU	-	254,302	-	-	5	254,307
	ICCU	-	255,904	-	-	25	255,930
	LCCU	-	265,366	-	-	5	265,371
	P1FCU	-	520,052	-	-	41	520,093
	STCU	-	258,287	-	-	-	258,287
	MOUNTAIN WEST	-	-	-	-	40,000	40,000
	STATE TREASURER	-	-	32,879,333	6,049,515	2,969,578	41,898,426
	UMPQUA	-	-	-	-	612,031	612,031
	ZIONS	-	542,649	-	-	147,634	690,283
	US BANK	-	-	-	-	15,007,310	15,007,310
TOTALS		\$ 45,841,201	\$ 2,096,560	\$ 32,879,333	\$ 6,049,515	\$ 22,825,683	\$ 109,692,293



July 23, 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; Shaunita Cable; Cynthia Ball; Kathy Branson; Maureen Anderson (arrived at 5:35 pm)

COMMISSIONERS EXCUSED: Emily Wolf, Vice Chair; Kevin Kelly;

STAFF MEMBERS PRESENT: Joel Plaskon, City Planner (leaving at 7:13 pm); Katie Hollingshead, Assistant Planner; Dawn Ortiz, Community Development Office Supervisor; Jennifer Tengono, City Attorney; Pat Severance, Engineering Development Supervisor

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF JULY 09, 2025 MEETING MINUTES (ACTION ITEM)

Commissioner Branson and Chair Iacoboni moved and seconded, respectively, approval of the July 09, 2025 meeting minutes with corrections. The motion carried 4-0.

B. PUBLIC HEARING AND SUBSEQUENT DELIBERATION AND DIRECTION TO STAFF REGARDING THE WRITTEN DECISION FOR AMENDMENT TO THE CANYON CREST PLANNED UNIT DEVELOPMENT AGREEMENT:

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

Staff Plaskon provided a verbal summary of the staff report with maps and photos so the commission could get geographically familiar with the area.

Commissioner Branson asked how long the road is.

Staff Plaskon stated about a thousand feet.

Commissioner Ball and Branson asked where the location of the two lights would be.

Staff Plaskon pointed out the two locations and recommended a third light that is an illumination light, not a traffic light.

Commissioner Ball asked what phase this PUD is under.

Staff Plaskon was not able to answer this question, but did mention the next phase would be multifamily.

Commissioner Ball asked for clarification on whether the road is a private road.

Staff Plaskon stated yes, it is currently a fire access road.

Commissioner Branson asked if the fire access road would have trees on it when the multifamily section is developed.

Staff Plaskon stated it would not.

Commissioner Cable asked for clarification if the whole roadway is considered rural.

Engineering Development Supervisor Pat Severance clarified that the south part of the road would remain an urban look until the gravel area of the RV parking lot, then it would be rural to match Lindsey Creek.

Commissioner Anderson asked how the new road would affect storm water runoff.

Staff Severance stated they would need to abide by the City Stormwater standards. It will all be channeled to an infiltration basin along the road. He also pointed out on the maps the already designed standards.

Commissioner Branson asked where the pullout for the police department would go.

Staff Severance was not sure.

Staff Tengono stated that it would have to meet City and State standards before the Commission could require it.

There being no further questions for the staff, Chair Iacoboni asked for the applicant's testimony.

Applicant Brian Schmidt, Lewiston Idaho, is one of the developers. They are not proposing any changes to the road until it reaches the top of the hill. Beyond that is where they are requesting the changes. Due to the challenges with this section of road to the North the standard requirements are not cost-effective. They would like to complete it earlier than planned because it would be a benefit to the current and future residents.

Commissioner Anderson asked where the initial light would be.

Applicant stated right where the alley would connect. Currently, there is no power running down the road.

Staff Tengono asked if this amendment would cause any changes to the Park Open Space master plan of this PUD.

Applicant stated no, there is not.

Staff Plaskon asked if the plans show another street light at the end of the intersection connection at Lindsey Creek Road.

Applicant stated yes, that is correct.

There being no further questions for the applicant, Chair Iacoboni asked for public testimony.

Roger Terry, Lewiston Idaho stated that he is concerned that the road is currently closed and it had been previously opened. This road is a very steep road and could be dangerous at night and will need to have additional lighting. He does not really have any problem with the actual road design, but does not think it will be a rural road.

Dan Yonge, Lewiston Id stated that additional lighting is a cost the City has to take on and opposed to additional lighting. By deciding if you want the road completed today, there will need to be some compromises. The current road is a private road and should not be driven on by the residents, as it is a fire access road.

Roger Terry, Lewiston Idaho stated that if the cost for the development of the road has increased 50%, then what is it going to be in 10 years.

Staff Ortiz confirmed that the present Commissioners received the public comment provided in the agenda packet before the meeting.

There being no further public comment, Chair Iacoboni asked the applicant for a rebuttal.

Applicant stated they don't want to wait 10 years because of what it costs, but it would be a stretch to do it later.

Staff Tengono asked the applicant if they would be willing to dedicate the paved road to the City.

Applicant stated yes, they would prefer that.

Commissioner Anderson asked if they would be willing to add a three way stop to slow traffic.

Commissioner Ball stated the requested changes for a three-way stop is outside the scope of the requested amendment. She also asked that once a road is dedicated, is there an option for adding additional street lights.

Staff Severance said that there is a process to request additional street lights and it would be dependent on City Council's approval.

There being no further testimony Chair Iacoboni closed the public hearing.

After deliberation and discussion of the relevant criteria and standards, Commissioners Branson and Chair Iacoboni moved and seconded, respectively, to direct staff to draft the written decision recommending approval of the amendment to the Canyon Crest Estates Planned Development to City Council with the addition of dedication to the City of the right of way as it is paved. The motion carried 5-0.

C. PUBLIC HEARING AND SUBSEQUENT DELIBERATION AND DIRECTION TO STAFF REGARDING THE REASONED STATEMENT FOR CONDITIONAL USE PERMIT CUP25-4 BY STEPHANIE BEIDMAN:

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

Staff Hollingshead provided a verbal summary of the staff report with maps and photos so the commission could get geographically familiar with the area.

Commissioner Ball asked if the business on the westside will remain and then the unit on the east side will be converted to 3 units.

Staff Hollingshead stated yes.

There being no further questions for the staff, Chair Iacoboni asked for the applicant's testimony.

Applicant Stephanie Beidman, the building owner, stated that it would be more beneficial for her to convert it to residential. Converting it would assist her with making her mortgage payment.

Commissioner Ball asked if there was a timeline to convert the property.

Applicant stated it would be completed within 30 days.

Commissioner Cable asked if there is something in place for the noise since there is a business next door.

Applicant stated they have already spoken with the business tenant and explained what they are planning to do, and she thinks that it will be quieter as a residential.

There being no further questions for the applicant, Chair Iacoboni asked for public testimony.

There being no public comment, Chair Iacoboni closed the public hearing.

After discussion of the required conditional use permit relevant criteria and standards, Commissioners Anderson and Ball moved and seconded, respectively, to direct staff to draft a Reasoned Statement approving CUP25-4. The motion carried 5-0.

IV. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for the August 13, 2025 meeting.

All commissioners in attendance should be in attendance for the August 13, 2025 meeting. Staff Hollingshead said Commissioner Wolf emailed her that she would not attend the next meeting. Staff Hollingshead stated there will be 2 public hearings at this meeting.

Staff Tengono asked the commissioners to speak loudly for the recording in the future. There was trouble hearing the last video. There is going to be a case update that adopts a minority view related to discriminatory zoning laws. This case is related to sober living houses, but applies not just to sober living but to a protective class.

Staff Hollingshead stated the City follows State code and asked if the State is making changes.

Staff Tengono stated at this time she is still going through the case and stated that it isn't necessary City code, but state law. She will provide more information at a later date.

V. ADJOURN

There being no further business, Commissioner Ball and Chair Iacoboni moved and seconded, respectively, to adjourn. The motion carried 5-0, and the Planning and Zoning Commission adjourned at approximately 7:38 p.m.

RESPECTFULLY SUBMITTED,



Dawn Ortiz,
Recording Secretary



Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this 13th day of August, 2025.

June 5, 2025

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Chair Leah Boots called the meeting to order at 10:02 a.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Leah Boots, Chair; Ed King, Vice Chair; Tamara Berlik; Dennis Ohrtman (at 10:06 am); Bob Reitz; Greg Follett; Lisa Hasenoehrl (via Zoom);;

COMMISSIONERS EXCUSED: Kayleigh Phillipi; Laurinda Riggs

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: Kasee Forsmann (via Zoom)

GUESTS: Jessica Ridinger

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. Approval of Minutes, May 8, 2025 Special Meeting:

Chair Boots asked if the Commission had any corrections or additions to the minutes. Commissioners Follett and Berlik moved and seconded, respectively, to approve the minutes as written. Motion carried 6-0 (Commissioner Ohrtman arrived after the vote).

2. Certificate of Appropriateness Review for 523 ½ Main Street in the West End Historic District, an application by Jessica Ridinger of Hops and Vine wine bar to install 4 metal pergola's on the east side of the building, adjacent to Brackenbury Square, to provide patio shade:

Staff Hollingshead reviewed the application and photos provided and introduced Jessica Ridinger if the Commission had any questions. Chair Boots walked the Commission through the West End Historic District Design Guidelines review sheet. The Commission found the project to be compliant with guidelines K-1, K-2, K-3, L-10, L-11, L-13 and L-14. All other guidelines were not applicable to this project. Commissioners Ohrtman and King moved and seconded, respectively, to approve the Certificate of Appropriateness for 523 ½ Main Street. Motion carried 7-0.

IV. OLD BUSINESS

None.

V. COMMISSIONER COMMENTS:

Commissioner Ohrtman let the Commission know that he had reached out to Herb Boreson for information on Gateway Church at 707 7th Avenue and Mr. Boreson was collecting information for him.

Commissioner King stated that he had been in touch with Steve Branting and had received various information regarding the Churches project and would organize it into a usable format.

Commissioner Ohrtman let the Commission know that the Idaho Heritage Trust had approved grant funding for chimney work at the Heritage House and that fundraising has begun for a building to house the Buki Temple.

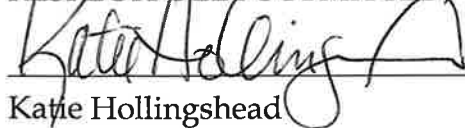
VI. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead told the Commission that the next regular meeting would be July 3 but that there were currently no agenda items. The Commission agreed to cancel the July 3 meeting and if a Certificate of Appropriateness application is received, a special meeting will be scheduled. Staff Hollingshead also invited the Commission to the City's employee appreciation BBQ on June 25th and handed out the associated flier.

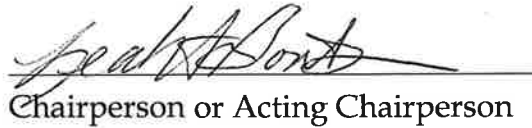
VII. ADJOURN

There being no further business, Commissioners Ohrtman and Follett moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 10:27 a.m. Motion passed 7-0.

RESPECTFULLY SUBMITTED



Katie Hollingshead
Recording Secretary



Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 7 day of August, 2025.



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
AG-PRO	12013 6	8/7/2025	PARKSFAC	PKS - AG PRO - NOZZLE FOR SPRAY RIG	\$123.27
AIRBRIDGE BROADBAND LLC	12013 7	8/7/2025	INFOSYSTMS	BPO - INTERNET SERVICE	\$150.00
AMAZON CAPITAL SERVICES	12009 2	7/31/2025	WATER	WR099 & WW099 SCADA HDMI CONTROLLERS & KVM MOUNTS	\$966.04
				WR099 WW099 SCADA BACKUP STORAGE UPGRADE (12)	\$8.06
			WSTWTR	WR099 & WW099 SCADA HDMI CONTROLLERS & KVM MOUNTS	\$966.05
				WR099 WW099 SCADA BACKUP STORAGE UPGRADE (12)	\$222.91
	12013 9	8/7/2025	FIRE	FIRE - AMAZON - BLUE CARD SUPPLIES	\$139.96
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$51.60
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$373.19
			INFOSYSTMS	MICE FOR DISPATCH	\$79.98
				SMART PLUGS AND SWITCHES	\$100.94
			LIBRARY	BPO - LIB - OPERATING SUPPLIES	\$49.80
				BPO - LIB - VIDEO GAMES	\$112.96
			POLICE	PD-6 PACK CR123A, 3 VOLT LITHIUM BATTERIES FOR PAN	\$19.51
				PD-BATTERIES FOR CAR KEY FOBS AND RIFLE SIGHTS	\$16.97
			STMWTR	PW-STORM-WEBCAM (J KAUFMAN)	\$41.29
			TRANSITOP	TRANSIT BPO OFFICE/CLEANING SUPPLIES	\$44.62
			WATER	PW-WD-TOOLS FOR SRV LINE IDS; TROWEL, FLASHLIGHT	\$14.99
			WSTWTR	PW-WWTP-SOLARPULSE SP-12 PANEL	\$274.00
AMAZON CAPITAL SERVICES INC	12013 8	8/7/2025	FIRE	FIRE - AMAZON - SIGN HOLDERS	\$51.00
ANATEK LABS INC	40054 3	8/7/2025	WATER	PW-WTP-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$400.00
APPLIED INDUSTRIAL	12014 0	8/7/2025	WSTWTR	PW-WWTP-GRIT VORTEX DRIVE ADAPTER PARTS	\$1,096.85
ATLAS SAND & ROCK	12014 1	8/7/2025	TRNSPN	BPO - ST - DUTHIE SAND & ROCK	\$669.75
			WATER	PW-WD-BPO PW DISTRIB GRAVEL FOR MISC REPAIRS	\$5,152.61
AUSTIN BROWN	12014 5	8/7/2025	FIRE	BPO FIRE - DR. AUSTIN BROWN - MEDICAL CONTROL	\$3,075.00
AVISTA	12014 2	8/7/2025	CEMETERY	7/31/25 BILL DATE UTILITY CHARGE	\$2,100.10
			COMDEV	7/31/25 BILL DATE UTILITY CHARGE	\$1,092.84
			LIBRARY	7/31/25 BILL DATE UTILITY CHARGE	\$2,663.79
			PARKSFAC	7/31/25 BILL DATE UTILITY CHARGE	\$15,052.43



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
AVISTA	12014 2	8/7/2025	POLICE	7/31/25 BILL DATE UTILITY CHARGE	\$20.76
			RECREATION	7/31/25 BILL DATE UTILITY CHARGE	\$1,170.49
			SANITATION	7/31/25 BILL DATE UTILITY CHARGE	\$393.11
			TRANSITOP	7/31/25 BILL DATE UTILITY CHARGE	\$44.69
			TRNSPN	7/31/25 BILL DATE UTILITY CHARGE	\$43,716.00
			WATER	7/31/25 BILL DATE UTILITY CHARGE	\$86,221.72
			WSTWTR	7/31/25 BILL DATE UTILITY CHARGE	\$22,855.30
BALL & BALL LLC DBA ROTO ROOTER	12020 8	8/7/2025	PARKSFAC	FAC - ROTO ROOTER - CC DRAIN	\$395.00
BAVCO	12009 3	7/31/2025	PARKSFAC	PKS - BAVCO - RBR KIT 5/14/25	\$63.60
BINGMAN ENTERPRISES INC DBA KNB FIRE	12018 0	8/7/2025	FLTMAINT	OSL/ REPAIR EXTENSION CYLINDER LEAK	\$7,764.02
BLUE RIBBON LINEN SUPPLY INC	12014 3	8/7/2025	POLICE	BPO PD RUG CLEANING FEES FOR FRONT LOBBY	\$25.00
			WATER	PW-WTP/DISTR BPO LAUNDRY & JANITORIAL SUPPLIES	\$626.20
BRANDON GUZMAN	12012 5	8/7/2025	WSTWTR	MEALS: B. GUZMAN WWTP SAMPLES FIFE	\$50.00
BRETTON S WATSON DBA ABLE LOCKSMITH	40054 2	8/7/2025	PROPIMPR	FAC - ABLE LOCKSMITH - ADA EQUIP FOR S. CC DOOR	\$5,890.00
BRIAN E WARD DBA GUMBY ENTERPRISES INC	12021 0	8/7/2025	FLTMAINT	BPO - FLEET TOOLS & SUPPLIES	\$156.35
BROEMELING STEEL & MACHINE	12014 4	8/7/2025	SANITATION	PW - TS - FABRICATE TWO (2) STEEL PANELS FOR PIT	\$873.40
CED - CONSOLIDATED ELECTRICAL DISTRIBUTORS	40054 4	8/7/2025	PARKSFAC	BPO - FAC - CONSOLIDATED ELEC - ELECTRICAL SUPPL	\$266.56
				FAC - CED - PARKS RESTROOM LAMPS	\$248.00
			POLICE	PD- NEW ECLOSURE BOXES FOR GATE ACCESS CONTROLS FO	\$680.93
CENTRAL ORCHARDS SEWER DISTRICT	12015 1	8/7/2025	PARKSFAC	BILL DATE JULY 2025 UTILITY CHARGES	\$305.50
CES	40054 5	8/7/2025	WATER	WR099 WW099 SCADA SECURITY- FACTORYTALK LICENSING	\$39,888.99
			WSTWTR	WR099 WW099 SCADA SECURITY- FACTORYTALK LICENSING	\$39,888.99
CH2O INC	12014 6	8/7/2025	WSTWTR	PW-WWTP-BYPASS FEEDERS FOR BOILER/DIGESTER GLYCOL	\$2,178.14
CHAD COOK	12010 2	7/31/2025	COMDEV	CD-SAFETY BOOTS C. COOK	\$169.60
CINTAS CORPORATION #606	12014 7	8/7/2025	FLTMAINT	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$398.22
			PARKSFAC	BPO - PARKS - CLEANING SUPP. & LAUNDERED UNIFORMS	\$109.50
CITY OF LEWISTON EMPLOYEE BENEFIT- CAFETERIA PLAN	12011 1	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$8,550.81



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
CLEARWATER CLEANING SERVICES CORP	400546	8/7/2025	PARKSFAC	BPO CONTRACTED CUSTODIAL SERVICES AT LIBRARY	\$4,245.00
CLEARWATER HYDRAULICS LLC	400547	8/7/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$403.89
				OSL/ HYDR CTRL UPDATE FOR #326	\$11,201.46
CLEMENTS BROWN & MCNICHOLS	400548	8/7/2025	HR	BPO - LEGAL SERVICES	\$192.50
			LEGAL	OUTSIDE LEGAL COUNCIL, CB&M, PROFITT FY25	\$3,927.75
CNC ELECTRIC LLC	120094	7/31/2025	PROPIMPR	PF023 LIBRARY LIGHTING UPGRADES	\$14,923.12
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	120148	8/7/2025	CEMETERY	CP-0275959 07/13/25 BILL DATE	\$203.18
				CP-0278517 BILL DATE 7/27/25	\$211.86
			COMDEV	CP-0275959 07/13/25 BILL DATE	\$387.99
				CP-0277890 BILL DATE 07/20/25	\$119.45
				CP-0278517 BILL DATE 7/27/25	\$323.65
				CP-0284438 BILL DATE 08/3/25	\$118.12
				CP-0275959 07/13/25 BILL DATE	\$1,849.74
			FIRE	CP-0277890 BILL DATE 07/20/25	\$1,928.54
				CP-0278517 BILL DATE 7/27/25	\$1,769.03
				CP-0281805 BILL DATE 07/31/25	\$1,241.60
				CP-0284438 BILL DATE 08/3/25	\$442.05
				CP-0275959 07/13/25 BILL DATE	\$1,849.74
			FLTMAINT	BPO/ FLEET/ LUBE PRODUCTS & CAR WASHES	\$138.01
				CP-0277890 BILL DATE 07/20/25	\$34.31
			FLTMAINT	BPO/ FLEET/ LUBE PRODUCTS & CAR WASHES	\$603.90
				CP-0277890 BILL DATE 07/20/25	\$34.31
				CP-0278517 BILL DATE 7/27/25	\$50.04
				CP-0281805 BILL DATE 07/31/25	\$69.08
				CP-0284438 BILL DATE 08/3/25	\$20.43
			HR	CP-0278517 BILL DATE 7/27/25	\$56.36
			INFOSYSTMS	CP-0278517 BILL DATE 7/27/25	\$72.81
			LEGISLATIV	CP-0275959 07/13/25 BILL DATE	\$20.53
				CP-0278517 BILL DATE 7/27/25	\$23.10
				CP-0281805 BILL DATE 07/31/25	\$26.87
			LIBRARY	CP-0275959 07/13/25 BILL DATE	\$60.35
			PARKSFAC	CP-0275959 07/13/25 BILL DATE	\$1,052.48
				CP-0277890 BILL DATE 07/20/25	\$1,106.19
				CP-0278517 BILL DATE 7/27/25	\$630.88
				CP-0281805 BILL DATE 07/31/25	\$969.53
				CP-0284438 BILL DATE 08/3/25	\$42.74
			POLICE	CP-0275959 07/13/25 BILL DATE	\$2,283.06
				CP-0277890 BILL DATE 07/20/25	\$2,348.93



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	120148	8/7/2025	POLICE	CP-0278517 BILL DATE 7/27/25	\$2,110.09
				CP-0281805 BILL DATE 07/31/25	\$1,362.95
				CP-0284438 BILL DATE 08/3/25	\$902.45
			RECREATION	CP-0275959 07/13/25 BILL DATE	\$101.40
				CP-0278517 BILL DATE 7/27/25	\$43.87
			SANITATION	BPO - TS - FUEL	\$384.58
				BPO - TS - FY25 FUEL FOR SDI HAUL	\$2,651.14
				CP-0278517 BILL DATE 7/27/25	\$29.65
			STMWTR	CP-0277890 BILL DATE 07/20/25	\$366.40
				CP-0278517 BILL DATE 7/27/25	\$478.95
				CP-0281805 BILL DATE 07/31/25	\$213.49
			TRANSITOP	CP-0275959 07/13/25 BILL DATE	\$1,973.90
				CP-0277890 BILL DATE 07/20/25	\$1,793.36
				CP-0278517 BILL DATE 7/27/25	\$1,672.88
				CP-0281805 BILL DATE 07/31/25	\$1,306.99
				CP-0284438 BILL DATE 08/3/25	\$447.53
			TRNSPN	CP-0275959 07/13/25 BILL DATE	\$1,508.22
				CP-0277890 BILL DATE 07/20/25	\$1,386.52
				CP-0278517 BILL DATE 7/27/25	\$1,611.18
				CP-0281805 BILL DATE 07/31/25	\$1,054.37
				CP-0284438 BILL DATE 08/3/25	\$396.41
			WATER	CP-0275959 07/13/25 BILL DATE	\$150.55
				CP-0277890 BILL DATE 07/20/25	\$383.14
				CP-0278517 BILL DATE 7/27/25	\$548.85
				CP-0281805 BILL DATE 07/31/25	\$662.23
				PW-WTP-BPO OIL FOR PUMPS	\$634.37
			WSTWTR	CP-0275959 07/13/25 BILL DATE	\$592.21
				CP-0277890 BILL DATE 07/20/25	\$1,068.90
				CP-0278517 BILL DATE 7/27/25	\$810.64
				CP-0281805 BILL DATE 07/31/25	\$420.41
				CP-0284438 BILL DATE 08/3/25	\$103.49
COLLIER ELECTRIC LLC	120149	8/7/2025	WATER	PW-WTP-BPO WATER-ON-CALL ELECTRICAL SRVS	\$230.00
	120150	8/7/2025	WSTWTR	BPO-PW-WWTP-ONCALL ELEC SRVS	\$610.04
				PW-WWC CITY LIFT STATION ELECTRICAL CALL-OUTS	\$2,086.77
COMMERCIAL TIRE INC	400549	8/7/2025	FLTMaint	BPO/ FLEET TIRE REPAIRS & DISPOSAL	\$460.00
CONSOR NORTH AMERICA INC	400550	8/7/2025	TRNSPN	BR003 S'WAY BR PIER 3 REHAB: PHASE 1 (RFQ-25-001)	\$11,932.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
CORLA HUGHES	120126	8/7/2025	LIBRARY	C. HUGHES REIMB QUILT MATERIALS C. OLIVE RETIREMEN	\$50.00
CRASH DATA GROUP INC	120152	8/7/2025	POLICE	PD-CDR SOFTWARE SUBSCRIPTIONS	\$1,500.00
CUES INC	120153	8/7/2025	WSTWTR	PW-WWCOLL-BPO MISC REPAIRS TO TRUCK EQUIP	\$1,058.03
D & D MCLAUGHLIN LLC DBA MUD ON THE FLY	120154	8/7/2025	STMWTR	SM100 21ST ST & GRELLE AVE; CULVERT EXTENSION	\$1,800.00
DAVIS COMMUNICATIONS LLC	400551	8/7/2025	TRANSITOP	2 BPR50DX TRANSIT RADIOS	\$670.00
DEREK RENZELMAN	120127	8/7/2025	LIBRARY	D. RENZELMAN REIM MILEAGE/FLYER DISTRIBUTION SRP	\$49.42
DIGLINE INC	120155	8/7/2025	WATER	PW-W/WW BPO LOCATE SERVICES	\$192.08
			WSTWTR	PW-W/WW BPO LOCATE SERVICES	\$192.07
DRUG TESTING ANALYTICS LLC DBA MINERT & ASSOCIATES	400567	8/7/2025	HR	BPO - DRUG TESTING SERVICES	\$331.00
EFTPS	2972	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$179,042.03
EMMA SCHNEIDER	120128	8/7/2025	LIBRARY	E. SCHNEIDER REIMB STORY TIME & PROGRAMS AT PARK	\$74.06
EMPOWER TRUST COMPANY LLC	2974	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$41,798.79
ENVISIONWARE INC	400553	8/7/2025	LIBRARY	LIB - MOBILE PRINTING RENEWAL	\$603.75
ERB'S ACE HARDWARE LLC	120156	8/7/2025	PARKSFAC	BPO POOLS - ACE HARDWARE - POOL CHEMICALS	\$43.32
				PKS - ACE - CHLORINE TABS FOR BALDWIN	\$118.99
			SANITATION	BPO - TS - OPERATING SUPPLIES	\$23.78
			WATER	PW-WD-BPO OPERATING SUPPLIES: TOOLS & HARDWARE	\$17.64
				PW-WTP-BPO-OPERATING SUPPLIES: TOOLS & HARDWARE	\$7.29
			WSTWTR	PW-WWTP-BPO OPERATING AND CLEANING SUPPLIES	\$113.13
ERIK WILPONEN	120103	7/31/2025	WSTWTR	E. WILPONEN CDL SKILLS TEST RETEST	\$190.00
	120129	8/7/2025	WSTWTR	MEALS: E. WILPONEN WWTP SAMPLES FIFE	\$50.00
FASTENAL COMPANY	120157	8/7/2025	WSTWTR	PW-WWTP-BPO MAINT SUPPLIES	\$30.03
FATBEAM LLC	400554	8/7/2025	LIBRARY	BPO - LIB - PUBLIC INTERNET SERVICE	\$885.00
FEDEX	120158	8/7/2025	TRNSPN	PW-ENG-MAILING AGREEMENT	\$28.29
FERGUSON ENTERPRISES #3011	120159	8/7/2025	PARKSFAC	PARKS - FERGUSON - FOOT VALVE	\$234.42
			WATER	PW-WD-BPO WATERWORKS/PLUMBING FITTINGS/ACCESSORIE	\$645.98



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
FERGUSON ENTERPRISES #3011	120159	8/7/2025	WATER	PW-WTP-BPO PIPING SUPPLIES	\$54.79
				WR084 SLA LARGE METER REPLACEMENTS	\$13,493.70
			WSTWTR	PW-WWCOLL- BPO MISC SUPPLIES/ITEMS	\$444.07
FISHER SYSTEMS INC	400555	8/7/2025	WSTWTR	PW-WW051 - FIRE ALARM PANEL PARTS AND INSTALL	\$21,074.29
				PW-WWCOLL-BPO ALARM SYSTEM CHANGES	\$65.00
				PW-WWTP-BPO ALARM SYSTEM CHANGES	\$65.00
FOP LEWIS CLARK LODGE #10	120112	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$1,779.96
FOUR SEASONS LAWN CARE	120160	8/7/2025	POLICE	BPO PD PEST CONTROL FOR PD, TRAINING CENTER, AND S	\$96.00
FREEDOM FIRE LLC	120161	8/7/2025	FIRE	FIRE - FREEDOM FIRE - MISC	\$548.00
GATEWAY MATERIALS	120162	8/7/2025	WATER	PW-WD-BPO METAL STOCK-TUBING, BAR, ROD, REBAR	\$130.20
GOVERNMENTJOBS.COM INC	120191	8/7/2025	INFOSYSTMS	NEOGOV INSIGHT	\$14,196.10
GRAINGER	400556	8/7/2025	WATER	PW-WD-BPO SMALL PARTS - PRV MAINTENANCE	\$331.76
			WSTWTR	BPO-PW-WWTP-P/M/M MAINT SUPPLIES	\$1,337.75
GUARDIAN PLUMBING, HEATING & A/C INC	120163	8/7/2025	WATER	WR043 WD REPLACEMENT AC/FURNANCE; 2605 16TH AVE	\$13,123.80
H & H BUSINESS SYSTEMS	120164	8/7/2025	EXECUTIVE	EXEC BPO: FY 25 RICOH MAINT/COPY COST PER COPY	\$353.03
			LEGAL	BPO-LEGAL-H & H MONTHLY COPY FEES FY25	\$47.47
			PARKSFAC	BPO - H & H - COPIER MAINTENANCE CONTRACT	\$67.09
			POLICE	PD BPO-ADMIN COPIER REMAINING FY25 COPY INVOICES	\$139.01
			WSTWTR	PW-WWTP-BPO COPIER MAINTENANCE	\$1.30
H D FOWLER COMPANY INC	400557	8/7/2025	WATER	WR079 GALV SRV REPLACEM-NON INVEN; COPPER SETTERS	\$23,755.38
				WR079 SRV LINE REPLACEMENT - WHITMAN ELEMENTARY	\$3,718.86
HACH COMPANY	120095	7/31/2025	WATER	WR043 SLA CHLORINE ANALYZER AND CONTROLLER	\$6,911.73
				WR043 SLA INSTAKE SURFACE SCATTER TURBIDIMETER	\$7,571.33
HAHN RENTAL CENTER	120165	8/7/2025	RECREATION	REC - HAHN - GENERATOR	\$107.85
HCAA LLC	400558	8/7/2025	FIRE	FIRE - HELLS CANYON APPAREL - WILDLAND BAGS	\$100.00
HENRY SCHEIN	120167	8/7/2025	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$1,290.97



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
HERCO INC DBA HERCO ASPHALT & PAVING	120168	8/7/2025	TRNSPN	BPO - ST - HOT MIX ASPHALT	\$146.15
HOME DEPOT CREDIT SERVICES	120169	8/7/2025	INFOSYSTMS	BPO - ISS - TOOLS AND SUPPLIES HOME DEPOT	\$152.09
			PARKSFAC	BPO - FAC - HOME DEPOT - CONSTRUCTION SUPPLIES	\$26.32
			POLICE	PD-77 GAL TOTE FOR STORAGE WHILE AT NIC AND TWO LO	\$100.80
			STMWTR	PW-STORM-BPO MISC MAINT SUPPLIES	\$244.82
			TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$16.94
			WSTWTR	PW-WWCOLL-BPO SUPPLIES, POWER AND HAND TOOLS	\$49.98
				PW-WWTP-BPO SUPPLIES, POWER AND HAND TOOLS	\$316.46
HRA VEBA TRUST	120096	7/31/2025	TRANSITOP	VEBA- SEIGNEUR	\$5,795.63
	120113	8/7/2025	LIBRARY	VEBA- EDWARDS-BEST	\$60.98
HUGHES FIRE EQUIPMENT INC	400559	8/7/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$701.10
I A F F - LOCAL #1773	120114	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$3,283.00
IAFF LOCAL 1773 PAC	120115	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$561.00
IDAHO CHILD SUPPORT RECEIPTING	120117	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$270.00
IDAHO DEPT OF CORRECTION	120171	8/7/2025	CEMETERY	BPO-CEM/PARKS - IDOC - INMATE LABOR	\$12,182.80
IDAHO DEPT OF HEALTH & WELFARE	120170	8/7/2025	FIRE	FIRE - HEALTH & WELFARE - CERTIFICATIONS	\$100.00
IDAHO DEPT OF LABOR ATTN: CASHIER	120172	8/7/2025	INSTRUST	ID DEPT OF LABOR UNEMPLOYMENT INSURANCE	\$1,562.56
IDAHO ICE	120173	8/7/2025	INFOSYSTMS	BPO - ISS - WATER	\$18.37
			LEGAL	BPO-LEGAL-WATER FOR CITY ATTY'S OFFICE-FY25	\$11.28
			SANITATION	BPO - TS - IDAHO ICE	\$19.63
IDAHO RURAL WATER ASSOCIATION	120174	8/7/2025	WATER	PW-WD-S HASENOEHRL; IRWA CERT REVIEW; ONLINE 8/5	\$120.00
IDAHO STATE TAX COMMISSION	120118	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$29,460.00
IDAHO TRUCK SALES CO	120175	8/7/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$125.80
IMAGE DESIGN CENTER	120176	8/7/2025	LIBRARY	LIBRARY SIGNAGE PROJECT & HISTORIC SIGN	\$192.00
INGRAM LIBRARY SERVICES	120177	8/7/2025	LIBRARY	BPO - LIB JUVENILE BOOKMOBILE ORDERS	\$12.34
	400560	8/7/2025	LIBRARY	BPO - LIB - ADULT FICTION	\$394.07
				BPO - LIB - ADULT NONFICTION 1ST FLR	\$285.39



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
INGRAM LIBRARY SERVICES	400560	8/7/2025	LIBRARY	BPO - LIB - ADULT NONFICTION 2ND FLR	\$64.23
				BPO - LIB - JUVENILE NONFICTION	\$140.06
				BPO - LIB - LARGE PRINT	\$174.95
				BPO - LIB - TEEN FIC	\$64.47
				BPO - LIB - TEEN NONFICTOIN	\$70.75
				BPO - LIB JUVENILE BOOKMOBILE ORDERS	\$194.26
				LIB - BPO - ADULT BOOKMOBILE	\$51.82
INLAND FIRST AID AND SAFETY LLC	120178	8/7/2025	SANITATION	BPO - TS - FIRST AID SUPPLIES	\$54.35
INTERMOUNTAIN CLAIMS INC	120119	8/7/2025	INSTRUST	TO REIMBURSE WORKERS COMP ACCOUNT	\$112,853.84
JEFF T BERGER DBA WOODSIDE TREE SERVICE LLC	120226	8/7/2025	PARKSFAC	PARKS - WOODSIDE TREE SERVICE - TREE REMOVAL	\$4,250.00
				PKS - WOODSIDE TREE SERVICE - TREE REMOVAL AT CEM	\$1,500.00
JEFF WOLFE	120104	7/31/2025	COMDEV	CD-SAFETY BOOTS & PANTS J. WOLFE	\$249.25
JOHN'S SAW SERVICE	400561	8/7/2025	PARKSFAC	FAC - JOHNS SAW - MOTOMIX	\$25.98
			TRNSPN	BPO - ST/TR - TOOL REPAIR SERVICES	\$46.89
JONES EXCAVATION LLC	400562	8/7/2025	WSTWTR	WW034 SEWER POINT REPAIRS; 1012 CEDAR AVE	\$2,850.00
				WW051-WWC-SEWER POINT REPAIRS; 912 7TH AVE	\$4,500.00
JOSEPH LINES	120105	7/31/2025	POLICE	MEALS: J. LINES PACIFIC COAST K9 OFFICER SELECTION	\$92.00
KALAHALE MURRELL	120106	7/31/2025	RECREATION	UMPIRED 5 GAMES @ \$30 EACH	\$150.00
KAMINSKY SULLENBERGER & ASSOCIATES INC	400563	8/7/2025	POLICE	TRAVEL MARKETTI-MCCULLOUGH-KAMINSKY FTO-TWIN FALLS	\$750.00
				TRAVEL PD MCLAUGHLIN-KAMINSKY FTO-TWIN FALLS	\$375.00
KLEEN SWEEP JANITORIAL	400564	8/7/2025	WATER	PW WD MONTHLY JANITORIAL SRV AT 2605 16TH AVE	\$355.00
LATAH SANITATION INC	120179	8/7/2025	PARKSFAC	BPO PARKS AND CEMETERY PORTABLE TOILETS	\$187.00
LAWSON PRODUCTS INC	120181	8/7/2025	FLTMAINT	BPO - FLEET REPAIR PARTS & SUPPLIES	\$487.27
			FLTMAINT	BPO - FLEET REPAIR PARTS & SUPPLIES	\$46.23
LEGACY PAVING AND CONSTRUCTION LLC	400565	8/7/2025	WATER	PW-WD-BPO FOR EMERGENCY ASPHALT PATCHES	\$1,600.00
			WSTWTR	WW034 LOSD POINT REPAIR; 1012 CEDAR AVE; PAVING	\$800.00
LEON EDWARD HALL	120166	8/7/2025	TRANSITOP	REG-RANDY BROWN-CDL TRAIN THE TRAINER	\$500.00
LES SCHWAB TIRE CENTER	120182	8/7/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$426.96



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
LEWIS CLARK ANIMAL SHELTER	120183	8/7/2025	POLICE	BPO PD ANIMAL SHELTER CONTRACT FEES	\$5,412.83
LEXIPOL LLC	120184	8/7/2025	POLICE	PD-LEXIPOL ANNUAL SUPPLEMENTAL MANUAL AND ANNUAL P	\$14,064.64
LINC WAY	120110	7/31/2025	RECREATION	UMPIRED 15 GAMES @ \$30 EACH	\$450.00
LINC WAY	120130	8/7/2025	WSTWTR	MEALS: L. WAY TRANSPORT WWTP SAMLES FIFE	\$50.00
M L ALBRIGHT & SONS	400566	8/7/2025	WSTWTR	WW061 EAST ORCHARDS SEWER EXPANSION PHASE III - C	\$199,820.62
MARK THOMPSON JR	120108	7/31/2025	RECREATION	UMPIRED 5 GAMES @ \$30 EACH	\$150.00
MATHEW LANE	120097	7/31/2025	RECREATION	UMPIRED 23 GAMES @ \$32.50 EACH	\$747.50
MATTHEW BENDER & CO INC	120185	8/7/2025	LEGAL	ID CODE 2025 UPDATE; 3 SETS; LEXISNEXIS	\$1,678.77
				ID CODE COURT RULES 2025; 3 SETS	\$218.61
MIDWEST TAPE LLC	120187	8/7/2025	LIBRARY	BPO - LIB - ADULT DVD ORDERS	\$625.39
				BPO - LIB - JUVENILE DVDS	\$194.88
MISC CUSTOMER REFUND	120099	7/31/2025	PARKSFAC	C. PICKENS INSTRUCTING LIFEGUARD CERT	\$1,500.00
	120100	7/31/2025	ECONDEV	M. YATES CDBG-HRP YATES	\$8,100.00
	120101	7/31/2025	ECONDEV	TENACIOUS P'S MAD HATTER TEA SHOP RENT	\$2,324.00
	120120	8/7/2025	COMDEV	CD- OVER PAYMENT OF BUILDING PERMIT	\$196.99
	120121	8/7/2025	TRNSPN	LCV DOWN & DIRTY MUD RUN REFUND PUB ASS APP	\$140.00
	120122	8/7/2025	ECONDEV	LCVARC CD-CDBG-SUPPLIES & BUS TOKENS	\$1,426.12
	120123	8/7/2025	RECREATION	PUA UMPIRED 6 GAMES @ 30 EACH	\$230.00
	120124	8/7/2025	PROPIMPR	SPACE BUILDERS MODIE PARK ROOF & GUTTER REPLACE	\$22,133.66
MOTION INDUSTRIES INC	120188	8/7/2025	WATER	PW-WTP-BALL BEARINGS	\$197.02
NAPA AUTO PARTS	120189	8/7/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$111.08
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$1,644.55
			WATER	PW-WD-BPO PARTS; FLUIDS; TOOLS AND CONSUMABLE MAI	\$98.66
NATIONWIDE RETIREMENT	2970	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$13,154.95
NATIONWIDE-RESERVE	2973	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$2,316.98
NBI	120190	8/7/2025	LEGAL	ALL INCLUSIVE 1-YR SUBSCRIPTION; NBI; TENGONO	\$948.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
NCPERS GROUP LIFE INS	120132	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$1,568.00
NEZ PERCE COUNTY	120192	8/7/2025	LEGAL	BPO-LEGAL-NPC-COL FY25 PROSECUTION SERVICES	\$9,616.50
NEZ PERCE COUNTY SHERIFF	120133	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$479.74
NICHOLAS MASTERS	120098	7/31/2025	RECREATION	UMPIRED 3 GAMES @ \$30 EACH	\$90.00
NORTH 40 OUTFITTERS	120193	8/7/2025	FIRE	BPO FIRE - NORTH 40 - STATION SUPPLIES	\$53.92
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$13.32
			PARKSFAC	BPO - PARKS - NORTH 40 MISC SUPPLIES	\$15.00
				FACILITIES - X5 BUG KILLER	\$99.95
				PARKS - NORTH 40 - SAFETY BOOTS FOR NICK KRASSELT	\$145.99
			TRNSPN	PW - ST - SAFETY SHOES: SHERRY GUEST	\$169.99
			WATER	PW-WD-BPO OPERATING SUPPLIES	\$284.53
				PW-WTP-BPO OPERATING SUPPLIES	\$85.97
			WSTWTR	PW-WWCOLL-BPO OPERATING SUPPLIES	\$118.48
				PW-WWC-SAFETY BOOTS; RJ CHANDLER	\$169.99
				PW-WWTP-BPO OPERATING SUPPLIES	\$67.36
NORTHWEST ASSOCIATION OF COMMUNITY DEVELOPMENT	120194	8/7/2025	ECONDEV	CD-CDBG-NWACDM MEMBERSHIP DUES	\$100.00
ODP BUSINESS SOLUTIONS LLC	120196	8/7/2025	COMDEV	BPO-CD-OFFICE SUPPLIES-PAPER, PENS, OTHER RELATED	\$88.22
			HR	BPO - HR - VARIOUS OFFICE SUPPLIES	\$507.49
			LEGAL	BPO-LEGAL-OFFICE DEPOT-OFFICE SUPPLIES FY25	\$201.95
			POLICE	BPO PD OFFICE SUPPLIES	\$171.41
OLIVER PACKAGING & EQUIPMENT CO	120197	8/7/2025	RECREATION	REC / SNR NUTR - OLIVER - BULK ORDER FOOD PACKAG	\$9,861.08
ORCHARDS SHOE SHOP	120198	8/7/2025	FLTMAINT	FLEET-SAFETY BOOTS; CLAYTON KRAMER	\$175.00
O'REILLY AUTO PARTS	120195	8/7/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$189.47
OVERDRIVE INC	120199	8/7/2025	LIBRARY	BPO - LIB - ADULT OVERDRIVE	\$1,087.13
OVERHEAD DOOR INC DBA OVERHEAD DOOR CO OF LEWISTON-CLK	400568	8/7/2025	WATER	WR043-WD-GARAGE DOOR OPERATOR	\$1,519.00
OWEN EQUIPMENT	120200	8/7/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$110.50



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
OWEN EQUIPMENT	120200	8/7/2025	FLTMAINT	INV/ PARTS FOR PELICAN SWEEPERS	\$1,003.58
			STMWTR	PW-STORM-WILLIAMSON & ESPINOZA-VACTOR TRAINING	\$652.42
OXARC	120201	8/7/2025	PARKSFAC	BPO - POOL - OXARC - 2025 ORCHARDS POOL CHEMICALS	\$2,607.33
			WATER	PW-WTP-BPO SODIUM HYPOCHLORITE FOR WELLS	\$4,578.24
				PW-WTP-BPO-CALCIUM THIOSULFATE FOR WATER TREATMENT	(\$475.00)
PAPE MACHINERY INC	120202	8/7/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$475.70
PATTS GARDEN CENTER	120107	7/31/2025	PARKSFAC	PARKS - PATTS GARDEN - REPLACEMENT TREES/FLOWERS	\$829.20
PERFECTION TIRE OF LEWISTON	400569	8/7/2025	FLTMAINT	OSL/ REPL 4 TIRES ON #233 DUMP TRUCK	\$959.76
PERSI	2971	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$188,215.06
POLYDYNE INC	120203	8/7/2025	WSTWTR	PW-WWTP-IIFB-25-002 POLYMER; AWARD ATTACHED	\$22,567.14
PORT OF LEWISTON	120204	8/7/2025	INFOSYSTMS	BPO - FIBER CONNECTIONS	\$945.00
PRINTCRAFT PRINTING	400570	8/7/2025	POLICE	BPO PD BUSINESS CARDS	\$140.00
			TRANSITOP	BUSINESS CARDS FOR R. BROWN AND C. USHER	\$120.00
RDK CORPORATION DBA SHADOW TRACKERS	400571	8/7/2025	HR	BPO - BACKGROUND CHECK SERVICES	\$104.00
RICOH USA INC	120205	8/7/2025	LIBRARY	BPO - LIB - LEASE FEES	\$280.86
	120206	8/7/2025	PARKSFAC	BPO - PARKS - COLORED COPIES	\$7.31
			SANITATION	BPO - PW - MPC4503 COPIER MAINTENANCE	\$6.74
			STMWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$6.74
			TRNSPN	BPO - PW - MPC4503 COPIER MAINTENANCE	\$158.42
			WATER	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.67
			WSTWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.69
ROGERS MOTORS LLC DBA ROGERS CHRYSLER JEEP DODGE RAM LLC	120207	8/7/2025	FLTMAINT	FLEET - REPAIR PARTS & REPAIRS	\$247.20
			FLTMAINT	FLEET - REPAIR PARTS & REPAIRS	\$154.50
RUSH TRUCK CENTERS OF IDAHO	120209	8/7/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS & REPAIRS	\$255.00
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	400573	8/7/2025	SANITATION	BPO - PW - FY25 ANNUAL CURBSIDE COLLECTION	\$286,221.59
				BPO - PW - FY25 EXTRA YW & RECY CURBSIDE CARTS	\$1,738.35



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
SCHUMANN ENTERPRISES INC DBA EMPIRE PRESSURE WASH	400552	8/7/2025	TRANSITOP	TRANSIT BPO BUS WASHING & SANITIZATION	\$270.00
SITEONE LANDSCAPE SUPPLY LLC	400572	8/7/2025	PARKSFAC	BPO - PARKS - SITE ONE IRRIGATION SUPPLIES	\$233.64
				PKS - SITEONE - CLOCK AND DECODERS	\$2,562.30
STERLING BATTERY COMPANY	120211	8/7/2025	FLTMAINT	BPO - FLEET VEHICLE BATTERIES	\$1,184.95
			FLTMAINT	BPO - FLEET VEHICLE BATTERIES	\$99.86
SUZANN BANKS	120131	8/7/2025	POLICE	MEALS: S. BANKS ARCGIS PRO MIGRATION CLADWELL	\$237.00
SWANK MOTION PICTURES INC	400574	8/7/2025	RECREATION	REC - SWANK MOTION PICTURES - 6 MOVIE RIGHTS	\$1,200.00
THATCHER COMPANY INC	120213	8/7/2025	WATER	BPO-PW-WTP-SODIUM HYDROXIDE FOR WATER TREATMENT	\$10,887.95
	120214	8/7/2025	WATER	PW-BPO-WTP-ACH FOR WATER TREATMENT	\$24,848.20
THE HOME DEPOT PRO	120212	8/7/2025	PARKSFAC	FAC - HD SUPPLE - CUSTODIAL SUPPLIES	\$802.65
				FAC - HD SUPPLY - PAPER TOWELS AND URINAL SCREENS	\$53.51
THE MASTER'S TOUCH LLC	120186	8/7/2025	FINANCE	BPO - UB - PRINTING & MAILING MONTHLY STATEMENTS	\$6,790.62
THE UPS STORE	120218	8/7/2025	POLICE	BPO PD MAIL SERVICE	\$141.13
THOMSON REUTERS - WEST	120215	8/7/2025	LEGAL	BPO-LEGAL-WESTLAW CHARGES FY25	\$1,115.43
TRAFFIC SAFETY SUPPLY CO INC	400575	8/7/2025	TRNSPN	PW - ST - RETURN SHIPPING 8 SPEED BUMPS	\$162.83
TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC	120216	8/7/2025	POLICE	BPO TLO ACCESS FEES FOR INVESTIGATIONS	\$125.00
TREASURER'S TRUST	120109	7/31/2025	RECREATION	AMANDA COX UNCLAIMED PROERTY STALE DATED CHECK	\$15.00
			STMWTR	DREW RANDALL UNCLAIMED PROPERTY, STALE DATED CHECK	\$77.66
TRIBUNE PUBLISHING CO	400576	8/7/2025	COMDEV	BPO-CD-PZC- PUBLISHED NOTICES FOR PUBLIC HEARINGS	\$165.08
			EXECUTIVE	EXEC BPO: PUBLICATIONS AND ORDINANCE SUMMARIES	\$166.96
			WATER	WR085 WTR FACILITIES PLAN UPDATE; RFQ-25-018 AD	\$144.55
UNIFORMS2GEAR INC	400577	8/7/2025	FIRE	FIRE - UNIFORMS2GEAR - UNIFORMS	\$202.50
			POLICE	BPO PD UNIFORMS/ADMINISTRATION	\$34.16
				PD-CARRIERS W/TANK TRACKS FOR SIMINO, SCOTT, MOORE	\$1,039.76
URM STORES INC	400541	7/31/2025	PARKSFAC	BPO POOLS - URM - CONCESSION STAND PURCHASES	\$392.09



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
URM STORES INC	400578	8/7/2025	LIBRARY	BPO - LIB - OFFICE SUPPLIES	\$40.95
			PARKSFAC	BPO POOLS - URM - CONCESSION STAND PURCHASES	\$116.10
			POLICE	BPO PD BOTTLED WATER AND ICE	\$64.62
			RECREATION	BPO - SENIOR NUTRITION - DAILY FOOD PURCHASES	\$390.61
			WATER	PW-WTP-BPO OPERATING/BREAKROOM/CLEANING SUPPLIES	\$111.06
			WSTWTR	PW-WWCOLL-BPO OPERATING/BRKROOM/CLEANING SUPPLIES	\$103.20
US FOODS - SPOKANE	120219	8/7/2025	RECREATION	BPO FOOD SUPPLY FOR SENIOR MEAL PROGRAM	\$2,387.47
US POSTAL SERVICE	120220	8/7/2025	UNDEFINED	REPLENISH POSTAGE ACCOUNT	\$10,000.00
VALLEY FENCE	400579	8/7/2025	PROPIMPR	FAC-VALLEY FENCE-GATE OPERATOR / GROUND LOOP	\$7,007.52
VALLEY WASTE DISPOSAL LLC	120221	8/7/2025	PARKSFAC	BPO - PARKS - VALLEY WASTE DEBRIS DISPOSAL	\$319.76
VERIZON WIRELESS	2969	7/31/2025	COMDEV	7/12/25 BILL DATE UTILITY CHARGES	\$369.50
			FIRE	7/12/25 BILL DATE UTILITY CHARGES	\$1,129.86
			HR	7/12/25 BILL DATE UTILITY CHARGES	\$38.68
			INFOSYSTMS	7/12/25 BILL DATE UTILITY CHARGES	\$652.48
			LEGISLATIV	7/12/25 BILL DATE UTILITY CHARGES	\$80.08
			PARKSFAC	7/12/25 BILL DATE UTILITY CHARGES	\$214.12
			POLICE	7/12/25 BILL DATE UTILITY CHARGES	\$2,205.49
			STMWTR	7/12/25 BILL DATE UTILITY CHARGES	\$77.36
			TRANSITOP	7/12/25 BILL DATE UTILITY CHARGES	\$159.28
			TRNSPN	7/12/25 BILL DATE UTILITY CHARGES	\$1,025.44
			WATER	7/12/25 BILL DATE UTILITY CHARGES	\$1,470.19
			WSTWTR	7/12/25 BILL DATE UTILITY CHARGES	\$1,005.11
VWR INTERNATIONAL LLC	120222	8/7/2025	WSTWTR	BPO-PW-WWTP-LAB SUPPLIES	\$435.04
W.M. SMITH & ASSOCIATES INC	120225	8/7/2025	PARKSFAC	FACILITIES - WMS AQUATICS - POOL EVALUATIONS	\$500.00
WASHINGTON STATE SUPPORT REGISTRY	120134	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$535.16
WAYSTAR	120223	8/7/2025	FIRE	BPO FIRE - WAYSTAR - AMBULANCE BILLING	\$558.08
WESTERN EQUIPMENT	120217	8/7/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS	\$226.55
WESTERN RECYCLERS INC	400580	8/7/2025	FINANCE	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$34.66
			FIRE	BPO FIRE - WESTERN RECYCLERS - SHREDDING	\$17.00
			HR	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$17.34



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
WESTERN RECYCLERS INC	400580	8/7/2025	LIBRARY	BPO - LIB - RECYCLING SERVICES FEE	\$52.00
			POLICE	BPO PD SHREDDING SERVICES	\$52.00
			TRNSPN	BPO - PW OFFICE - SHREDDING SERVICES	\$45.00
WESTERN STATES EQUIPMENT	120224	8/7/2025	FLTMAINT	REPLACEMENT RADIATOR FOR #477 LOADER	\$1,564.29
WITMER PUBLIC SAFETY GROUP INC	400581	8/7/2025	FIRE	FIRE - WITMER - WILDLAND SHIRTS	\$2,108.50
WSCCCE	120135	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$1,812.03
WSCFF EMPLOYEE BENEFIT TRUST DBA IAFF MERP	120116	8/7/2025	ADMSVC	Payroll Run 1 - Warrant 080725	\$5,300.00
ZIEGLER BUILDING CENTER	120227	8/7/2025	WSTWTR	PW-WWCOLL-BPO CARPENTER SUPPLIES, RELATED ITEMS	\$58.68
ZOLL MEDICAL CORPORATION GPO	120228	8/7/2025	FIRE	BPO FIRE - ZOLL - EMS SUPPLIES	\$1,928.64
Total					\$1,837,167.63



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2025-34	AGENDA NO. VI. B. AGENDA DATE: August 25, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The Purchasing Policy was last updated on September 13, 2024 (Resolution 2024-41). Resolution 2025-34 repeals the prior policy and adopts a fully re-written version, dated July 2025, as attached in Exhibit A. The July 2025 rewrite is a comprehensive repeal-and-replace of the City's Purchasing Policy. The intent was to reorganize, streamline, and modernize the document, align with the current Idaho Code, and provide a more user-friendly reference for staff. Key updates include: • Legal Conflicts (Section 1 – Policy): Added direction on handling changes in state or federal law that conflict with City policy, requiring consultation with Purchasing and Legal. • Policy Reorganization (General): Streamlined content by eliminating redundancies, correcting terminology and minor errors, consolidating charts and requirements into their applicable sections, and aligning approval thresholds with the Contract Approval & Execution chart throughout the policy. • Enforcement & Responsibilities (Sections 3 & 4): Updated enforcement procedures and clarified roles of departments, City Council, and the City Attorney. • Surplus & Assets (Section 5.14): Expanded surplus property process, including nominal value exemptions and clarified Finance's role in asset disposition. • Threshold Updates (Sections 7.1 & 7.2): Revised approval thresholds for goods, services, and public works to align with July 2025 Idaho Code amendments (§§ 67-2805, 67-2806). • ISPWC Specifications (Section 7.2): Added requirement to use current Idaho Standards for Public Works Construction, with deviations requiring advance approval. • Professional Design Services (Section 7.3): Introduced a closed, pre-scored Consultant Roster under I.C. § 67-2320. The roster is created through a publicly advertised RFQ and remains valid for up to five years, reducing the frequency of new RFQs while still allowing formal RFQs when needed.	

- Professional Personal Services (Section 7.4): Clarifies procurement under I.C. § 67-2810, requiring publication of contracts over \$30,000 and allowing consideration of both qualifications and cost, with RFPs used as needed.
- Procurement Exemptions (Section 7.6): Standardized guidance for emergency, sole source, joint purchasing, cooperative contracts, piggybacking, and other statutory exemptions, with added legal review requirements.

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

None

ACTION PROPOSED

Staff recommends that the City Council approve Resolution 2025-34 repealing the previous Purchasing Policy and adopting the attached July 2025 City of Lewiston Purchasing Policy.

RESOLUTION 2025-34

A RESOLUTION REPEALING AND REPLACING THE CITY OF LEWISTON'S PURCHASING POLICY

WHEREAS, the Lewiston City Council adopted the amended "City of Lewiston Purchasing Policy" through Resolution 2024-41; and

WHEREAS, the Lewiston City Council desires to repeal the current "City of Lewiston Purchasing Policy," and adopt a new policy in its place, as set forth in Exhibit A.

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

SECTION 1: The current "City of Lewiston Purchasing Policy" is hereby repealed in its entirety.

SECTION 2: A new "City of Lewiston Purchasing Policy" (Policy) is hereby adopted, as set forth in Exhibit A, attached hereto and incorporated herein. Such Policy supersedes the City of Lewiston Purchasing Policy approved in Resolution 2024-41 in its entirety.

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

PASSED this _____ day of _____ 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

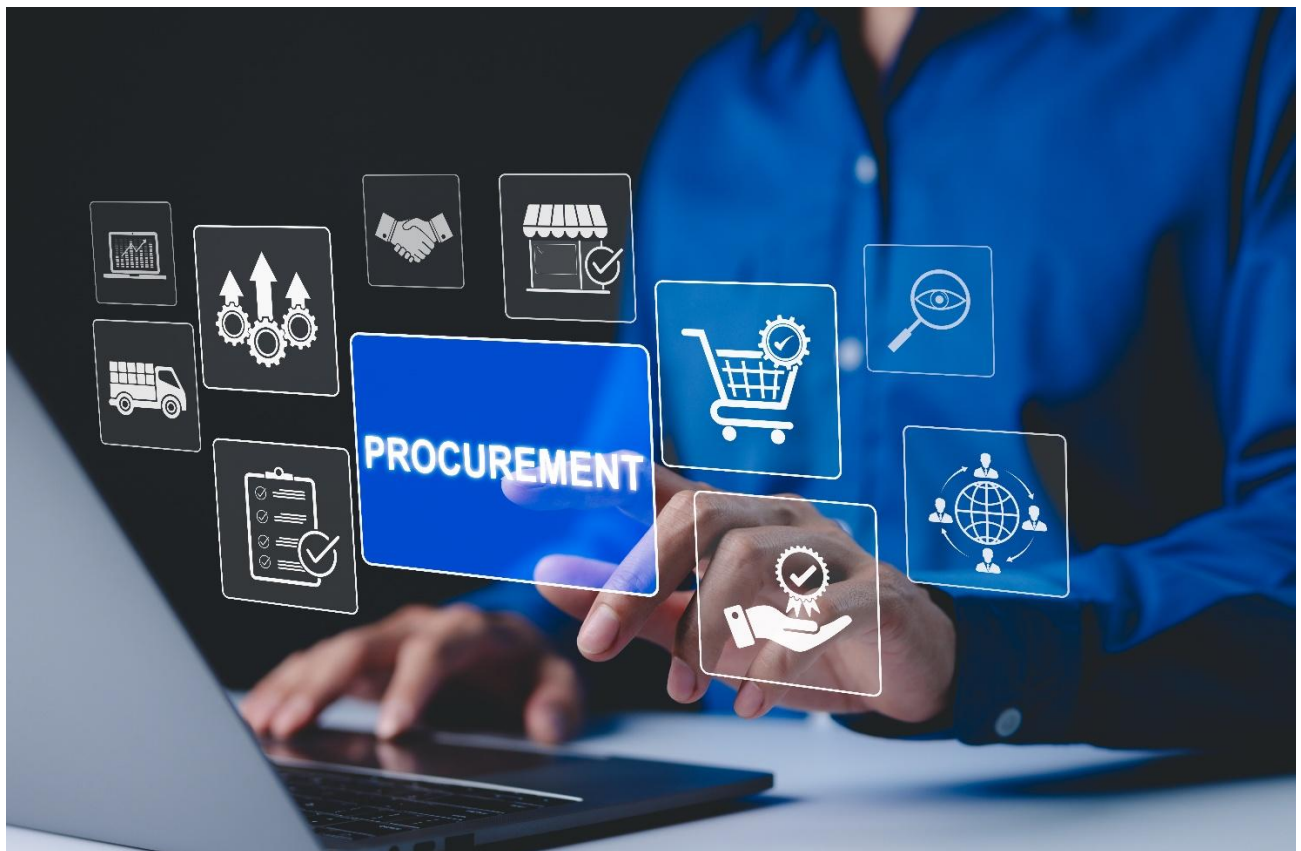
Tanya M. Brocke, City Clerk

EXHIBIT A
to
Resolution 2025-34



City of Lewiston

PURCHASING POLICY



July 2025

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SECTION 1: POLICY

To purchase goods and services in a fair and impartial manner and at a competitive price so that public dollars are expended in the most cost-effective manner possible, all while complying with all applicable federal, state, and local laws.

The City recognizes that departments and divisions best understand their operational needs. The Purchasing Division serves as the centralized point of contact and determines the appropriate procurement method. Policies and procedures are designed to ensure timely, cost-effective purchases while maintaining legal and business compliance.

In the event federal law, state law, or other applicable legal authority is amended, enacted, or newly interpreted in a manner that is inconsistent with this Purchasing Policy, such as changes to procurement thresholds, declaration requirements, or approval processes, departments shall consult with the Purchasing Division upon identifying a potential conflict. The Purchasing Division will assist in evaluating the issue and, if appropriate, will coordinate the submission of a Request for Legal Services (RLS). The City Attorney will determine whether utilization of the revised legal standard is appropriate prior to formal policy amendment and whether the change may be implemented immediately or if adherence to the current policy must continue until Council approval is obtained. Unless and until the policy is formally amended, employees are required to follow the stricter of the applicable laws or this policy, unless the City Attorney, in consultation with the Purchasing Division, determines that application of the revised legal standard is appropriate in advance of formal policy amendment.

SECTION 2: PURPOSE AND SCOPE

The purpose of the Purchasing Policy is to establish an overall philosophy for purchasing goods and services on behalf of the City while ensuring the responsible use of taxpayer funds. This policy is designed to provide guidance to all individuals making purchases on behalf of the City and serves as the foundation for procurement activities, while recognizing that it cannot address every possible scenario.

This policy applies to all City of Lewiston employees, City Council members, commission members acting on behalf of the City, and anyone acting as an agent of the City when making purchases with City funds.

Considerable authority has been delegated to departments and divisions to make purchasing decisions. Employees involved at every step of the process must take full responsibility for understanding the City's policies, principles, processes, and procedures related to purchasing, payments, and vendor relations.

SECTION 3: ENFORCEMENT

The responsibility for day-to-day compliance with the policy shall rest with the Purchasing Coordinator, under the general direction of the Financial Services Manager and Finance Director.

The Purchasing Division shall distribute the Purchasing Policy annually by email to all Department Directors and designated administrative staff. Department Directors are responsible for ensuring the policy is distributed to employees within their department who are involved in the purchasing

process or may delegate this responsibility to a staff member. The Purchasing Policy is available on the City's [website](#), the [IntraNet](#) or by contacting Purchasing.

SECTION 4: RESPONSIBILITIES

A purchasing system cannot function properly without the cooperation and assistance of all parties involved.

4.1: Financial Services Manager

The Financial Services Manager's responsibilities are to:

- Recommend approval of the Purchasing Policy and Procedures to the Finance Director
- Oversee the Purchasing Division
- Promote effective and cooperative working relationships between the Purchasing Coordinator and other City Departments in areas relating to the purchasing process

4.2: Purchasing Coordinator

The Purchasing Coordinator's responsibilities are to:

- Administer purchasing policies
- May serve on evaluation committees for IFBs, RFPs, and RFQs
- Institute reports necessary to permit analysis of purchasing performance
- Assist Legal and City Departments with contract term negotiations
- Consolidate purchase of like or common items when feasible and beneficial
- Analyze prices paid for materials and equipment
- Request reconsideration of specifications or quantity of material if it appears that the interests of the City may be better served
- Define how to obtain savings and to coordinate purchasing procedures
- Forward useful information from sales representative interviews and direct mail to the appropriate City Departments

4.3: Department Directors

The Department Director's responsibilities are to:

- Determine the need for goods or services using prudent judgment, within budgetary restrictions
- Forward useful information from sales representative interviews to the Purchasing Coordinator
- Direct sales representatives to the Purchasing Coordinator's office as their first point of contact with the City
- Coordinate with the Information Systems & Security Director for all technology purchases, including software
- Negotiate contract terms and conditions with assistance from Legal, Purchasing and Information Systems & Security (ISS), if applicable
- Ensure that staff responsible for initiating or completing purchases, contracts or other procurement actions receive a copy of the Purchasing Policy, either directly or through an assigned designee

4.4: Employees

Employees (involved with purchases) responsibilities are to:

- Become familiar with the purchasing policy, principles, processes, and procedures
- Apply the Purchasing Policy appropriately to all purchases based on type, value, and funding source
- Acknowledge email receipt of purchasing policy link
- Stay within authorized spending and contract levels

4.5: City Attorney

The City Attorney's responsibilities are to:

- Draft all resolutions presented to Council
- Review all contracts and agreements valued at \$50,000 or more that do not use pre-approved templates drafted by the City Attorney's Office
- Review of all Mutual Aid Agreements and drafts resolution to present to Council
- Issue legal options for all City departments through the Request for Legal Services (RLS) process.
- Advise departments and the Mayor on legal matters, including compliance with local, state, and federal laws.
- Act as the City's legal representative in litigation matters

4.6: City Council

The City Council's responsibilities are to:

- Approving contracts that require Council action in accordance with this policy
- Reviewing and declaring emergencies, sole source procurements, and surplus property sales in accordance with the Idaho Code and this policy
- Approving Purchasing Policy rewrites, updates, and amendments

SECTION 5: PRINCIPLES OF PURCHASING

5.1: Vendor Relations

- The Purchasing Division will promote fairness and professionalism in all vendor interactions
- The Purchasing Division shall greet and meet with sales representatives as promptly and courteously, as time permits
- During evaluation and negotiation periods, only the names of respondents may be disclosed. All information contained in the submittals will remain confidential and will not be disclosed to the public until a recommendation to award is made
- The Purchasing Division will post bid results to inform all respondents of the outcome.
- Bidding participants may protest to the City if they believe they were prejudiced by the City's procurement or award procedures
- Protests regarding the award of a procurement will be handled according to established procedures, and scoring records will be made available for public inspection once a recommendation is made to City Council
- City employees will conduct themselves professionally in all interactions with vendors and their representatives, reflecting positively on the City

5.2: Sources of Supply

The Purchasing Division shall, with the input of the appropriate department, select sources of supply in accordance with Idaho Code §§ 67-2801 through 67-2809 and any other applicable state and federal laws. This shall be accomplished with a focus on fostering strong vendor relationships and promoting the best interests of the City. The City recognizes that openness and fair dealings are the cornerstones of effective, long-term relationships with suppliers. In no event will favoritism be shown to any supplier or respondent.

5.3: City Business License

City Code Chapter 21 requires that all vendors conducting business or maintaining a business presence within the City of Lewiston obtain a City of Lewiston business license. This requirement applies to out-of-town vendors who are awarded work by the City whether through a contract, purchase order, or other purchasing agreement regardless of whether the vendor is local or awarded work by submitting a bid or proposal.

Certain exemptions from the business license requirement are listed in the City Code, Section 21-1. If a vendor qualifies for an exemption, a written statement indicating the exemption category must be submitted and approved both by the Purchasing Coordinator and by the Business License Coordinator prior to initiating an agreement or proceeding with the project.

5.4: Prohibited Conduct

There are several statutes that regulate the conduct of those who make or approve purchases on behalf of the City. Each employee or City official responsible for making or approving purchases is required to become familiar with and act in accordance with the following statutes:

- Bribery and Corrupt Influence Act: Idaho Code Title 18, Chapter 13 and Idaho Code §§ 67-9230 and 67-9231
- Misuse of Public Moneys: Idaho Code Title 18, Chapter 57
- Willful Avoidance of Procurement Statutes: Idaho Code § 59-1026
- Ethics in Government: Idaho Code Title 74, Chapter 4
- Prohibitions against Contracts with Officers: Idaho Code Title 74, Chapter 5

All employees and City officials must refrain from unethical or illegal purchasing practices. Maintaining the impartiality of purchasing decisions, including the appearance of impartiality, is essential to preserving public trust and vendor confidence in the integrity of the City's procurement process.

Below are some of the acts prohibited by the above-listed statutes. The following does not represent a complete list of all prohibited conduct. It is the responsibility of each employee and City official to read and understand the statutes listed above. Any questions as to whether conduct is prohibited and/or unethical should be referred to the Purchasing Coordinator and/or the City Attorney's Office.

5.4.1: Gifts & Gratuities (I.C. §§ 18-1356, 18-1359)

City employees, City Council members, board and commission members, and anyone acting as an agent of the City are expressly prohibited from soliciting or accepting any rebate, merchandise, money, entertainment, gift, travel, meals, or gratuity, of any amount, no matter how trivial it may seem, from any person, company, firm, or corporation to which a purchase order or contract is, or may be, awarded. While Idaho Code §§ 18-1356(5) and 18-1359(1)(b) allow gifts under \$50 if incidental to personal, professional or business contacts and do not influence impartiality, employees must treat such offers cautiously. Any questions regarding whether a gift or gratuity is allowed should be directed to the Purchasing Coordinator or the City Attorney's Office before acceptance.

Examples may include shared holiday treats (such as cookies or fruit baskets) placed in a common break area, or modest refreshments served at vendor-hosted meetings, luncheons, or community events. These may be acceptable if unsolicited, of nominal value, and not tied to a pending purchasing decision or contract award.

Employees and officials are strictly prohibited from accepting money, gift cards, or individual gifts, regardless of value or context. In addition, employees and officials must not accept any item if there is a reasonable perception that it could influence, or appear to influence, the City's procurement process. When in doubt, it is best practice to respectfully decline and consult the Purchasing Coordinator or City Attorney's Office with any questions or concerns regarding this policy.

5.4.2: Accepting a Bribe (I.C. § 18-1352)

Accepting a bribe is a felony. Do not accept or solicit money, gifts, merchandise, or other benefits from a vendor or contractor in exchange for a favorable decision, opinion, or recommendation to said vendor or contractor. It is not a defense that the person whom the vendor or contractor attempted to influence did not have the authority to act in the desired way.

5.4.3: Bid Splitting & Avoidance of Competitive Bidding and Procurement (I.C. § 59-1026)

Intentionally splitting the procurement process to avoid competitive procurement thresholds, or willfully bypassing bidding requirements (e.g., falsifying an emergency), is prohibited by law and may result in civil penalties of up to \$5,0000 per violation and the reasonable costs incurred by the entity bringing the enforcement action. Additionally, it is illegal to willfully or knowingly avoid compliance with procurement or competitive bidding statutes; for example, falsifying an emergency situation to avoid the competitive bid process.

Perception (whether right or wrong) matters. If a reasonable person in the same situation could have anticipated or predicted the full scope of the project or task at the time of the initial purchase, separating related purchases to remain below bidding thresholds may constitute intentional bid splitting and a violation of procurement law.

5.4.4: Conflict of Interest (I.C. Title 74, Chapters 4 and 5)

A conflict of interest is generally defined as any official action, decision, or recommendation made by a public official that would result in a private financial benefit to themselves, a household member, an immediate family member, or a business with which they or those individuals are associated.

The City will not permit circumstances that produce, or reasonably appear to produce, conflicts of interest between the personal interest of an employee or public official and the interests of the City. Therefore, no employee, officer, board or commission member, City Council member, or agent may participate in the selection, award, or administration of a contract if a conflict of interest, real or apparent, exists.

All potential conflicts of interest, real or apparent, must be reported to the Purchasing Coordinator (or designee), and for employees, the conflict of interest must also be reported to their immediate supervisor. Upon careful review of the circumstances, the person may be disqualified from participating in the selection, award, and/or administration of the contract involved.

5.4.5: Organizational Conflicts of Interest:

An organizational conflict of interest exists when a contractor's activities, relationships, or other contracts:

- Impair objectivity;
- Prevent impartial advice or assistance to the City; or
- Provide an unfair competitive advantage for any reason (e.g., writing specifications for a solicitation they later bid on)

Employees involved in contracting must identify and report real and apparent organizational conflicts to the Purchasing Coordinator and their supervisor before proceeding. After careful review of the situation, the contractor may or may not be disqualified from providing services.

5.4.6: Reporting Standards of Conduct Violations:

Anyone who knows of or suspects a violation must report it to their supervisor, Division Manager, Department Director, or the Purchasing Coordinator. If reporting through these channels is not clear or appropriate, the concern should be directed to Human Resources or the City Attorney's Office.

5.5: Competitive Procurement

To promote fairness for vendors and the wise use of taxpayer dollars, all goods and services will be obtained through competitive processes, unless exempted (Idaho Code §§ 67-2801, 67-2809 and 67-2320). The process to be followed will be determined by total estimated costs, including shipping, delivery, installation, length (term) of contract, contract extensions, additional project tasks and phases, etc.

5.6: Mutual Aid Agreements

The City enters into agreements with other public agencies to exercise shared powers, privileges, or authorities. A mutual aid agreement is a formal agreement between two or more public agencies relating to the sharing of resources, personnel, and/or equipment. These agreements must comply with applicable provisions of Idaho law, including, but not limited to, Idaho Code §§ 67-2328, 67-2332, 67-2339, and 31-1430.

When entering into an agreement, the potential costs to the City, including the use of resources, personnel, and equipment, must be carefully considered. The agreement shall clearly state whether the City will be reimbursed for these costs or if they will be borne by the City's taxpayers.

All Mutual Aid Agreements must be reviewed by the City Attorney's Office, accompanied by a resolution approved by the City Council, and signed by the Mayor.

5.7: Grants

When purchases are funded fully or in part by state or federal dollars, the City will follow the most stringent applicable procurement requirements, which may include a combination of federal, state, and local rules.

The receiving department is responsible for understanding and complying with all grant-related procurement requirements, in addition to City and state policies.

Before making any purchase using federal funds, the Purchasing Coordinator must verify the vendor is not excluded in the System for Award Management (SAM). A dated copy of the SAM report must be retained in the purchasing file.

5.8: Business Preferences

5.8.1: The City supports open competition and does not maintain preferences, quotas, or goals for purchasing from small, minority, or disadvantaged businesses, except as required under certain federally funded programs. However, departments are encouraged to notify these businesses of available bid/quote opportunities and to purchase goods or services from them when possible.

5.8.2: Idaho Code §§ 67-2348 and 67-2349 allow, and in some cases require, the application of a preference for Idaho-based vendors over out-of-state vendors. Such preferences depend on a variety of factors and must be evaluated for each individual purchase. For additional guidance, refer to the Idaho Division of Purchasing's publication titled Understanding & Applying the Idaho Reciprocal Preference Law, which provides further explanation of the statute and its application.

5.9: Tax Exemption

As an Idaho Municipal Corporation, the City of Lewiston is exempt from federal excise taxes and Idaho state sales tax for purchases made in or shipped to Idaho.

Employees must inform vendors of the City's tax-exempt status. If verification is needed, contact Purchasing for Form ST101 or access it via the City [IntraNET](#).

Purchases made in other states are subject to that state's applicable sales and local tax laws.

5.10: Workers' Compensation and General Liability Insurance

All contractors, subcontractors, and businesses providing services to the City while on City property or on another's property at the City's direction, must provide proof of Workers' Compensation and General Liability insurance. The workers' compensation policy must comply with Idaho Code Title 72. Waivers are not permitted, and no other type of insurance can be used as a substitute for Worker's Compensation coverage, unless exempted by law.

Certain occupational exemptions from coverage are allowed and listed under Idaho Code § 72-212. If an exemption applies, a written statement identifying the occupational category must be

submitted to the Purchasing Division prior to beginning work. Note: Even when a vendor is exempt from carrying coverage, the requirement does not disappear, it shifts to the City. In these instances, the City pays a premium tax for all vendors performing services on City property (or other's property at the City's direction) that do not have workers compensation coverage on file with the Idaho Industrial Commission at the time the work is performed. The City is also responsible for any associated claims. These costs may be charged to the department that uses the uninsured vendor.

5.11: Encumbrances

Funds are to be encumbered by Purchase Order, using the appropriate expense account, as soon as an expense is known or anticipated. Application of this principle helps to ensure funds are available for obligations and reduces the chances of exceeding available budget.

5.12: Petty Cash Purchases

Purchases of forty dollars (\$40) or less may be made through Petty Cash on a reimbursement-only basis, in accordance with established procedures.

Invoices must be signed by the Department Director or designee and must include relevant comments and the correct accounting code before being submitted to the cashier for reimbursement. The employee receiving reimbursement must sign the Petty Cash Receipt to verify receipt of funds.

5.13: Fixed Asset Accounting

Items valued at \$1,000 or more with a useful life of at least three (3) years must be recorded and inventoried. Items valued at \$5,000 or more will be capitalized and depreciated. When entering a requisition for an asset, the purchaser must change the "Capital Asset" field under the line item from "N" (No) to "Y" (Yes). The appropriate accounting code must be used, and the line-item description should include the brand/make, model, and serial number, if applicable.

5.14: Surplus, Scrap, and Recyclable Property

The Purchasing Division is responsible for disposing of surplus property in a manner that provides maximum benefit to the City. Except for nominal value items, scrap metal, and recyclables, all surplus property must be declared surplus by the City Council before disposal. Property purchased with federal or grant funds must also comply with applicable federal regulations under 2 CFR § 200.313 (Equipment) and § 200.314 (Supplies).

Once declared surplus, the Purchasing Division may sell items by auction or another authorized method. Trade-in items are not considered surplus and are handled in accordance with Idaho Code § 67-9223. No City property may be sold, traded in, or otherwise disposed of without prior approval from the Purchasing Division.

Nominal value items, defined as having zero value or an estimated value less than the cost of disposal (e.g., broken, obsolete, or non-functional), may be disposed of without formal surplus declaration, but still require approval from the Purchasing Division.

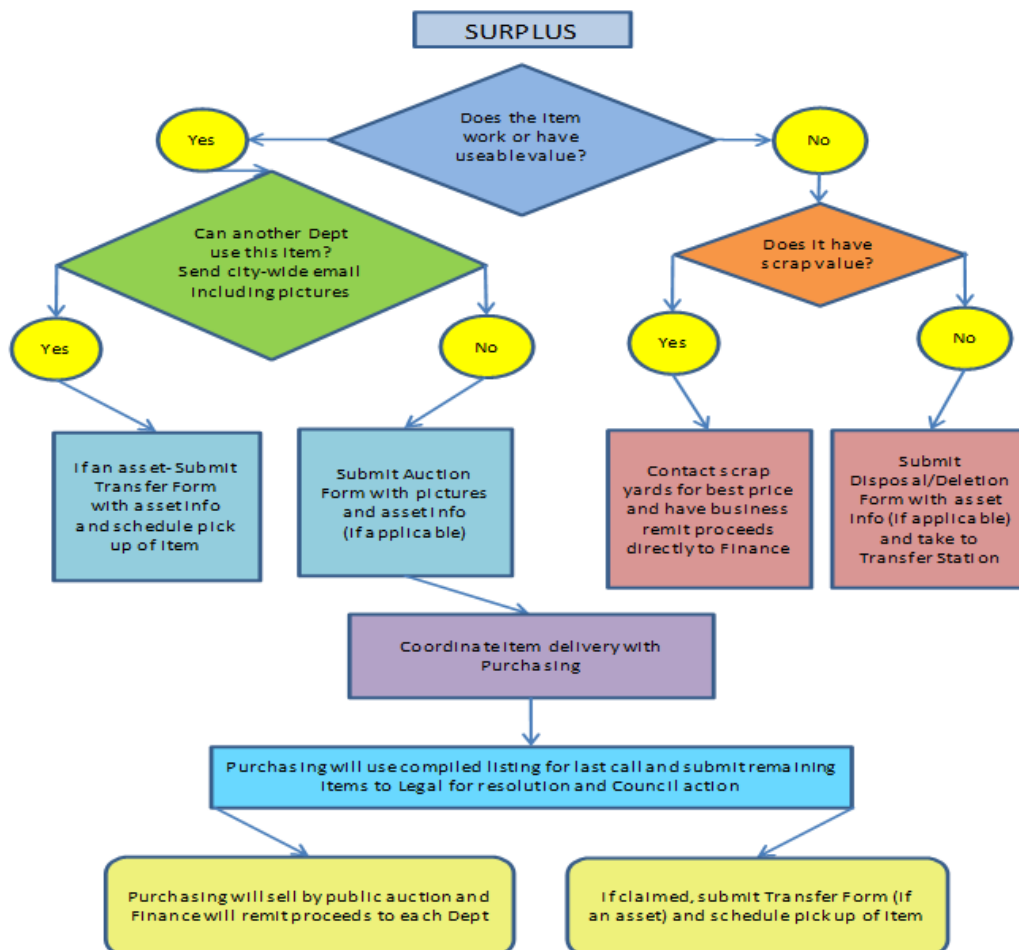
Departments must submit the electronic Surplus Item Submission Form, located on the purchasing page of the [IntraNet](#), and must document the item's condition and disposal method. Each submission is routed to purchasing for review and then forwarded to the appropriate Division Manager or Department Director for final approval.

Purchasing retains all records in accordance with the City's records retention policy and Idaho Code § 67-5732A, as well as the State Personal Surplus Property Policy and Procedures.

Sales of surplus property must be advertised and conducted by public auction unless an alternative method is authorized. City employees, household members, and Council Members are prohibited from bidding on or purchasing surplus City property.

Scrap metal and recyclables are disposed of by the Purchasing Coordinator, or designee, in a manner and at times that achieve the highest return. All proceeds must be submitted to the Finance Department, which is responsible for distributing the funds in accordance with applicable accounting practices and the source of the materials. Scrap and recyclables collected by the Sanitation Division are excluded and managed under Sanitation's procedures.

Withdrawn library materials deemed to have resale value may be sold locally or through used book vendors. Donations may be accepted during book sales. Unsuitable items should be recycled when possible. The Library Director manages this process and must report withdrawn items monthly to the Library Board.



5.16: Suggestions

Suggestions that reduce costs, improve efficiency, or enhance supplier service are encouraged. Cost-saving ideas should not compromise service quality. Submit suggestions by email to the Purchasing Division at purchasing@cityoflewiston.org or send via interoffice mail to the attention of the Purchasing Coordinator.

SECTION 6: SANCTIONS

Employees found to have violated the Purchasing Policy will be disciplined in accordance with the City of Lewiston Personnel Policy and/or any applicable collective bargaining agreement to which they are subject.

PURCHASING PROCEDURES

This section outlines the City's purchasing procedures and the forms that support the process. The City acquires a variety of property and services, including goods and services, public works construction, and professional services.

"Cost" is based on the total value of the project, purchase, or contract and may include shipping, delivery, maintenance, consultant travel, multi-year terms, and anticipated additional tasks or phases. Splitting purchases to stay under competitive thresholds is prohibited by Idaho Code § 59-1026.

Whenever possible, the City will seek to use businesses with a significant Idaho economic presence.

SECTION 7: PURCHASE TYPES AND PROCUREMENT REQUIREMENTS

7.1: Competitive Procurement for Purchases of Goods & Services *Idaho Code § 67-2806*
(excludes public works construction and professional design services)

Under \$100,000 – Departmental Discretion

Purchases under \$100,000 may be made at departmental discretion and may be conducted with any vendor believed to provide the best value. Competitive quotes are encouraged but not required. When applicable, purchases should be distributed among local vendors offering comparable goods or services.

\$100,000 to \$250,000 – Informal Bid or IRFP *Idaho Code § 67-2806(1)*

For purchases in this range, an Informal Invitation for Bid (IIFB) or an Informal Request for Proposals (IRFP) may be used. While less formal than sealed bids, these processes still require written specifications and documented competition to ensure fairness and compliance.

- Specifications must be provided to at least three qualified vendors and include a description, quantity, deadline, and applicable terms
- Vendors must be given at least three (3) business days to respond

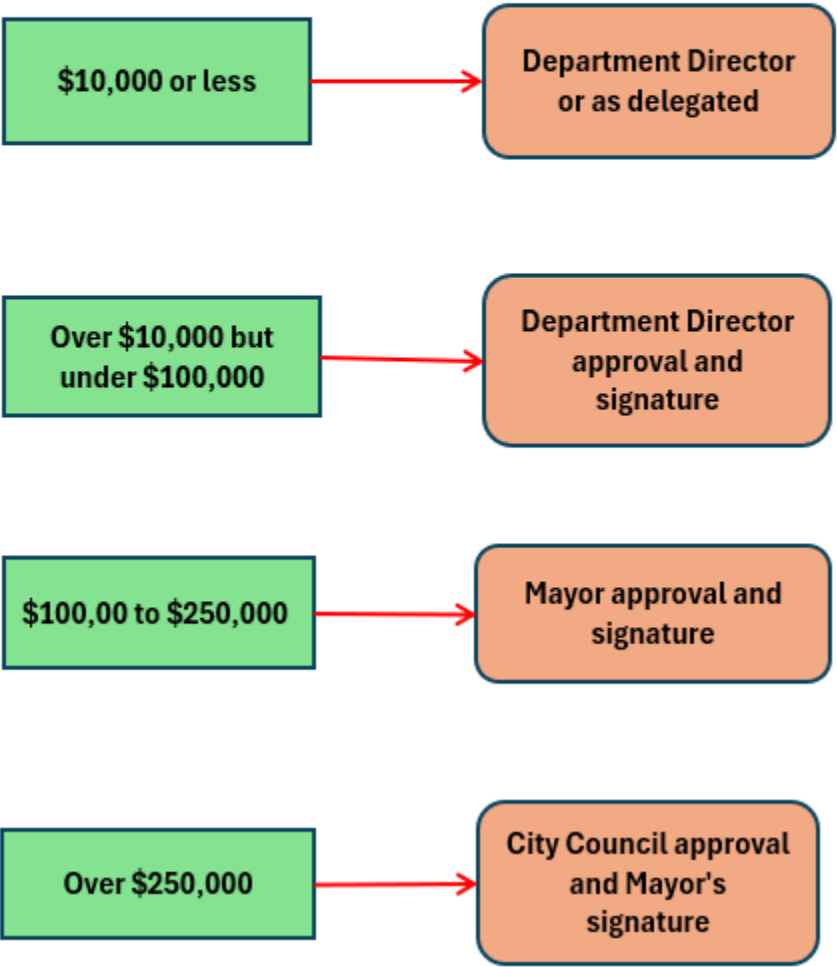
- Awards are made to the lowest responsive bidder (IIFB) or the highest-ranked proposer (IRFP)
- Responses must be in writing (mail, fax, email, or delivery)
- Attach responses to the electronic requisition in Munis
- Records must be retained for at least six months

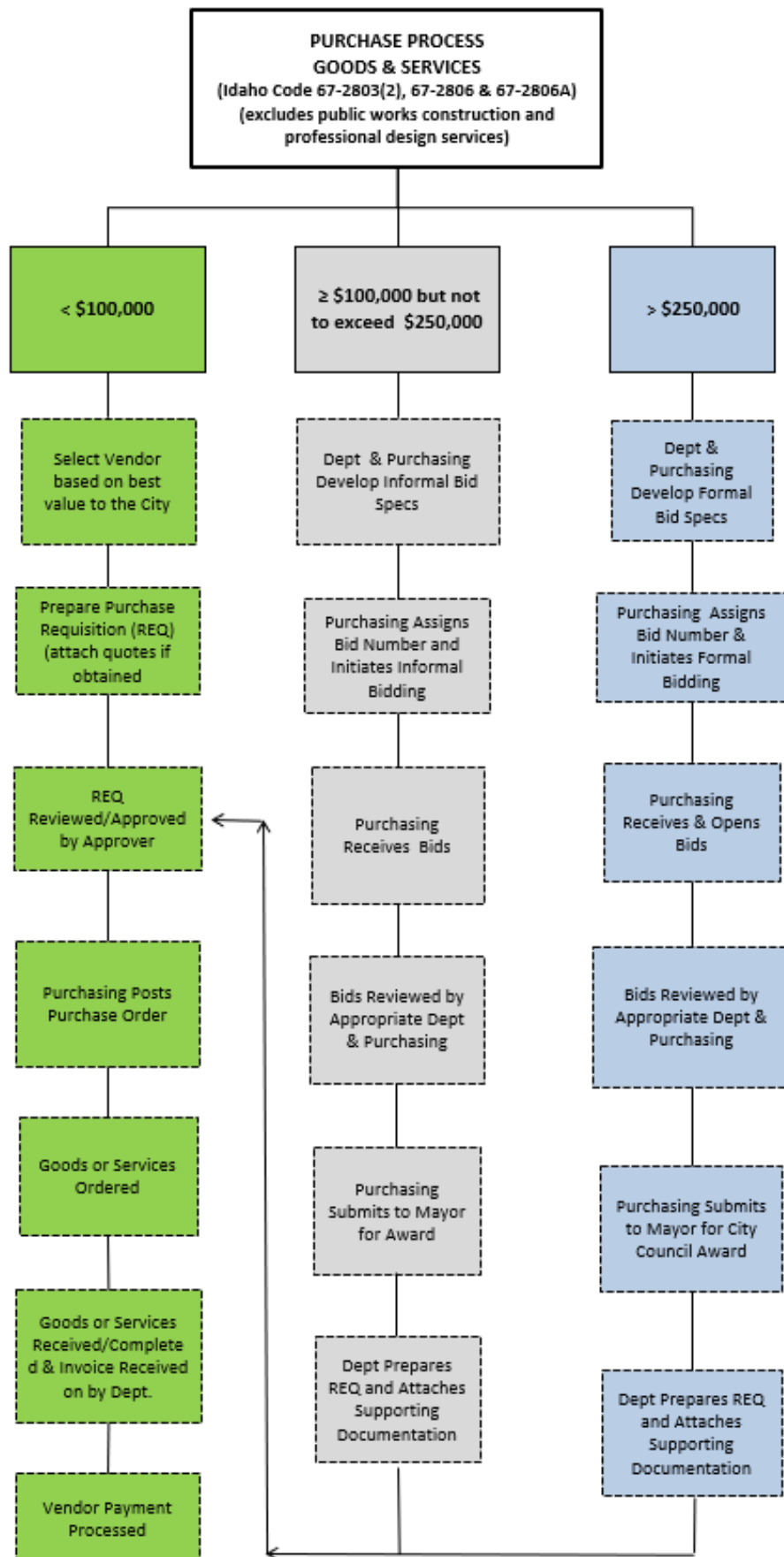
Over \$250,000 – Formal Bid or RFP *Idaho Code § 67-2806(2) and § 67-2806A*

For purchases exceeding \$250,000, the City must conduct a Formal Invitation for Bid (IFB) or Formal Request for Proposals (RFP). These competitive processes require published notice, formal submittals, and strict procedural compliance to ensure transparency, fairness, and adherence to Idaho Code.

- Use a Formal IFB when price is the primary factor
- Use a Formal RFP when the need cannot be clearly defined or when factors other than price must be considered
- Public notices must include a description of the item or service, where to obtain specifications, the deadline, and bonding requirements, if applicable
- Notices must be published twice in the Lewiston Tribune, with the second at least seven days before the deadline. They will also appear on the City's website and may be posted on third-party sites. Only the Purchasing Division may publish notices
- Sealed bids or proposals must be clearly labeled and submitted to the Purchasing Division by the specified deadline. Late submittals will be returned unopened
- Bids are opened publicly; proposer names are read aloud at the RFP opening. Proposal contents remain confidential until a recommendation is made to the City Council
- Bid security (5%) and performance/payment bonds (100%) may be required at the Purchasing Coordinator's discretion
- Bidders may object to specifications up to three (3) business days before bid opening
- An independent cost estimate must be completed before bids or proposals are received
- Contracts are awarded to the lowest responsive bidder (IFB) or highest-ranked proposer (RFP). In the event of a tie, the City Council may select the most advantageous offer
- The Council may reject all bids and re-advertise or authorize open market purchase by resolution
- Minor bid irregularities may be waived if they do not materially affect the outcome
- If no bids are received, Council may proceed with direct purchase

**Contract Approval & Execution
Goods & Services**





7.2: Competitive Procurement for Public Works Construction (*Idaho Code § 67-2805*)

Public works construction includes construction and maintenance projects on City-owned buildings, roads, and facilities when performed by non-City personnel. Under Idaho Code § 54-1901(2)(c)(iii), this excludes projects involving two or fewer unrelated building trades. Projects $\geq$ \$10,000 that affect public health, or safety must be prepared, and construction reviewed by a licensed professional engineer (I.C. § 54-1218)

The City of Lewiston will utilize the most current edition of the Idaho Standards for Public Works Construction (ISPWC) for public works construction projects. ISPWC specifications align with industry's best practices across Idaho and provide a consistent standard for site work, utilities, and civil infrastructure. When applicable, project documents shall reference ISPWC divisions and sections as the basis for construction requirements. Any deviations or use of alternative specifications must be clearly identified in the project's bid or contract documents and must be approved in advance by the Purchasing Division and the Department Director overseeing the project.

Under \$100,000 – Departmental Discretion

Projects under \$100,000 may be awarded to any contractor believed to offer the best value. A current Idaho trade license is required to perform services (e.g., electrical, plumbing, HVAC, general contracting).

- Competitive quotes are not required, but are encouraged
- Contracts over \$10,000 must be signed by the Department Director
- Bid security is at the discretion of the Department (I.C. § 67-2805 (2)(a)(iv))
- For contracts over \$50,000, payment and performance bonds are required pursuant to Idaho Code § 54-1926

\$100,000 to \$250,000 – Informal Bid (*Idaho Code § 67-2805(1)*)

For projects in this range, an Informal Invitation for Bid (IIFB) is required to ensure documented competition and compliance.

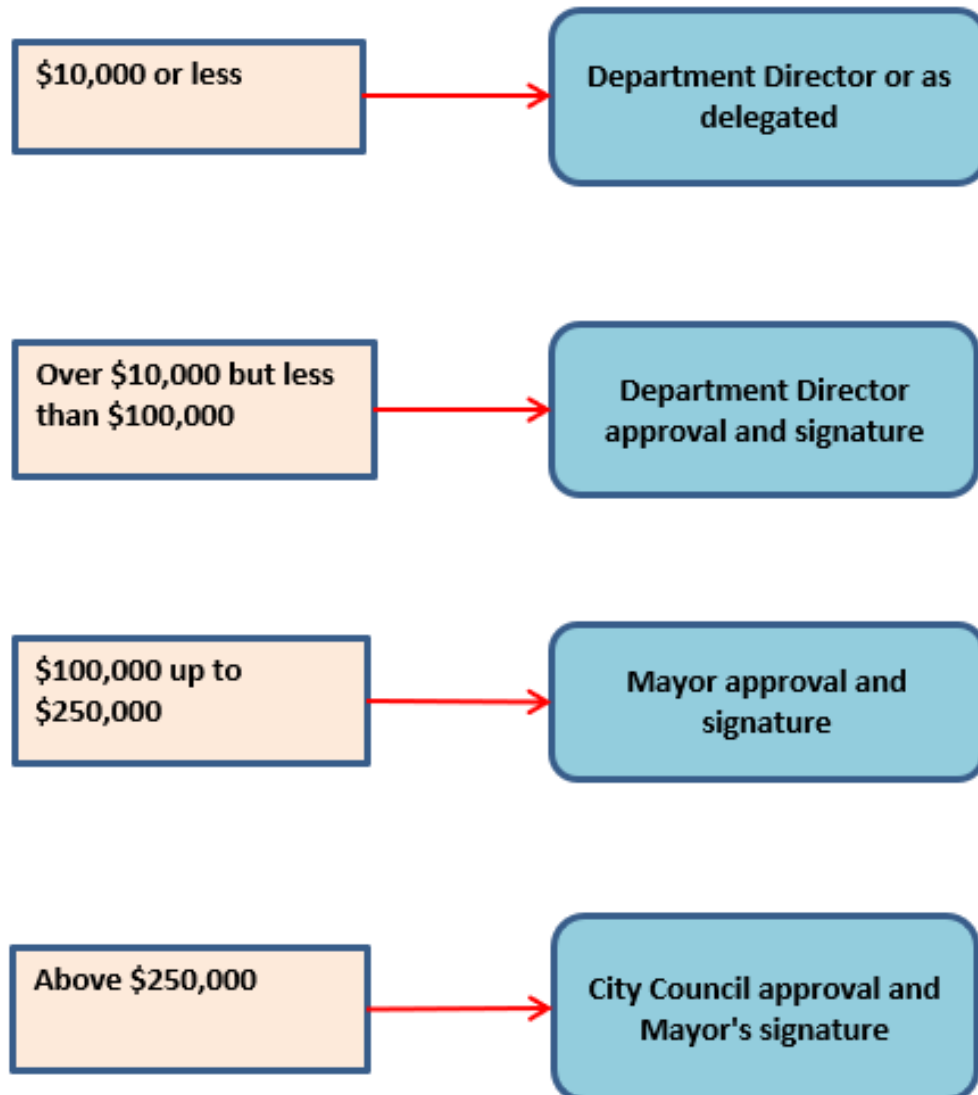
- Written specifications must be prepared by a licensed design professional
- Specifications must be provided to at least three Idaho-licensed public works contractors and include a description of the work, quantity, sample contract, deadline, and any required terms
- Contractors must have at least three (3) business days to respond.
- Responses must be in writing (mail, email, or delivery) and submitted to the Purchasing Division by the stated deadline
- Although not required by Idaho Code, a bid security of at least 5% is recommended.
- Contracts must be attached to the requisition in Munis
- Records must be maintained for at least six months
- Payment and performance bonds equal to 100% of the contract value are required.
- A written contract is required

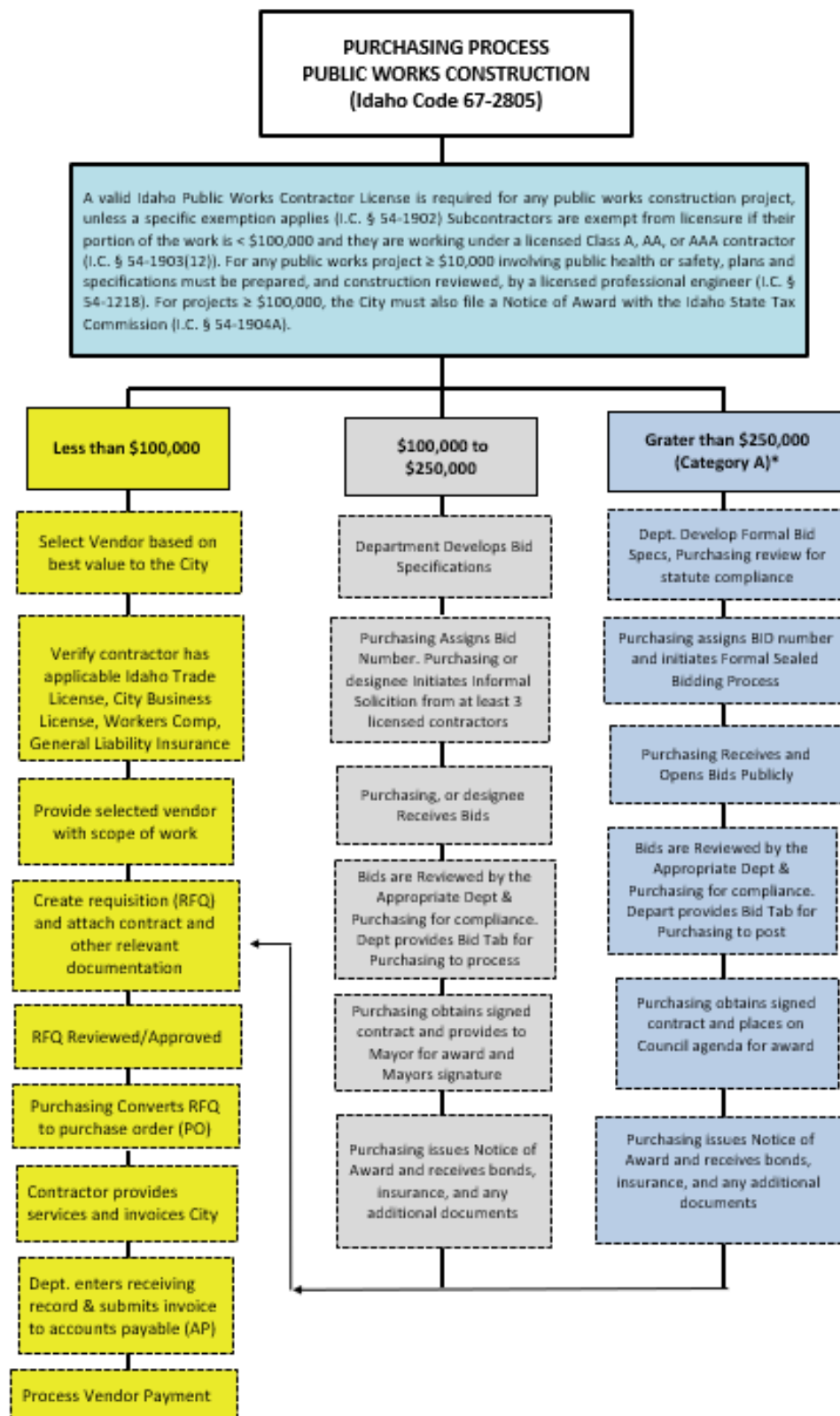
Over \$250,000 – Formal Bid Process (*Idaho Code § 67-2805(2)*)

A formal bidding process is required for projects exceeding \$250,000. Two categories are permitted:

- **Category A:** Open to all Idaho-licensed public works contractors. The City may only consider the amount bid, bidder compliance with administrative requirements of the bidding process, and whether the bidder holds the requisite license, and shall award the bid to the qualified bidder submitting the lowest responsive bid.
- **Category B:** The City can establish prequalification standards based upon the contractor's demonstrated technical competence, experience constructing similar facilities, prior experience with the City, available nonfinancial resources, equipment and personnel as they relate to the subject project, and overall performance history of the contractor's entire body of work. Category B bidding processes require the City to provide these standards for evaluation to prospective bidders.
- Public notices must include a general description, instructions for obtaining bid documents, due date, location for bid opening, and requirements for bid security and bonds
- Notices must be published twice in the Lewiston Tribune; the second notice must appear at least seven (7) days before the bid opening
- Notices will be posted on the City's website and may also appear on third-party platforms. Only the Purchasing Division may publish notices
- Detailed specifications must be made available. Contractors have up to three (3) business days before the opening to object to specifications
- Bids must include a bid security bond of at least 5% of the bid
- Sealed bids must be submitted to the Purchasing Division, clearly labeled with the bid name and number
- Bids received after the deadline will be returned unopened
- Bids will be opened publicly at the stated time and location
- Contracts are generally awarded to the lowest responsive bidder
- Payment and performance bonds for 100% of the contract amount are required, in a form acceptable to the City Attorney and Purchasing Coordinator
- An independent cost estimate must be completed prior to solicitation
- In the event of tied bids, the Council may select the most advantageous offer
- The Council may reject all bids and, by resolution, either re-advertise or authorize the purchase in the open market
- Minor Irregularities may be waived that do not materially impact the bidding process
- If no bids are received, the Council may proceed with direct purchase
- A written contract is required

Contract Approval & Execution PW Construction





*This flow chart shows Category A bidding
For information regarding Category B process, please contact Purchasing

**CHANGE ORDER PROCESS
PUBLIC WORKS CONSTRUCTION**

Thresholds updated per I.C. § 67-2805, effective July 1, 2025

Applies to public works construction as defined by I.C. § 67-2805; approval authority based on amended contract total.

Original Contract Amount	Change Order amount or percentage (%) increase (individual or cumulative) over original contract	AND New contract value is	Approved by and change order signing authority
Less than \$10,000	any amount	Under \$10,000	Dept Director or Delegate, approves and signs
Less than \$100,000	any amount	Total remains under \$100,000 (no competitive bidding required)	Dept Director approves and signs
Less than \$100,000 without competitive procurement	any amount	\$100,000 and Over	Not permitted. Non-competitive purchases, including any change orders or amendments, must stay below \$100,000. If must move forward, it would have to be an emergency or sole source procurement and ONLY Council can authorize.
Informally Bid up to \$250,000	any amount	Less than \$100,000	Dept Director approves and signs
	any amount	\$100,000 up to \$250,000	Mayor approves and signs
Formally Bid \$100,000 and Over, originally approved by Council	Up to \$100,000 and up to 10% (change order not to exceed \$100,000 total)		Dept Director approves and signs
	\$100,000 up to \$250,000 and up to 10% (change order not to exceed \$250,000 total)		Mayor, approves and signs
	If none of the above apply		Council approves, Mayor's signs

NOTES REGARDING CHANGE ORDER PROCESS CHART

- Unless there is an emergency, no work or services related to a change order may begin until the change order is approved.
- For emergencies, documentation must be completed within three days or as soon as possible in extended situations.
- All change order documentation must include a budget impact statement and the reason for the change order.
- A copy of the approved change order must be attached to the purchase order change order request.
- Following Council approval of a change order, the contract total, including all approved changes, resets the “base” contract amount. Use the new base when referencing thresholds in this chart.

7.3: Procurement of Professional Design Services & Roster-Based Selection

Idaho Code § 67-2320 governs the procurement of professional engineering, architectural, landscape architectural, land surveying, and construction management services. These services must be obtained based solely on the demonstrated competence and qualifications, with pricing negotiated only after a firm has been selected.

The City shall establish a Consultant Roster by publicly advertising a Request for Qualifications (RFQ) at least once every five (5) years, in accordance with Idaho Code § 67-2805(2). To be considered for inclusion on the roster, SOQs must be received by the closing date stated in the RFQ. Submittal received after the closing date will not be accepted.

An Evaluation Committee will score all eligible SOQs using published criteria, including relevant experience, key personnel qualifications, local familiarity, and quality control procedures. The criteria shall include the following:

- Qualifications of the Project Manager
- Qualifications of the Firm and Staff
- Relevant Project Experience and References
- Geographic Considerations
- Understanding and Implementation Strategy

Pricing is not included in the scoring or evaluation of Statements of Qualifications and shall only be negotiated after a firm is selected. Only firms meeting or exceeding the minimum scoring threshold will be placed on the City's preapproved Consultant Roster. The list of ranked respondents, including the scoring used to develop the ranking, shall be made available to the public.

7.3.1 Selecting from the Consultant Roster

Once the roster is established, departments may select firms directly from the roster for future projects without additional public advertisement. The City will enter into a Master Professional Services Agreement (MPSA) with each rostered firm. This agreement does not guarantee future work but allows for timely project execution.

When a project arises, the department shall define the scope of work and identify the most qualified firm from the roster based on the firm's pre-scored qualifications and relevance to the service classification. Upon successful scope and fee negotiations, a Task Order will be executed under the existing MPSA.

If negotiations with the highest-ranked firm are unsuccessful, they must be formally terminated in writing. Negotiations may then proceed with the next most qualified firm. Agreements must be fair and reasonable based on the project's value, scope, and complexity.

Departments are not required to use the Consultant Roster and a formal RFQ may be issued at any time.

7.3.2 Selecting Outside the Consultant Roster

A formal RFQ process is required when:

- Federal funding mandates a public RFQ process
- No suitable roster firms exist for the project type
- The department desires broader competition

Formal RFQs are publicly advertised and evaluated solely on qualifications, consistent with Idaho Code § 67-2320.

7.3.3 General Selection Requirements and Thresholds

Anticipated fees must include all project phases such as study, design, bidding, construction support, and closeout. Tasks may not be separated to avoid competitive procurement thresholds. Selection and approval authority is based on the total anticipated cost of services:

- Under \$50,000: Selection may be made directly to a firm or to a single firm on the Consultant Roster. A written agreement is required.
- \$50,000 and above: A formal RFQ process is required if not utilizing the roster.

Price is not considered during the evaluation and selection process. Negotiations related to scope and pricing shall only occur after a firm has been selected based on qualifications, in compliance with Idaho Code § 67-2320.

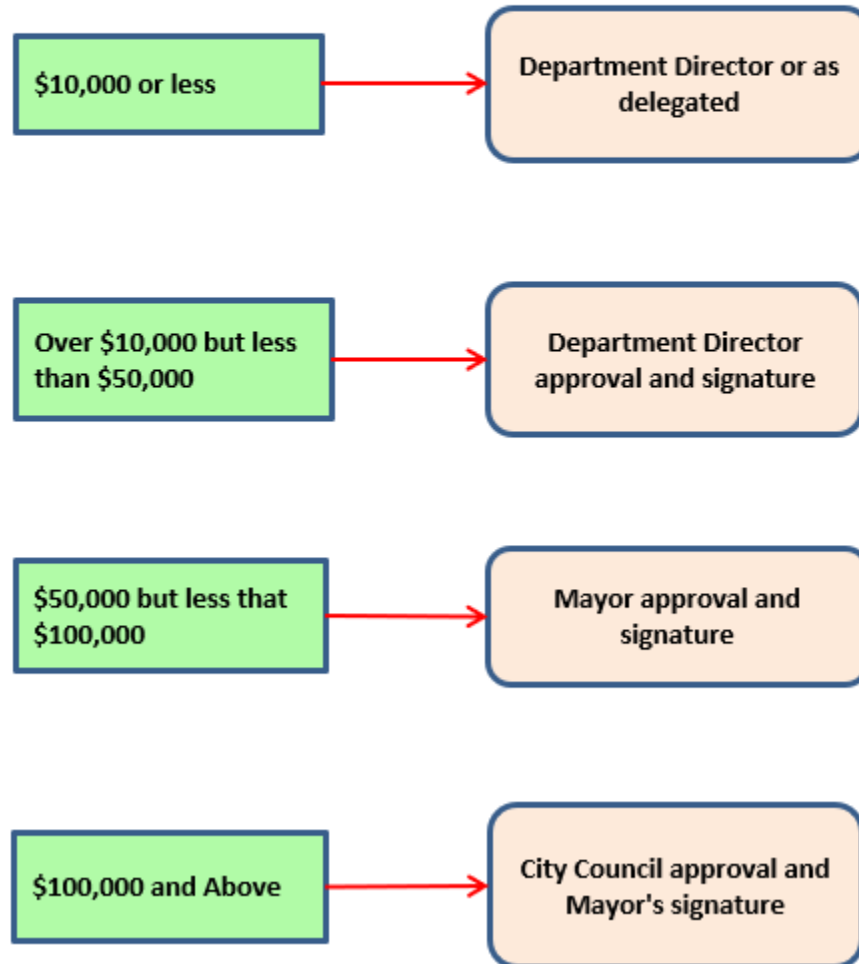
Firms selected for early phases outside of a competitive qualifications-based selection process may be excluded from participating in subsequent phases of the project if such participation creates an organizational conflict of interest or result in an unfair competitive advantage. This is in accordance with Idaho Code § 67-2320(4) and supports the City's obligation to avoid the appearance or practice of bid splitting as outlined in Idaho Code § 59-1026. Refer also to the Organizational Conflict of Interest and Bid Splitting sections of this policy.

7.3.4 Interviews and Phased Projects

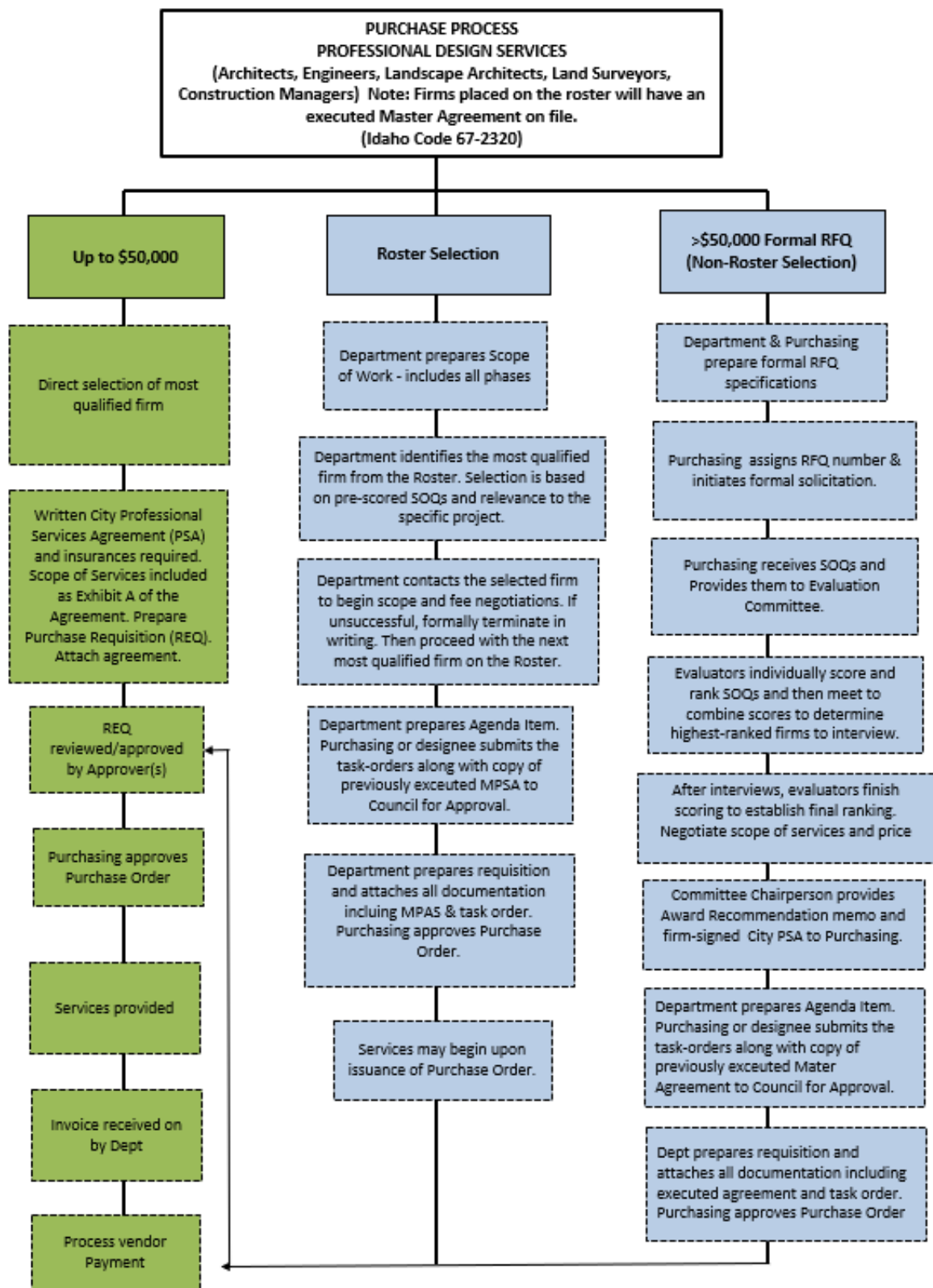
When more than three firms are under consideration, rankings will determine which firms are invited to interview. Typically, the top three firms are interviewed unless a competitive range is established. When fewer than three firms respond, all respondents may be interviewed unless the RFQ states otherwise.

If a department has an existing professional services agreement for an associated or phased project, a contract extension may be negotiated with the same firm without repeating the full qualifications-based selection (QBS) process, in accordance with Idaho Code § 67-2320(4). City Attorney review is required if the extension amount is \$50,000 or more.

Contract Approval & Execution Professional Design Services



Note: For phased or associated extensions, City Attorney review is required if the added amount is \$50,000 or more. City Council approval is required, if the new total contract amount is \$100,000 or above.



Note: Refer to the Contract Approval and Execution graph on the previous page for signing authority and approval requirements.

AMENDMENT PROCESS PROFESSIONAL DESIGN SERVICES

Idaho Code § 67-2320

Applies to engineering, architectural, landscape architectural, land surveying, and construction management services. Approval authority based on amended contract total.

Original Contract Amount	Change Order amount or percentage (%) increase (individual or cumulative) over original contract	AND New contract value is	Approved by and change order signing authority
Less than \$10,000	any amount	Under \$10,000	Dept Director or Delegate, approves and signs
Less than \$50,000	any amount	Total remains under \$50,000 (direct qualified selection)	Dept Director approves and signs
Originally selected through Qualified Based Selection (QBS)	Up to \$50,000 or 10% (not to exceed \$50,000)	Less than \$50,000	Dept Director approves and signs
	Up to \$100,000 or 10% (not to exceed \$100,000)	\$100,000 up to	Mayor approves and signs
	Any amount	\$100,000 and Over	Council approves, Mayor's signs

NOTES REGARDING AMENDMENT PROCESS CHART

- Price cannot be a factor during qualifications-based selection (QBS) evaluation per Idaho Code § 67-2320. Selection must be based solely on qualifications.
- Unless there is an emergency, no work or services related to a change order or contract amendment may begin until the change order is approved.
- For emergencies, documentation must be completed within three days or as soon as possible in extended situations.
- All amendment documentation must include a budget impact statement and the reason for the change.
- A copy of the approved contract amendment must be attached to the purchase order change order request.
- Following Council approval of an amendment, the contract total, including all approved changes, resets the “base” contract amount. Use the new base when referencing thresholds in this chart.

7.4: Professional Personal Services

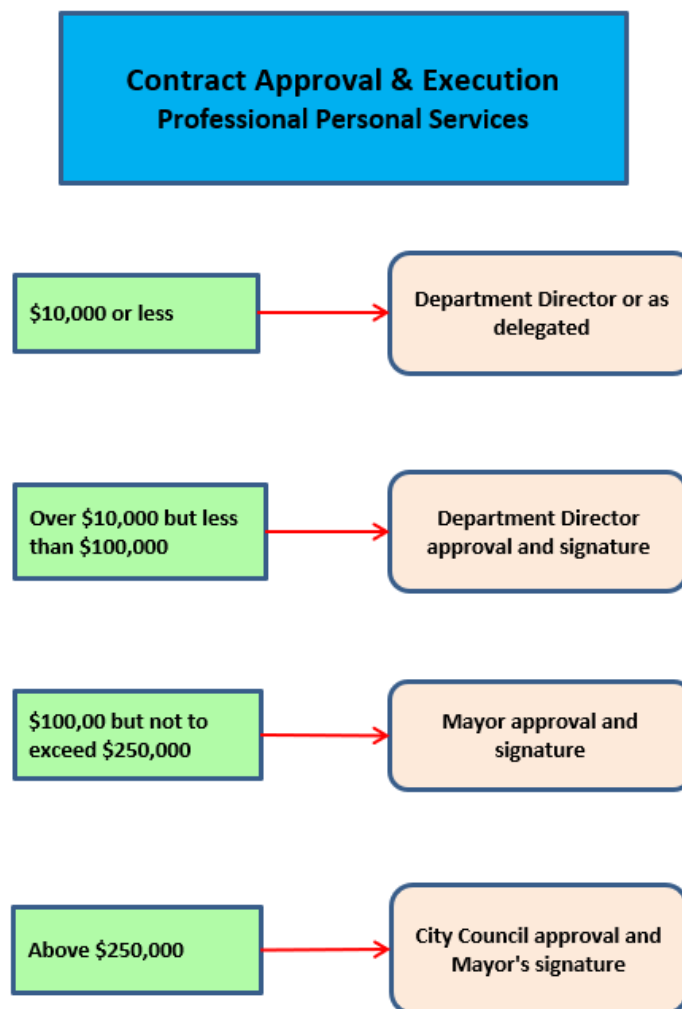
Professional Personal Services include legal, financial, insurance, medical, and other specialized consulting services provided by individuals or firms. These services are not governed by Idaho Code § 67-2320, which applies to design professionals. Instead, they fall under Idaho Code § 67-2810, which permits consideration of both qualifications and cost.

Such services may be procured based on a combination of qualifications, relevant experience, ability to meet timelines, fee appropriateness, and overall value to the City. Selection is not based solely on price. When price will be considered alongside qualifications, the City may issue a Request for Proposals (RFP) to ensure transparency and a structured evaluation process.

A written agreement is required when total fees exceed \$10,000. Idaho Code § 67-2810 requires publication of any contract award over \$30,000 within 15 days of signing. Early coordination with the Purchasing Division and the City Attorney's Office is encouraged to ensure timely legal review and to incorporate appropriate risk management provisions or industry-specific terms.

While not required by statute, the City encourages the informal solicitation of quotes or proposals from multiple qualified providers when time permits, to ensure best value.

Approval thresholds for Professional Personal Services are as follows:



Certain services may also require documentation such as proof of insurance coverage (e.g., medical malpractice, professional liability), or confidentiality and non-disclosure agreements as appropriate for the service provided.

Firms or individual providers must disclose any potential conflicts of interest prior to the award.

7.5: Information Technology

All technology purchases, including security system components, phone system components, mobile devices, network devices, software applications, technology consulting and maintenance contracts require prior approval from the Director of Information Systems and Security (ISS) or designated approver.

- All information technology and software purchases, subscriptions, or agreements must be submitted to the ISS Department by completing the Software Approval Audit Request, which is located on the City [IntraNet](#), prior to submitting a requisition, making a purchase, or authorization by the Department Director or designated approver
- For security-critical devices or systems, the ISS Department will conduct thorough assessments to identify and mitigate potential risks
- The ISS department must be named as the Technical Contact for all software agreements and maintain at least one administrative account in the utilized software
- All information technology and security purchases must follow the applicable purchasing process in SECTION 7.1 COMPETITIVE PROCUREMENT FOR PURCHASES OF GOODS AND SERVICES based on total expected cost
- The complete Information Technology and Security Purchasing Policy is located on the [IntraNet](#) in the Policy Center section under Information Technology Policies and Procedures.

7.5.1: Use of Artificial Intelligence in Procurement

The use of Artificial Intelligence (AI) in support of procurement activities must comply with the City's most current official AI Policy (Currently Policy No. 2024-05), which can be found in the policy section of the [City's website](#). This includes requirements for responsible use, protection of confidential and regulated information, mandatory human review, and limitations on software or services used.

AI tools, including features built into common applications like Microsoft Office, Adobe products, email, or web browsers, may be used to assist with procurement-related tasks such as drafting specifications, summarizing documents, or conducting market research. All AI-generated content must be subject to thorough human oversight and validation prior to use in any official capacity.

AI-generated content must not be used to make final procurement decisions. Oversight, validation, and documentation must be maintained to ensure compliance with City policy, procurement regulations, and applicable state and federal laws.

The use of non-City-approved AI software applications or browser extensions is prohibited unless advance written approval is obtained from the Information Systems & Security (ISS) Director.

Note:

Due to the widespread integration of AI features in modern business software, employees should check whether any “smart” or “suggested” content (such as Copilot, ChatGPT, or similar features) is being used. When in doubt, consult the ISS Department for clarification.

7.6: Purchases Exempted from Competitive Procurement

7.6.1 Emergency

Emergency procurement, as defined in Idaho Code § 67-2808(1), applies when there is a great public calamity such as flood, fire, epidemic, or other disaster; a matter of national or local defense; or an immediate need to prevent serious damage to life, health, or property. There is no dollar threshold. The focus is on the urgency and necessity of the situation.

When an emergency arises, it must be promptly communicated to the Mayor. Depending on the severity and timing, the Mayor may:

- Declare an emergency and authorize departments to proceed, followed by a City Council meeting within 24 hours to ratify the declaration
- Call a special emergency meeting of the City Council to declare an emergency by resolution
- Request an emergency declaration during a regular Council meeting or work session, if timing allows

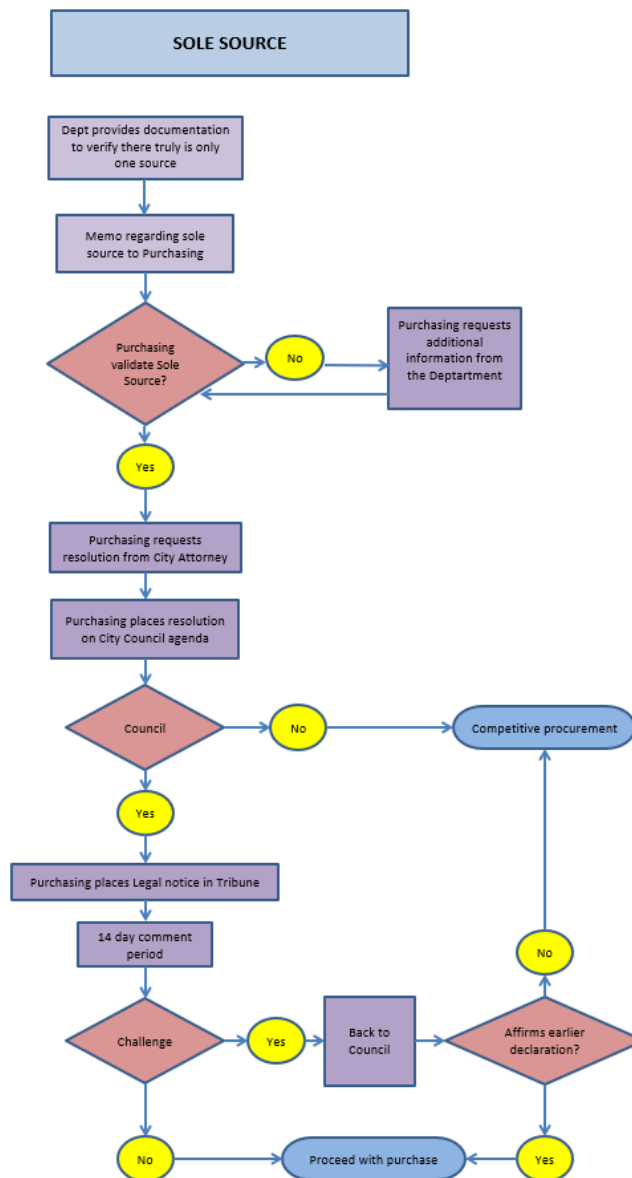
Once the emergency is officially declared, a notice must be submitted to the State of Idaho. Departments may proceed with necessary purchases without formal competitive processes. However:

- A written agreement or purchase order is still required
- Requisitions, POs, and change orders must be entered into the financial system
- The emergency resolution number must be listed first in the PO description for tracking
- Vendors must hold required state licenses, general liability insurance, and workers' compensation coverage
- All normal insurance, bonding, and licensing requirements remain in effect
- When feasible, modified procurement (e.g., shortened bid windows) may be used, especially if declared during a regular Council meeting

All contract signing must follow the Contract Approval & Execution Chart.

7.6.2 Sole Source

Sole source procurement, as defined in Idaho Code § 67-2808, applies when only one vendor is reasonably available to provide a required good or service. A sole source declaration must be reviewed by the City Attorney, who prepares the resolution for City Council consideration. Once declared, a notice must be published in the *Lewiston Tribune* followed by a 14-day public comment period, as required by statute. Departments must follow standard requisition and purchase order procedures, and contract signing must follow the appropriate Contract Approval & Execution Chart.



7.6.3 Joint Purchasing

Joint purchasing is authorized under Idaho Code § 67-2807 and allows the City to participate in cooperative procurements with other public agencies. One agency is designated as the Lead Agency and is responsible for conducting the competitive bidding process. The City Attorney must review the request and prepare the resolution for City Council consideration of participation in the joint purchase. Departments must follow standard requisition and purchase order procedures, and contract signing must follow the appropriate Contract Approval & Execution Chart.

7.6.4 Cooperative Contracts

Cooperative purchasing is authorized under Idaho Code § 67-2807 and allows the City to procure goods or services through contracts awarded by cooperative purchasing organizations of which the City is a member. These contracts are treated as if they were competitively bid by the City and do not require a separate competitive process. There is no defined dollar threshold under the statute; however, departments must perform due diligence to ensure that the pricing offered

through the cooperative is fair and reasonable when compared to what the City would likely pay through its own competitive process.

Membership in a cooperative purchasing organization requires prior approval by the City Council. Prior to seeking Council approval, membership documents must be reviewed by the City Attorney's Office. Once membership has been approved by Council, individual purchases made under a cooperative contract only require Council approval when the purchase amount exceeds the Mayor's signature authority.

Contract signing must follow the appropriate Contract Approval & Execution Chart.

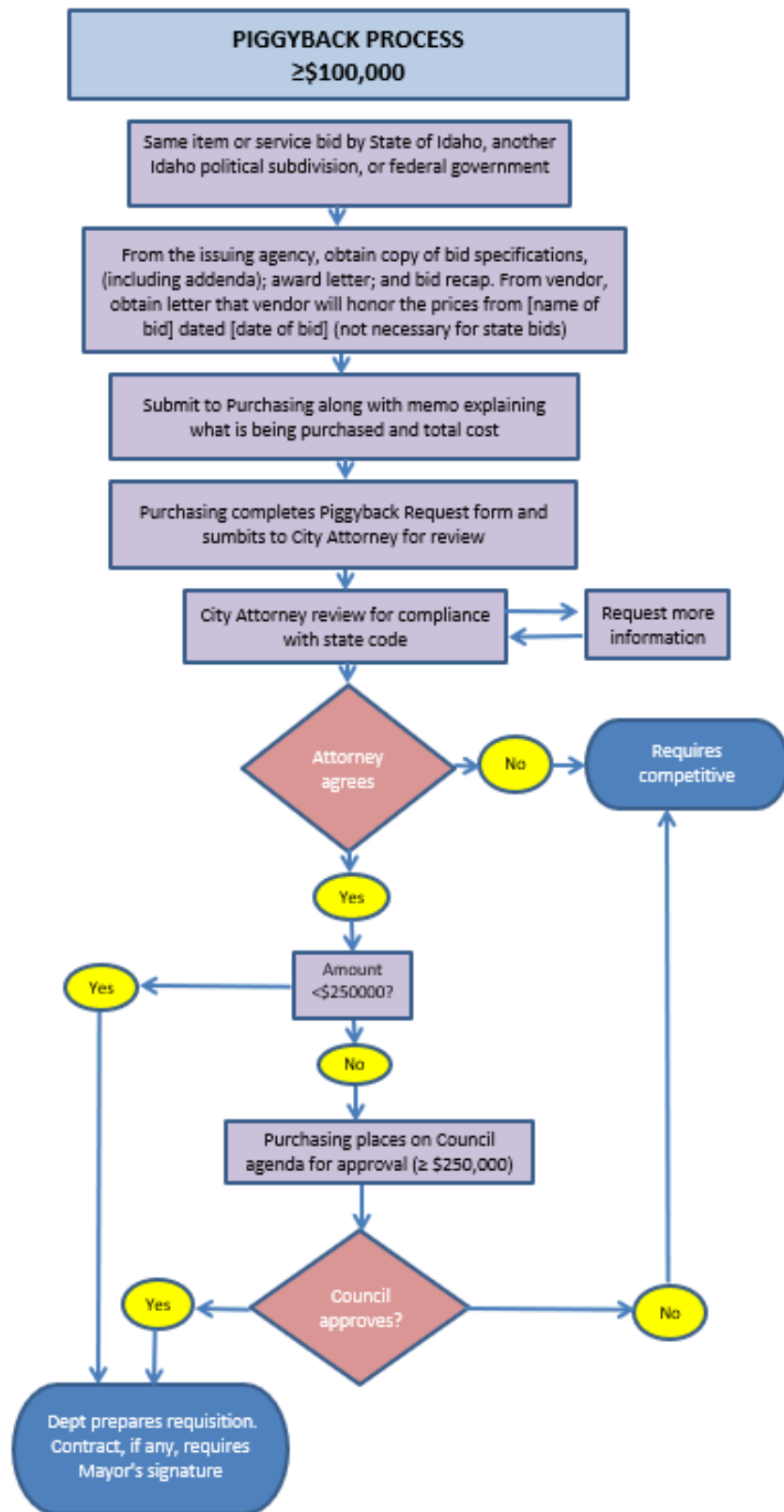
7.6.5 Piggybacking

Piggybacking is authorized under Idaho Code § 67-2803(1) and (10) and allows the City to purchase goods or services from an existing contract that was formally bid by the State of Idaho, another Idaho political subdivision, or the federal government. The original contract must allow piggybacking, and the vendor must agree to extend the same terms and pricing to the City. City Attorney review is required prior to execution, and contract signing must follow the appropriate Contract Approval & Execution Chart. Departments must also follow standard requisition and purchase order procedures.

7.6.6 Other exemptions listed in Idaho Code § 67-2803

Including:

- Purchases less than \$100,000
- Personal or professional services by an independent contractor
- An interest in real property
- Insurance
- Costs of participation in joint powers (mutual aid) agreements with other units of government
- Purchase of used personal property
- Procurement from federal government general services administration (GSA) or federal multiple award schedules (MAS)
- Good for direct resale
- Travel and training
- Repair of heavy equipment
- Ongoing maintenance and licensing of software previously procured through a formal competitive process
- Public utilities
- Used equipment at an auction if authorized by the City Council



SECTION 8: REQUISITIONS & PURCHASE ORDERS

8.1: Requisition

The Requisition (REQ) shall be used to request the purchase of supplies or services and to ensure funds are available and set aside (encumbered) for the total cost of the purchase. No purchase shall be made until the requisition has been entered, approved, and converted to a purchase order.

Before requesting goods or services from a vendor or entering a requisition (REQ), confirm that the vendor is already set up in MUNIS and has all required licenses and insurance on file.

To create a REQ, open the City's MUNIS software and complete a "Requisition Entry." Use the appropriate expense account. Use an appropriate general description that defines what type of supply or service is being procured and provide an expanded description in the line item that defines the purchase to all readers, which may include Finance Department staff, City Council or the public. When the form is completed click "Release" which will start the approval workflow process. The approver is responsible for ensuring the correct vendor, description, expense account, and amount are on the REQ and that that vendor possesses any required licenses and insurances. Once approved, the REQ will be routed to the Purchasing Division and converted into a Purchase Order (PO).

8.2: Annual Requisition (BPO)

In instances where monthly payments are made to a vendor during the year, create one requisition (REQ) listing the months and payment amount at the start of the fiscal year or contract term.

In instances where payments of varying amounts will be made to a vendor during the year (such as office supplies or copier maintenance agreements), create one REQ with a lump sum amount as the quantity and a unit price of \$1.00. This will be turned into a Blanket Purchase Order (BPO) for use to pay invoices as needed throughout the year. Instructions for processing a BPO may be found on the [IntraNet](#) under Purchasing.

A BPO is ideal when you anticipate needing to purchase items from a particular vendor throughout the year, but the exact items or costs are unknown at the time of issuance, or when there is a set recurring monthly expense. When creating a BPO, be descriptive in the line items and provide specific examples of the types of items that may be purchased. For instance, instead of a generic description, list specific items such as "notebooks, pens, paper, filing supplies," and note any exceptions, such as "this BPO is not to be used for office equipment and/or furniture." This level of detail ensures clarity in what the BPO covers.

Once the BPO has been issued, Directors and authorized approvers should carefully consider and limit the number of employees who have access to use the BPO. The authorized approver must review and sign the invoice before it is submitted for payment, verifying that all items purchased were authorized and for City use. To maintain proper division of powers, when the purchaser of the items under a BPO is also an authorized approver, they should have another authorized

approver sign the invoice before it is submitted for payment. Invoices submitted without proper authorization will be returned by Finance.

For BPOs set up for consistent monthly recurring payments (such as leases or fixed-price service contracts), Finance may waive the requirement for individual invoice approval signatures if the BPO clearly documents the monthly schedule and amount. The Purchasing Division and Finance Department will determine during BPO setup whether this exception applies.

8.3: Purchase Order

All Purchase Orders (PO) will be processed by the Purchasing Division. No PO will be issued without a properly processed REQ. For requisitions under \$5,000, the final requisition approver may convert the REQ to a PO. The approver is responsible for ensuring the correct vendor, description, expense account, and amount are on the REQ and that that vendor possesses any required licenses and insurances.

8.4: Purchase Order Receiving

All Purchase Orders (PO) will be processed by the Purchasing Division. No PO will be issued without a properly submitted and approved requisition (REQ). For requisitions under \$5,000, the final requisition approver may convert the REQ to a PO. The approver is responsible for ensuring the correct vendor, description, expense account, and amount are included on the REQ, and that the vendor possesses any required licenses and insurance. For requisitions over \$5,000, a copy of the quote and/or contract must be attached to the REQ to support the purchase and ensure proper documentation.

DEFINITIONS

Asset: Property owned by the City with monetary value, including salvage value. Assets valued at \$1,000 or more with a useful life of at least three years are recorded. Assets valued at \$5,000 or more are depreciated.

Associated Project: A project or service related to another in function, location, or phase, requiring coordination across tasks or activities.

Bid: A written offer to provide goods or services for a stated price. Also refers to the process of soliciting such offers.

Bid Security: A financial guarantee submitted with a bid or proposal to ensure contract execution. May be cash, cashier's check, or bid bond. Forfeited if the awardee fails to enter into contract or provide required bonds.

Bonds: Surety-backed guarantees ensuring contractor performance or payment. Includes bid bonds, payment bonds (protect subcontractors/suppliers), and performance bonds (ensure contract completion). Not insurance.

Change Order: A formal change to an existing purchase order or contract due to unforeseen circumstances, within the original scope.

City: The City of Lewiston, Idaho.

City Department: Any operational unit of the City, including Community Development, Executive, Finance, Legal, Fire, Police, Parks & Recreation, Library, Information Technology, and Public Works.

Competitive Procurement: The process of acquiring goods or services through open competition. Includes IFBs, RFPs, and RFQs.

Competitive Range: In RFP or RFQ processes, the group of proposals with a reasonable chance of award based on technical and pricing evaluations.

Contractor: A business or individual providing services to the City. May also be referred to as a vendor.

Department Director: A manager in charge of a City department.

Division Manager: Is a manager in charge of day-to-day operation of a City division.

Emergency: An urgent, unexpected situation requiring immediate action to protect life, health, or property.

Employee: Any person employed by the City, including full-time, part-time, temporary, and probationary employees.

Favoritism: Unfair preferential treatment given to an individual or group at the expense of others.

Firm: A business or individual offering professional services to the City.

Household Member: A spouse, dependent, or any individual the employee is legally obligated to support.

Invitation for Bid (IFB): A formal, publicly advertised solicitation used to obtain competitive sealed bids based primarily on the lowest responsive bid price.

Immediate Family Member: Spouse/partner, children, parents, grandparents, siblings, in-laws, legal guardians, and wards—regardless of residence.

Informal Invitation for Bids (IIFB): A less formal bid process not requiring newspaper advertisement. Requires written specs sent to at least three qualified bidders.

Informal Request for Proposals (RFP): A less formal RFP process without public notice. Requires written specs sent to at least three qualified proposers. Excludes public works and qualifications-based selection (QBS) services.

Request for Proposals: A formal, competitive solicitation used when goods or services cannot be clearly defined by specifications alone and when award will be based on a combination of factors, including qualifications, experience, and cost.



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2025-38	AGENDA NO. VI. C. AGENDA DATE: August 25, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) In response to a January 2022 letter of intent, in June 2022, DEQ offered the City a drinking water planning grant and indicated a grant application should be submitted to request funding. Staff reviewed this request with Council and in September 2022, council passed Resolution 2022-35 authorizing submittal of the grant application and authorized the Mayor to sign related documents. This approval included a professional services agreement with Mountain Waterworks, now Merrick & Company, in the amount of \$120,000 to complete the work. Council approved the DEQ planning grant in September 2022, in the amount of \$60,000 with required local match of \$60,000. The grant is for a water project that is an identified deficiencies in the City's Water System Facility Plan: WR070 Palisades & Southport Zone study – evaluation, identification and development of alternatives for priority areas in the southwest region of the City. Merrick completed the draft planning study in May 2025, and the City was given DEQ conditional approval. A public comments period was opened on August 3, 2025. A press release was issued on Friday August 1, 2025 followed by a notice in the Lewiston Morning Tribune on August 3, 2025 to inform the public of this comment period. On August 11, 2025 staff and Merrick presented the plan at the Council meeting. The Draft Plan was also posted on the City website and review copies made available at City Hall, Public Works, and the City Library. The public comment period ended August 18, 2025 at 12:00 p.m. No comments have been received as of August 13, 2025. Any additional comments received prior the close of the public comment period will be distributed at the Council meeting.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) This was paid with a DEQ planning grant of \$60,000 with a 50% match from user rates.	
ACTION PROPOSED Staff recommends City Council move to Res. 2025-38; adopt the Water System Facility	

Planning Study: Palisades and Southport dated May 2025. This will amend the 2019 Water Systems Facility Plan.

RESOLUTION 2025-38

A RESOLUTION APPROVING THE “PALISADES AND SOUTHPORT STUDY ADDENDUM TO 2019 WATER SYSTEM FACILITY PLAN” AUTHORED BY MERRICK & COMPANY AND DATED MAY 2025

WHEREAS, the Lewiston City Council adopted the “2019 Water System Facility Plan” drafted by Mountain Waterworks, Inc. (now Merrick & Company) and dated May 11, 2019 through Resolution 2019-27; and

WHEREAS, the Lewiston City Council desires to amend the “2019 Water System Facility Plan” by adopting the “Palisades and Southport Study Addendum,” as set forth in Exhibit A.

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

SECTION 1: The Palisades and Southport Study Addendum to 2019 Water System Facility Plan drafted by Merrick & Company and dated May 2025 is hereby approved. A copy of said study is attached hereto and incorporated herein as Exhibit A.

SECTION 2: 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 2025-38

MAY 2025

Palisades and Southport Study

Addendum to 2019 Water System Facility Plan

Prepared for
City of Lewiston

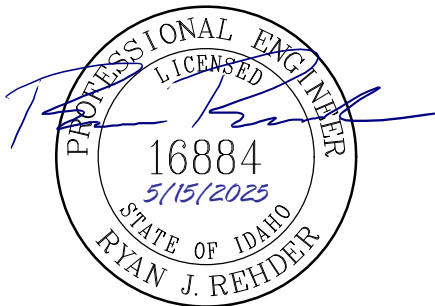
Prepared by
Merrick & Company

.....
504 Main St ▪ Suite 310
Lewiston, ID 83501
(208) 780-3990 ▪ idaho@merrick.com
www.merrick.com

181.0250

PALISADES AND SOUTHPORT STUDY

May 2025



Prepared on Behalf of
City of Lewiston
215 D St., Ste B
Lewiston, ID 83501
(208) 746-1316

Prepared by
Merrick & Company
504 Main St, Ste 310
Lewiston, ID 83501
(208) 780-3990

Original signed by Ryan J. Rehder
DATE ORIGINAL SIGNED: 05/16/2025
ORIGINAL DOCUMENT ON FILE AT
MERRICK & COMPANY
5970 GREENWOOD PLAZA BLVD
GREENWOOD VILLAGE, CO 80111

ACRONYMS AND ABBREVIATIONS

2019 Plan	2019 Water System Facility Plan
ANSI	American National Standards Institute
AOR	acceptable operating range
Ave	Avenue
AWWA	American Water Works Association
BEP	best efficiency point
BS	Booster Station
City	City of Lewiston
Cl	cast iron
CUPSS	Check Up Program for Small Systems
Dr	Drive
EPA	Environmental Protection Agency
FF	fire flow
ft	foot or feet
GIS	graphic information system
gpm	gallons per minute
HGL	hydraulic grade line
HI	Hydraulic Institute
IDAPA	Idaho Administrative Procedures Act
MDD	maximum day demand
MG	Million Gallon
msl	above mean sea level
PHD	peak hour demand
POR	preferable operating range
PRV	pressure-reducing valve
psi	pounds per square inch
PZ	pressure zone
SCADA	supervisory control and data acquisition
SHPZ	South High Pressure Zone
St	Street
SW Reservoir	Southwest Reservoir
VFD	variable frequency drive

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SECTION 1 INTRODUCTION

1.1 Purpose and Need

The City of Lewiston (City) completed a Water System Facility Plan in 2019 (2019 Plan). That study provided a systemwide review of the City's water system to include technical, managerial, and financial analyses and recommendations for improvement. In 2021, the City commissioned a study to provide a more in-depth analysis of the water system in the historic downtown corridor and the anticipated growth area east of the existing City limits. Like the 2021 report, this study is intended to highlight three study areas in and adjacent to the "West Zone" as identified in the 2019 Plan. It is intended to supplement and augment the 2019 Plan by providing updated planning projections and recommendations for the various study areas. These study areas and objectives were identified by the City as warranting additional analysis.

1.2 Report Organization and Objectives

This report focuses on three study areas, Southport, South High/Southwest, and Country Club Palisades, each with their own objectives. It is organized primarily as three separate report sections with background information, documented analyses, and recommendations for each.

1.2.1 Southport Zone Study Area

The Southport Zone study area consists primarily of commercial industrial uses and, of the three study areas, represents the highest potential for significant water usage growth. Accordingly, the study objectives for the Southport Zone study are:

- Evaluate growth potential and forecast water demands
- Recommend water facility modifications
- Develop water supply redundancy and reliability alternatives

1.2.2 South High/Southwest Study Area

As detailed in the 2019 Plan, pressure zone (PZ) operations near the boundary of the "High System" and the "West System" are complicated. There are several PZs and interconnections between the PZs that are only recently well-understood. The objectives for this study area are to further refine and document the following:

- Develop a backbone water system map
- Evaluate and prepare a water system operations description
- Document water system interzonal operations

1.2.3 Country Club/Palisades Study Area

The dedicated supply piping causes the Country Club Zone, along with the North and South Palisades Zones, to be mostly isolated from adjacent zones. It is important that these zones be evaluated for flow capacity and reliability because of their remote nature and the general lack of supply piping redundancy. This report section generally provides an analysis in support of the following objectives:

- Model operational configurations to inform appropriate responses to high demand fire flow events
- Develop a strategy to rehabilitate corrosion damage in the distribution system

1.3 Project Funding

Funding for this water facility planning was provided by an Idaho Department of Environmental Quality (IDEQ) State Revolving Fund Planning Grant and City capital reserves.

1.4 Coordination with 2019 Water System Facility Plan

1.4.1 System Conditions Overview

Pressure Zone Overview

The City's water system is subdivided into 17 different PZs that each serve a geographic area based primarily on topographic elevation. Each zone is served directly by sources of supply or gravity storage or indirectly via pressure-reducing valves (PRVs) from adjacent PZs. The service levels can be grouped into three generalized subsystems, the Low System, High System, and the West System. The subsystems were identified in the 2019 Plan and can be seen in **Figure 1-1**. This report primarily focuses on the West System (and its interconnectivity with the High System) as delineated in **Figure 1-1**. An excerpt of the geographic PZ map provided in the 2019 Plan, showing the study areas for this report, is included as **Figure 1-2**.

System-wide Supply & Demand

Table 6-3 in the 2019 Plan indicates that the systemwide water supply, and supply by subsystem, is sufficient to meet the forecasted needs of the City. Since the writing of that report, the conventional surface water treatment plant has been replaced with a membrane treatment plant, and a new groundwater well (Well 7; as depicted on **Figure 1-1**) was constructed and placed online in 2023. The well directly supplies the South High Reservoir and South High Pressure Zone (SHPZ) in the west system.

1.4.2 Environmental Conditions

The environmental conditions, as documented in the 2019 Plan, have not changed, and still apply to this planning study.

1.4.3 Regulatory Requirements

The regulatory requirements for water systems have not changed significantly since the writing of the 2019 Plan. The regulatory requirements included therein still apply and are incorporated by reference.

1.4.4 Rates & Charges

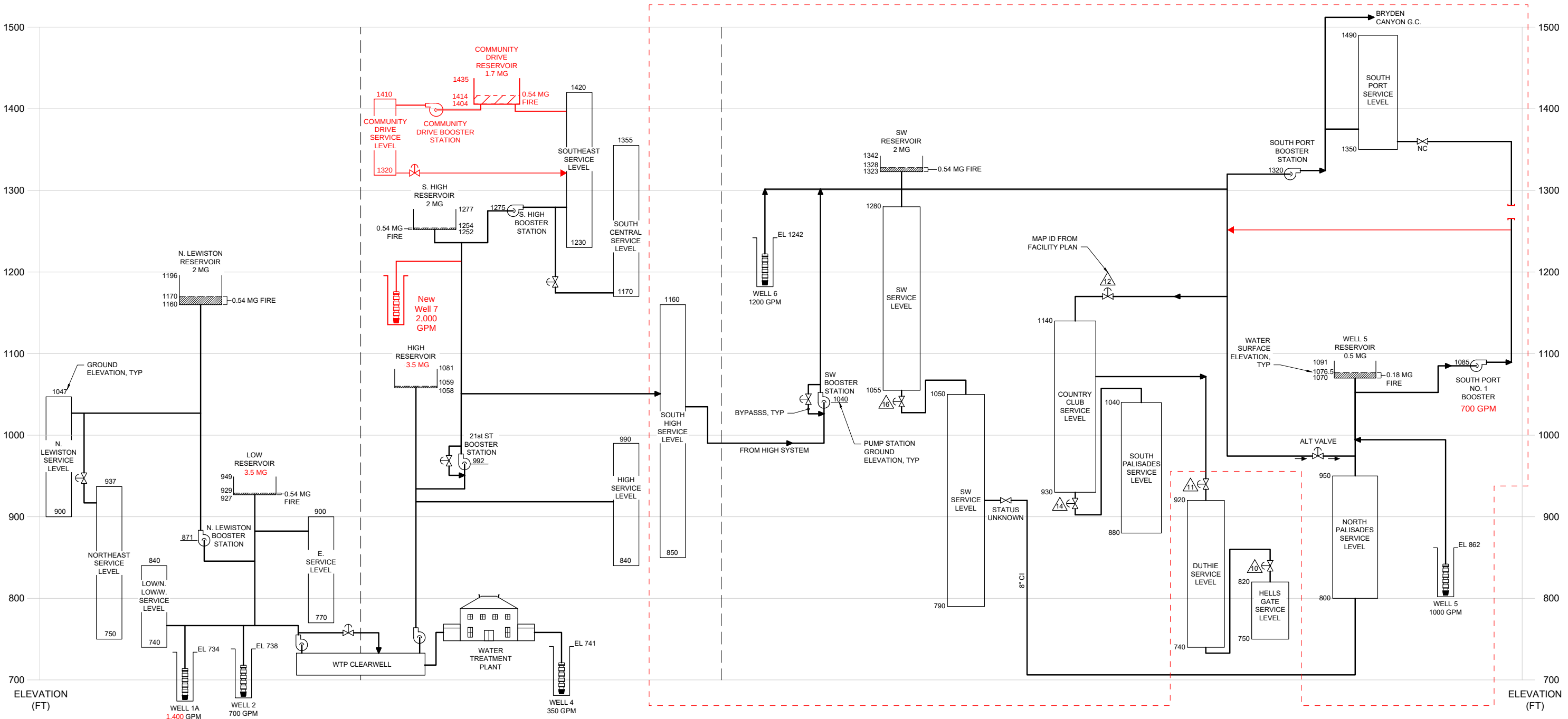
Shortly after the 2019 Plan was published, the City retained FCS Group to complete a rate study for the water utility. The original rate study identified the revenue requirement and the rate structure to meet the operational and reserve requirements of the utility and complete several large capital projects as identified in the 2019 Plan. The City plans to update the rate study findings and recommendations to incorporate ongoing rate-funded capital projects, including the recommended improvements identified in this report.

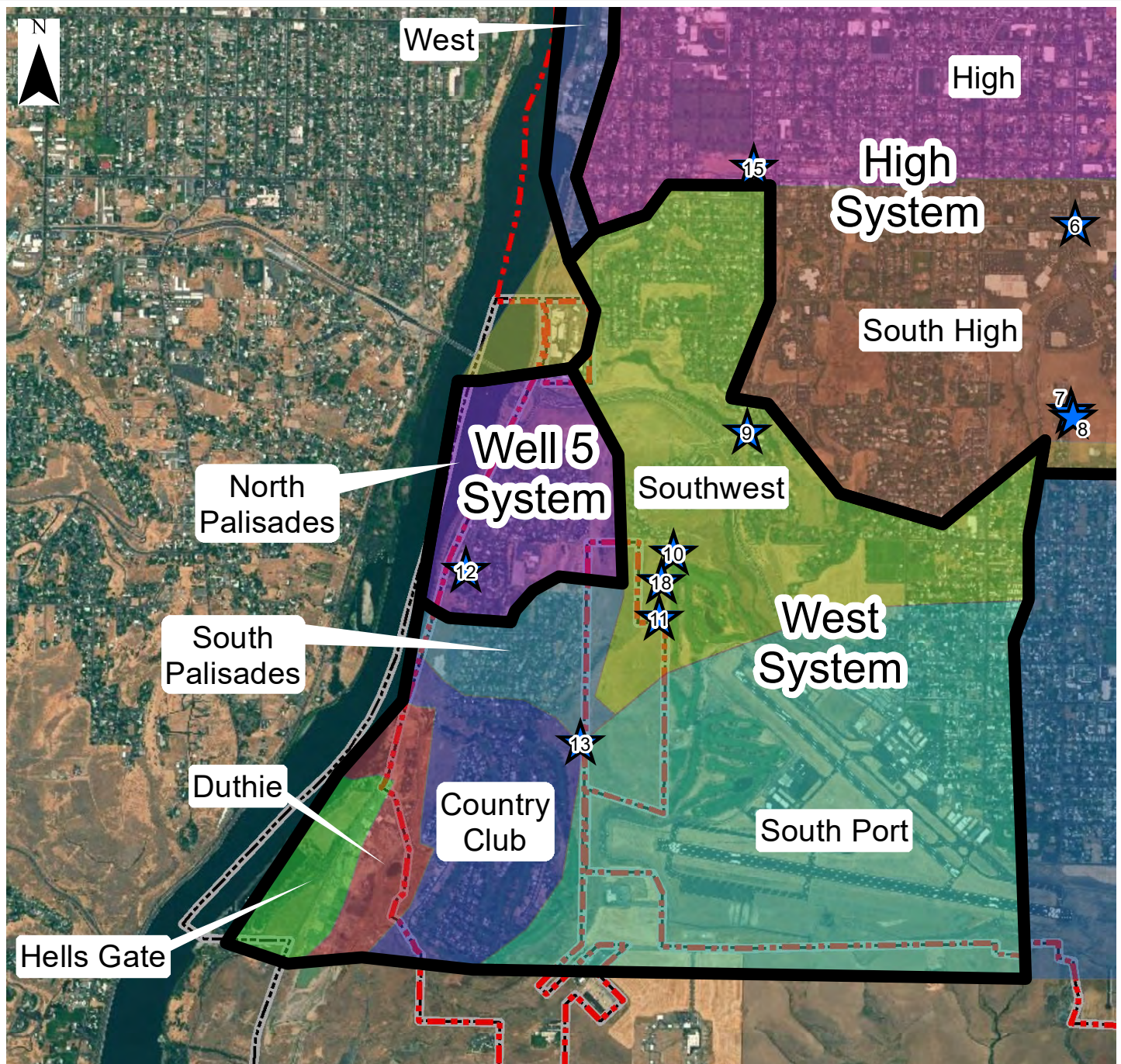
LOW SYSTEM

HIGH SYSTEM

WEST SYSTEM
(INCLUDES WELL 5 SYSTEM)

2024 Planning Study - Study Areas





Excerpted from 2019 Water Facility Plan

- | | |
|----------------------------------|----------------------------------|
| ★ 6, 21st Street Booster Station | ★ 13, Well 5 Reservoir |
| ★ 7, South High Booster Station | ★ 15, Well 3 |
| ★ 8, South High Reservoir | ★ 18, South Port Booster Station |
| ★ 9, Southwest Booster Station | |
| ★ 10, Well 6 | |
| ★ 11, Southwest Reservoir | |
| ★ 12, Well 5 | |

SECTION 2 SOUTHPORT ZONE STUDY AREA

2.1 Overview & Objectives

This section provides a detailed overview of the City's water system Southport Zone. The purpose is to supplement the information provided in the 2019 Plan. Updated Southport growth projections are provided alongside updated forecasts for the area's water demand. An evaluation of Southport's water supply redundancy and recommendations for reliability alternatives are also provided, with updated recommendations for Southport's facilities.

2.1.1 Study Area

The study area is depicted in **Figure 2-1**. The active key facilities within the planning area consist of:

- Southwest Reservoir (SW Reservoir)
- Southwest Reservoir Small Booster Station
- Southport Booster Station (BS)
- Transmission & Distribution Mains

Southport also contains two non-active facilities: the Southport Reservoir and the Southport Booster Station No. 2. These facilities were isolated from the system in 2011 and are no longer in service.

2.2 Coordination with 2019 Water System Facility Plan

The 2019 Plan discusses the key facilities for the Southport Area utilizing various data resources including the City's graphic information system (GIS) and supervisory control and data acquisition (SCADA) data. Key details from the 2019 Plan pertaining to the Southwest Reservoir, Southport Booster Station, and Southport's transmission and distribution mains are summarized in the following subsections.

2.2.1 Southwest Reservoir

The SW Reservoir is a part of the City's West System. This reservoir is a 2-Million Gallon (MG) buried concrete facility that was constructed in 1979. It is supplied by Well 6 and the Southwest Booster Station. (combined firm capacity of 3,400 gallons per minute (gpm)). Based on that supply capacity and the demands published in the 2019 Plan for the West System, **Table 2-1** summarizes the individual storage value components for the SW Reservoir. Updated 20-year demand projections affecting reservoir sizing can be found in **Section 2.2.4**.

Table 2-1: Southwest Reservoir Components of Storage

Storage Type	Depth (ft)	Volume (MG)
Total	18.50	2.00
Operational	2.00	0.216
Equalization	4.89	0.529
Fire Suppression	5.00	0.540
Standby Storage	-	-
Dead Storage	-	-
Surplus (Deficit)	6.61	0.715



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Southport - Study Area

City of Lewiston, Idaho

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181.0250

FIGURE NO.:
FIGURE 2-1

2.2.2 Southport Booster Station

The Southport BS was constructed in 2011 and supplies water to a “closed-loop” service area, the Southport Zone. This includes the Lewiston-Nez Perce County Airport, Bryden Canyon Golf Course, a few residences, and several industrial facilities south of the airport. The booster station consists of two Goulds in-line multistage centrifugal pumps and five Goulds canned, vertical turbine pumps, all equipped with variable frequency Drives (VFDs). The City’s SCADA system monitors and records various station data, such as the discharge pressure and flow rate. Standby power is provided by a diesel-powered generator located adjacent to the building. At the time of the 2019 Plan, Southport’s peak hour demand and fire flow requirements were 578 gpm and 3,000 gpm, respectively, excluding golf course irrigation. The station’s rated firm capacity is 5,400 gpm, providing substantial reserve capacity. **Photo 2-1** depicts the interior of the Southport BS.



Photo 2-1: Southport Booster Station Interior

2.2.3 Transmission & Distribution Mains

Transmission mains for the City’s water system are defined in the 2019 Plan as mains greater than 12 inches in diameter. Distribution mains are identified as mains 12-inches in diameter or less. Utilizing the data from the 2019 Plan and the City’s geographic information system (GIS), there is approximately 74,000 ft of transmission mains throughout the City. Of the 74,000 ft, approximately 17,800 ft (3.4 miles) of that exists within the Southport area as 16-inch pipelines. There are approximately 618,000 ft (117 miles) of distribution mains throughout the City, of which, approximately 40,000 ft (7.7 miles) are within the Southport Zone. A summary of the transmission and distribution mains present in the Southport Zone by pipe size and material is provided in **Table 2-2**. **Figure 2-2** and **Figure 2-3** depict the water mains by pipe diameter and pipe material, respectively.

Table 2-2: Southport Zone - Water Mains By Pipe Diameter & Pipe Material (miles)

Pipe Diameter	Cast Iron	Ductile Iron	PVC C900	PVC CL160	Unknown	Total Miles
Less than 4"	-	-	-	-	0.76	0.76
4"	0.07	-	0.60	-	-	0.67
6"	-	0.20	0.06	-	0.01	0.27
8"	-	0.03	0.82	0.41	0.15	1.40
10"	-	0.15	0.28	-	-	0.43
12"	-	2.41	0.35	-	0.33	3.09
16"	-	0.93	1.02	-	1.44	3.39
Unknown	-	0.76	-	-	0.34	1.10
Total Miles	0.07	4.46	3.34	0.41	2.81	11.09
Percent Area Total	0.63%	40.3%	30.1%	3.68%	25.3%	100%
Percent Citywide Total	0.05%	3.42%	2.56%	0.31%	2.15%	8.50%

Leak History

The 2019 Plan presented a total system leak history from 1998 to 2017 and included a breakdown of water main breaks or leaks by service level. The Southport service level has experienced 34 breaks or leaks over its combined total length of 11.1 miles over that time period resulting in a standardized failure rate of 21.8 breaks per 100 miles per year. This is well over the American Water Works Association (AWWA) average of 13. This supplemental study uses the leak history data to further evaluate Southport's water main reliability in **Section 2.4**.



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Southport - Water Mains By Pipe Diameter

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FIGURE NO.:
FIGURE 2-2



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Southport - Water Mains By Pipe Material

City of Lewiston, Idaho

PROJECT NO.:
181.0250

FIGURE NO.:
FIGURE 2-3

2.2.4 Southport Zone Supply vs. Demand

A summary of the West System supply and demand, as provided in the 2019 Plan, is included in the following sections.

Existing Water Supply

The Southport Zone is a closed loop system supplied by the Southport BS that resides within the City's West System. The West System is principally supplied by the Southwest BS and Well 6. **Table 2-3** summarizes the West System's water source of supply firm capacities (2019 Plan).

Table 2-3: West System Source of Supply (2019 Plan)

	Rated Capacity (gpm)	Operational Capacity (gpm)	Firm Capacity (gpm)
Southwest BS	2,000	1,800	3,400
Well 6	1,600	1,600	

2019 Facility Plan Water Usage & Customer Base

In the 2019 Plan, a 0.5-percent growth rate was applied to all service levels. Additionally, the industrial area south of the airport was anticipated to see moderate growth over the next 20-years. The 2019 Plan utilized a 20-gpm demand increase placeholder for the Southport Zone. **Table 2-4** summarizes the anticipated demands, as provided in the 2019 Plan, for the West/Well 5 System.

Table 2-4: West/Well 5 System Future Demand Projections (from 2019 Plan)

Service Level	2019 Existing MDD (gpm)	Known Growth 2019 to Present (gpm)	0-5 years (gpm)	5-10 years (gpm)	10-20 years (gpm)
Country Club	194	0	199	204	214
Duthie	4	0	4	4	4
Hells Gate	5	0	5	5	6
North Palisades	576	0	591	605	636
South Palisades	288	0	295	303	318
Southport	578	20	613	629	661
Southwest	563	0	577	592	622
West/Well 5 System Totals	2,210	20	2,290	2,350	2,470

2.3 Updated Customer Demand Projections

Sources of information utilized to estimate future demand include personal discussions with City officials, City operations staff, LC Valley Chamber of Commerce, and a few of the current industrial manufacturers south of the airport. Data was also collected from the 2016 Lewiston-Nez Perce County Airport Master Plan (Lewiston-Nez Perce County regional Airport Authority, 2015), the 2018 Nez Perce County Comprehensive Plan (Nez Perce County, n.d.), and the 2020 Lewis-Clark Long Range Transportation Plan (Lewis-Clark Valley Metropolitan Planning Organization, 2020).

2.3.1 Future Growth Potential (20-yr)

Southport's development remains primarily focused on the commercial/industrial sector. Since this type of growth does not follow semi-consistent rates similar to residential areas, demand increases were assigned based on information gathered in the communications and documents referenced

above. For each demand increase assignment, analysis of existing meter data for similar type facilities and growth potential research was conducted. These values are summarized in **Table 2-5**. It is important to note that these increases are placeholders and should be updated as growth occurs.

Table 2-5: Southport Zone - Estimated Growth

Entity	Demand Increase Forecast	
	MDD (gpm)	PHD (gpm)
Vista Outdoor Consolidation & Expansion	20	40
Lewiston-Nez Perce County Regional Airport	122	270
Seekins Expansion	20	40
Metal Plating Facility	20	100
Lewis Clark Animal Shelter	2	40
Total	184	490

Vista Outdoor Consolidation & Expansion

The Vista Outdoor Consolidation & Expansion accounts for Vista Outdoors's Southport facility absorbing the smaller of Vista's two Lewiston facilities located along Snake River Ave. It also accounts for potential Southport facility expansions Vista Outdoor may implement over the planning period. Vista's growth projection was estimated based on personal communication with Vista managerial staff.

Lewiston-Nez Perce County Regional Airport

Per the 2016 Lewiston-Nez Perce County Airport Master Plan, the airport is anticipated to undergo a series of aeronautical and non-aeronautical developments. The aeronautical developments include the construction of new hangars, air tanker facilities, air cargo facilities, and facilities to accommodate future aeronautical businesses such as jet centers or flight training facilities. These developments also include an expansion of approximately 9,500 sq ft to the existing passenger terminal building. Aside from the passenger terminal building, these developments are anticipated to occur south of the airport's main runway.

Non-aeronautical developments are anticipated to occur on approximately 16 acres of land in the southwest corner of the airport property. These developments can be, but are not limited to, hotels, corporate office parks, retail centers, or industrial complexes. It is unknown exactly what this development may consist of; therefore, for planning purposes, the demand forecast estimate for non-aeronautical development is based on the construction of two 120-room hotels and a corporate office building. A 120-room hotel was chosen because the City recently received a submittal indicating a 55-gpm demand increase for a new 120-room hotel in another part of the City. Small hotels, such as these, typically use 3-5 acres of land, and with 16 acres of land available for development, it is reasonable to assume that within the 20-year planning horizon, two 120-room hotels and a corporate office building may be constructed.

Seekins Precision

Seekins Precision owns an approximately 18-acre parcel adjacent to their existing facility. It is possible that development on this parcel could consist of a Seekins manufacturing facility expansion, new industrial/manufacturing facilities, or new commercial facilities. Demand growth projections for the developable areas currently owned by Seekins Precision are based on personal communications with Seekins' managerial staff.

Metal Plating Facility

A new metal plating facility may be constructed in the Southport area based on personal communications with the potential developer. Metal plating industry typically uses large amounts of water so robust water usage projections are estimated based on personal conversations with other existing metal plating facilities in the region.

Lewis-Clark Animal Shelter

The Lewis Clark Animal Shelter is actively constructing a new facility on Airpointe Pl. This facility will contain new surgical suites, patient rooms, indoor and outdoor kennels, an outdoor play area, and utility facilities (laundry, break room, bathrooms, animal grooming stations). The shelter's daily water usage is expected to be low, but it is anticipated that maintenance events such as kennel cleaning will place peak usage well above daily averages. A single one-inch, frost-free yard hydrant can flow up to 40 gpm at 60 psi inlet pressure so that value is used as an estimate for peak hour demand.

2.3.2 Current & Future Demands

Southport BS discharge data for 2021 and 2022 was evaluated to help define current Southport Zone demands. The 2021 data is particularly valuable because 2021 saw above average temperatures and below average precipitation resulting in a conservative approximation for water usage. The current (2024) estimated demands of the Southport area are defined as the following:

- Minimum Hour – The 2021-2022 minimum 1-hour rolling average of the 1-minute instantaneous flow rate
- Base Demand – The average 1-minute instantaneous flow rate over the 2021-2022 non-irrigation seasons (Nov-Feb)
- Annual Average Day – The average 1-minute instantaneous flow rate over 2021-2022
- Maximum Month Average Day – The 2021-2022 maximum monthly average of the 1-minute instantaneous flow rate
- Maximum Day – The 2021-2022 maximum daily rolling average of the 1-minute instantaneous flow rate
- Peak Hour – The 2021-2022 maximum 1-hour rolling average of the 1-minute instantaneous flow rate
- Fire Flow – 3,000 gpm as defined in the 2019 Plan

2044 Maximum Day and Peak Hour demands were calculated by adding the growth projections from **Table 2-5** to the 2024 values for each. 2044 Minimum Hour, Base, Annual Average, and Maximum Month Average Day demands were determined using Maximum Day peaking factors calculated from the 2024 demands. Current and projected 2044 Southport Zone demands are summarized in **Table 2-6**.

Table 2-6: Southport Current & Future Demands

Flow Scenario	2024 Current Demand (gpm)	2044 Projected Demand (gpm)
Minimum Hour	20	25
Base Demand	42	53
Annual Average Day	150	190
Maximum Month Average Day	410	520
Maximum Day	700	885
Peak Hour	1,780	2,270
Fire Flow	3,000	3,000
Max Day + Fire Flow	3,700	3,885

2.4 Key Facilities

This section provides an overview of each key facility along with their current operating conditions, limitations (if any), and recommendations for improvement. Operating data for these facilities was provided by the City's GIS, SCADA, and the 2019 Plan. Additional resources, technical memorandums, and pre-design reports were used, as noted, for further evaluation of the Southport BS. Additional information was also gathered through discussions with the City and its system operators to better define facility operations and efficiencies.

2.4.1 Southwest Reservoir

The Southwest Reservoir provides storage volume for the Southport Zone along with surface impoundments supplying golf course irrigation.

Limitations

None

Recommendations

The SW Reservoir is adequately sized and in good condition. It is recommended to maintain regular cleaning, inspections, and preventative maintenance.

2.4.2 Southport Booster Station

Planning for the Southport BS was initialized by CH2M Hill in 2008 (CH2M Hill, 2010). Technical memorandums from CH2M Hill (CH2M Hill, 2010) and pre-design reports written by Keller Associates (Keller Associates, 2009) identified and documented design criteria used for station design. Design was completed by Keller Associates in 2009 and construction was completed in 2011.

2011 Design Conditions

The station was designed to serve a closed loop service area that included the Lewiston-Nez Perce County Airport, Bryden Canyon Golf Course, and the existing industrial facilities south of the airport. The design included water supply to a proposed 20-acre commercial/light industrial development at the intersection of Southport Ave and 6th St, and a proposed 376-home residential development near 10th St and Richardson Ave. These developments were in early planning stages in 2009. When booster station construction was completed in 2011, these developments were not yet under

construction and plans for both were subsequently abandoned. **Figure 2–4** presents the 2008-2009 proposed developments used to aid in the Southport BS planning and design.

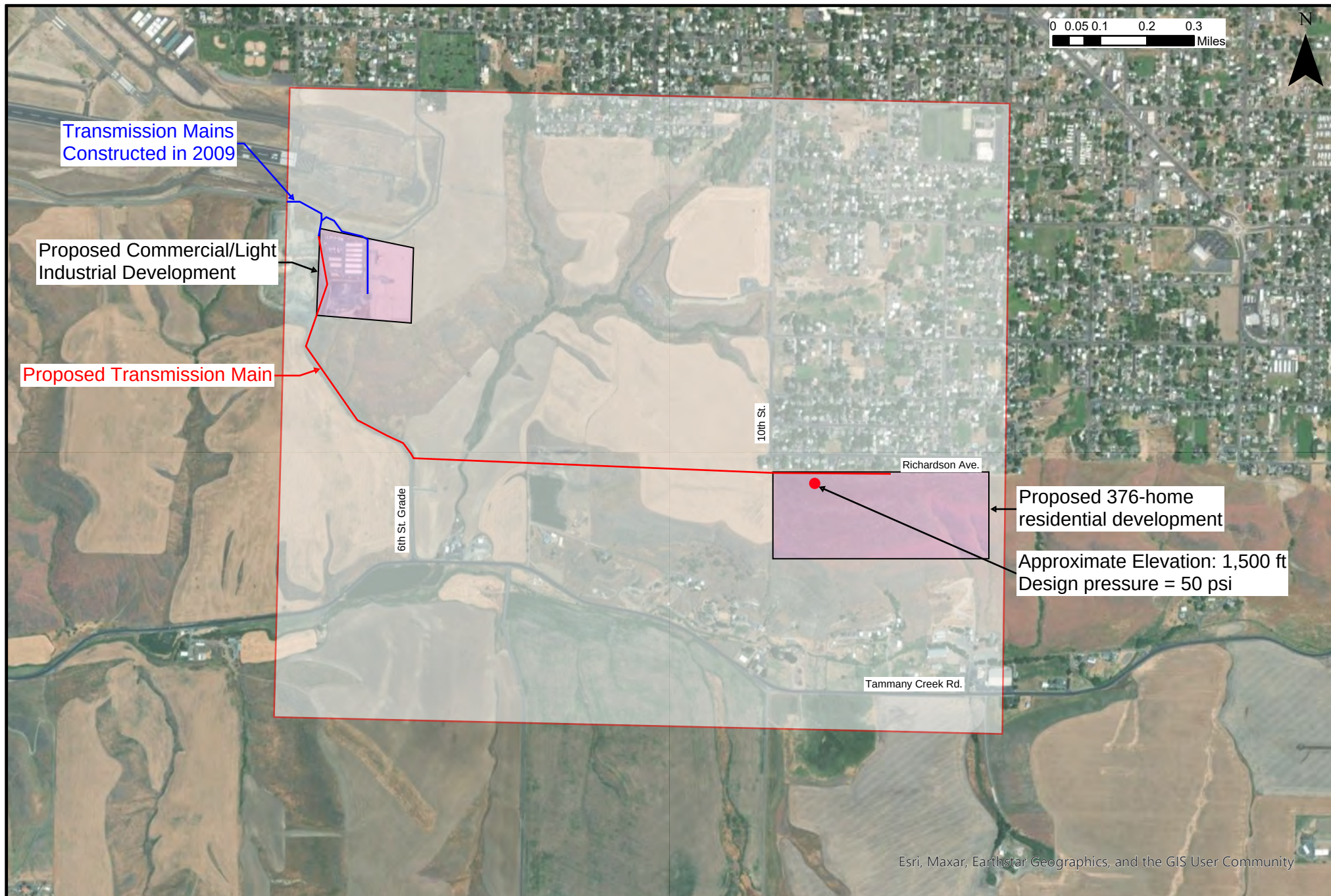
The station was constructed at an approximate elevation of 1,320 ft msl and intended to provide a static pressure of 50 pounds per square inch (psi) at the top of the service level in the proposed residential development (near 10th St and Richardson Ave) at an elevation of 1,500 ft msl. The Pre-Design Report defined the year 2030 peak hour and maximum day demands (not including golf course irrigation) as 836 gpm and 553 gpm, respectively. A static pressure of 50 psi at 1,500 ft establishes a static pumping discharge head of 295 ft (128 psi) at the booster station, resulting in an equivalent hydraulic grade line of 1,615 ft.

The station includes seven booster pumps, suction and discharge piping, a discharge flow meter, and other various instrumentation and supporting equipment. Pumps 1, 2, and 3 were designed to 320 ft of static head to achieve an equivalent grade line of 1,640 ft at the booster station. The designed discharge pressure for Pumps 1, 2, and 3 is approximately 140 psi. These pumps were originally sized to meet zone-wide domestic demands. Pumps 4 through 7 were intended to provide fire flow and meet irrigation demands and were selected based on a target head static of 477 ft resulting in an equivalent hydraulic grade line of approximately 1,800 ft msl. This resulted in Pumps 4 through 7 having a design discharge pressure of approximately 205 psi.

A summary of the pumps, as designed and constructed, is included in **Table 2-7**. To-date, all of the pumps are original to the 2011 construction. The station firm capacity (capacity with largest pump out of service) is 5,400 gpm.

Table 2-7: Southport Booster Station - Pump Data

Pump ID	Make	Model No.	No. of Stages	Rated Flow (gpm)	Rated Total Dynamic Head (TDH; ft)	Rated Power (hp)	Rated Speed (RPM)	Best Efficiency Point (%)	Motor Frame
1	Goulds	1-22SV	9	50	320	7.5	3,500	69.6	184TC
2		1-22SV	7	100	320	15	3,500	71.9	254TC
3		9WALC	9	200	320	25	1,800	92.4	284TPA
4		11CLC	10	800	477	125	1,800	95.4	405TP
5		14RJLC	7	1,500	477	250	1,800	95.8	H445TPA
6		14RHHC	6	2,750	477	450	1,800	96.2	449TP
7		14RHHC	6	2,750	477	450	1,800	96.2	449TP



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2008-2009 Proposed Southport Developments

City of Lewiston, Idaho

PROJECT NO.:
181.0250

FIGURE NO.:
FIGURE 2-4

2024 Operating Conditions

City staff have indicated that Pump 4 is currently operated as the primary pump meeting all non-irrigation season demands. Irrigation occurs between the months of March and October and is typically met with a combination of Pumps 4 and 5.

The difference between the design operating conditions and how the station is currently operated provides an explanation as to why Pumps 1 through 3, are not being used. The proposed 376-home residential development drove the station's design by defining Southport's design hydraulic grade line. However, following construction of the station, the residential development concept was abandoned. Subsequently, the station setpoints were adjusted upward based on the needs of the industrial customers south of the airport. Instead of a design booster station discharge pressure of 128 psi (residential), the station is operated to achieve 150 psi discharge pressure (industrial).

At 150 psi discharge pressure, a static pressure of approximately 90 psi is observed at the highest elevation location in the service area, approximately 1,480 ft (near Vista Outdoor facility). Pumps 1 through 3 were designed to meet a discharge pressure of only 128 psi. Thus, their ability to contribute flow to the system is diminished under the station's current 150 psi set pressure. Accordingly, the City has taken Pumps 1 through 3 offline. Pumps 1 through 3 are not currently used; thus, under current conditions the present-day firm capacity of the station is 5,050 gpm.

It is also important to note that Pump Nos. 4 through 7 were designed for a static discharge pressure of approximately 206 psi. The large difference in design head between the two groups of pumps (1-3, 4-7) is the primary reason the City staff reported pressure transients in years past during pump transitions when the smaller pumps were still in service.

Moreover, current operating conditions increase the amount of stress placed on Pump 4, reducing its expected useful life. Under current conditions, Pump 4 is operated consistently outside of its preferable operating range (POR) and acceptable operating range (AOR). The American National Standards Institute and the Hydraulic Institute (ANSI, HI) 9.3.6 define the POR for rotodynamic pumps between 70% and 120% of the best efficiency point (BEP). Per the pump's manufacturer, the AOR is between 50% and 120% of the BEP. The pump curve for Pump 4 is provided in **Figure 2-5** with the current operating conditions, the POR, and the AOR shown.

Limitations

Under current operating conditions (approximately 150-psi discharge pressure), none of the existing pumps are ideally sized. The small pumps (1-3) are generally undersized, and the larger pumps (4-7) are oversized. At 150-psi discharge pressure, Pumps 1-3 are too small to supply their design flow rates, and Pumps 4-7 are too large such that they must be operated at less than full speed and are likely to experience premature pump wear and shorter useful lives.

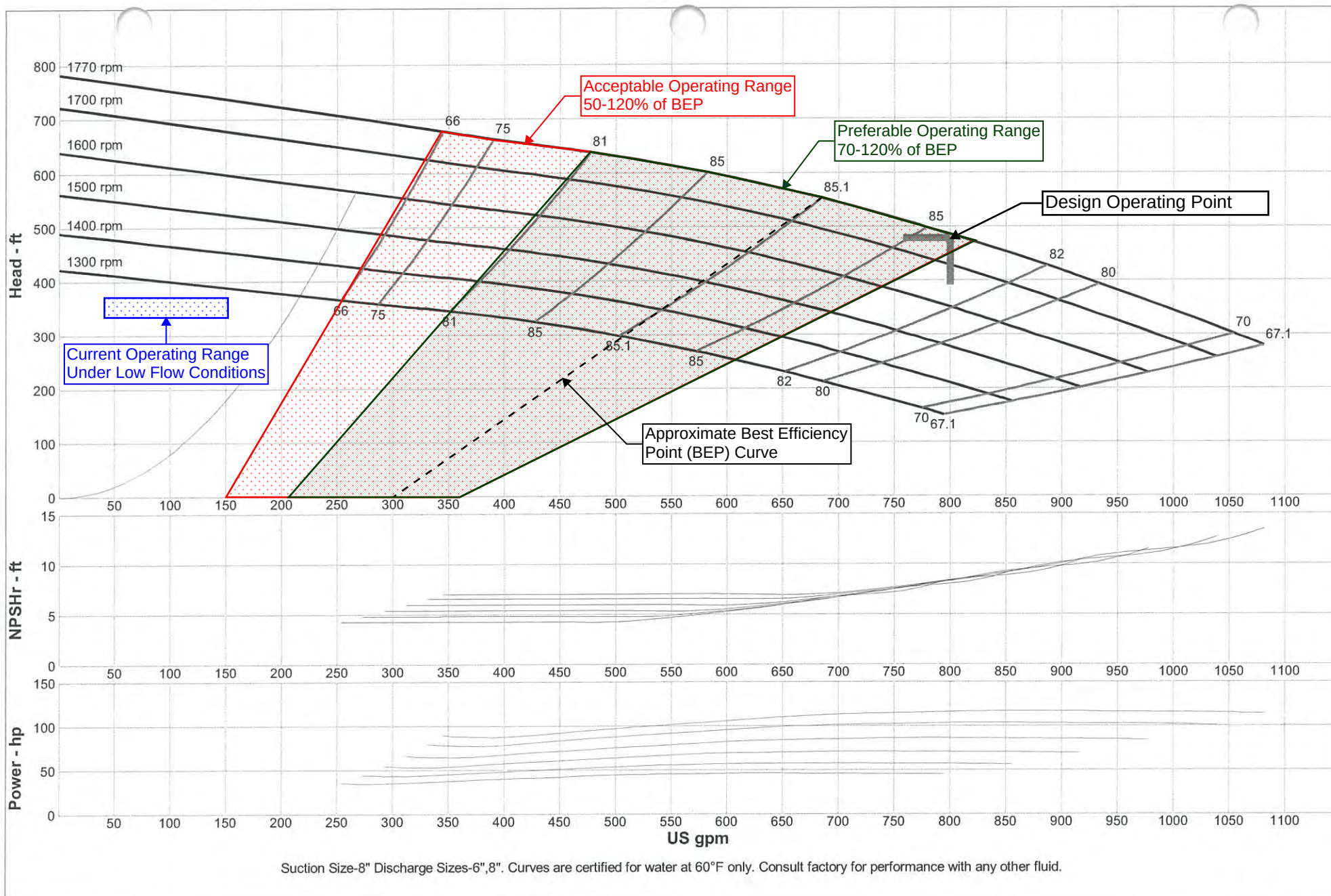
Recommendations

Construction submittal manufacturer's performance curves for Pumps 1 and 2 could not be located. However, factory curves for those pump models indicate that it is possible that they could be used to meet nearly all non-irrigation season demands. Therefore, it is recommended to perform test pumping on Pumps 1 and 2 to confirm their performance ratings. If suitably matched to their standard performance curves, their operating setpoints should be adjusted to target 150-psi discharge pressure. Under those conditions, Pump 1 should be capable of producing approximately 60 gpm and Pump 2 should produce approximately 125 gpm. These pumps could then be operated during low to moderate demand conditions (20-150 gpm).

In addition to reconfiguring Pumps 1 and 2, it is also recommended that Pump 3 be replaced with a new pump that more closely matches the rated head of Pumps 4 through 7 (477 ft). It may be possible to add bowls (stages) to Pump 3 to achieve the same result. This could provide better coverage for intermediate and high flows during the non-irrigation season. This will also facilitate a smoother transition to Pump 4 during high-flow scenarios. **Table 2-8** summarizes approximate operating flow ranges of the Southport BS with Pumps 1 and 2 online and Pump 3 resized.

Table 2-8: Upgraded Southport BS - Pump Operating Ranges at 150-psi

Operating Flow Range (gpm)	Pump No.
0-60	1
60-125	2
60-260	3
250-680	4
560-1,780	5
1,050-3,350 (each)	6 & 7



Company: C.H. Spencer & Company
 Name: Lewiston Southwest Booster Pump Station
 4/29/2011

Turbine 60 Hz
 Catalog: Goulds Lineshaft 60HZ, Vers 3.35
 Lineshaft - 1800

Size: 11CLC 10 stage
 Speed: 1300 - 1770 rpm
 Dia: 7.9375 in
 Curve: E3142-2



Figure 2-5: Pump No. 4 Operations Curve

2.4.3 Southwest Reservoir Small Booster Station

The Southwest Reservoir Small Booster Station draws water directly from the SW Reservoir to fill the lower irrigation pond at the Bryden Canyon Golf Course. The lower irrigation pond is located east of the SW Reservoir at approximately 1,340 ft msl. It is only filled during the irrigation season, March-October, with the highest demands occurring in June, July, and August. The station uses a 400-gpm vertical in-line Patterson pump. The station is fully integrated to the City's SCADA system and contains a 6-inch flowmeter that records the flow volume to the lower pond. **Photo 2-2** depicts the interior of the SW Small Booster Station.



Photo 2-2: SW Small Booster Station Interior

Limitations

None

Recommendations

The Southwest Small Booster Station is in good condition and no specific improvements are recommended at this time.

2.4.4 Transmission & Distribution Mains

Limitations

Single Point of Failure

The configuration of Southport's water mains poses a risk to the reliability of this system. The primary risk is failure of the 12-inch main that crosses under the airport's primary commercial runway. This pipeline provides the only current connection between the Southport BS and the service area south of the airport. Many of the industrial facilities in that area rely on a constant water supply to maintain facility safety standards and avoid shutdowns. Also south of the runway are a few residences, a juvenile correction facility, and various commercial facilities that should have a constant supply of water. If the 12-inch main under the runway experienced a major failure, it would cause significant disruption to businesses and residents served by the Southport Zone water system and could potentially cause delays or shutdowns of airport operations.

Hydraulic Limitations

In addition to the reliability concerns discussed above, the transmission main that crosses the airport runway hydraulically limits flow to the area south of the airport. A hydraulic grade line (HGL) is presented in **Figure 2-6** and HGL key map in **Figure 2-7**. These are provided to graphically illustrate the hydraulic limitations experienced in this zone. The HGL is calculated at 3,885 gpm which represents the year 2044 projected maximum day demand (MDD) plus fire flow (FF).

Per the Idaho Administrative Procedures Act (IDAPA) 58.01.08 Section 552 *Operating Criteria for Public Water Systems*, all public water systems must maintain a minimum pressure of 20-psi throughout the system while serving MDD + FF. As illustrated in **Figure 2-6**, at the current operating setpoint pressure of 150 psi, a minimum pressure of 20 psi cannot be maintained throughout the area.

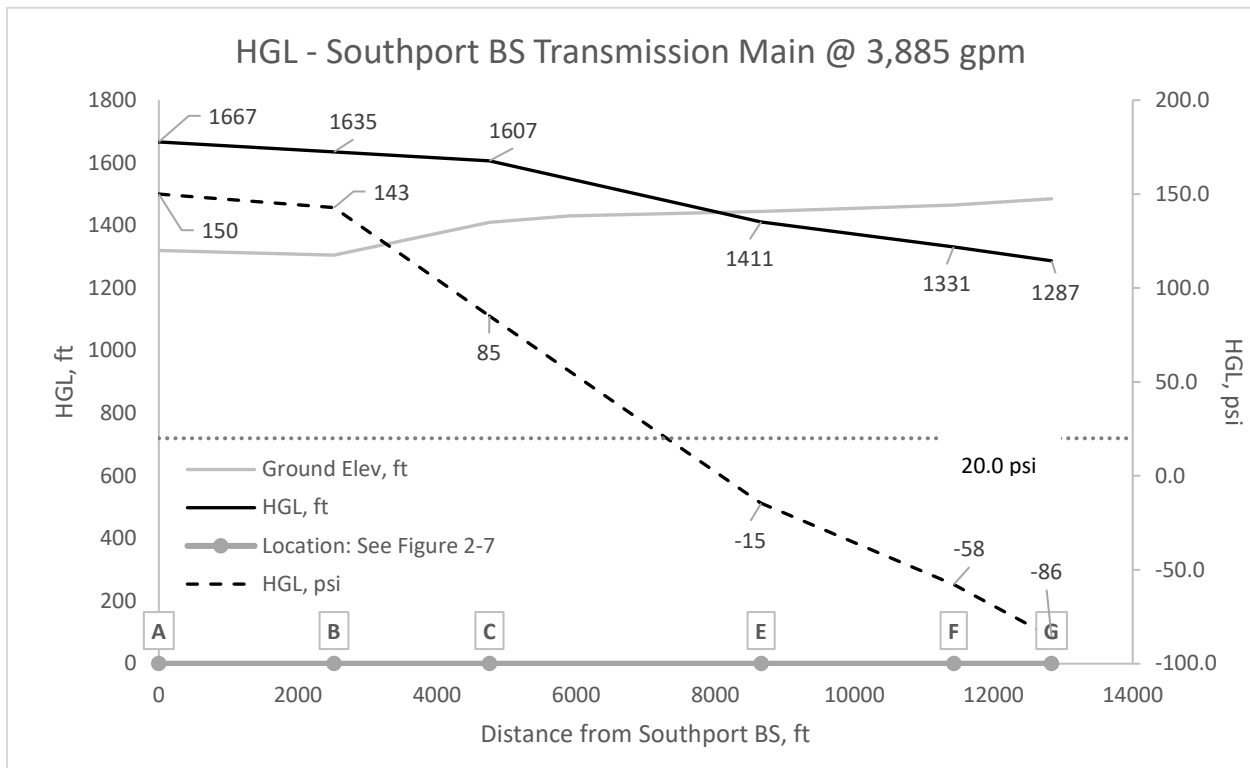
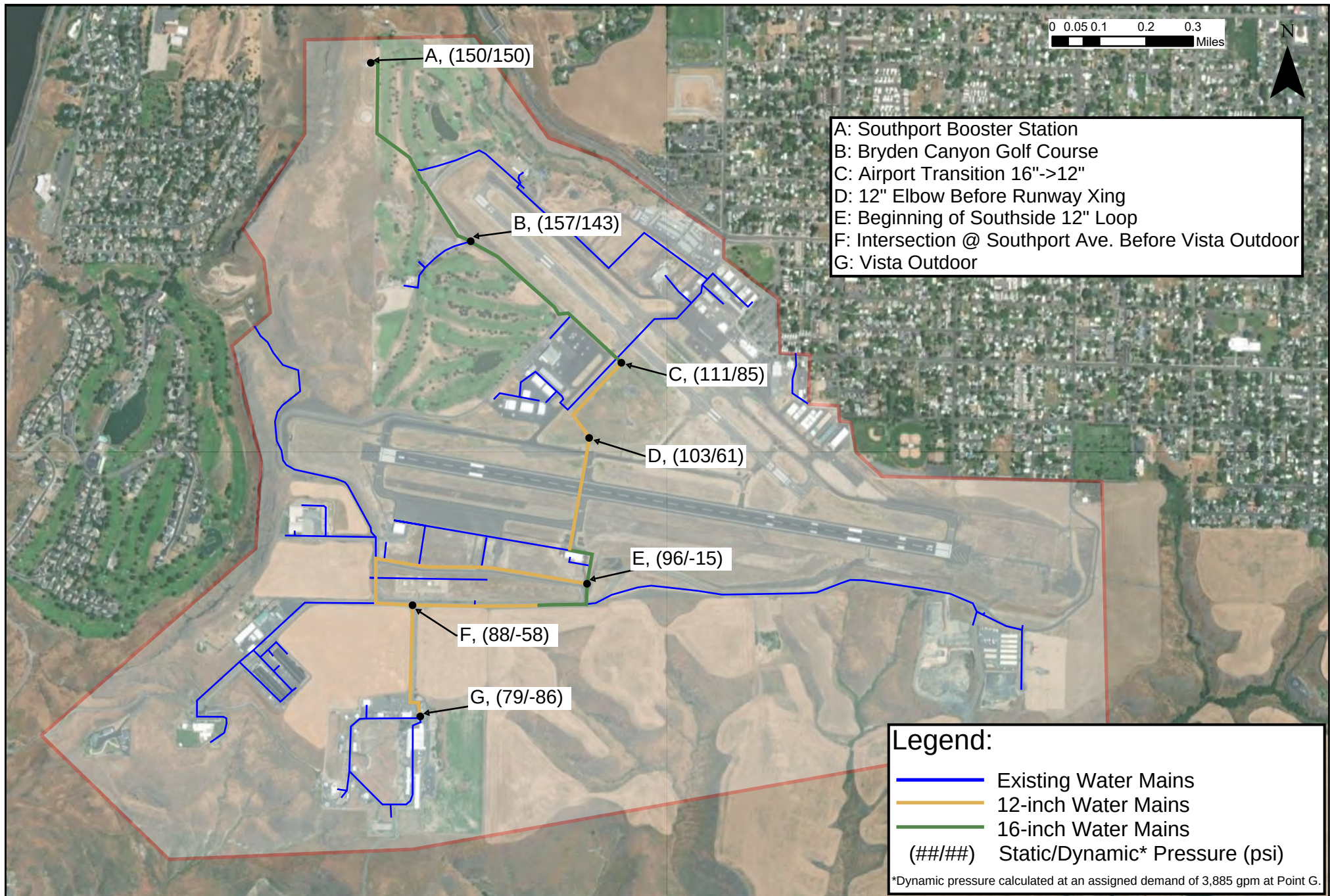


Figure 2-6: HGL Southport Transmission Main HGL @ 3,885 gpm, 150 psi BS Discharge Pressure



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Southport Zone HGL Key Map

City of Lewiston, Idaho

PROJECT NO.:
181.0250

FIGURE NO.:
FIGURE 2-7

Recommendations

To improve hydraulic conditions and increase system reliability, a second parallel transmission main is recommended. **Figure 2–8** presents two possible routing alternatives for a new main. Alternative 1 connects into the existing 16-inch main near Hillcrest Aviation and runs along O'Connor Road where it connects into the existing 12-inch main just north of Seekins Precision. Alternative 2 connects to the 12-inch main that currently dead-ends at the north edge of the airport parking lot, runs along the northern perimeter of the airport, and connects into the east end of the 16-inch main near the intersection of Southport Ave and 6th St. 16-inch ductile iron pipe is recommended for both alternatives.

It is important to note that while these alignments are shown as alternatives, consideration should be given to constructing both pipelines if additional development south of the airport is planned.

2.4.5 Southport Reservoir and Southport Booster Station No.2

The Southport Reservoir and Southport Booster Station No. 2 are located south of the airport near 180 Southport Ave (Vista Outdoor). The Southport Reservoir is a 0.1 MG above ground concrete reservoir constructed in 1989. The Southport Booster Station No.2 was constructed in 1989 and originally contained two 15 horsepower pumps. Both facilities were disconnected from the system shortly after the completion of the Southport BS in 2011. Around the time of isolation, both facilities were in good condition per the 2010 Water Master Plan. However, since 2011 they have remained offline and unmaintained.

The Southport Reservoir recently received a vinyl wrap courtesy of Vista Outdoor. Based on exterior visual inspection of the reservoir, it likely has useful life remaining, though it is unclear what it could be used for. Any future use will require a booster station to pump into the distribution system. Consideration was given to using the reservoir and booster station to meet the high pressure demands of the Vista Outdoor facility while allowing the rest of the Southport system to operate at a lower pressure; however, due to the extended period of time that the system has operated at elevated pressures, a reduction in system pressure would likely cause problems elsewhere and be met with public opposition. Vista Outdoor is more likely to find a local use for the reservoir. Thus, the City should consider conveying ownership of the reservoir to Vista Outdoor. If conveyance does not occur, further review of possible uses of the reservoir should be completed.

Visual inspection of the Southport Booser Station No. 2 indicates the mechanical and electrical components are degraded beyond reasonable standard of future use. The booster station should be demolished, replaced, or conveyed to Vista Outdoor with the reservoir.

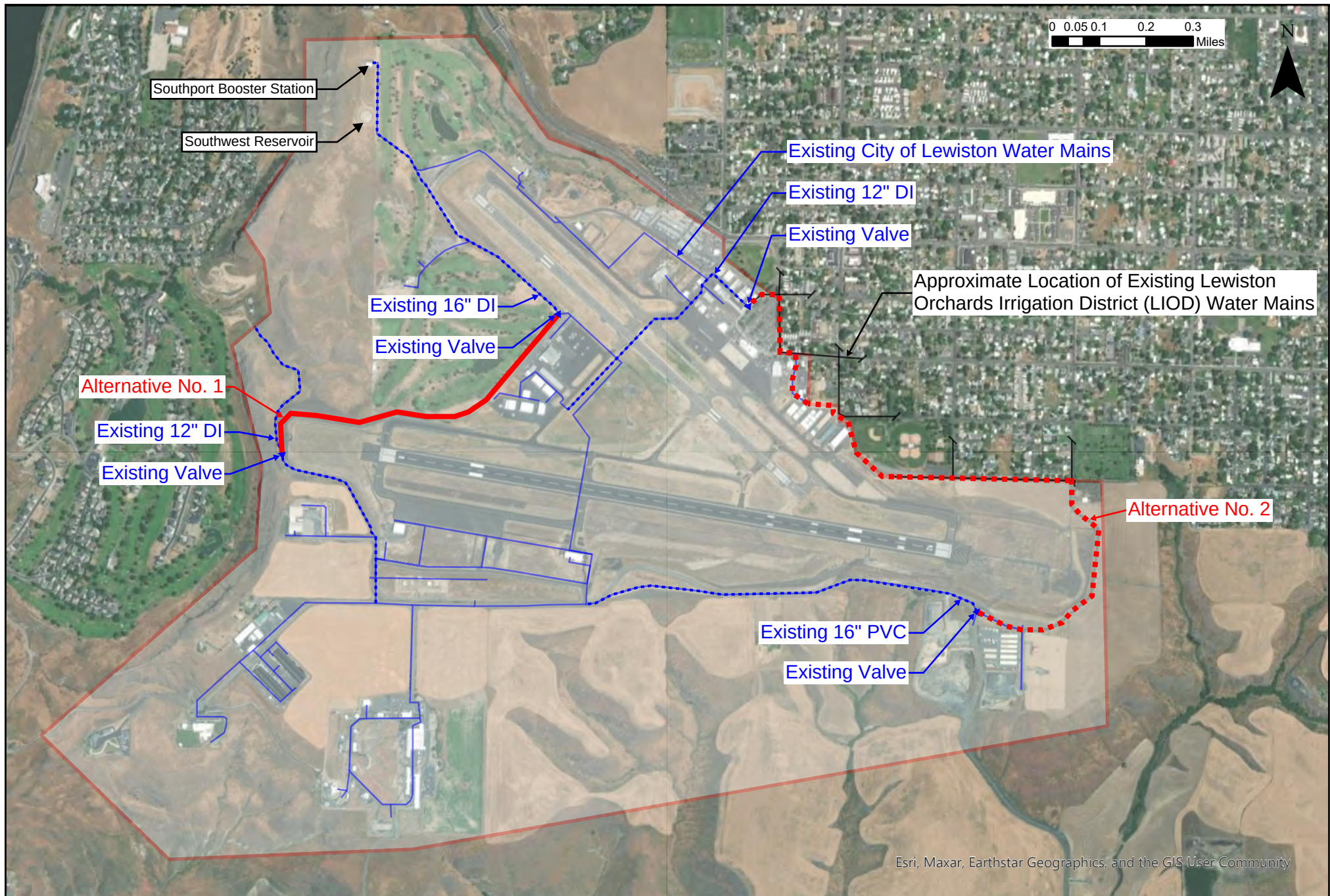
2.4.6 Bryden Canyon Golf Course Water Service

Limitations

Static pressure observed at the City-owned Bryden Canyon Golf Course (Bryden), routinely exceeds 150 psi (Location B, **Figure 2-7**). IDAPA 58.01.08 requires pressure be maintained below 100 psi, and ordinarily below 80 psi.

Recommendations

A July 14, 2008, Technical Memorandum, prepared by Troy Thrall of CH2M HILL, includes a recommendation for a pressure-reducing station on the Bryden service line, near its intersection with the 16-inch main in O'Conner Rd. The PRV station was never constructed; however, it is recommended that this project be completed as a part of any capital improvements in the area. A PRV was installed near the golf course clubhouse to supply the golf course irrigation system so the service line PRV should be located downstream of the tee serving the irrigation system.



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Southport - Proposed Redundant Transmission Main Routing Alternatives

City of Lewiston, Idaho

PROJECT NO.:
 181.0250

FIGURE NO.:
 FIGURE 2-8

2.5 Project Alternatives

The following project alternatives were developed to help meet the current and future needs of water customers within the study area.

2.5.1 Redundant Transmission Main

Project Alternatives

Transmission Main Alternative 1 - Engineer's Opinion of Probable Cost: \$3,567,000

As previously discussed, Alternative 1 is the construction of a second parallel ductile iron transmission main that connects to the existing 16-inch main near Hillcrest Aviation and runs along O'Connor Road to connect into the existing 12-inch main north of Seekins Precision. The route is approximately 4,200 ft in length.

Transmission Main Alternative 2 - Engineer's Opinion of Probable Cost: \$6,385,000

Alternative 2 is the construction of an additional ductile iron transmission main that connects to the existing 12-inch main at the north edge of the airport parking lot and will connect to the east end of the existing 16-inch main near the intersection of Southport Ave and 6th St. The route is approximately 8,500 ft.

Recommended Alternative

For this planning study, Alternative 1 is recommended due to its lower cost and superior hydraulic performance. Opinion of probable cost estimates can be found in **Appendix A**.

2.5.2 Southport Booster Station Operation

This alternative includes operational setpoint adjustments to the existing pumping scheme. Specifically, adjusting the operating setpoints of Pumps 1 and 2 to target 150-psi discharge pressure to improve the overall efficiency of the Southport Booster Station. There is no additional cost associated with this alternative beyond programming adjustments and operational staff labor. Testing of pumps 1 and 2 should be completed to verify their pumping characteristics prior to adjusting setpoints and placing into service.

2.5.3 Southport Booster Station Pump 3 Replacement

Engineer's Opinion of Probable Cost: \$189,500

This project consists of replacing Pump 3 with a pump that more closely matches the total dynamic head of Pumps 4 through 7. Alternatively, additional bowls (stages) could be added to the existing Pump 3 to achieve the same result, however, in this case, it is not as cost effective. An opinion of probable cost for both alternatives can be found in **Appendix A**.

2.5.4 Bryden Canyon Golf Course – Pressure Reducing Station

Engineer's Opinion of Probable Cost: \$130,000

Installation of a PRV station on the main servicing the golf course should be completed on the 8" main, downstream of the irrigation supply branch, near the golf course clubhouse. Because the service line supplies two fire hydrants, a dual valve system is recommended. Preliminary sizing indicates a 2" and a 6" valve are required. A detailed opinion of cost is included in **Appendix A**.

SECTION 3 SOUTH HIGH/SOUTHWEST STUDY AREA

3.1 Overview & Objectives:

The purpose of this section is to document findings and conclusions from an analyses of the South High and Southwest PZs, including recommendations for improving system operations. Specific objectives addressed in this section are:

- Delineate and revise/update service area boundaries and interzonal operations
- Describe service area operations
- Identify service area deficiencies, including water supply redundancy needs
- Develop alternatives to improve service area resiliency and reliability

3.2 Coordination with 2019 Water System Facility Plan

The South High/Southwest Study Area was examined beyond the depth of the 2019 Plan to better address objectives. Recommendations herein complement findings and conclusions from the 2019 Plan.

3.3 South High/Southwest Service Area Description

The Study Area, as described in the 2019 Plan, is illustrated in **Figure 3-1: South High/Southwest Service Area (2019)**. A key objective of this study was to provide further clarification and delineation of PZs in this service area. The City's GIS mapping was evaluated – with a focus on water facilities – to refine the boundary of the South High Pressure Zone (SHPZ). City water staff were also consulted to clarify system operations and boundaries. Results from these analyses and consultations resulted in the revised SHPZ presented in **Figure 3-2**.

Further interrogation of the City's water system GIS mapping in the western edge of this Planning Area, coupled with discussions with City water facilities staff, also revealed:

- An additional PZ (the Reno PZ) not identified in the 2019 Plan,
- Refinement of the Southwest PZ and Well 5 PZ boundaries, and
- Refinement on the connections between the Well 5 PZ and the High PZ.



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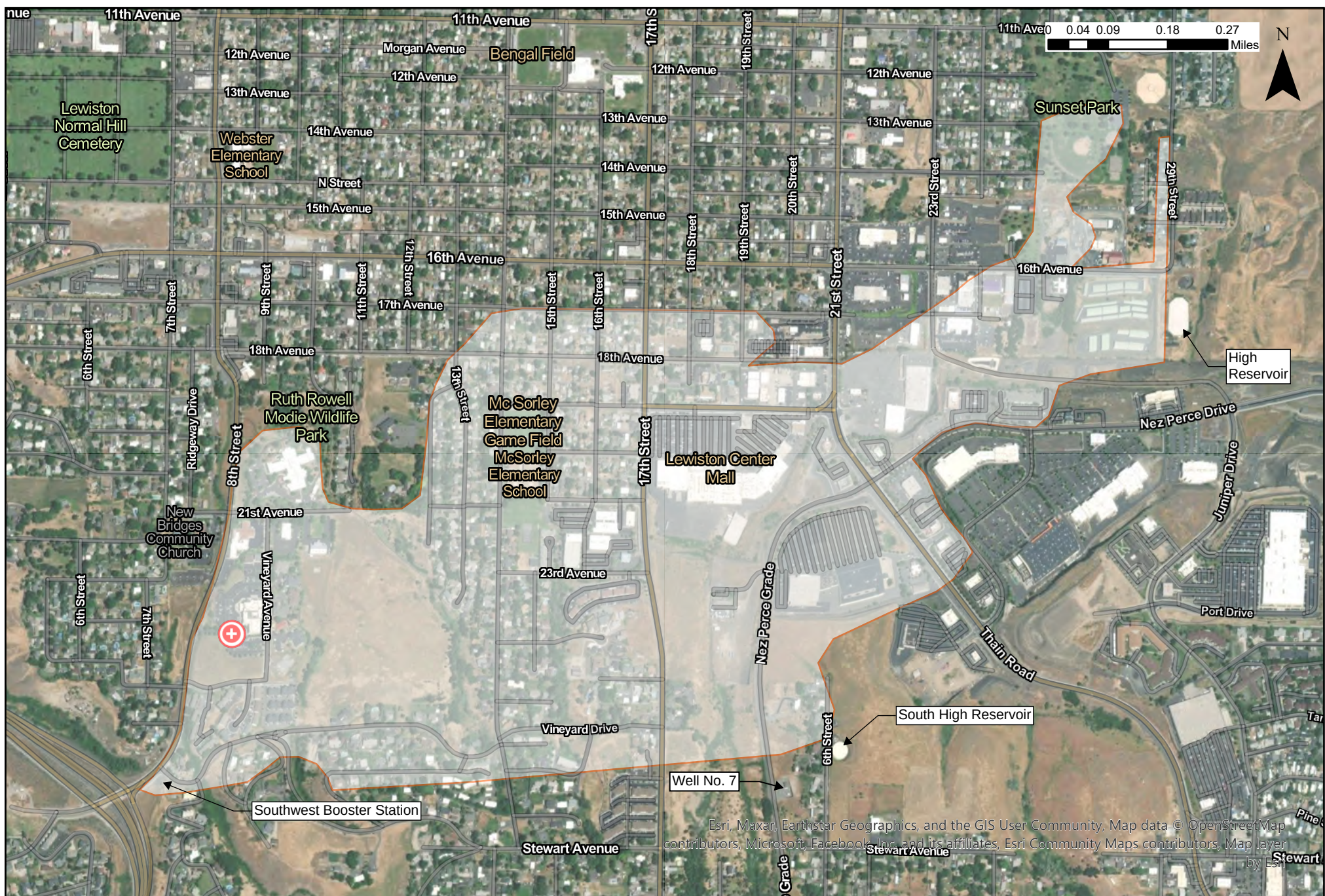
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Lewiston Water System: South High / Southwest Service Area - 2019 Plan

City of Lewiston, Idaho

PROJECT NO.:
181.0250

SHEET NO.:
FIGURE 3-1



ENGINEERING AND ENVIRONMENTAL SOLUTIONS 504 MAIN ST. SUITE 310 LEWISTON, IDAHO 83501 208.780.3990 MERRICK IDAHO OFFICES BOISE - LEWISTON - MCCALL	Lewiston Water System: Revised South High Pressure Zone Boundary City of Lewiston, Idaho	PROJECT NO.: 181.0250 SHEET NO.: FIGURE 3-2
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As shown in **Figure 3–3**, the previously undefined Reno PZ is located due west of 8th St and is supplied from the SHPZ via two PRVs. One PRV is near the intersection of 21st Ave and Ridgeway Dr (Fingerprints PRV) and one on the west side of 8th St south of Mayfair Court (McCann PRV). Together, these PRVs isolate the Reno PZ from the SHPZ. Based on GIS-derived pressure data at hydrants, the PRVs appear to reduce the pressure by approximately 50 psi.

On the western flank of the Reno PZ lies part of the Well 5 PZ, which is provided water from Well 5 Reservoir and thus principally Well 5. Interties between the Reno PZ and the Well 5 PZ are informal. Specifically:

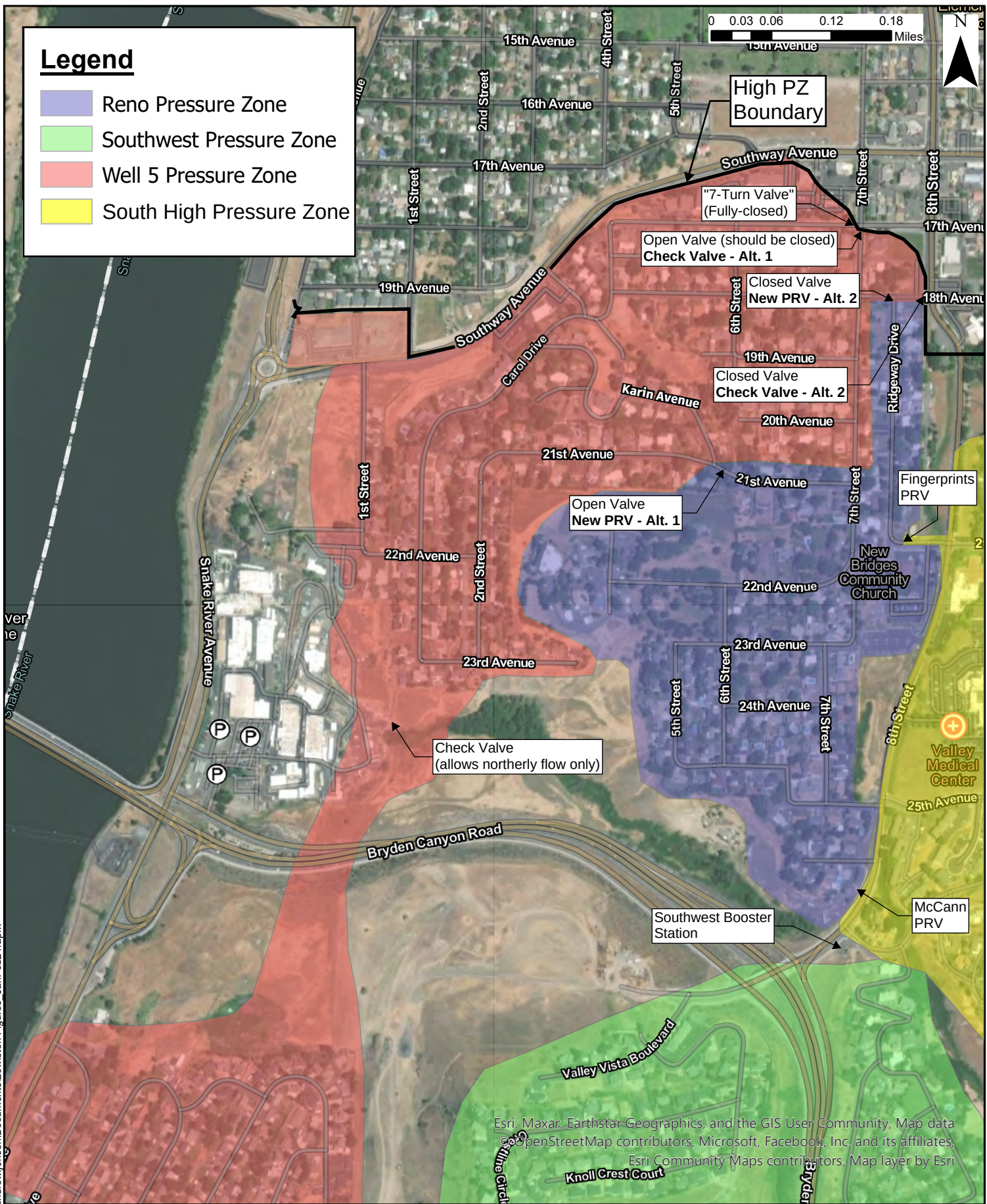
- A valve is closed at the north end of Ridgeway Dr that isolates the two zones.
- A valve in 21st Ave due east of Karin Ave was previously partially closed – serving as a manual PRV; the valve is now fully-open.

With the Reno PZ identified and delineated, along with the determination of the geographic extension of the Well 5 PZ, City PZ mapping should be updated to reflect that the Southwest PZ only serves development south of Bryden Canyon Road.

Additionally, interconnections between the Well 5 PZ and the High PZ were clarified in this study. Specifically:

- A closed valve at 8th St and 18th Ave used to isolate the High PZ from the Well 5 PZ. As of 2021, this valve is now fully-open. This valve should be closed if isolation between the Well 5 PZ and High PZ is desired.
- The “infamous 7 turn valve,” which is located in 17th Ave due west of 7th St, was historically open only seven turns. In 2021, this valve was completely closed and remains fully-closed today.
- A valve in 7th St due south of 17th Ave is fully open but should be closed if isolation between the Well 5 PZ and High PZ is desired.

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Lewiston Water System: Reno, Southwest
and Well 5 Pressure Zone Boundaries

City of Lewiston, Idaho

PROJECT NO.:
181.0250

SHEET NO.:
FIGURE 3-3

3.4 Key Facilities

The following sections summarize the key facilities serving the South High / Southwest Study Area.

3.4.1 Sources of Supply

Potable water is pumped from the surface water treatment plant to the High Reservoir. From there, the 21st St Booster Station pumps water to the South High Reservoir. Newly completed Well 7 can also supply water directly to the South High Reservoir. The SHPZ, and subsequently, the Reno PZ are normally supplied by the South High Reservoir. The South High Reservoir overflow elevation is approximately 1,277 ft msl. It is located on the easterly side of the SHPZ, with a single water line (12-inch cast iron in 19th and 21st Aves) supplying water to the western part of the service area. As described, the Reno PZ is also supplied from the SHPZ via two PZ-interconnecting PRVs.

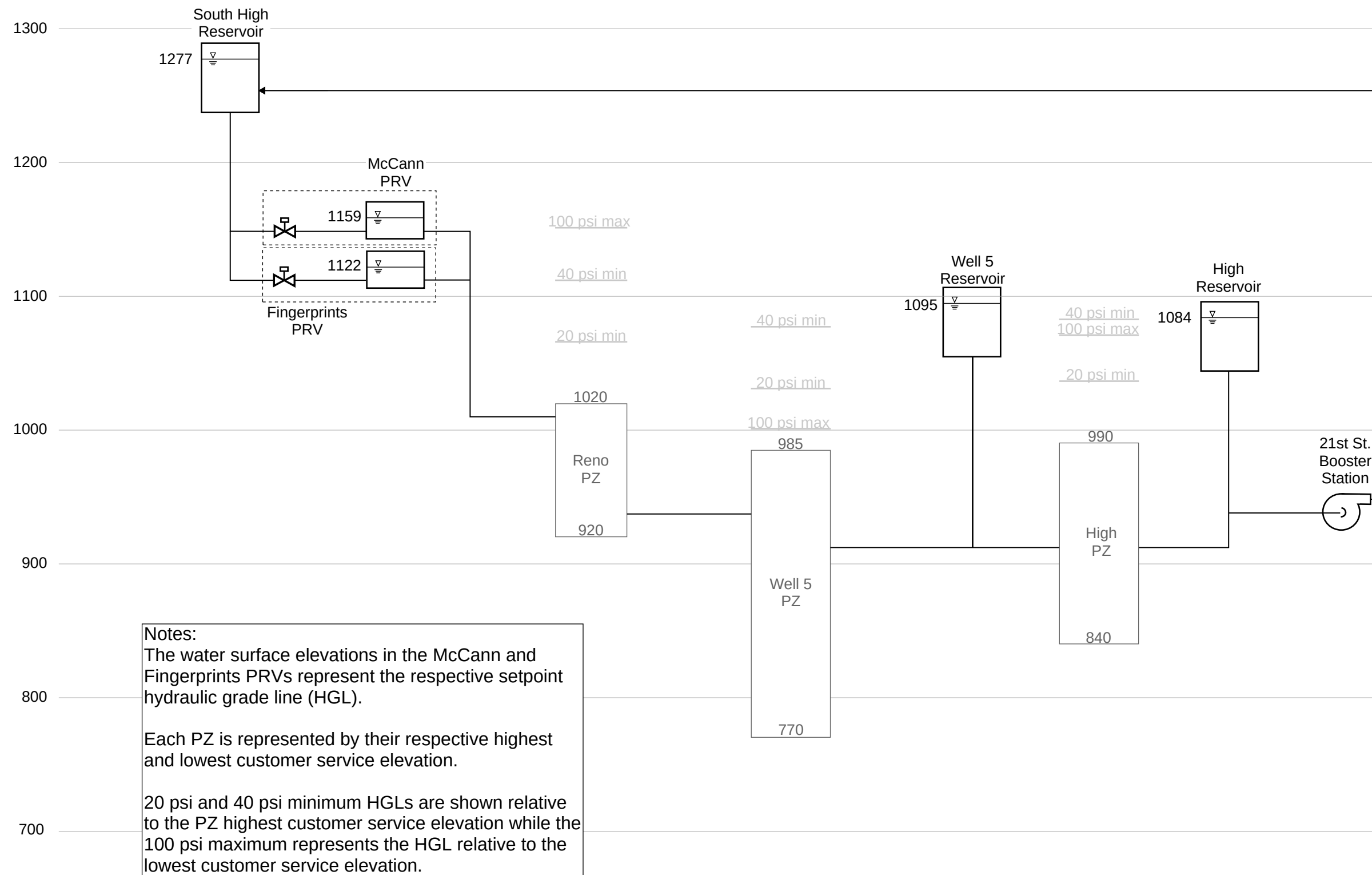
In the event that water supply from the South High Reservoir is compromised, water could alternately be sourced to this service area from the Southwest Reservoir, which is principally served by Well 6 and secondarily by Well 5. The Southwest Booster Pump Station incorporates an internal back feed PRV, controlled by the City's SCADA system, which can allow water to flow into the SHPZ from the Southwest Reservoir.

3.4.2 Pressure Zone Hydraulic Grade Lines

Pressure in each study area PZ is maintained by their respective key facilities as follows:

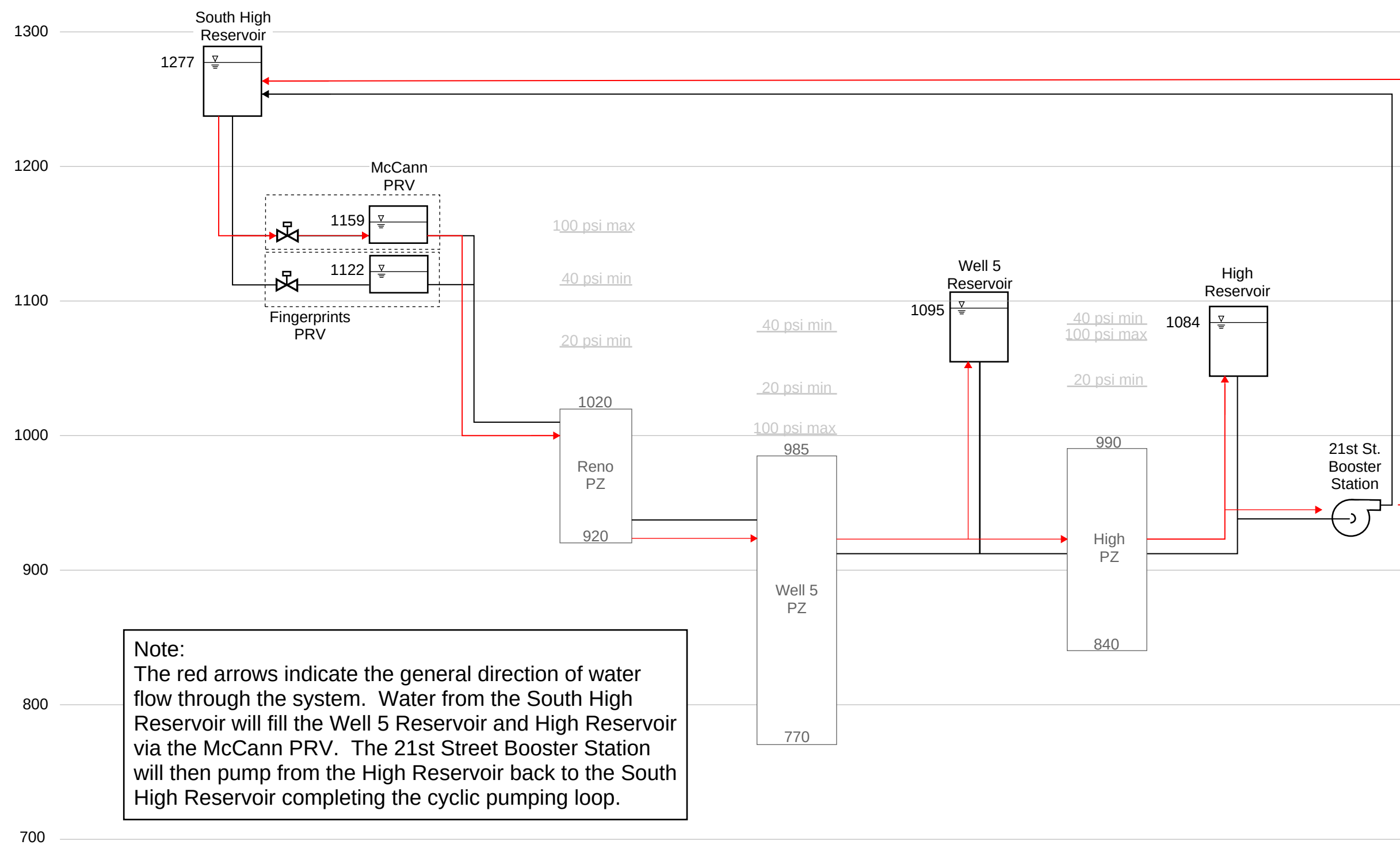
- Water pressure in the SHPZ is maintained based on water level in the South High Reservoir. The bathrooms at Sunset Park (elevation 952-ft msl) and customers in the vicinity of 18th Ave and 13th St (elevation 920-ft msl) represent the areas with the highest static pressures in the PZ (140 psi and 159 psi, respectively). Several services along 17th Ave, east of 14th St experience similarly high static pressures.
- Elevations in the northern extension of the Well 5 PZ (**Figure 3-3**) range from 985 ft msl (east) to 770 ft msl (northwest) to 870 ft msl (northeast). Based on the Well 5 Reservoir operating level of 1,095 ft msl, static pressures in this zone will range from 65-150 psi (highest pressure at services on Southway Ave).
- Pressure in the Reno PZ is set by the McCann PRV and the Fingerprints PRV. The PRV outlet pressure setpoints at those stations are 60 psi and 85 psi, respectively. Hydraulically, due to the difference in elevations between the two stations, the McCann PRV static pressure setpoint is approximately 15 psi higher than the Fingerprints PRV setpoint.
- Pressure in the High PZ is determined by the water level in the High Reservoir. Normal high water level in the High Reservoir is 1,084 ft msl, approximately 10 feet below the operating level of the Well 5 Reservoir

Key Facilities, PZ elevations, and the corresponding hydraulic grade lines (HGLs) are represented in **Figure 3-4**.



3.5 High, South High, Reno, and Well 5 Pressure Zone Operations

The current interzonal connections and valve configurations are likely resulting in cyclic pumping operations or “pumping in a circle.” As can be seen in **Figure 3–5**, the HGL of the McCann and Fingerprints PRVs are high enough that, without isolation, water will tend to flow from the SHPZ through the PRVs and to the Well 5 and High Reservoirs. Illustrated by the red flow path in **Figure 3–5**, absent complete isolation between the Reno PZ and the Well 5 PZ, and between the Well 5 PZ and the High PZ, water will flow as follows: South High Reservoir / PZ → Reno PZ → Well 5 PZ → High PZ → South High Reservoir (via 21st St. Booster Station). Communication with operations staff seem to confirm this operating condition. While attempting to close the valve in 7th St. immediately south of 17th Ave, the operator could hear “rushing water” indicating apparent high flow through the valve. The operator abandoned the attempt to close the valve and returned it to the fully-open position.



3.6 South High/Southwest Planning Area Summary & Recommendations

In order to improve redundancy and reliability and mitigate current inefficient interzonal operations, new facilities are recommended that provide better control of flow between PZs. As depicted in **Figure 3–6**, and at location alternatives shown on **Figure 3–3**, interzonal isolations are needed between the various PZs as follows:

3.6.1 Reno Zone – Well 5 Zone Interzonal Connections

As indicated previously, the Reno and Well 5 PZs are intended to operate at different HGLs. However, the interzone boundary lacks the facilities to maintain the intended pressure difference. Specifically:

The western edge of the Reno PZ is not currently isolated from the adjacent Well 5 PZ. Water flows between the two PZs via the waterline in 21st Ave through a fully open valve located immediately east of the intersection of 21st Ave and Karin Ave (see **Figure 3–3**). An interconnection between these two zones should remain to provide a redundant source of water to the northern region of the Well 5 PZ. To efficiently interconnect the two PZs, the City should install a new PRV station in 21st Ave (new PRV – Alt 1) and/or at the northern end of Ridgeway Dr (New PRV – Alt. 2).

3.6.2 Well 5 Zone – High Zone Interzonal Connections

As shown in **Figure 3–3**, the northeastern edge of the Well 5 PZ abuts the High PZ; the two PZs are interconnected via a fully open valve in 7th St., immediately south of 17th Ave. Given that the water surface elevations in Well 5 Reservoir and High Reservoir are approximately 10 ft different, the resulting static pressure difference between the two pressure zones is less than 5 psi. Historically, when Well 3 was pumping into the High PZ near the north end of the Well 5 PZ, localized high pressure could cause water to flow from Well 3 into the Well 5 PZ, filling the Well 5 Reservoir. A check valve was recently installed on the 12-inch cast iron water main that crosses Bryden Canyon Road to prevent backflow from north-to-south.

Assuming a new PRV is installed to allow the Reno PZ to supplement supply to the Well 5 PZ, there may be no need to have the High and Well 5 PZs connected. However, if the City wishes to maintain the interconnection, it is recommended to either manually close the isolation valves between the two zones or to install a check valve along the PZ boundary. **Figure 3–3** indicates two possible locations (Check Valve – Alt. 1 and Check Valve – Alt. 2) where a check valve could be installed that would allow the High PZ to supplement supply to the Well 5 PZ in the event of a pressure drop in the latter. A PRV station connecting the two zones could also be considered. However, a larger pressure difference would be required before interzonal flow would commence as compared to the check valve option.

3.6.3 South High Zone - High Zone Interzonal Connections

GIS mapping indicates the valve shown in **Figure 3–7** (in 18th St) is an old check valve. However, discussions with City staff indicate it is actually a closed gate valve. The purpose of this valve is to manually isolate the High PZ from the SHPZ. The City should consider disconnecting the two zones at this location and installing a flushing hydrant; the improvement would provide clarity in the field of the PZ separation and also provide for system flushing to improve water quality in the vicinity.

Similarly, the SHPZ is isolated from the High PZ via two closed valves at the intersection of 17th Ave and 14th St, and also via two closed valves at the intersection of 18th Ave and 13th St (see

Figure 3–8). The City should consider disconnecting the two zones at each location and tying the “dead-ends” together. This would provide clarity of PZ separation in the field and would improve water quality and hydraulics in the vicinity.

Recommendations to improve SHPZ system functionality and resiliency are as follows.

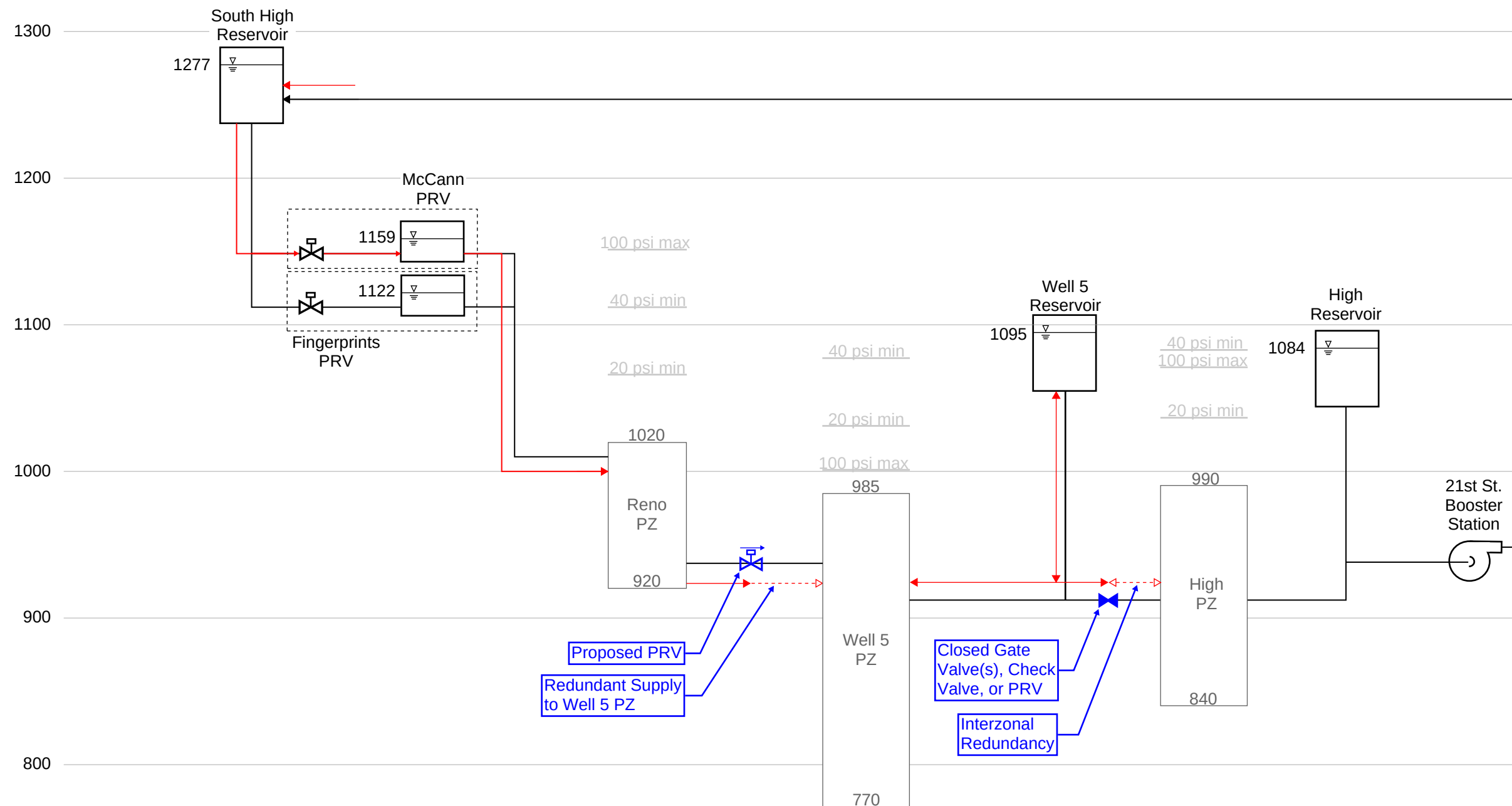
- As described, water from the South High Reservoir is supplied to the western part of the service area via a single transmission main. Ultimately there is no redundant source of water supply from the reservoir westward. Options for a second waterline to the west should be explored but is beyond the scope of this study.
- New interties (8-inch minimum diameter) in 18th Ave (see **Figure 3–9**) would improve network hydraulics and eliminate dead-end mains in this portion of the South High PZ.
- This service area is limited on source of supply to just the South High Reservoir and thus the surface water treatment plant. The 2019 Plan recommended upgrades to the Southwest Booster Pump Station (Project TD-5) that would allow water to flow automatically from the Southwest Reservoir into the SHPZ. This improvement was completed in 2022.

3.7 Project Alternatives

The following project alternatives, included as **Table 3-1**, were developed in accordance with the recommendations provided herein and are intended to help meet the current and future needs of water customers within the study area.

Table 3-1: Project Alternatives Recommendation

Engineer's Opinion of Probable Construction Costs			
PROJECT :	Palisades/S. Port WFP	DATE :	3/12/2025
JOB # :	181.0250	BY:	RR
LOCATION :	Lewiston, Idaho	REVIEWED BY:	-
ITEM NO.	DESCRIPTION		TOTAL
1	Reno - Well 5 PZ Intertie PRV (21 st Ave and Karin Ave)		\$ 138,000.00
2	Well 5 PZ / High PZ Check Valve		\$ 90,000.00
3	Reno - Well 5 PZ Intertie PRV (21 st Ave and Karin Ave)		\$ 350,000.00
Notes:			
1) Engineering, Admin., and Legal not included. For budget purposes, add approx. 30% to construction cost estimates listed above.			
The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Merrick & Company has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices, or bidding strategies. Merrick & Company cannot and does not warrant or guarantee that bids or actual construction costs will not vary from the costs presented herein.			



Notes:

A new PRV installed between the Reno PZ and the Well 5 PZ will allow supplemental flow into the Well 5 PZ in the event that demand outstrips Well 5 PZ supply.

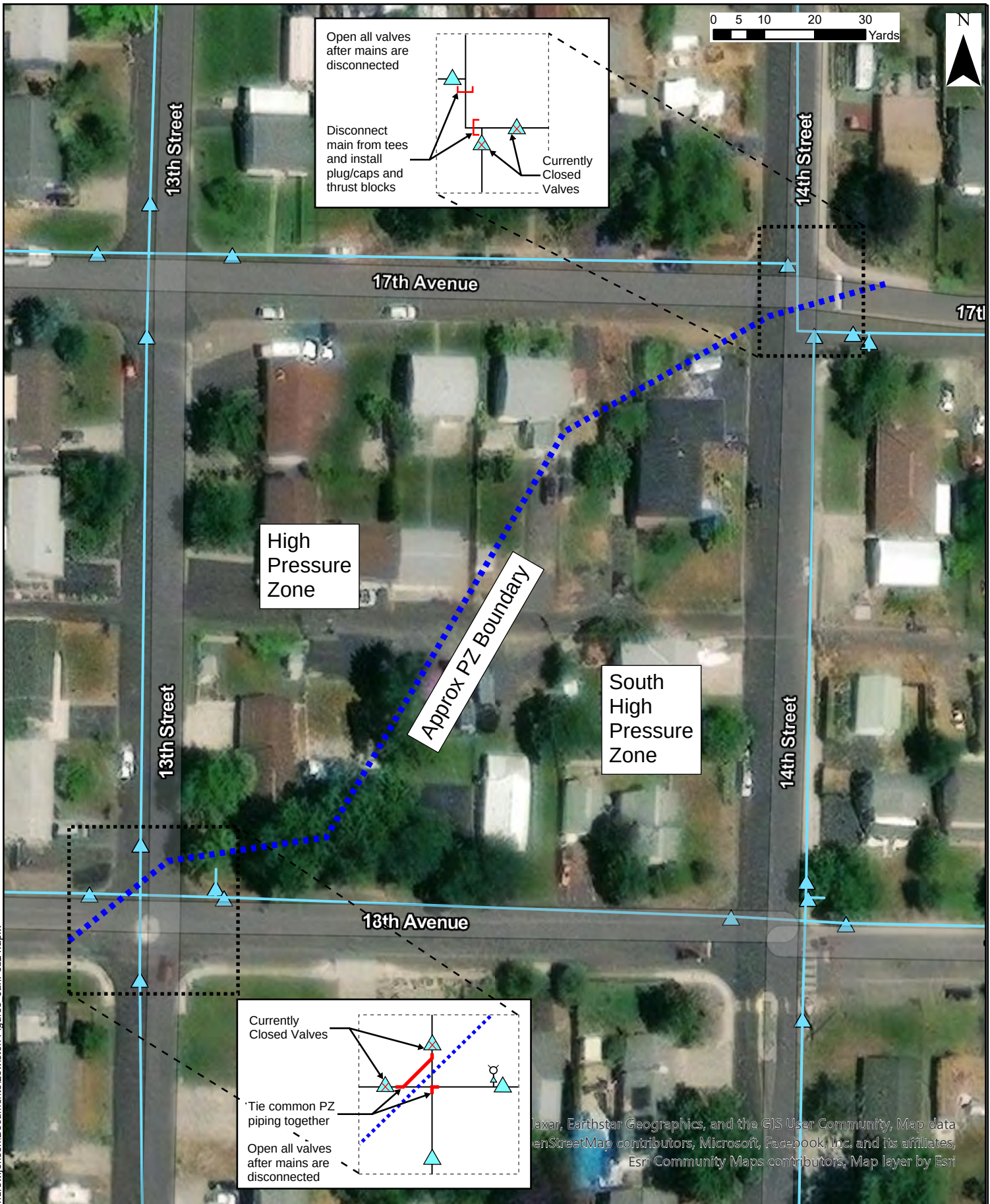
A closed valve or valves, check valve(s), or a bi-directional PRV between the Well 5 PZ and the High PZ will serve to isolate the two zones but can be opened in the event the Well 5 PZ needs to be supplied from the High PZ, and vice-versa.

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ENGINEERING AND ENVIRONMENTAL SOLUTIONS 504 MAIN ST. SUITE 310 LEWISTON, IDAHO 83501 208.780.3990  IDAHO OFFICES BOISE - LEWISTON - MCCALL	Proposed Valve Modification - 18th St.	PROJECT NO.: 181.0250
	City of Lewiston, Idaho	SHEET NO.: FIGURE 3-7

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17th. Ave / 14th St. and 18th Ave./13th St.
Improvements - Permanent PZ Isolation

City of Lewiston, Idaho

PROJECT NO.:
181.0250

SHEET NO.:
FIGURE 3-8



Legend

— Water Mains

— Proposed Waterlines

ENGINEERING AND ENVIRONMENTAL SOLUTIONS 504 MAIN ST. SUITE 310 LEWISTON, IDAHO 83501 208.780.3990  IDAHO OFFICES BOISE - LEWISTON - MCCALL	Proposed New Waterlines: 18th Ave. South High Pressure Zone	PROJECT NO.: 181.0250
	City of Lewison, Idaho	SHEET NO.: FIGURE 3-9

SECTION 4 COUNTRY CLUB AND PALISADES STUDY AREA

4.1 Overview & Objectives:

The purpose of this section is to document findings and conclusions from analyses of the Country Club water PZ and the North and South Palisades PZs, given their geographic and hydraulic proximity. Specific objectives addressed in this section are:

- Evaluate service area supply and system interties
- Model operational configurations to response to high demand fire flow events
- Evaluate and identify rehabilitation to remedy corrosion damage in the distribution system

4.2 Coordination with 2019 Water System Facility Plan

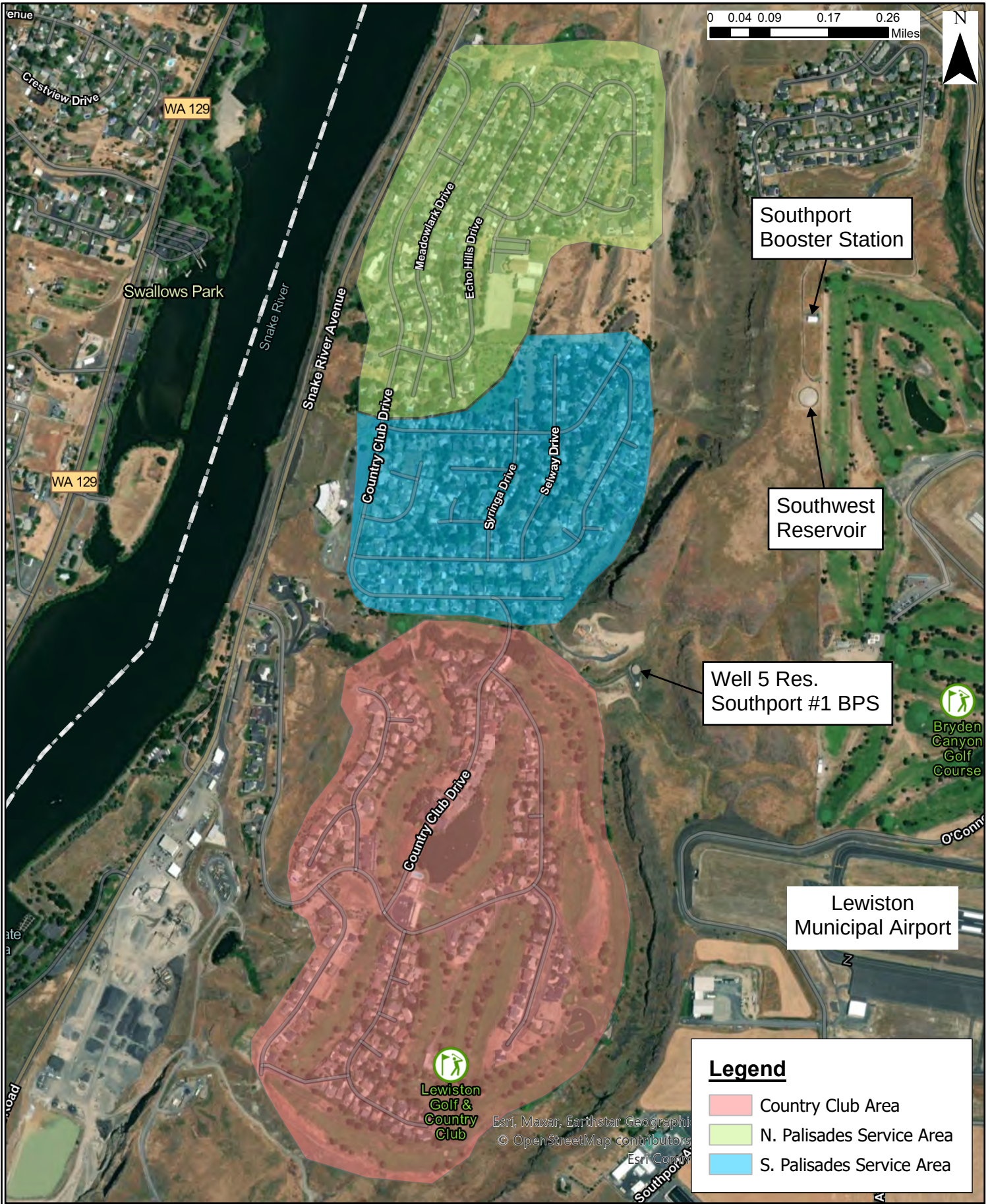
Analyses herein more thoroughly interrogates the subject Study Area beyond the depth of the 2019 Plan to address the objectives stated above. Recommendations herein will complement findings and conclusions from the 2019 Plan.

4.3 Country Club Planning Area Description

The Country Club and North/South Palisades Service Areas encompass the residential development in and around the Lewiston Country Club, along with residential development in the North and South Palisades service areas (see **Figure 4-1**). According to the City's GIS mapping, elevations in the respective service areas are:

- Country Club: approximately 950 to 1,200 ft msl
- South Palisades: approximately 900 to 1,050 ft msl
- North Palisades: approximately 810 (west side of Country Club Dr) to 980 ft msl

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LEWISTON, IDAHO 83501
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Country Club and North/South Palisades
Service Area

City of Lewiston, Idaho

PROJECT NO.:
185.0250

SHEET NO.:
FIGURE 4-1

4.4 Key Facilities

The following represents a summary of the key facilities, their operating strategies, and the corresponding PZ operating ranges.

- Water to the North Palisades service area is supplied by the Well 5 Reservoir (overflow elevation of 1,091 ft msl). Resulting static pressures range from 48-120 psi.
- Potable water is supplied to the Well 5 Reservoir from Well 5 and also from the Southwest Reservoir via an altitude valve at the Well 5 Reservoir.
- The Southport 1 Booster Pump Station pumps water from the Well 5 Reservoir to the Southwest Reservoir.
- Water to the South Palisades and Country Club service areas is supplied from the Southwest Reservoir (overflow elevation of 1,342 ft msl). However, given the significant hydrostatic difference between the service area and this reservoir, PRVs are installed to reduce system pressures to acceptable levels (<100 psi). According to the 2019 Plan, and information from City water staff, the Country Club area is supplied through PRV Station 12 (outlet pressure settings of 90 psi for the 8-inch PRV and 89 psi for the 4-inch PRV) while the South Palisades area is supplied through PRV Station 14 (outlet pressure settings of 61 psi for the 8-inch PRV and 66 psi for the 4-inch PRV). PRV Station 14 is on the same transmission line but downgradient of PRV Station 12.
- Downgradient of PRV Station 12, the Country Club service area is supplied water through two connections from the Southwest Reservoir transmission line – one at the north end of the service area in Country Club Dr and one at the east edge of the service area in Lakeview Dr.
- For the South Palisades service area. According to hydrant data in the GIS mapping pressures range from approximately 50 psi to approximately 100 psi; pressures in the Country Club service area range from 50 to 130 psi.

4.5 Hydraulic Assessment

The approximate maximum water supply capacity to each service area was evaluated based on the source of supply (i.e., reservoir serving each service area) and PRV settings, with transmission main details obtained from the City's GIS mapping.

4.5.1 Country Club Service Area

Water supply to this service area is provided through two connections fed from a 12-inch transmission main supplied from the Southwest Reservoir via PRV Station 12. Given the pressure at the PRV outlet and the substantial drop in elevation to each service location, significant energy is available to deliver water into this service area. Analysis based on available hydraulic grade data indicates fire flow capacity in excess of 5,000 gpm. However, care should be taken to limit fire flow in this area to 2,500 gpm to avoid flow velocities above seven feet per second. Velocity above this threshold may cause damaging pressure transients and should be avoided, where possible.

4.5.2 South Palisades Service Area

Water supply to this service area is provided through one connection fed from a 12-inch transmission main supplied from the Southwest Reservoir via PRV Station 12. Considering two PRV stations supplying this service area coupled with a significant elevation drop from PRV Station 12, the water supply capacity would be approximately 3,000 gpm, sufficient to meet customer demands plus fire flow.

4.5.3 North Palisades and North Well 5 Service Areas

As described in **Section 3**, the Well 5 Service Area extends across Bryden Canyon Rd. and along the western edge of the Reno Pressure Zone (PZ). The transmission main from the Well 5 Reservoir to this part of the Well 5 Service Area consists of approximately 8,000 ft of 8-inch diameter pipe (mix of PVC and CI) and approximately 2,500 ft of 12-inch diameter pipe (all CI). The transmission main also supplies water to the North Palisades Service Area. The hydraulic capacity of this transmission main was evaluated to estimate the approximate maximum water supply delivered to the North Palisades and northerly Well 5 Service Areas.

Service to the northerly Well 5 Service Area appears to be limited. As illustrated in **Figure 4-2**, at 1,000 gpm the resultant pressure where this transmission main feeds into this service area will be approximately 32 psi (Location “C” in **Figure 4-4**). At a flow rate of 1,100 gpm the pressure at this same location will be less than 20 psi.

Location “B” represents the location of the manual valved intertie between the Well 5 transmission main and the South Palisades PZ. Location C was selected as the highest elevation customer service within the Well 5 PZ.

The water supply capacity deficiency identified from this analysis aligns with field observations of the City water staff. The City staff report that excess water usage in the vicinity of the southerly end of this part of the Well 5 Service Area has historically created low system pressures north of Bryden Canyon Rd. Under similar operating conditions (pressure of approximately 30 psi; Location “E”) this transmission main can deliver approximately 1,500 gpm into the North Palisades Service Area (see **Figure 4-3**).

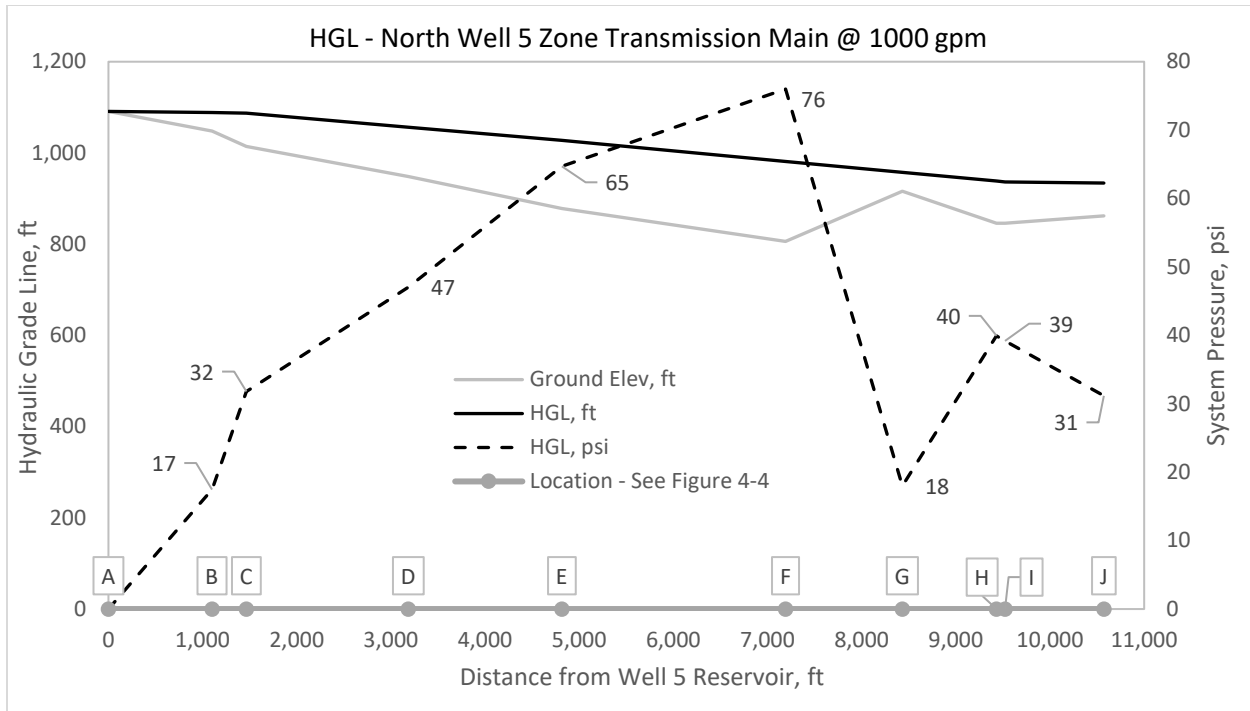


Figure 4-2: HGL - North Well 5 Zone Transmission Main @ 1,000 gpm

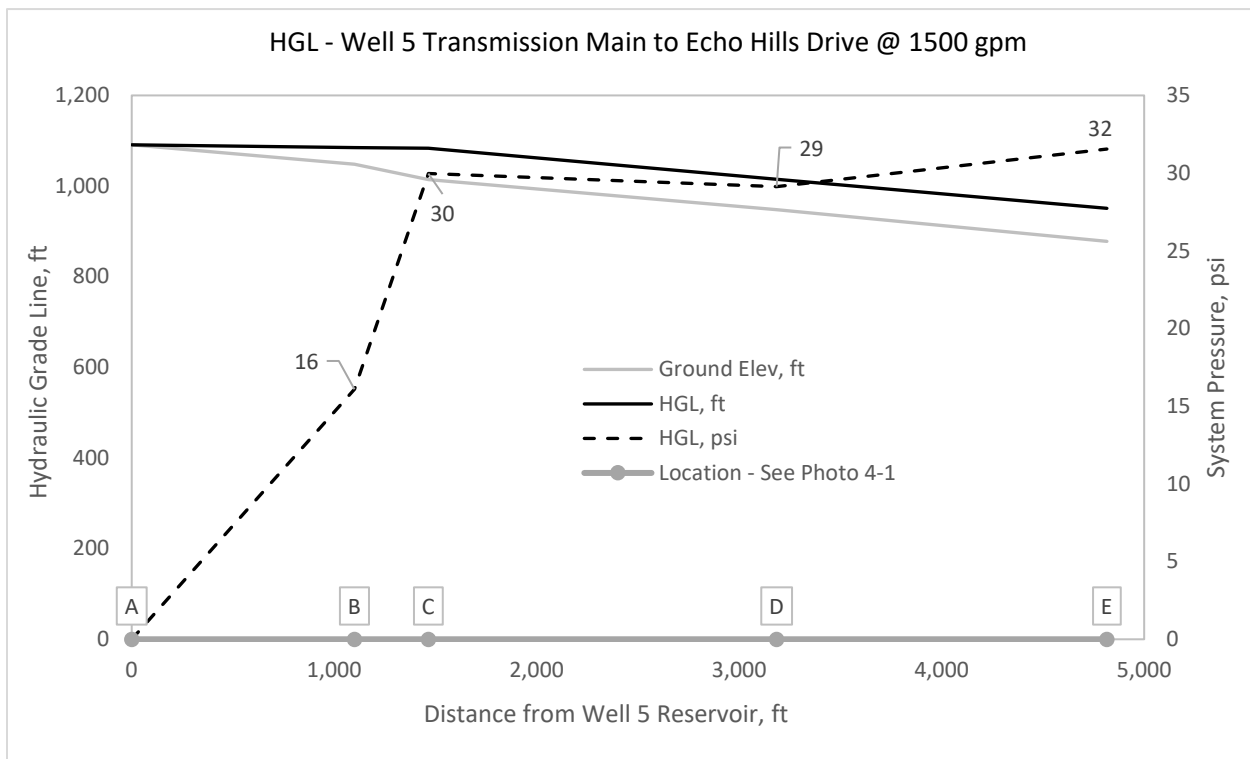
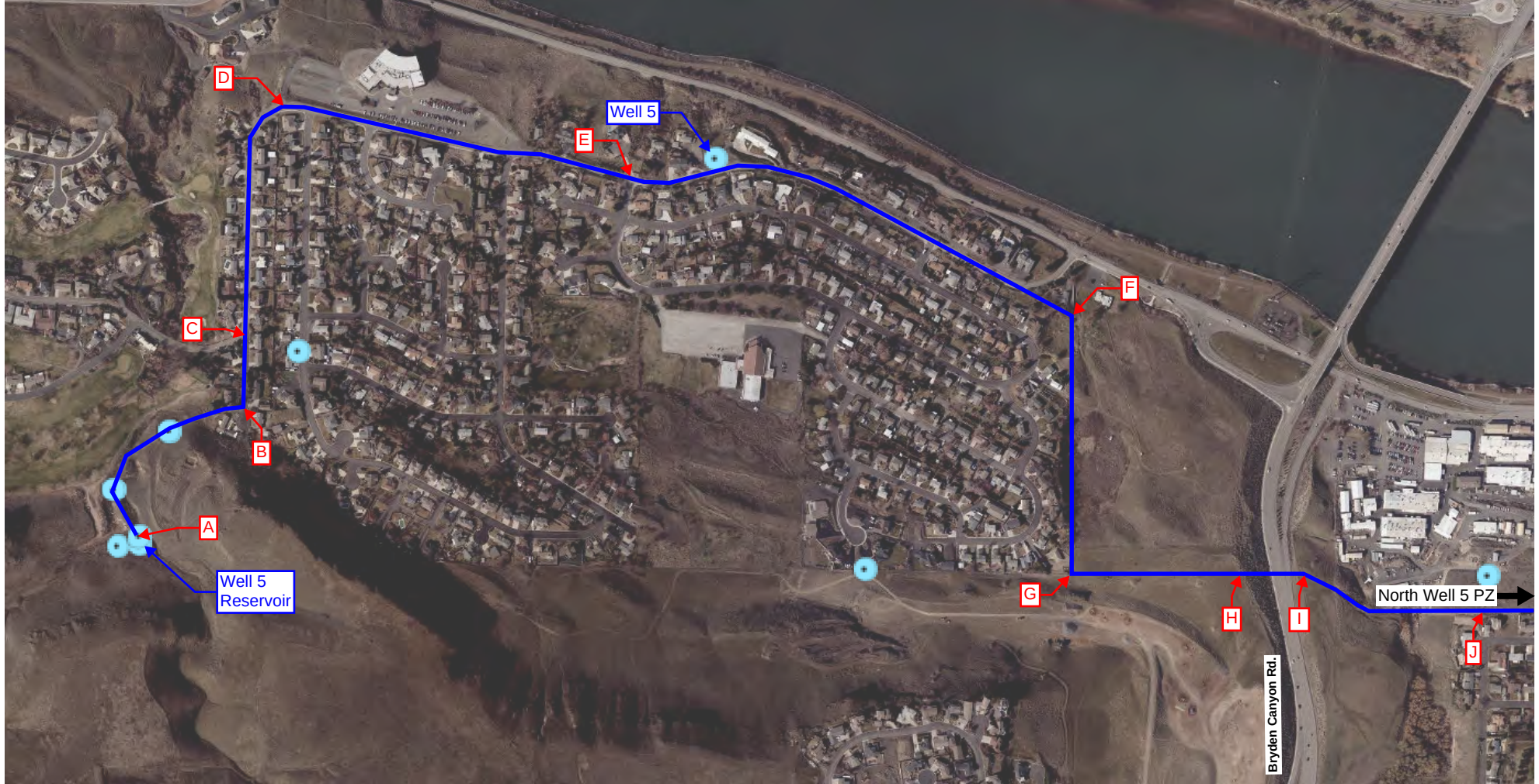


Figure 4-3: Hydraulic Analysis, Water Supply to North Palisades Service Area



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North Palisades / Well 5 Zone - HGL Key Map

City of Lewiston, Idaho

PROJECT NO.:
 181.0250

FIGURE NO.:
 FIGURE 4-4

4.6 Corrosion Assessment

The City water system has experienced failure of service saddles due to corrosion predominantly in the North and South Palisades service areas, and to a lesser degree in the Country Club service area. Additionally, some mainline valve corrosion has been observed. The City conducted potholing and soils testing of several locations within the Country Club area to determine the extent of corrosive conditions. AllWest Testing & Engineering collected soil samples and performed the corrosivity tests. Metrics to assess soil corrosivity are summarized in **Table 4-1**, and results are summarized in **Table 4-2**. AllWest's results indicate that the samples were within the range of "corrosive" to "moderately corrosive" based on resistivity testing (AASHTO T288). Additionally, pH levels were indicative of corrosive soil. Both native soils and backfill were found to have corrosive properties. Based on the data, it appears that the portions of the development in these service areas built during the 1970s to early 1980s have a higher propensity for corrosion.

Table 4-1: Soil Resistivity and Corrosion Potential

Resistivity (ohm-cm)	Corrosion Potential
<700	Very corrosive
700-2,000	Corrosive
2,000-5,000	Moderately corrosive
5,000-10,000	Mildly corrosive
<10,000	Non-corrosive

Table 4-2: 2018 Country Club Service Area Corrosion Assessment

Location Tested		Soil Type	pH	Resistivity (ohm-cm)
Country Club	194 Marine View Dr	¾-inch base	5.8	4,500
	Fairway Dr/Country Club Dr	Silty sand	5.5	1,000
N. Palisades	Syringa Dr/Syringa Ct.	Silt	6.4	1,500
	3314 Meadowlark Dr	Silty gravel	6.0	4,500
	2827 Country Club Dr	Silt	5.5	1,800
	Canyon Sewer	Silt	6.0	2,800
	¾-inch base course stockpile	¾-inch base	6.2	1,100

4.7 Project Alternatives

4.7.1 Corrosion Repairs

The City should implement a plan to replace all service saddles in the North Palisades, South Palisades, and Country Club service areas over the next 5-10 years. Based on water meters shown in the City's GIS mapping, there are approximately 450-460 services in the North and South Palisades service areas that should be replaced; an additional 211 services in the Country Club service area should also be replaced. City staff have already begun the process of replacing services as they repair corrosion related leaks.

The City should also conduct selective potholing to inspect valves for corrosion. While valves may be more resilient against corrosion, galvanized nuts and bolts on the valve bonnets will ultimately experience failure. **Table 4-3** includes the estimated annual capital contribution required to replace

400 services over a 10-year period using contracted services. Consideration should also be given to replacing galvanized valve bonnet and flange fasteners, when possible.

Table 4-3: Service Line Replacement Capital Contribution

Service Line Replacements (10-yr Replacement Interval)	
Number of Service Lines	400
Service Line Replacement - Unit Cost	\$4,800
Total Estimated Cost	\$1,920,000
Annual Capital Cost	\$192,000

4.7.2 North Palisades / Well 5 Transmission Main Upsizing

Engineer's Opinion of Probable Construction Cost: \$4,550,000

This alternative consists of replacement of approximately 7,000 linear ft of 8" transmission main with 12" wrapped ductile iron from HGL location "C" to location "G" as indicated in **Figure 4-6**. Using fire flow demand of 1,500 gpm at HGL location "J", this alternative would increase the pressure from approximately 17 psi (**Figure 4-2**) to approximately 58 psi, as depicted in **Figure 4-5**. The opinion of probable construction cost for this alternative is based on an installed linear foot unit cost of \$650.

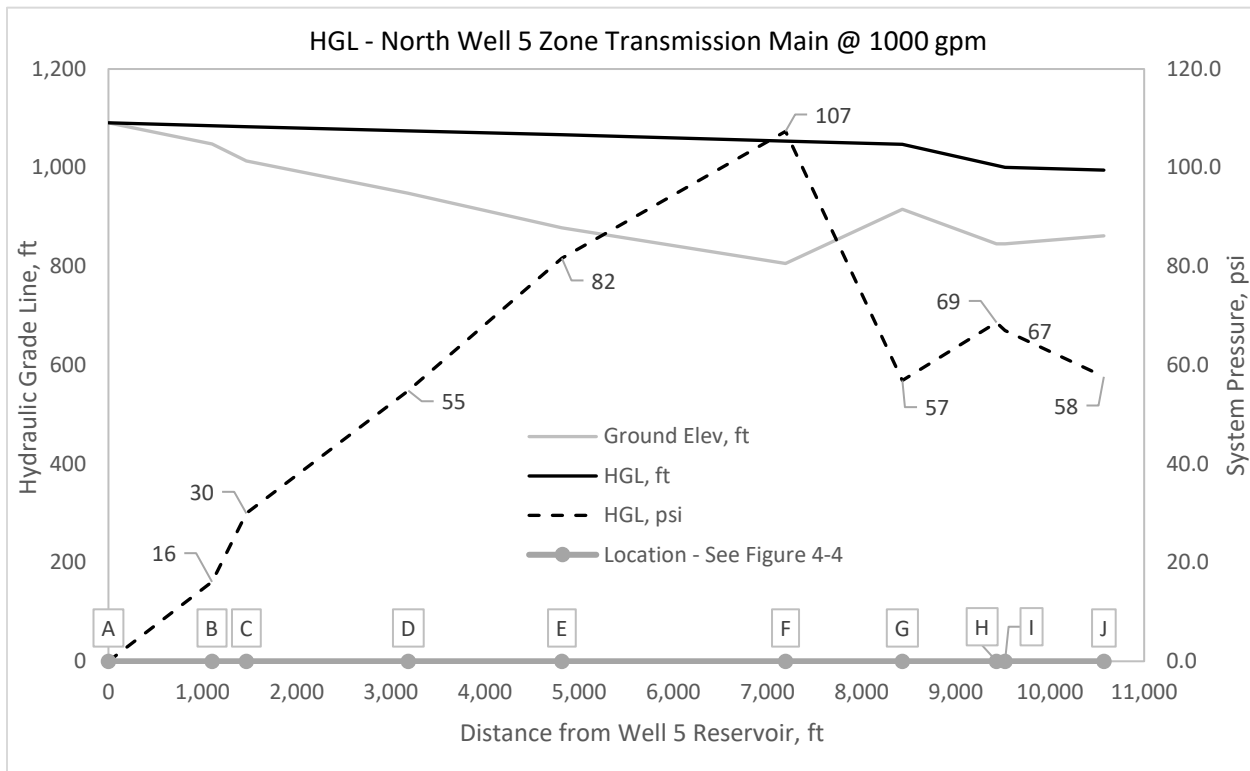
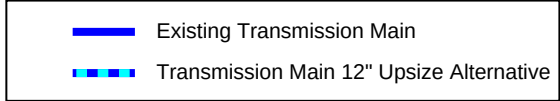


Figure 4-5: HGL with Transmission Main Upsized to 12-inch



ENGINEERING AND ENVIRONMENTAL SOLUTIONS 504 MAIN ST. SUITE 310 LEWISTON, IDAHO 83501 208.780.3990	N. Palisades / Well 5 Zone Transmission Main 12" Upsize Alternative City of Lewiston, Idaho	PROJECT NO.: 181.0250
 IDAHO OFFICES BOISE - LEWISTON - MCCALL		FIGURE NO.: FIGURE 4-6

4.7.3 Operational Alternatives

The closed valve shown in **Figure 4-7** below (red box) in the intersection of Country Club Court and Country Club Dr is actually between the two 12" ductile iron lines, isolating the South and North Palisades pressure zones. This valve location should be adjusted in the City's GIS database.



Figure 4-7: Intersection of Country Club Court and Country Club Dr

4.8 Country Club Planning Area Summary & Recommendations

The Country Club and South Palisades PZs generally experience reasonable pressure, but less than ideal fire flow, particularly in the northern reaches of the PZ. These three PZs are potentially susceptible to extended depressurization events because each is supplied by a single pipeline or PRV station, representing a “single point of failure.”

Country Club Zone

The Country Club zone is supplied by a single PRV station which conveys water to the PZ via two 12-inch water mains, one that crosses the Lewiston Country Club golf course and the other feed is located along Country Club Dr. The single point of failure in this zone's supply is the PRV station located near the Well 5 Reservoir. However, a manual bypass was constructed that can be used if the PRV station fails. It is recommended that preventative maintenance of the PRV station be prioritized to help ensure continued proper operation under normal and fire flow scenarios.

South Palisades Zone

Like the Country Club PZ, the South Palisades PZ is fed via a single PRV station from the Country Club PZ. The PRV and the 12-inch DI pipeline between Country Club Court and W. Reservoir Dr each represent a single point of failure to supply to this zone. Accordingly, and like the Country Club PZ PRV feed, it is recommended that the PRV receive prioritized planned maintenance to help ensure its functionality.

North Palisades Zone

As detailed in **Section 4.5**, the 8-inch transmission main supplying the North Palisades PZ is generally undersized. This problem is compounded further north in the PZ with significant hydraulic limitations manifesting in the PZ lying north of Bryden Canyon Road. Upsizing the 8-inch main is recommended. However, because it is already newer pipe material (PVC) and in a well-travelled corridor, this alternative would be costly. Thus, it is recommended that a permanent alternate supply to the northern reach of the PZ be established as detailed in **Section 3.5.2**.

SECTION 5 SUSTAINABILITY

INFRASTRUCTURE EVALUATION

5.1 Management-Based Efforts

5.1.1 Capital Improvement Plan Updates

Several capital improvements are identified in this report. The City plans will update their Capital Improvement Plan with these projects which will then inform the updated Rate Study planned for 2024 as discussed in **Section 5.1.2**.

5.1.2 Rate Study Update

The City utilizes a consumption-based system to monitor and charge customers for water used. The City is committed to managing and maintaining this system to provide reliable water usage information. The City is also committed to having a rate structure which fully supports the independent operation of the water utility. To that end, the City has contracted with FCS Group to produce a 2024 update to their rate study from 2020.

5.1.3 Energy Conservation Efforts

Appropriate recommendations will be developed herein to reduce energy usage, extend the life and utilization of capital assets, achieve water conservation (as appropriate), and generally achieve environmental innovations. Proper matching of pumps to demands can save energy (See **Section 2.4.2**).

5.1.4 Asset Management System Updates

A primary objective of this study is to help the City improve the accuracy of their GIS-based asset management system. Upon publication, recommendations from this report are anticipated to be incorporated into the City's existing GIS database and corresponding asset management system.

5.1.5 Climate Variation, Extreme Weather, Drought

As climate variations become more extreme and Lewiston experiences abnormally dry and wet years, the public water system must be ready to adapt to any condition. The capital improvements identified herein are anticipated to conserve water (i.e., corrosion-correction related improvements lessening system leakage) and improve fire flow, both critical to address climate variation, particularly in dry years where customer water usage is high and the risk of fire events increases.

5.2 Green Efforts

5.2.1 Trenchless/Low-Impact Construction

Trenchless or low-impact construction technologies will be evaluated for use in pipe replacement projects.

5.3 Energy Conservation

5.3.1 Variable Frequency Drive

VFDs will be evaluated for use in pumping applications and will be employed wherever practical.

5.3.2 Energy-efficient motors

Premium-efficiency motors will be prioritized for use in applications such as pump replacements or new installations.

5.3.3 High Efficiency Lighting

While no project alternatives in this study anticipate adding or changing lighting in any facilities, if opportunities to provide energy-efficient light solutions arise, the City will utilize LED lighting, high-efficiency discharge lighting, and high-efficiency lighting controls.

5.3.4 SCADA System

Some project alternatives included in this study are likely to be eligible for inclusion in the City's existing SCADA system. Where opportunities exist, new or modified systems will include connecting into or modifying the programming of the existing SCADA system to increase overall system efficiency.

SECTION 6 PROJECT IMPLEMENTATION

To be completed after technical review

SECTION 7 REFERENCES

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APPENDIX A :ENGINEER'S OPINION OF PROBABLE PROJECT COSTS

PROJECT : Lewiston Palisades & Southport Zone Study

JOB # : 181.0250

LOCATION : Lewiston, Idaho

ELEMENT : Redunant Transmission Water Main - Alternative 1



LOCATION FACTOR: 1

DATE : 5/15/2024

BY : ZC

REVIEWED BY:

SPEC. NO.	DESCRIPTION	QUAN	UNIT	MATERIAL	LABOR	SUB	EQUIP	OTHER	UNIT COST	SUBTOTAL	TOTAL
DIV. 02000	SITE WORK										
	Construction Traffic Control	1	LS	\$ -	\$ -	\$ 33,982.48	\$ -	\$ -	\$ 33,982.48	\$ 33,982.48	
	Construction Survey	1	LS	\$ -	\$ -	\$ 16,991.24	\$ -	\$ -	\$ 16,991.24	\$ 16,991.24	
	Construction Dewatering	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 6,796.50	\$ 6,796.50	\$ 6,796.50	
	Erosion & Sediment Control	1	LS	\$ -	\$ -	\$ 11,327.49	\$ -	\$ -	\$ 11,327.49	\$ 11,327.49	
	Pressure Testing & Flushing	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 2,265.50	\$ 2,265.50	\$ 2,265.50	
	Compaction Testing	1	LS	\$ -	\$ -	\$ 1,132.75	\$ -	\$ -	\$ 1,132.75	\$ 1,132.75	
	Exploratory Excavation	20	HR	\$ -	\$ 279.95	\$ -	\$ 114.92	\$ -	\$ 394.87	\$ 7,897.38	
	Removal of Asphalt	4,900	SQYD	\$ -	\$ 10.90	\$ -	\$ 10.90	\$ -	\$ 21.80	\$ 106,820.00	
	Trenching & Excavation	7,653	CY	\$ -	\$ 10.53	\$ -	\$ 9.21	\$ -	\$ 19.73	\$ 151,033.25	
	Backfill & Compaction	7,653	CY	\$ -	\$ 5.26	\$ -	\$ 4.60	\$ -	\$ 9.87	\$ 75,516.63	
	Rock Excavation	250	HR	\$ -	\$ 112.16	\$ -	\$ 323.76	\$ -	\$ 435.92	\$ 108,980.16	
	Material Hauloff - Native	7,653	CY	\$ 3.50	\$ -	\$ -	\$ -	\$ 7.56	\$ 11.06	\$ 84,665.00	
	Import Backfill Material - Type A1 Aggregate	5,787	CY	\$ 17.03	\$ -	\$ -	\$ -	\$ 7.56	\$ 24.59	\$ 142,286.90	
	Import Pipe Bedding Material - Screened Bedding Sand	1,472	CY	\$ 23.09	\$ -	\$ -	\$ -	\$ 7.56	\$ 30.65	\$ 45,125.46	
	Asphalt Surface Restoration	4,900	SQYD	\$ 4.14	\$ 1.63	\$ 45.00	\$ 0.95	\$ 1.84	\$ 53.57	\$ 262,476.36	
	Gravel Surface Restoration	2,450	SQYD	\$ 4.14	\$ 2.04	\$ -	\$ 1.18	\$ 1.84	\$ 9.21	\$ 22,569.68	
	TOTAL, DIVISION 02000										\$ 1,079,866.78
DIV. 03000	CONCRETE										
	ARV Vault Structure - 48" Ø Precast Manhole	2	EA	\$ 2,206.07	\$ 1,223.24	\$ -	\$ 1,181.18	\$ -	\$ 4,610.49	\$ 9,220.98	
	Concrete Manhole Collars	2	EA	\$ 350.00	\$ 244.65	\$ -	\$ 236.24	\$ -	\$ 830.89	\$ 1,661.78	
	Concrete Valve Collars	8	EA	\$ 150.00	\$ 350.00	\$ -	\$ 250.00	\$ -	\$ 750.00	\$ 6,000.00	
	Concrete Thrust Blocks	100	CY	\$ 100.00	\$ 35.00	\$ -	\$ 15.00	\$ -	\$ 150.00	\$ 15,000.00	
	TOTAL, DIVISION 03000										\$ 31,882.76
DIV. 15000	MECHANICAL										
	16" TJ CL350 D.I. Pipe	4200	LF	\$ 121.37	\$ 32.49	\$ -	\$ 28.42	\$ -	\$ 182.28	\$ 765,564.36	
	Connect to Existing Water Main - Size 16"	1	EA	\$ 22,890.85	\$ 5,263.73	\$ -	\$ 4,603.43	\$ -	\$ 32,758.00	\$ 32,758.00	
	Connect to Existing Water Main - Size 12"	1	EA	\$ 13,219.05	\$ 3,509.15	\$ -	\$ 3,068.95	\$ -	\$ 19,797.15	\$ 19,797.15	
	16" Gate Valve	6	EA	\$ 14,072.85	\$ 1,754.58	\$ -	\$ 1,534.48	\$ -	\$ 17,361.90	\$ 104,171.39	
	12" Gate Valve	2	EA	\$ 6,070.74	\$ 1,052.75	\$ -	\$ 920.69	\$ -	\$ 8,044.17	\$ 16,088.34	
	ARV Vault Materials	2	EA	\$ 5,995.32	\$ 2,446.49	\$ -	\$ 2,362.35	\$ -	\$ 10,804.16	\$ 21,608.32	
	TOTAL, DIVISION 15000										\$ 959,987.55
	Subtotal Unit Cost										\$ 2,072,000.00
	Mobilization and Demobilization	7.5%									\$ 155,400.00
	Bonding, Permits and Licenses	2.5%									\$ 55,685.00
	Contingency	25%									\$ 570,771.00
	Estimated Construction Subtotal										\$ 2,853,856.00
	Total Engineering										\$ 713,464.00
	Basic Services	15%									\$ 428,078.00
	Construction Observation	5%									\$ 142,693.00
	Additional Services	5%									\$ 142,693.00
	Estimated Total Project Cost										\$ 3,567,320.00

The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Merrick & Company has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices or bidding strategies. Merrick & Company cannot and does not warrant or guarantee that bids or actual construction costs will not vary from the costs presented herein.

PROJECT : <u>Lewiston Palisades & Southport Zone Study</u>										LOCATION FACTOR: <u>1</u>	
JOB # : <u>181.0250</u>										DATE : <u>5/15/2024</u>	
LOCATION : <u>Lewiston, Idaho</u>										BY : <u>ZC</u>	
ELEMENT : <u>Redunant Transmission Water Main - Alternative 2</u>										REVIEWED BY: _____	
SPEC. NO.	DESCRIPTION	QUAN	UNIT	MATERIAL	LABOR	SUB	EQUIP	OTHER	UNIT COST	SUBTOTAL	TOTAL
DIV. 02000	SITE WORK										
	Construction Traffic Control	1	LS	\$ -	\$ -	\$ 69,583.18	\$ -	\$ -	\$ 69,583.18	\$ 69,583.18	
	Construction Survey	1	LS	\$ -	\$ -	\$ 34,791.59	\$ -	\$ -	\$ 34,791.59	\$ 34,791.59	
	Construction Dewatering	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 13,916.64	\$ 13,916.64	\$ 13,916.64	
	Erosion & Sediment Control	1	LS	\$ -	\$ -	\$ 23,194.39	\$ -	\$ -	\$ 23,194.39	\$ 23,194.39	
	Pressure Testing & Flushing	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 4,638.88	\$ 4,638.88	\$ 4,638.88	
	Compaction Testing	1	LS	\$ -	\$ -	\$ 2,319.44	\$ -	\$ -	\$ 2,319.44	\$ 2,319.44	
	Exploratory Excavation	40	HR	\$ -	\$ 279.95	\$ -	\$ 114.92	\$ -	\$ 394.87	\$ 15,794.76	
	Removal of Asphalt	6825	SQYD	\$ -	\$ 10.90	\$ -	\$ 10.90	\$ -	\$ 21.80	\$ 148,785.00	
	Removal of Concrete Sidewalk	140	SQYD	\$ -	\$ 29.20	\$ -	\$ 29.20	\$ -	\$ 58.40	\$ 8,176.00	
	Trenching & Excavation	15671	CY	\$ -	\$ 10.53	\$ -	\$ 9.21	\$ -	\$ 19.73	\$ 309,258.56	
	Backfill & Compaction	15671	CY	\$ -	\$ 5.26	\$ -	\$ 4.60	\$ -	\$ 9.87	\$ 154,629.28	
	Rock Excavation	300	HR	\$ -	\$ 112.16	\$ -	\$ 323.76	\$ -	\$ 435.92	\$ 130,776.19	
	Material Hauloff - Native	15671	CY	\$ 3.50	\$ -	\$ -	\$ -	\$ 7.56	\$ 11.06	\$ 173,361.67	
	Import Backfill Material - Type A1 Aggregate	11849	CY	\$ 17.03	\$ -	\$ -	\$ -	\$ 7.56	\$ 24.59	\$ 291,349.37	
	Import Pipe Bedding Material - Screened Bedding Sand	3015	SQYD	\$ 23.09	\$ -	\$ -	\$ -	\$ 7.56	\$ 30.65	\$ 92,399.75	
	Asphalt Surface Restoration	6825	SQYD	\$ 4.14	\$ 1.63	\$ 45.00	\$ 0.95	\$ 1.84	\$ 53.57	\$ 365,592.08	
	Gravel Surface Restoration	817	SQYD	\$ 4.14	\$ 2.04	\$ -	\$ 1.18	\$ 1.84	\$ 9.21	\$ 7,523.23	
	Natural Surface Restoration	2,508	SQYD	\$ 6.56	\$ 1.36	\$ 2.97	\$ 0.79	\$ 1.38	\$ 13.07	\$ 32,774.83	
	Concrete Sidewalk Restoration	140	SQYD	\$ 154.14	\$ 40.86	\$ -	\$ 23.69	\$ 3.68	\$ 222.38	\$ 31,132.67	
	TOTAL, DIVISION 02000										\$ 1,909,997.47
DIV. 03000	CONCRETE										
	ARV Vault Structure - 48" Ø Precast Manhole	2	EA	\$ 2,206.07	\$ 1,223.24	\$ -	\$ 1,181.18	\$ -	\$ 4,610.49	\$ 9,220.98	
	Concrete Manhole Collars	2	EA	\$ 350.00	\$ 244.65	\$ -	\$ 236.24	\$ -	\$ 830.89	\$ 1,661.78	
	Concrete Valve Collars	10	EA	\$ 150.00	\$ 350.00	\$ -	\$ 250.00	\$ -	\$ 750.00	\$ 7,500.00	
	Concrete Thrust Blocks	150	CY	\$ 100.00	\$ 35.00	\$ -	\$ 15.00	\$ -	\$ 150.00	\$ 22,500.00	
	TOTAL, DIVISION 03000										\$ 40,882.76
DIV. 15000	MECHANICAL										
	16" TJ CL350 D.I. Pipe	8600	LF	\$ 112.41	\$ 32.49	\$ -	\$ 28.42	\$ -	\$ 173.32	\$ 1,490,536.17	
	Connect to Existing Water Main - Size 16"	1	EA	\$ 22,890.85	\$ 5,263.73	\$ -	\$ 4,603.43	\$ -	\$ 32,758.00	\$ 32,758.00	
	Connect to Existing Water Main - Size 12"	1	EA	\$ 13,219.05	\$ 3,509.15	\$ -	\$ 3,068.95	\$ -	\$ 19,797.15	\$ 19,797.15	
	16" Gate Valve	8	EA	\$ 18,796.91	\$ 1,754.58	\$ -	\$ 1,534.48	\$ -	\$ 22,085.96	\$ 176,687.72	
	12" Gate Valve	2	EA	\$ 6,070.74	\$ 1,052.75	\$ -	\$ 920.69	\$ -	\$ 8,044.17	\$ 16,088.34	
	ARV Vault Materials	2	EA	\$ 5,995.32	\$ 2,446.49	\$ -	\$ 2,362.35	\$ -	\$ 10,804.16	\$ 21,608.32	
	TOTAL, DIVISION 15000										\$ 1,757,475.69
	Subtotal Unit Cost										\$ 3,709,000.00
	Mobilization and Demobilization	7.5%									\$ 278,175.00
	Bonding, Permits and Licenses	2.5%									\$ 99,679.00
	Contingency	25%									\$ 1,021,714.00
	Estimated Construction Subtotal										\$ 5,108,568.00
	Total Engineering										\$ 1,277,141.00
	Basic Services	15%									\$ 766,285.00
	Construction Observation	5%									\$ 255,428.00
	Additional Services	5%									\$ 255,428.00
	Estimated Total Project Cost										\$ 6,385,709.00
The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Merrick & Company has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices or bidding strategies. Merrick & Company cannot and does not warrant or guarantee that bids or actual construction costs will not vary from the costs presented herein.											

PROJECT : Lewiston Palisades & Southport Zone Study

JOB # : 181.0250

LOCATION : Lewiston, Idaho

ELEMENT : Booster Station Pump Replacement



LOCATION FACTOR: 1

DATE : 5/15/2024

BY : ZC

REVIEWED BY: _____

SPEC. NO.	DESCRIPTION	QUAN	UNIT	MATERIAL	LABOR	SUB	EQUIP	OTHER	UNIT COST	SUBTOTAL	TOTAL
DIV. 11000	EQUIPMENT										
	Remove & Referbuish Existing Pump & Reinstall	1	LS	\$ -	\$ 23,086.33	\$ -	\$ 61,563.54	\$ -	\$ 84,649.87	\$ 84,649.87	
	TOTAL, DIVISION 11000										\$ 84,649.87
DIV. 16000	ELECTRICAL										
	Electrical Upgrades	1	LS	\$ -	\$ -	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00	
	TOTAL, DIVISION 16000										\$ 25,000.00
	Subtotal Unit Cost										\$ 110,000.00
	Mobilization and Demobilization	7.5%								\$ 8,250.00	
	Bonding, Permits and Licenses	2.5%								\$ 2,956.00	
	Contingency	25%								\$ 30,302.00	
	Estimated Construction Subtotal									\$ 151,508.00	
	Total Engineering									\$ 37,876.00	
	Basic Services	15%								\$ 22,726.00	
	Construction Observation	5%								\$ 7,575.00	
	Additional Services	5%								\$ 7,575.00	
	Estimated Total Project Cost									\$ 189,384.00	

The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Merrick & Company has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices or bidding strategies. Merrick & Company cannot and does not warrant or guarantee that bids or actual construction costs will not vary from the costs presented herein.

MAY 2025

Palisades and Southport Study

Addendum to 2019 Water System Facility Plan

Prepared for
City of Lewiston

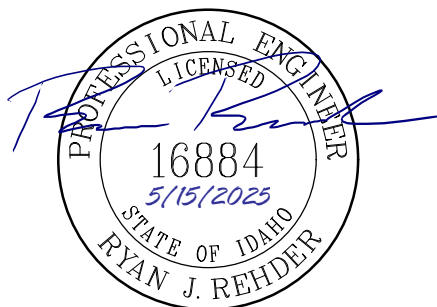
Prepared by
Merrick & Company

.....
504 Main St ▪ Suite 310
Lewiston, ID 83501
(208) 780-3990 ▪ idaho@merrick.com
www.merrick.com

181.0250

PALISADES AND SOUTHPORT STUDY

May 2025



Prepared on Behalf of
City of Lewiston
215 D St., Ste B
Lewiston, ID 83501
(208) 746-1316

Prepared by
Merrick & Company
504 Main St, Ste 310
Lewiston, ID 83501
(208) 780-3990

Original signed by Ryan J. Rehder
DATE ORIGINAL SIGNED: 05/16/2025
ORIGINAL DOCUMENT ON FILE AT
MERRICK & COMPANY
5970 GREENWOOD PLAZA BLVD
GREENWOOD VILLAGE, CO 80111

ACRONYMS AND ABBREVIATIONS

2019 Plan	2019 Water System Facility Plan
ANSI	American National Standards Institute
AOR	acceptable operating range
Ave	Avenue
AWWA	American Water Works Association
BEP	best efficiency point
BS	Booster Station
City	City of Lewiston
Cl	cast iron
CUPSS	Check Up Program for Small Systems
Dr	Drive
EPA	Environmental Protection Agency
FF	fire flow
ft	foot or feet
GIS	graphic information system
gpm	gallons per minute
HGL	hydraulic grade line
HI	Hydraulic Institute
IDAPA	Idaho Administrative Procedures Act
MDD	maximum day demand
MG	Million Gallon
msl	above mean sea level
PHD	peak hour demand
POR	preferable operating range
PRV	pressure-reducing valve
psi	pounds per square inch
PZ	pressure zone
SCADA	supervisory control and data acquisition
SHPZ	South High Pressure Zone
St	Street
SW Reservoir	Southwest Reservoir
VFD	variable frequency drive

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SECTION 1 INTRODUCTION

1.1 Purpose and Need

The City of Lewiston (City) completed a Water System Facility Plan in 2019 (2019 Plan). That study provided a systemwide review of the City's water system to include technical, managerial, and financial analyses and recommendations for improvement. In 2021, the City commissioned a study to provide a more in-depth analysis of the water system in the historic downtown corridor and the anticipated growth area east of the existing City limits. Like the 2021 report, this study is intended to highlight three study areas in and adjacent to the "West Zone" as identified in the 2019 Plan. It is intended to supplement and augment the 2019 Plan by providing updated planning projections and recommendations for the various study areas. These study areas and objectives were identified by the City as warranting additional analysis.

1.2 Report Organization and Objectives

This report focuses on three study areas, Southport, South High/Southwest, and Country Club Palisades, each with their own objectives. It is organized primarily as three separate report sections with background information, documented analyses, and recommendations for each.

1.2.1 Southport Zone Study Area

The Southport Zone study area consists primarily of commercial industrial uses and, of the three study areas, represents the highest potential for significant water usage growth. Accordingly, the study objectives for the Southport Zone study are:

- Evaluate growth potential and forecast water demands
- Recommend water facility modifications
- Develop water supply redundancy and reliability alternatives

1.2.2 South High/Southwest Study Area

As detailed in the 2019 Plan, pressure zone (PZ) operations near the boundary of the "High System" and the "West System" are complicated. There are several PZs and interconnections between the PZs that are only recently well-understood. The objectives for this study area are to further refine and document the following:

- Develop a backbone water system map
- Evaluate and prepare a water system operations description
- Document water system interzonal operations

1.2.3 Country Club/Palisades Study Area

The dedicated supply piping causes the Country Club Zone, along with the North and South Palisades Zones, to be mostly isolated from adjacent zones. It is important that these zones be evaluated for flow capacity and reliability because of their remote nature and the general lack of supply piping redundancy. This report section generally provides an analysis in support of the following objectives:

- Model operational configurations to inform appropriate responses to high demand fire flow events
- Develop a strategy to rehabilitate corrosion damage in the distribution system

1.3 Project Funding

Funding for this water facility planning was provided by an Idaho Department of Environmental Quality (IDEQ) State Revolving Fund Planning Grant and City capital reserves.

1.4 Coordination with 2019 Water System Facility Plan

1.4.1 System Conditions Overview

Pressure Zone Overview

The City's water system is subdivided into 17 different PZs that each serve a geographic area based primarily on topographic elevation. Each zone is served directly by sources of supply or gravity storage or indirectly via pressure-reducing valves (PRVs) from adjacent PZs. The service levels can be grouped into three generalized subsystems, the Low System, High System, and the West System. The subsystems were identified in the 2019 Plan and can be seen in **Figure 1-1**. This report primarily focuses on the West System (and its interconnectivity with the High System) as delineated in **Figure 1-1**. An excerpt of the geographic PZ map provided in the 2019 Plan, showing the study areas for this report, is included as **Figure 1-2**.

System-wide Supply & Demand

Table 6-3 in the 2019 Plan indicates that the systemwide water supply, and supply by subsystem, is sufficient to meet the forecasted needs of the City. Since the writing of that report, the conventional surface water treatment plant has been replaced with a membrane treatment plant, and a new groundwater well (Well 7; as depicted on **Figure 1-1**) was constructed and placed online in 2023. The well directly supplies the South High Reservoir and South High Pressure Zone (SHPZ) in the west system.

1.4.2 Environmental Conditions

The environmental conditions, as documented in the 2019 Plan, have not changed, and still apply to this planning study.

1.4.3 Regulatory Requirements

The regulatory requirements for water systems have not changed significantly since the writing of the 2019 Plan. The regulatory requirements included therein still apply and are incorporated by reference.

1.4.4 Rates & Charges

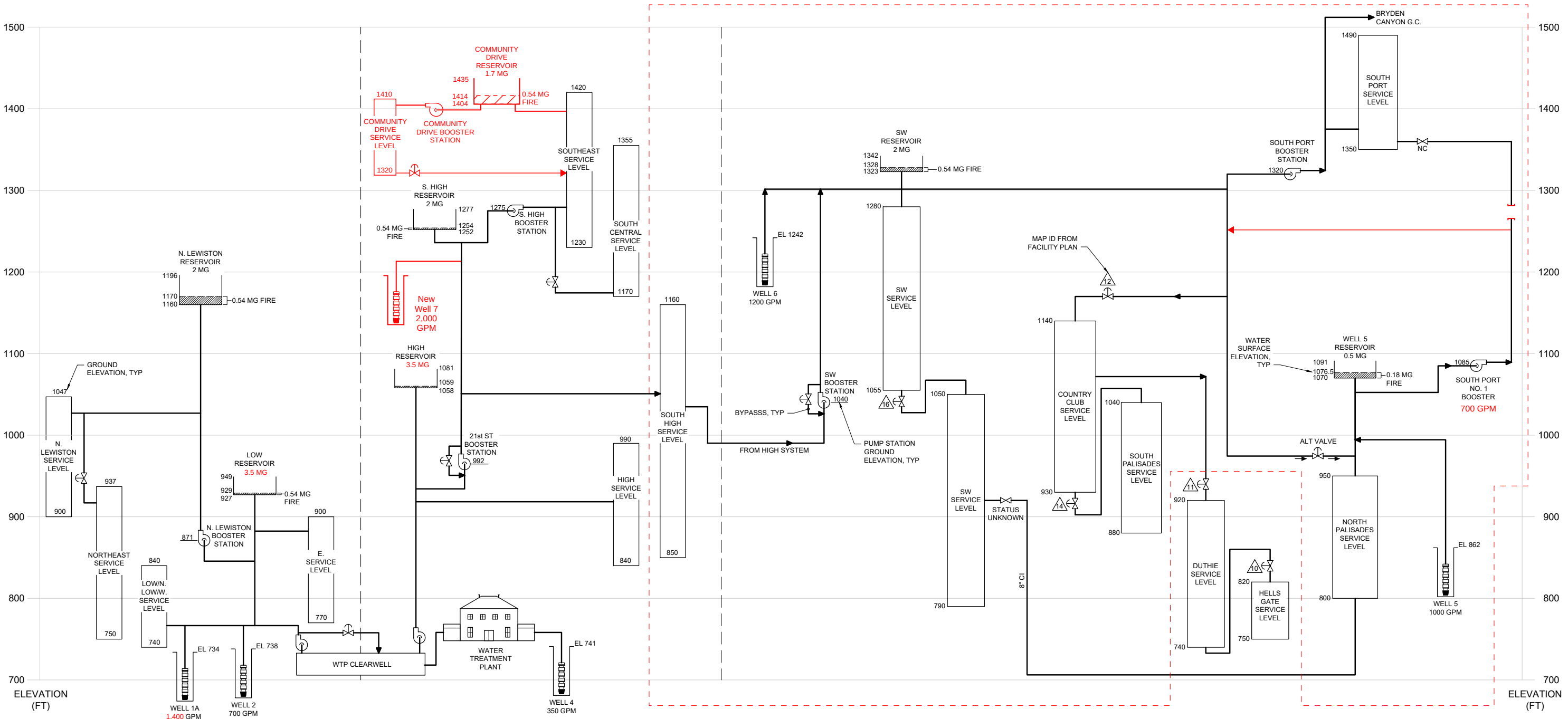
Shortly after the 2019 Plan was published, the City retained FCS Group to complete a rate study for the water utility. The original rate study identified the revenue requirement and the rate structure to meet the operational and reserve requirements of the utility and complete several large capital projects as identified in the 2019 Plan. The City plans to update the rate study findings and recommendations to incorporate ongoing rate-funded capital projects, including the recommended improvements identified in this report.

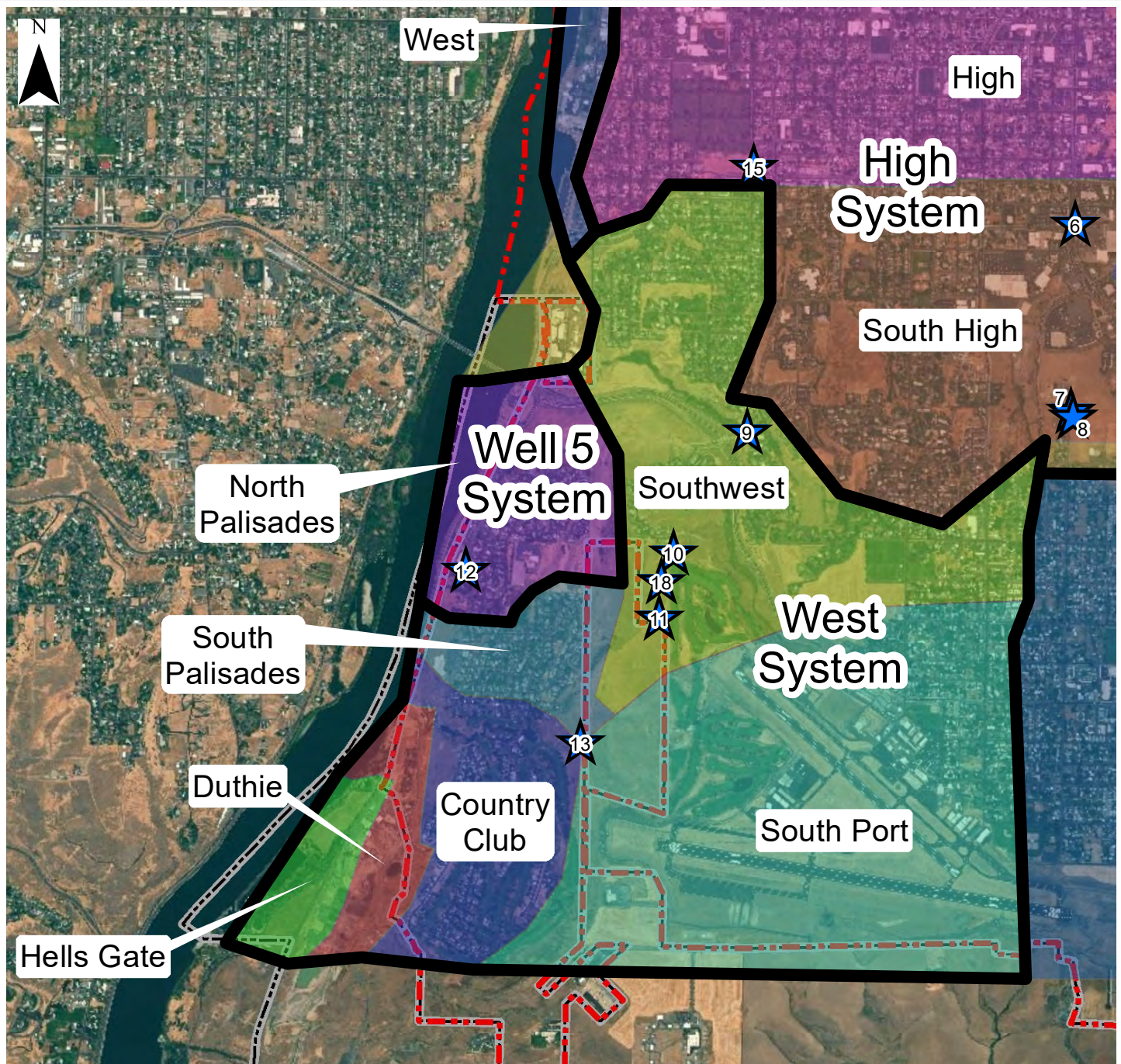
LOW SYSTEM

HIGH SYSTEM

WEST SYSTEM
(INCLUDES WELL 5 SYSTEM)

2024 Planning Study - Study Areas





Excerpted from 2019 Water Facility Plan

- | | |
|----------------------------------|----------------------------------|
| ★ 6, 21st Street Booster Station | ★ 13, Well 5 Reservoir |
| ★ 7, South High Booster Station | ★ 15, Well 3 |
| ★ 8, South High Reservoir | ★ 18, South Port Booster Station |
| ★ 9, Southwest Booster Station | |
| ★ 10, Well 6 | |
| ★ 11, Southwest Reservoir | |
| ★ 12, Well 5 | |

ENGINEERING AND ENVIRONMENTAL SOLUTIONS 504 MAIN ST. SUITE 310 LEWISTON, IDAHO 83501 208.780.3990 MERRICK IDAHO OFFICES BOISE - LEWISTON - MCCALL	Study Area Pressure Zone Map	PROJECT NO.: 185.0250
	City of Lewiston, Idaho	SHEET NO.: FIGURE 1-2

SECTION 2 SOUTHPORT ZONE STUDY AREA

2.1 Overview & Objectives

This section provides a detailed overview of the City's water system Southport Zone. The purpose is to supplement the information provided in the 2019 Plan. Updated Southport growth projections are provided alongside updated forecasts for the area's water demand. An evaluation of Southport's water supply redundancy and recommendations for reliability alternatives are also provided, with updated recommendations for Southport's facilities.

2.1.1 Study Area

The study area is depicted in **Figure 2-1**. The active key facilities within the planning area consist of:

- Southwest Reservoir (SW Reservoir)
- Southwest Reservoir Small Booster Station
- Southport Booster Station (BS)
- Transmission & Distribution Mains

Southport also contains two non-active facilities: the Southport Reservoir and the Southport Booster Station No. 2. These facilities were isolated from the system in 2011 and are no longer in service.

2.2 Coordination with 2019 Water System Facility Plan

The 2019 Plan discusses the key facilities for the Southport Area utilizing various data resources including the City's graphic information system (GIS) and supervisory control and data acquisition (SCADA) data. Key details from the 2019 Plan pertaining to the Southwest Reservoir, Southport Booster Station, and Southport's transmission and distribution mains are summarized in the following subsections.

2.2.1 Southwest Reservoir

The SW Reservoir is a part of the City's West System. This reservoir is a 2-Million Gallon (MG) buried concrete facility that was constructed in 1979. It is supplied by Well 6 and the Southwest Booster Station. (combined firm capacity of 3,400 gallons per minute (gpm)). Based on that supply capacity and the demands published in the 2019 Plan for the West System, **Table 2-1** summarizes the individual storage value components for the SW Reservoir. Updated 20-year demand projections affecting reservoir sizing can be found in **Section 2.2.4**.

Table 2-1: Southwest Reservoir Components of Storage

Storage Type	Depth (ft)	Volume (MG)
Total	18.50	2.00
Operational	2.00	0.216
Equalization	4.89	0.529
Fire Suppression	5.00	0.540
Standby Storage	-	-
Dead Storage	-	-
Surplus (Deficit)	6.61	0.715



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Southport - Study Area

City of Lewiston, Idaho

PROJECT NO.:
181.0250

FIGURE NO.:
FIGURE 2-1

2.2.2 Southport Booster Station

The Southport BS was constructed in 2011 and supplies water to a “closed-loop” service area, the Southport Zone. This includes the Lewiston-Nez Perce County Airport, Bryden Canyon Golf Course, a few residences, and several industrial facilities south of the airport. The booster station consists of two Goulds in-line multistage centrifugal pumps and five Goulds canned, vertical turbine pumps, all equipped with variable frequency Drives (VFDs). The City’s SCADA system monitors and records various station data, such as the discharge pressure and flow rate. Standby power is provided by a diesel-powered generator located adjacent to the building. At the time of the 2019 Plan, Southport’s peak hour demand and fire flow requirements were 578 gpm and 3,000 gpm, respectively, excluding golf course irrigation. The station’s rated firm capacity is 5,400 gpm, providing substantial reserve capacity. **Photo 2-1** depicts the interior of the Southport BS.



Photo 2-1: Southport Booster Station Interior

2.2.3 Transmission & Distribution Mains

Transmission mains for the City’s water system are defined in the 2019 Plan as mains greater than 12 inches in diameter. Distribution mains are identified as mains 12-inches in diameter or less. Utilizing the data from the 2019 Plan and the City’s geographic information system (GIS), there is approximately 74,000 ft of transmission mains throughout the City. Of the 74,000 ft, approximately 17,800 ft (3.4 miles) of that exists within the Southport area as 16-inch pipelines. There are approximately 618,000 ft (117 miles) of distribution mains throughout the City, of which, approximately 40,000 ft (7.7 miles) are within the Southport Zone. A summary of the transmission and distribution mains present in the Southport Zone by pipe size and material is provided in **Table 2-2**. **Figure 2-2** and **Figure 2-3** depict the water mains by pipe diameter and pipe material, respectively.

Table 2-2: Southport Zone - Water Mains By Pipe Diameter & Pipe Material (miles)

Pipe Diameter	Cast Iron	Ductile Iron	PVC C900	PVC CL160	Unknown	Total Miles
Less than 4"	-	-	-	-	0.76	0.76
4"	0.07	-	0.60	-	-	0.67
6"	-	0.20	0.06	-	0.01	0.27
8"	-	0.03	0.82	0.41	0.15	1.40
10"	-	0.15	0.28	-	-	0.43
12"	-	2.41	0.35	-	0.33	3.09
16"	-	0.93	1.02	-	1.44	3.39
Unknown	-	0.76	-	-	0.34	1.10
Total Miles	0.07	4.46	3.34	0.41	2.81	11.09
Percent Area Total	0.63%	40.3%	30.1%	3.68%	25.3%	100%
Percent Citywide Total	0.05%	3.42%	2.56%	0.31%	2.15%	8.50%

Leak History

The 2019 Plan presented a total system leak history from 1998 to 2017 and included a breakdown of water main breaks or leaks by service level. The Southport service level has experienced 34 breaks or leaks over its combined total length of 11.1 miles over that time period resulting in a standardized failure rate of 21.8 breaks per 100 miles per year. This is well over the American Water Works Association (AWWA) average of 13. This supplemental study uses the leak history data to further evaluate Southport's water main reliability in **Section 2.4**.



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Southport - Water Mains By Pipe Diameter

City of Lewiston, Idaho

PROJECT NO.:
181.0250

FIGURE NO.:
FIGURE 2-2



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208.780.3990



IDAHO OFFICES
BOISE - LEWISTON - MCCALL

Southport - Water Mains By Pipe Material

City of Lewiston, Idaho

PROJECT NO.:
181.0250

FIGURE NO.:
FIGURE 2-3

2.2.4 Southport Zone Supply vs. Demand

A summary of the West System supply and demand, as provided in the 2019 Plan, is included in the following sections.

Existing Water Supply

The Southport Zone is a closed loop system supplied by the Southport BS that resides within the City's West System. The West System is principally supplied by the Southwest BS and Well 6. **Table 2-3** summarizes the West System's water source of supply firm capacities (2019 Plan).

Table 2-3: West System Source of Supply (2019 Plan)

	Rated Capacity (gpm)	Operational Capacity (gpm)	Firm Capacity (gpm)
Southwest BS	2,000	1,800	3,400
Well 6	1,600	1,600	

2019 Facility Plan Water Usage & Customer Base

In the 2019 Plan, a 0.5-percent growth rate was applied to all service levels. Additionally, the industrial area south of the airport was anticipated to see moderate growth over the next 20-years. The 2019 Plan utilized a 20-gpm demand increase placeholder for the Southport Zone. **Table 2-4** summarizes the anticipated demands, as provided in the 2019 Plan, for the West/Well 5 System.

Table 2-4: West/Well 5 System Future Demand Projections (from 2019 Plan)

Service Level	2019 Existing MDD (gpm)	Known Growth 2019 to Present (gpm)	0-5 years (gpm)	5-10 years (gpm)	10-20 years (gpm)
Country Club	194	0	199	204	214
Duthie	4	0	4	4	4
Hells Gate	5	0	5	5	6
North Palisades	576	0	591	605	636
South Palisades	288	0	295	303	318
Southport	578	20	613	629	661
Southwest	563	0	577	592	622
West/Well 5 System Totals	2,210	20	2,290	2,350	2,470

2.3 Updated Customer Demand Projections

Sources of information utilized to estimate future demand include personal discussions with City officials, City operations staff, LC Valley Chamber of Commerce, and a few of the current industrial manufacturers south of the airport. Data was also collected from the 2016 Lewiston-Nez Perce County Airport Master Plan (Lewiston-Nez Perce County regional Airport Authority, 2015), the 2018 Nez Perce County Comprehensive Plan (Nez Perce County, n.d.), and the 2020 Lewis-Clark Long Range Transportation Plan (Lewis-Clark Valley Metropolitan Planning Organization, 2020).

2.3.1 Future Growth Potential (20-yr)

Southport's development remains primarily focused on the commercial/industrial sector. Since this type of growth does not follow semi-consistent rates similar to residential areas, demand increases were assigned based on information gathered in the communications and documents referenced

above. For each demand increase assignment, analysis of existing meter data for similar type facilities and growth potential research was conducted. These values are summarized in **Table 2-5**. It is important to note that these increases are placeholders and should be updated as growth occurs.

Table 2-5: Southport Zone - Estimated Growth

Entity	Demand Increase Forecast	
	MDD (gpm)	PHD (gpm)
Vista Outdoor Consolidation & Expansion	20	40
Lewiston-Nez Perce County Regional Airport	122	270
Seekins Expansion	20	40
Metal Plating Facility	20	100
Lewis Clark Animal Shelter	2	40
Total	184	490

Vista Outdoor Consolidation & Expansion

The Vista Outdoor Consolidation & Expansion accounts for Vista Outdoors's Southport facility absorbing the smaller of Vista's two Lewiston facilities located along Snake River Ave. It also accounts for potential Southport facility expansions Vista Outdoor may implement over the planning period. Vista's growth projection was estimated based on personal communication with Vista managerial staff.

Lewiston-Nez Perce County Regional Airport

Per the 2016 Lewiston-Nez Perce County Airport Master Plan, the airport is anticipated to undergo a series of aeronautical and non-aeronautical developments. The aeronautical developments include the construction of new hangars, air tanker facilities, air cargo facilities, and facilities to accommodate future aeronautical businesses such as jet centers or flight training facilities. These developments also include an expansion of approximately 9,500 sq ft to the existing passenger terminal building. Aside from the passenger terminal building, these developments are anticipated to occur south of the airport's main runway.

Non-aeronautical developments are anticipated to occur on approximately 16 acres of land in the southwest corner of the airport property. These developments can be, but are not limited to, hotels, corporate office parks, retail centers, or industrial complexes. It is unknown exactly what this development may consist of; therefore, for planning purposes, the demand forecast estimate for non-aeronautical development is based on the construction of two 120-room hotels and a corporate office building. A 120-room hotel was chosen because the City recently received a submittal indicating a 55-gpm demand increase for a new 120-room hotel in another part of the City. Small hotels, such as these, typically use 3-5 acres of land, and with 16 acres of land available for development, it is reasonable to assume that within the 20-year planning horizon, two 120-room hotels and a corporate office building may be constructed.

Seekins Precision

Seekins Precision owns an approximately 18-acre parcel adjacent to their existing facility. It is possible that development on this parcel could consist of a Seekins manufacturing facility expansion, new industrial/manufacturing facilities, or new commercial facilities. Demand growth projections for the developable areas currently owned by Seekins Precision are based on personal communications with Seekins' managerial staff.

Metal Plating Facility

A new metal plating facility may be constructed in the Southport area based on personal communications with the potential developer. Metal plating industry typically uses large amounts of water so robust water usage projections are estimated based on personal conversations with other existing metal plating facilities in the region.

Lewis-Clark Animal Shelter

The Lewis Clark Animal Shelter is actively constructing a new facility on Airpointe Pl. This facility will contain new surgical suites, patient rooms, indoor and outdoor kennels, an outdoor play area, and utility facilities (laundry, break room, bathrooms, animal grooming stations). The shelter's daily water usage is expected to be low, but it is anticipated that maintenance events such as kennel cleaning will place peak usage well above daily averages. A single one-inch, frost-free yard hydrant can flow up to 40 gpm at 60 psi inlet pressure so that value is used as an estimate for peak hour demand.

2.3.2 Current & Future Demands

Southport BS discharge data for 2021 and 2022 was evaluated to help define current Southport Zone demands. The 2021 data is particularly valuable because 2021 saw above average temperatures and below average precipitation resulting in a conservative approximation for water usage. The current (2024) estimated demands of the Southport area are defined as the following:

- Minimum Hour – The 2021-2022 minimum 1-hour rolling average of the 1-minute instantaneous flow rate
- Base Demand – The average 1-minute instantaneous flow rate over the 2021-2022 non-irrigation seasons (Nov-Feb)
- Annual Average Day – The average 1-minute instantaneous flow rate over 2021-2022
- Maximum Month Average Day – The 2021-2022 maximum monthly average of the 1-minute instantaneous flow rate
- Maximum Day – The 2021-2022 maximum daily rolling average of the 1-minute instantaneous flow rate
- Peak Hour – The 2021-2022 maximum 1-hour rolling average of the 1-minute instantaneous flow rate
- Fire Flow – 3,000 gpm as defined in the 2019 Plan

2044 Maximum Day and Peak Hour demands were calculated by adding the growth projections from **Table 2-5** to the 2024 values for each. 2044 Minimum Hour, Base, Annual Average, and Maximum Month Average Day demands were determined using Maximum Day peaking factors calculated from the 2024 demands. Current and projected 2044 Southport Zone demands are summarized in **Table 2-6**.

Table 2-6: Southport Current & Future Demands

Flow Scenario	2024 Current Demand (gpm)	2044 Projected Demand (gpm)
Minimum Hour	20	25
Base Demand	42	53
Annual Average Day	150	190
Maximum Month Average Day	410	520
Maximum Day	700	885
Peak Hour	1,780	2,270
Fire Flow	3,000	3,000
Max Day + Fire Flow	3,700	3,885

2.4 Key Facilities

This section provides an overview of each key facility along with their current operating conditions, limitations (if any), and recommendations for improvement. Operating data for these facilities was provided by the City's GIS, SCADA, and the 2019 Plan. Additional resources, technical memorandums, and pre-design reports were used, as noted, for further evaluation of the Southport BS. Additional information was also gathered through discussions with the City and its system operators to better define facility operations and efficiencies.

2.4.1 Southwest Reservoir

The Southwest Reservoir provides storage volume for the Southport Zone along with surface impoundments supplying golf course irrigation.

Limitations

None

Recommendations

The SW Reservoir is adequately sized and in good condition. It is recommended to maintain regular cleaning, inspections, and preventative maintenance.

2.4.2 Southport Booster Station

Planning for the Southport BS was initialized by CH2M Hill in 2008 (CH2M Hill, 2010). Technical memorandums from CH2M Hill (CH2M Hill, 2010) and pre-design reports written by Keller Associates (Keller Associates, 2009) identified and documented design criteria used for station design. Design was completed by Keller Associates in 2009 and construction was completed in 2011.

2011 Design Conditions

The station was designed to serve a closed loop service area that included the Lewiston-Nez Perce County Airport, Bryden Canyon Golf Course, and the existing industrial facilities south of the airport. The design included water supply to a proposed 20-acre commercial/light industrial development at the intersection of Southport Ave and 6th St, and a proposed 376-home residential development near 10th St and Richardson Ave. These developments were in early planning stages in 2009. When booster station construction was completed in 2011, these developments were not yet under

construction and plans for both were subsequently abandoned. **Figure 2-4** presents the 2008-2009 proposed developments used to aid in the Southport BS planning and design.

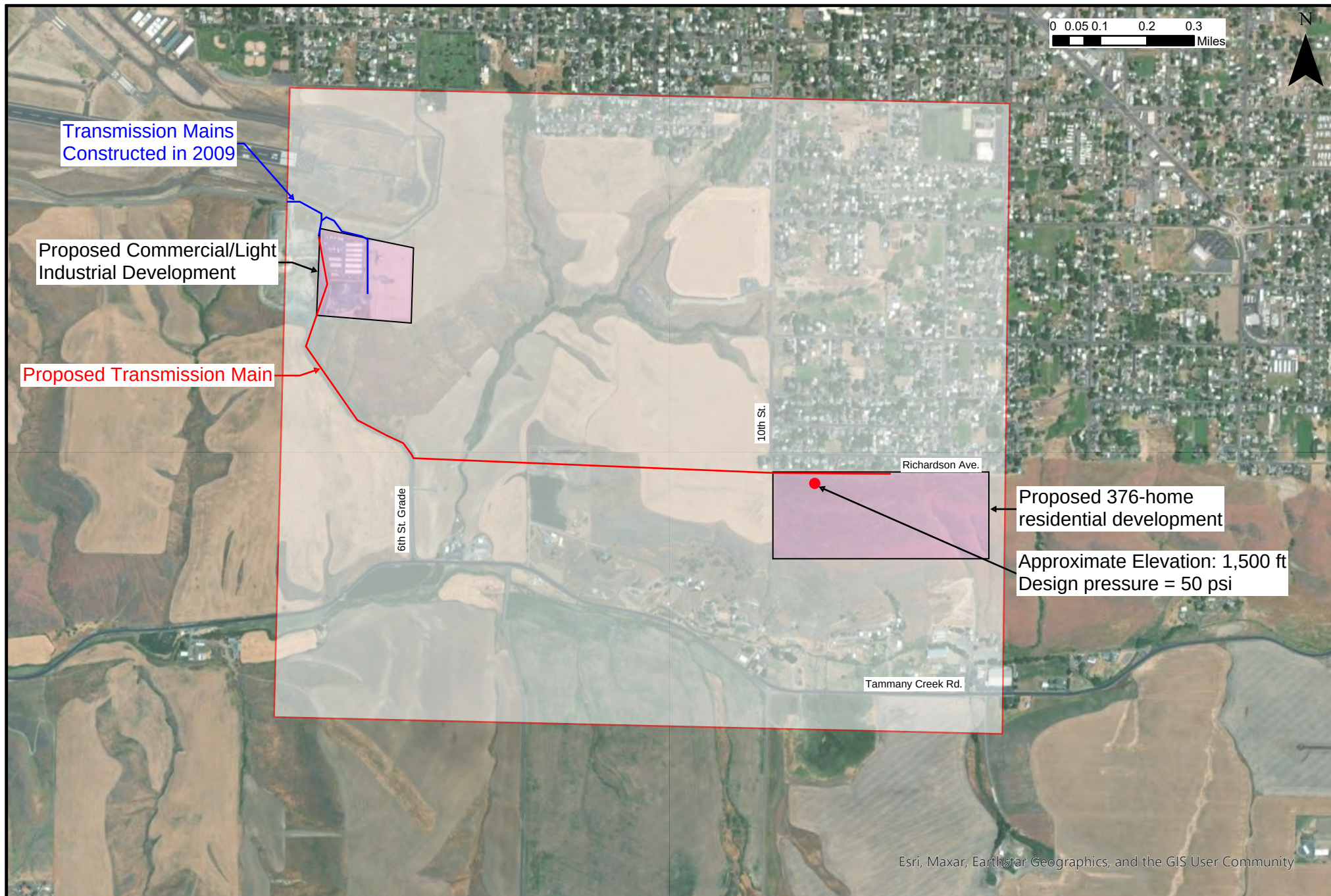
The station was constructed at an approximate elevation of 1,320 ft msl and intended to provide a static pressure of 50 pounds per square inch (psi) at the top of the service level in the proposed residential development (near 10th St and Richardson Ave) at an elevation of 1,500 ft msl. The Pre-Design Report defined the year 2030 peak hour and maximum day demands (not including golf course irrigation) as 836 gpm and 553 gpm, respectively. A static pressure of 50 psi at 1,500 ft establishes a static pumping discharge head of 295 ft (128 psi) at the booster station, resulting in an equivalent hydraulic grade line of 1,615 ft.

The station includes seven booster pumps, suction and discharge piping, a discharge flow meter, and other various instrumentation and supporting equipment. Pumps 1, 2, and 3 were designed to 320 ft of static head to achieve an equivalent grade line of 1,640 ft at the booster station. The designed discharge pressure for Pumps 1, 2, and 3 is approximately 140 psi. These pumps were originally sized to meet zone-wide domestic demands. Pumps 4 through 7 were intended to provide fire flow and meet irrigation demands and were selected based on a target head static of 477 ft resulting in an equivalent hydraulic grade line of approximately 1,800 ft msl. This resulted in Pumps 4 through 7 having a design discharge pressure of approximately 205 psi.

A summary of the pumps, as designed and constructed, is included in **Table 2-7**. To-date, all of the pumps are original to the 2011 construction. The station firm capacity (capacity with largest pump out of service) is 5,400 gpm.

Table 2-7: Southport Booster Station - Pump Data

Pump ID	Make	Model No.	No. of Stages	Rated Flow (gpm)	Rated Total Dynamic Head (TDH; ft)	Rated Power (hp)	Rated Speed (RPM)	Best Efficiency Point (%)	Motor Frame
1	Goulds	1-22SV	9	50	320	7.5	3,500	69.6	184TC
2		1-22SV	7	100	320	15	3,500	71.9	254TC
3		9WALC	9	200	320	25	1,800	92.4	284TPA
4		11CLC	10	800	477	125	1,800	95.4	405TP
5		14RJLC	7	1,500	477	250	1,800	95.8	H445TPA
6		14RHHC	6	2,750	477	450	1,800	96.2	449TP
7		14RHHC	6	2,750	477	450	1,800	96.2	449TP



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2008-2009 Proposed Southport Developments

City of Lewiston, Idaho

PROJECT NO.:
181.0250

FIGURE NO.:
FIGURE 2-4

2024 Operating Conditions

City staff have indicated that Pump 4 is currently operated as the primary pump meeting all non-irrigation season demands. Irrigation occurs between the months of March and October and is typically met with a combination of Pumps 4 and 5.

The difference between the design operating conditions and how the station is currently operated provides an explanation as to why Pumps 1 through 3, are not being used. The proposed 376-home residential development drove the station's design by defining Southport's design hydraulic grade line. However, following construction of the station, the residential development concept was abandoned. Subsequently, the station setpoints were adjusted upward based on the needs of the industrial customers south of the airport. Instead of a design booster station discharge pressure of 128 psi (residential), the station is operated to achieve 150 psi discharge pressure (industrial).

At 150 psi discharge pressure, a static pressure of approximately 90 psi is observed at the highest elevation location in the service area, approximately 1,480 ft (near Vista Outdoor facility). Pumps 1 through 3 were designed to meet a discharge pressure of only 128 psi. Thus, their ability to contribute flow to the system is diminished under the station's current 150 psi set pressure. Accordingly, the City has taken Pumps 1 through 3 offline. Pumps 1 through 3 are not currently used; thus, under current conditions the present-day firm capacity of the station is 5,050 gpm.

It is also important to note that Pump Nos. 4 through 7 were designed for a static discharge pressure of approximately 206 psi. The large difference in design head between the two groups of pumps (1-3, 4-7) is the primary reason the City staff reported pressure transients in years past during pump transitions when the smaller pumps were still in service.

Moreover, current operating conditions increase the amount of stress placed on Pump 4, reducing its expected useful life. Under current conditions, Pump 4 is operated consistently outside of its preferable operating range (POR) and acceptable operating range (AOR). The American National Standards Institute and the Hydraulic Institute (ANSI, HI) 9.3.6 define the POR for rotodynamic pumps between 70% and 120% of the best efficiency point (BEP). Per the pump's manufacturer, the AOR is between 50% and 120% of the BEP. The pump curve for Pump 4 is provided in **Figure 2-5** with the current operating conditions, the POR, and the AOR shown.

Limitations

Under current operating conditions (approximately 150-psi discharge pressure), none of the existing pumps are ideally sized. The small pumps (1-3) are generally undersized, and the larger pumps (4-7) are oversized. At 150-psi discharge pressure, Pumps 1-3 are too small to supply their design flow rates, and Pumps 4-7 are too large such that they must be operated at less than full speed and are likely to experience premature pump wear and shorter useful lives.

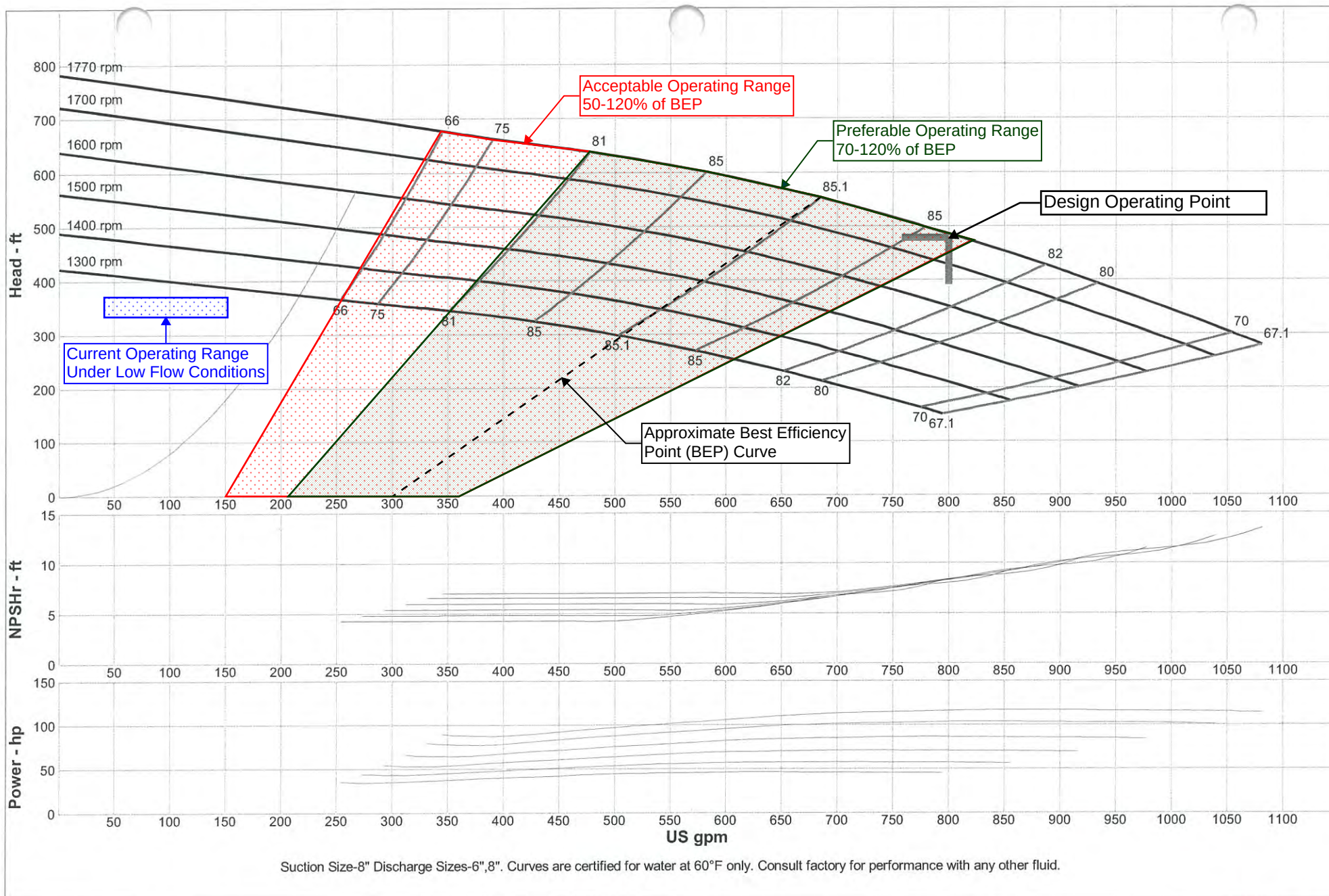
Recommendations

Construction submittal manufacturer's performance curves for Pumps 1 and 2 could not be located. However, factory curves for those pump models indicate that it is possible that they could be used to meet nearly all non-irrigation season demands. Therefore, it is recommended to perform test pumping on Pumps 1 and 2 to confirm their performance ratings. If suitably matched to their standard performance curves, their operating setpoints should be adjusted to target 150-psi discharge pressure. Under those conditions, Pump 1 should be capable of producing approximately 60 gpm and Pump 2 should produce approximately 125 gpm. These pumps could then be operated during low to moderate demand conditions (20-150 gpm).

In addition to reconfiguring Pumps 1 and 2, it is also recommended that Pump 3 be replaced with a new pump that more closely matches the rated head of Pumps 4 through 7 (477 ft). It may be possible to add bowls (stages) to Pump 3 to achieve the same result. This could provide better coverage for intermediate and high flows during the non-irrigation season. This will also facilitate a smoother transition to Pump 4 during high-flow scenarios. **Table 2-8** summarizes approximate operating flow ranges of the Southport BS with Pumps 1 and 2 online and Pump 3 resized.

Table 2-8: Upgraded Southport BS - Pump Operating Ranges at 150-psi

Operating Flow Range (gpm)	Pump No.
0-60	1
60-125	2
60-260	3
250-680	4
560-1,780	5
1,050-3,350 (each)	6 & 7



Company: C.H. Spencer & Company
Name: Lewiston Southwest Booster Pump Station
4/29/2011

Turbine 60 Hz
Catalog: Goulds Lineshaft 60HZ, Vers 3.35
Lineshaft - 1800

Size: 11CLC 10 stage
Speed: 1300 - 1770 rpm
Dia: 7.9375 in
Curve: E3142-2



Figure 2-5: Pump No. 4 Operations Curve

2.4.3 Southwest Reservoir Small Booster Station

The Southwest Reservoir Small Booster Station draws water directly from the SW Reservoir to fill the lower irrigation pond at the Bryden Canyon Golf Course. The lower irrigation pond is located east of the SW Reservoir at approximately 1,340 ft msl. It is only filled during the irrigation season, March-October, with the highest demands occurring in June, July, and August. The station uses a 400-gpm vertical in-line Patterson pump. The station is fully integrated to the City's SCADA system and contains a 6-inch flowmeter that records the flow volume to the lower pond. **Photo 2-2** depicts the interior of the SW Small Booster Station.



Photo 2-2: SW Small Booster Station Interior

Limitations

None

Recommendations

The Southwest Small Booster Station is in good condition and no specific improvements are recommended at this time.

2.4.4 Transmission & Distribution Mains

Limitations

Single Point of Failure

The configuration of Southport's water mains poses a risk to the reliability of this system. The primary risk is failure of the 12-inch main that crosses under the airport's primary commercial runway. This pipeline provides the only current connection between the Southport BS and the service area south of the airport. Many of the industrial facilities in that area rely on a constant water supply to maintain facility safety standards and avoid shutdowns. Also south of the runway are a few residences, a juvenile correction facility, and various commercial facilities that should have a constant supply of water. If the 12-inch main under the runway experienced a major failure, it would cause significant disruption to businesses and residents served by the Southport Zone water system and could potentially cause delays or shutdowns of airport operations.

Hydraulic Limitations

In addition to the reliability concerns discussed above, the transmission main that crosses the airport runway hydraulically limits flow to the area south of the airport. A hydraulic grade line (HGL) is presented in **Figure 2-6** and HGL key map in **Figure 2-7**. These are provided to graphically illustrate the hydraulic limitations experienced in this zone. The HGL is calculated at 3,885 gpm which represents the year 2044 projected maximum day demand (MDD) plus fire flow (FF).

Per the Idaho Administrative Procedures Act (IDAPA) 58.01.08 Section 552 *Operating Criteria for Public Water Systems*, all public water systems must maintain a minimum pressure of 20-psi throughout the system while serving MDD + FF. As illustrated in **Figure 2-6**, at the current operating setpoint pressure of 150 psi, a minimum pressure of 20 psi cannot be maintained throughout the area.

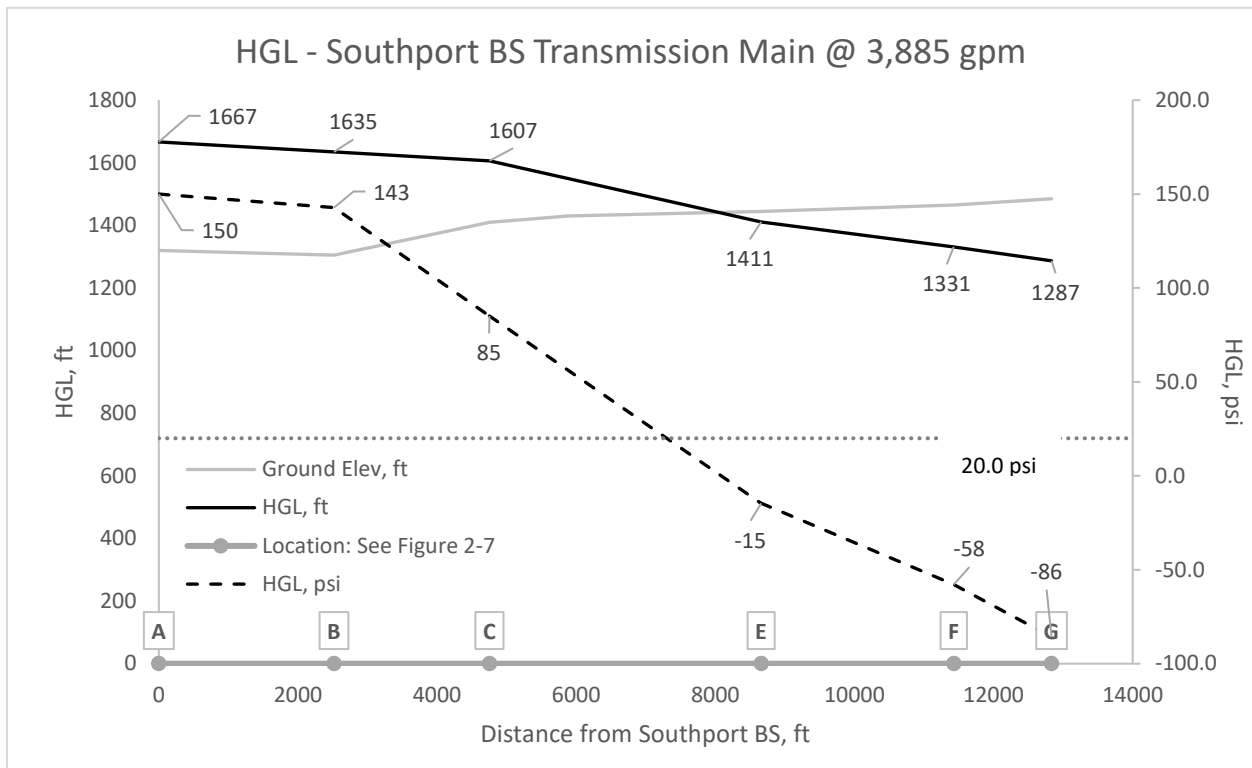
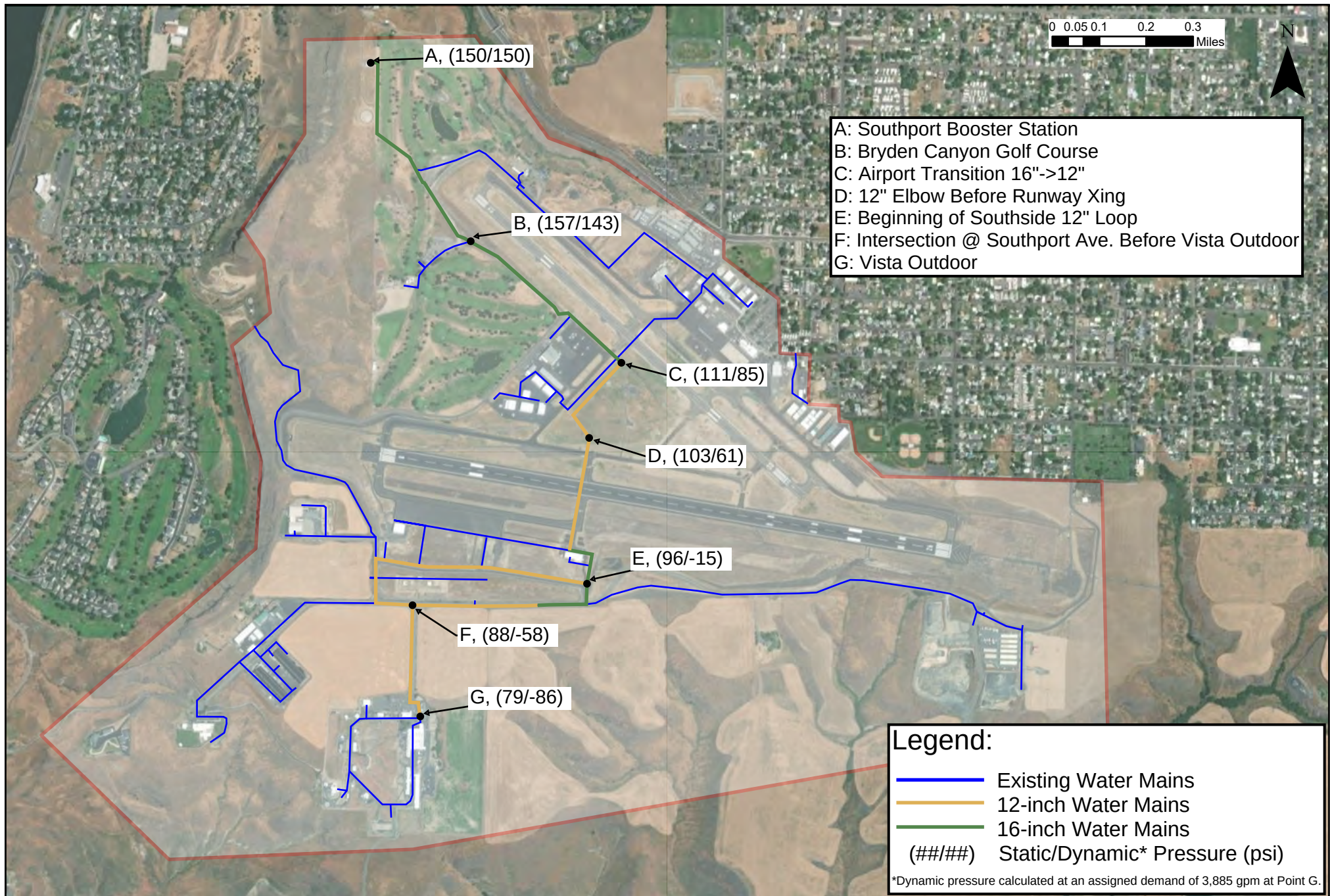


Figure 2-6: HGL Southport Transmission Main HGL @ 3,885 gpm, 150 psi BS Discharge Pressure



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Southport Zone HGL Key Map

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PROJECT NO.:
181.0250

FIGURE NO.:
FIGURE 2-7

Recommendations

To improve hydraulic conditions and increase system reliability, a second parallel transmission main is recommended. **Figure 2–8** presents two possible routing alternatives for a new main. Alternative 1 connects into the existing 16-inch main near Hillcrest Aviation and runs along O'Connor Road where it connects into the existing 12-inch main just north of Seekins Precision. Alternative 2 connects to the 12-inch main that currently dead-ends at the north edge of the airport parking lot, runs along the northern perimeter of the airport, and connects into the east end of the 16-inch main near the intersection of Southport Ave and 6th St. 16-inch ductile iron pipe is recommended for both alternatives.

It is important to note that while these alignments are shown as alternatives, consideration should be given to constructing both pipelines if additional development south of the airport is planned.

2.4.5 Southport Reservoir and Southport Booster Station No.2

The Southport Reservoir and Southport Booster Station No. 2 are located south of the airport near 180 Southport Ave (Vista Outdoor). The Southport Reservoir is a 0.1 MG above ground concrete reservoir constructed in 1989. The Southport Booster Station No.2 was constructed in 1989 and originally contained two 15 horsepower pumps. Both facilities were disconnected from the system shortly after the completion of the Southport BS in 2011. Around the time of isolation, both facilities were in good condition per the 2010 Water Master Plan. However, since 2011 they have remained offline and unmaintained.

The Southport Reservoir recently received a vinyl wrap courtesy of Vista Outdoor. Based on exterior visual inspection of the reservoir, it likely has useful life remaining, though it is unclear what it could be used for. Any future use will require a booster station to pump into the distribution system. Consideration was given to using the reservoir and booster station to meet the high pressure demands of the Vista Outdoor facility while allowing the rest of the Southport system to operate at a lower pressure; however, due to the extended period of time that the system has operated at elevated pressures, a reduction in system pressure would likely cause problems elsewhere and be met with public opposition. Vista Outdoor is more likely to find a local use for the reservoir. Thus, the City should consider conveying ownership of the reservoir to Vista Outdoor. If conveyance does not occur, further review of possible uses of the reservoir should be completed.

Visual inspection of the Southport Booser Station No. 2 indicates the mechanical and electrical components are degraded beyond reasonable standard of future use. The booster station should be demolished, replaced, or conveyed to Vista Outdoor with the reservoir.

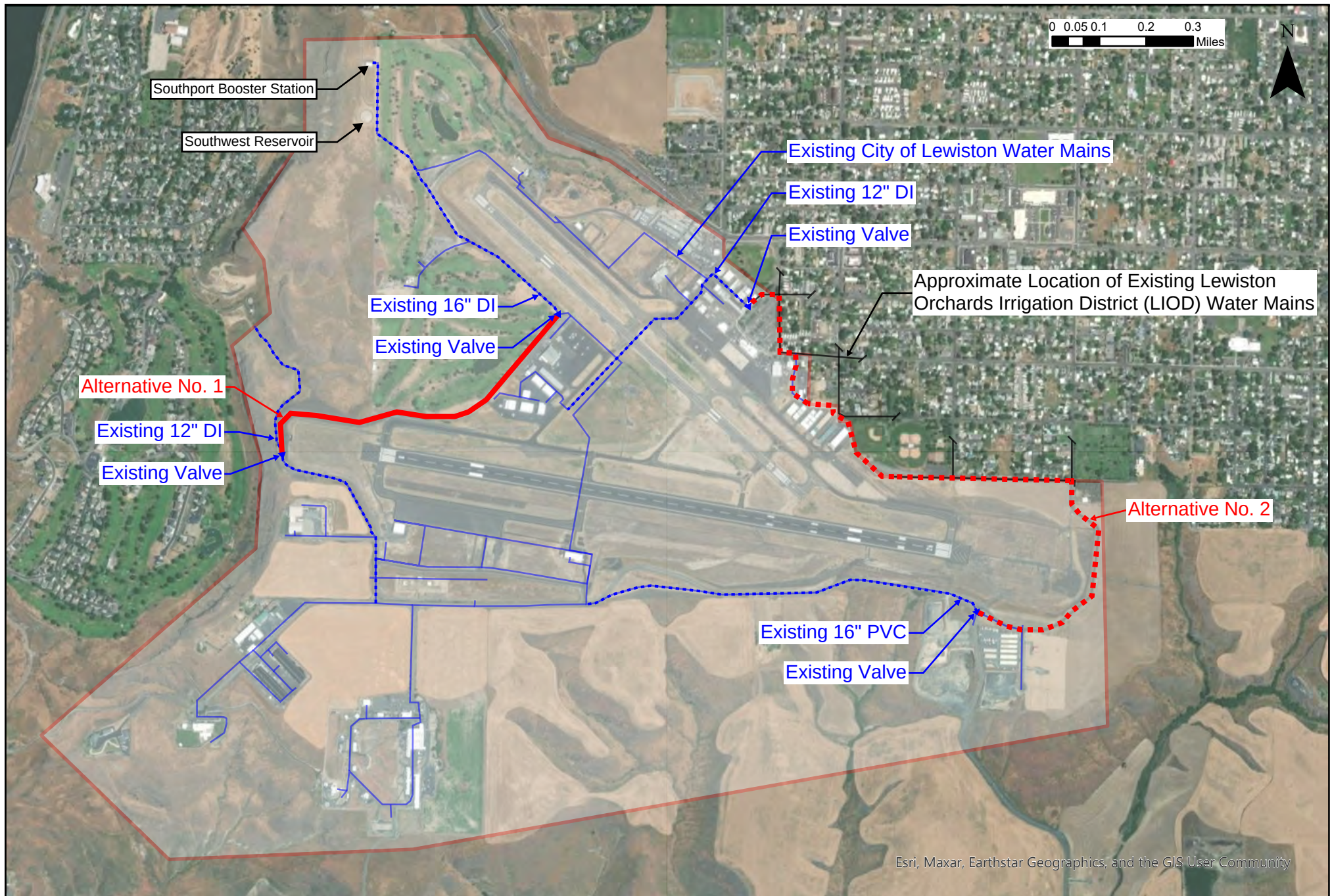
2.4.6 Bryden Canyon Golf Course Water Service

Limitations

Static pressure observed at the City-owned Bryden Canyon Golf Course (Bryden), routinely exceeds 150 psi (Location B, **Figure 2-7**). IDAPA 58.01.08 requires pressure be maintained below 100 psi, and ordinarily below 80 psi.

Recommendations

A July 14, 2008, Technical Memorandum, prepared by Troy Thrall of CH2M HILL, includes a recommendation for a pressure-reducing station on the Bryden service line, near its intersection with the 16-inch main in O'Conner Rd. The PRV station was never constructed; however, it is recommended that this project be completed as a part of any capital improvements in the area. A PRV was installed near the golf course clubhouse to supply the golf course irrigation system so the service line PRV should be located downstream of the tee serving the irrigation system.



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Southport - Proposed Redundant Transmission Main Routing Alternatives

City of Lewiston, Idaho

PROJECT NO.:
 181.0250

FIGURE NO.:
 FIGURE 2-8

2.5 Project Alternatives

The following project alternatives were developed to help meet the current and future needs of water customers within the study area.

2.5.1 Redundant Transmission Main

Project Alternatives

Transmission Main Alternative 1 - Engineer's Opinion of Probable Cost: \$3,567,000

As previously discussed, Alternative 1 is the construction of a second parallel ductile iron transmission main that connects to the existing 16-inch main near Hillcrest Aviation and runs along O'Connor Road to connect into the existing 12-inch main north of Seekins Precision. The route is approximately 4,200 ft in length.

Transmission Main Alternative 2 - Engineer's Opinion of Probable Cost: \$6,385,000

Alternative 2 is the construction of an additional ductile iron transmission main that connects to the existing 12-inch main at the north edge of the airport parking lot and will connect to the east end of the existing 16-inch main near the intersection of Southport Ave and 6th St. The route is approximately 8,500 ft.

Recommended Alternative

For this planning study, Alternative 1 is recommended due to its lower cost and superior hydraulic performance. Opinion of probable cost estimates can be found in **Appendix A**.

2.5.2 Southport Booster Station Operation

This alternative includes operational setpoint adjustments to the existing pumping scheme. Specifically, adjusting the operating setpoints of Pumps 1 and 2 to target 150-psi discharge pressure to improve the overall efficiency of the Southport Booster Station. There is no additional cost associated with this alternative beyond programming adjustments and operational staff labor. Testing of pumps 1 and 2 should be completed to verify their pumping characteristics prior to adjusting setpoints and placing into service.

2.5.3 Southport Booster Station Pump 3 Replacement

Engineer's Opinion of Probable Cost: \$189,500

This project consists of replacing Pump 3 with a pump that more closely matches the total dynamic head of Pumps 4 through 7. Alternatively, additional bowls (stages) could be added to the existing Pump 3 to achieve the same result, however, in this case, it is not as cost effective. An opinion of probable cost for both alternatives can be found in **Appendix A**.

2.5.4 Bryden Canyon Golf Course – Pressure Reducing Station

Engineer's Opinion of Probable Cost: \$130,000

Installation of a PRV station on the main servicing the golf course should be completed on the 8" main, downstream of the irrigation supply branch, near the golf course clubhouse. Because the service line supplies two fire hydrants, a dual valve system is recommended. Preliminary sizing indicates a 2" and a 6" valve are required. A detailed opinion of cost is included in **Appendix A**.

SECTION 3 SOUTH HIGH/SOUTHWEST STUDY AREA

3.1 Overview & Objectives:

The purpose of this section is to document findings and conclusions from an analyses of the South High and Southwest PZs, including recommendations for improving system operations. Specific objectives addressed in this section are:

- Delineate and revise/update service area boundaries and interzonal operations
- Describe service area operations
- Identify service area deficiencies, including water supply redundancy needs
- Develop alternatives to improve service area resiliency and reliability

3.2 Coordination with 2019 Water System Facility Plan

The South High/Southwest Study Area was examined beyond the depth of the 2019 Plan to better address objectives. Recommendations herein complement findings and conclusions from the 2019 Plan.

3.3 South High/Southwest Service Area Description

The Study Area, as described in the 2019 Plan, is illustrated in **Figure 3-1: South High/Southwest Service Area (2019)**. A key objective of this study was to provide further clarification and delineation of PZs in this service area. The City's GIS mapping was evaluated – with a focus on water facilities – to refine the boundary of the South High Pressure Zone (SHPZ). City water staff were also consulted to clarify system operations and boundaries. Results from these analyses and consultations resulted in the revised SHPZ presented in **Figure 3-2**.

Further interrogation of the City's water system GIS mapping in the western edge of this Planning Area, coupled with discussions with City water facilities staff, also revealed:

- An additional PZ (the Reno PZ) not identified in the 2019 Plan,
- Refinement of the Southwest PZ and Well 5 PZ boundaries, and
- Refinement on the connections between the Well 5 PZ and the High PZ.



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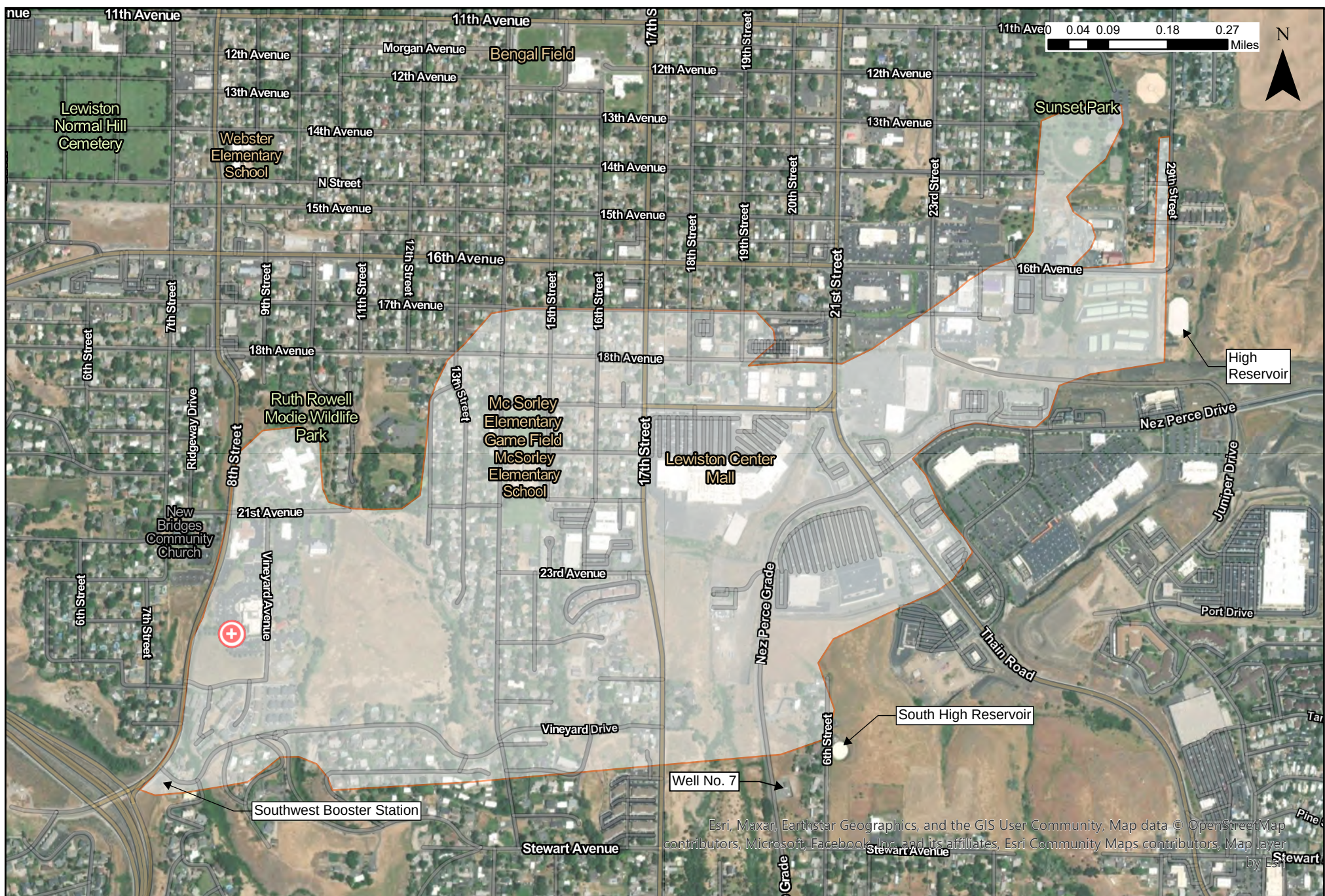
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Lewiston Water System: South High / Southwest Service Area - 2019 Plan

City of Lewiston, Idaho

PROJECT NO.:
181.0250

SHEET NO.:
FIGURE 3-1



ENGINEERING AND ENVIRONMENTAL SOLUTIONS 504 MAIN ST. SUITE 310 LEWISTON, IDAHO 83501 208.780.3990 MERRICK IDAHO OFFICES BOISE - LEWISTON - MCCALL	Lewiston Water System: Revised South High Pressure Zone Boundary City of Lewiston, Idaho	PROJECT NO.: 181.0250 SHEET NO.: FIGURE 3-2
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As shown in **Figure 3–3**, the previously undefined Reno PZ is located due west of 8th St and is supplied from the SHPZ via two PRVs. One PRV is near the intersection of 21st Ave and Ridgeway Dr (Fingerprints PRV) and one on the west side of 8th St south of Mayfair Court (McCann PRV). Together, these PRVs isolate the Reno PZ from the SHPZ. Based on GIS-derived pressure data at hydrants, the PRVs appear to reduce the pressure by approximately 50 psi.

On the western flank of the Reno PZ lies part of the Well 5 PZ, which is provided water from Well 5 Reservoir and thus principally Well 5. Interties between the Reno PZ and the Well 5 PZ are informal. Specifically:

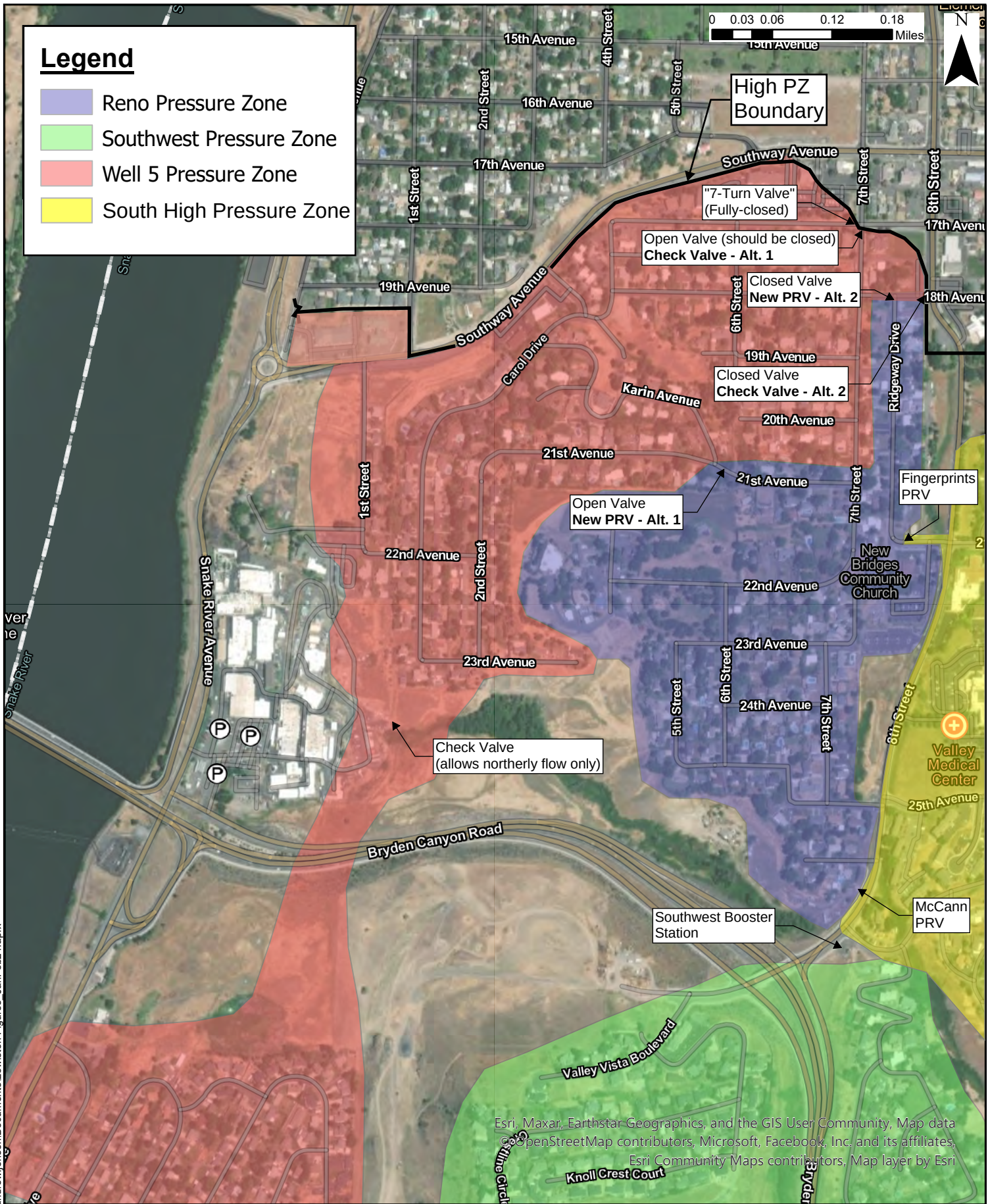
- A valve is closed at the north end of Ridgeway Dr that isolates the two zones.
- A valve in 21st Ave due east of Karin Ave was previously partially closed – serving as a manual PRV; the valve is now fully-open.

With the Reno PZ identified and delineated, along with the determination of the geographic extension of the Well 5 PZ, City PZ mapping should be updated to reflect that the Southwest PZ only serves development south of Bryden Canyon Road.

Additionally, interconnections between the Well 5 PZ and the High PZ were clarified in this study. Specifically:

- A closed valve at 8th St and 18th Ave used to isolate the High PZ from the Well 5 PZ. As of 2021, this valve is now fully-open. This valve should be closed if isolation between the Well 5 PZ and High PZ is desired.
- The “infamous 7 turn valve,” which is located in 17th Ave due west of 7th St, was historically open only seven turns. In 2021, this valve was completely closed and remains fully-closed today.
- A valve in 7th St due south of 17th Ave is fully open but should be closed if isolation between the Well 5 PZ and High PZ is desired.

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Lewiston Water System: Reno, Southwest
and Well 5 Pressure Zone Boundaries

City of Lewiston, Idaho

PROJECT NO.:
181.0250

SHEET NO.:
FIGURE 3-3

3.4 Key Facilities

The following sections summarize the key facilities serving the South High / Southwest Study Area.

3.4.1 Sources of Supply

Potable water is pumped from the surface water treatment plant to the High Reservoir. From there, the 21st St Booster Station pumps water to the South High Reservoir. Newly completed Well 7 can also supply water directly to the South High Reservoir. The SHPZ, and subsequently, the Reno PZ are normally supplied by the South High Reservoir. The South High Reservoir overflow elevation is approximately 1,277 ft msl. It is located on the easterly side of the SHPZ, with a single water line (12-inch cast iron in 19th and 21st Aves) supplying water to the western part of the service area. As described, the Reno PZ is also supplied from the SHPZ via two PZ-interconnecting PRVs.

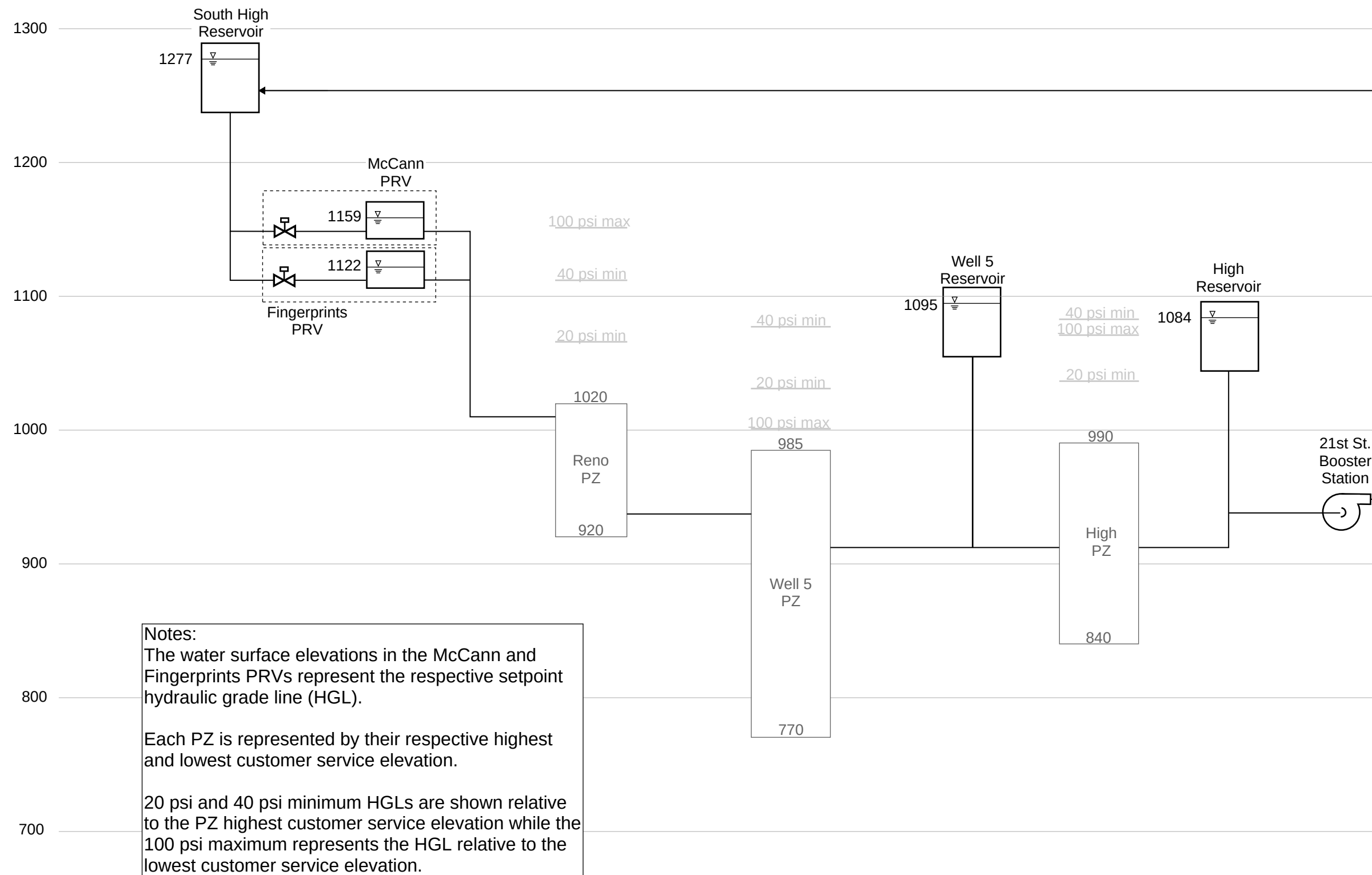
In the event that water supply from the South High Reservoir is compromised, water could alternately be sourced to this service area from the Southwest Reservoir, which is principally served by Well 6 and secondarily by Well 5. The Southwest Booster Pump Station incorporates an internal back feed PRV, controlled by the City's SCADA system, which can allow water to flow into the SHPZ from the Southwest Reservoir.

3.4.2 Pressure Zone Hydraulic Grade Lines

Pressure in each study area PZ is maintained by their respective key facilities as follows:

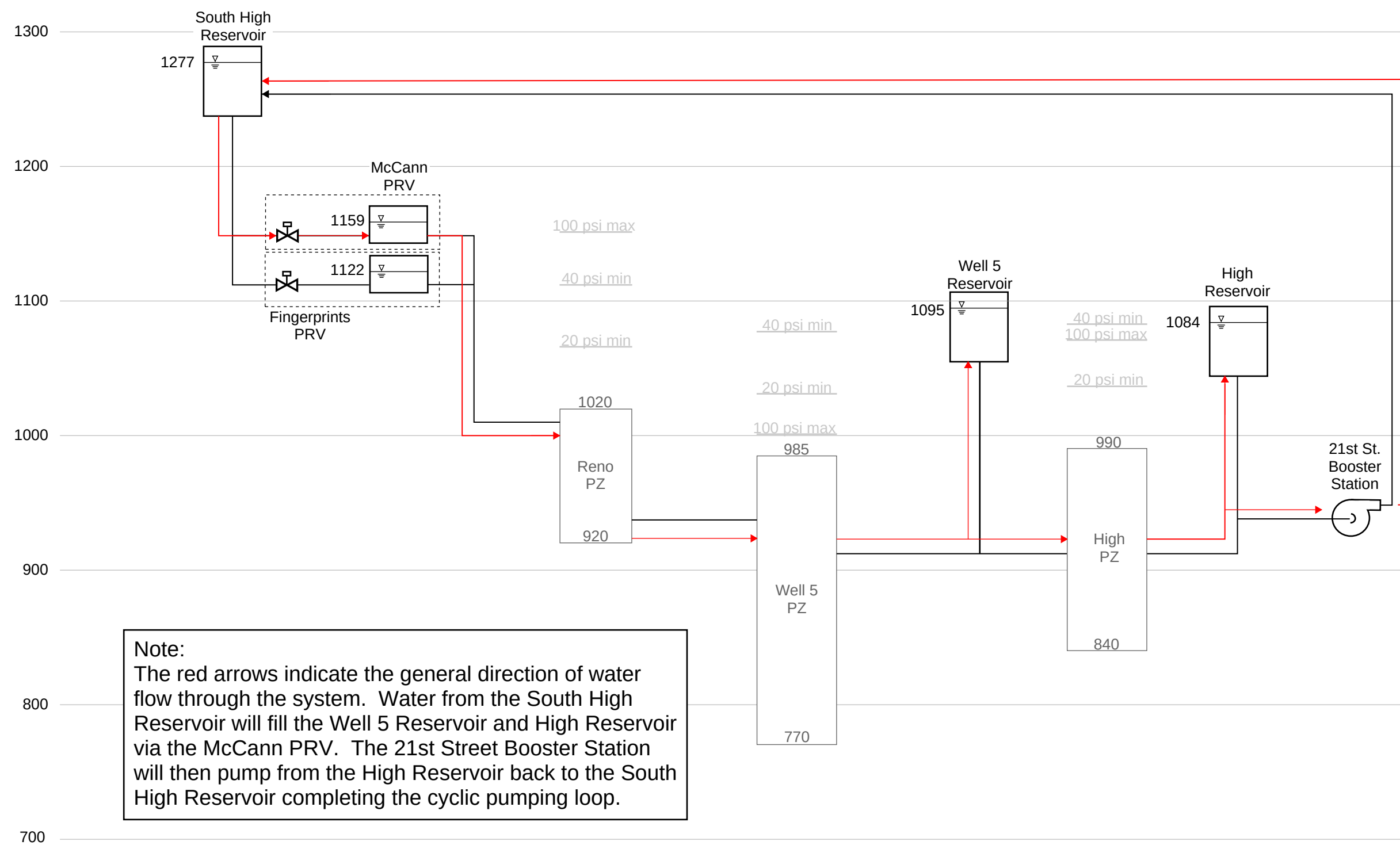
- Water pressure in the SHPZ is maintained based on water level in the South High Reservoir. The bathrooms at Sunset Park (elevation 952-ft msl) and customers in the vicinity of 18th Ave and 13th St (elevation 920-ft msl) represent the areas with the highest static pressures in the PZ (140 psi and 159 psi, respectively). Several services along 17th Ave, east of 14th St experience similarly high static pressures.
- Elevations in the northern extension of the Well 5 PZ (**Figure 3-3**) range from 985 ft msl (east) to 770 ft msl (northwest) to 870 ft msl (northeast). Based on the Well 5 Reservoir operating level of 1,095 ft msl, static pressures in this zone will range from 65-150 psi (highest pressure at services on Southway Ave).
- Pressure in the Reno PZ is set by the McCann PRV and the Fingerprints PRV. The PRV outlet pressure setpoints at those stations are 60 psi and 85 psi, respectively. Hydraulically, due to the difference in elevations between the two stations, the McCann PRV static pressure setpoint is approximately 15 psi higher than the Fingerprints PRV setpoint.
- Pressure in the High PZ is determined by the water level in the High Reservoir. Normal high water level in the High Reservoir is 1,084 ft msl, approximately 10 feet below the operating level of the Well 5 Reservoir

Key Facilities, PZ elevations, and the corresponding hydraulic grade lines (HGLs) are represented in **Figure 3-4**.



3.5 High, South High, Reno, and Well 5 Pressure Zone Operations

The current interzonal connections and valve configurations are likely resulting in cyclic pumping operations or “pumping in a circle.” As can be seen in **Figure 3–5**, the HGL of the McCann and Fingerprints PRVs are high enough that, without isolation, water will tend to flow from the SHPZ through the PRVs and to the Well 5 and High Reservoirs. Illustrated by the red flow path in **Figure 3–5**, absent complete isolation between the Reno PZ and the Well 5 PZ, and between the Well 5 PZ and the High PZ, water will flow as follows: South High Reservoir / PZ → Reno PZ → Well 5 PZ → High PZ → South High Reservoir (via 21st St. Booster Station). Communication with operations staff seem to confirm this operating condition. While attempting to close the valve in 7th St. immediately south of 17th Ave, the operator could hear “rushing water” indicating apparent high flow through the valve. The operator abandoned the attempt to close the valve and returned it to the fully-open position.



Note:
 The red arrows indicate the general direction of water flow through the system. Water from the South High Reservoir will fill the Well 5 Reservoir and High Reservoir via the McCann PRV. The 21st Street Booster Station will then pump from the High Reservoir back to the South High Reservoir completing the cyclic pumping loop.

3.6 South High/Southwest Planning Area Summary & Recommendations

In order to improve redundancy and reliability and mitigate current inefficient interzonal operations, new facilities are recommended that provide better control of flow between PZs. As depicted in **Figure 3–6**, and at location alternatives shown on **Figure 3–3**, interzonal isolations are needed between the various PZs as follows:

3.6.1 Reno Zone – Well 5 Zone Interzonal Connections

As indicated previously, the Reno and Well 5 PZs are intended to operate at different HGLs. However, the interzone boundary lacks the facilities to maintain the intended pressure difference. Specifically:

The western edge of the Reno PZ is not currently isolated from the adjacent Well 5 PZ. Water flows between the two PZs via the waterline in 21st Ave through a fully open valve located immediately east of the intersection of 21st Ave and Karin Ave (see **Figure 3–3**). An interconnection between these two zones should remain to provide a redundant source of water to the northern region of the Well 5 PZ. To efficiently interconnect the two PZs, the City should install a new PRV station in 21st Ave (new PRV – Alt 1) and/or at the northern end of Ridgeway Dr (New PRV – Alt. 2).

3.6.2 Well 5 Zone – High Zone Interzonal Connections

As shown in **Figure 3–3**, the northeastern edge of the Well 5 PZ abuts the High PZ; the two PZs are interconnected via a fully open valve in 7th St., immediately south of 17th Ave. Given that the water surface elevations in Well 5 Reservoir and High Reservoir are approximately 10 ft different, the resulting static pressure difference between the two pressure zones is less than 5 psi. Historically, when Well 3 was pumping into the High PZ near the north end of the Well 5 PZ, localized high pressure could cause water to flow from Well 3 into the Well 5 PZ, filling the Well 5 Reservoir. A check valve was recently installed on the 12-inch cast iron water main that crosses Bryden Canyon Road to prevent backflow from north-to-south.

Assuming a new PRV is installed to allow the Reno PZ to supplement supply to the Well 5 PZ, there may be no need to have the High and Well 5 PZs connected. However, if the City wishes to maintain the interconnection, it is recommended to either manually close the isolation valves between the two zones or to install a check valve along the PZ boundary. **Figure 3–3** indicates two possible locations (Check Valve – Alt. 1 and Check Valve – Alt. 2) where a check valve could be installed that would allow the High PZ to supplement supply to the Well 5 PZ in the event of a pressure drop in the latter. A PRV station connecting the two zones could also be considered. However, a larger pressure difference would be required before interzonal flow would commence as compared to the check valve option.

3.6.3 South High Zone - High Zone Interzonal Connections

GIS mapping indicates the valve shown in **Figure 3–7** (in 18th St) is an old check valve. However, discussions with City staff indicate it is actually a closed gate valve. The purpose of this valve is to manually isolate the High PZ from the SHPZ. The City should consider disconnecting the two zones at this location and installing a flushing hydrant; the improvement would provide clarity in the field of the PZ separation and also provide for system flushing to improve water quality in the vicinity.

Similarly, the SHPZ is isolated from the High PZ via two closed valves at the intersection of 17th Ave and 14th St, and also via two closed valves at the intersection of 18th Ave and 13th St (see

Figure 3–8). The City should consider disconnecting the two zones at each location and tying the “dead-ends” together. This would provide clarity of PZ separation in the field and would improve water quality and hydraulics in the vicinity.

Recommendations to improve SHPZ system functionality and resiliency are as follows.

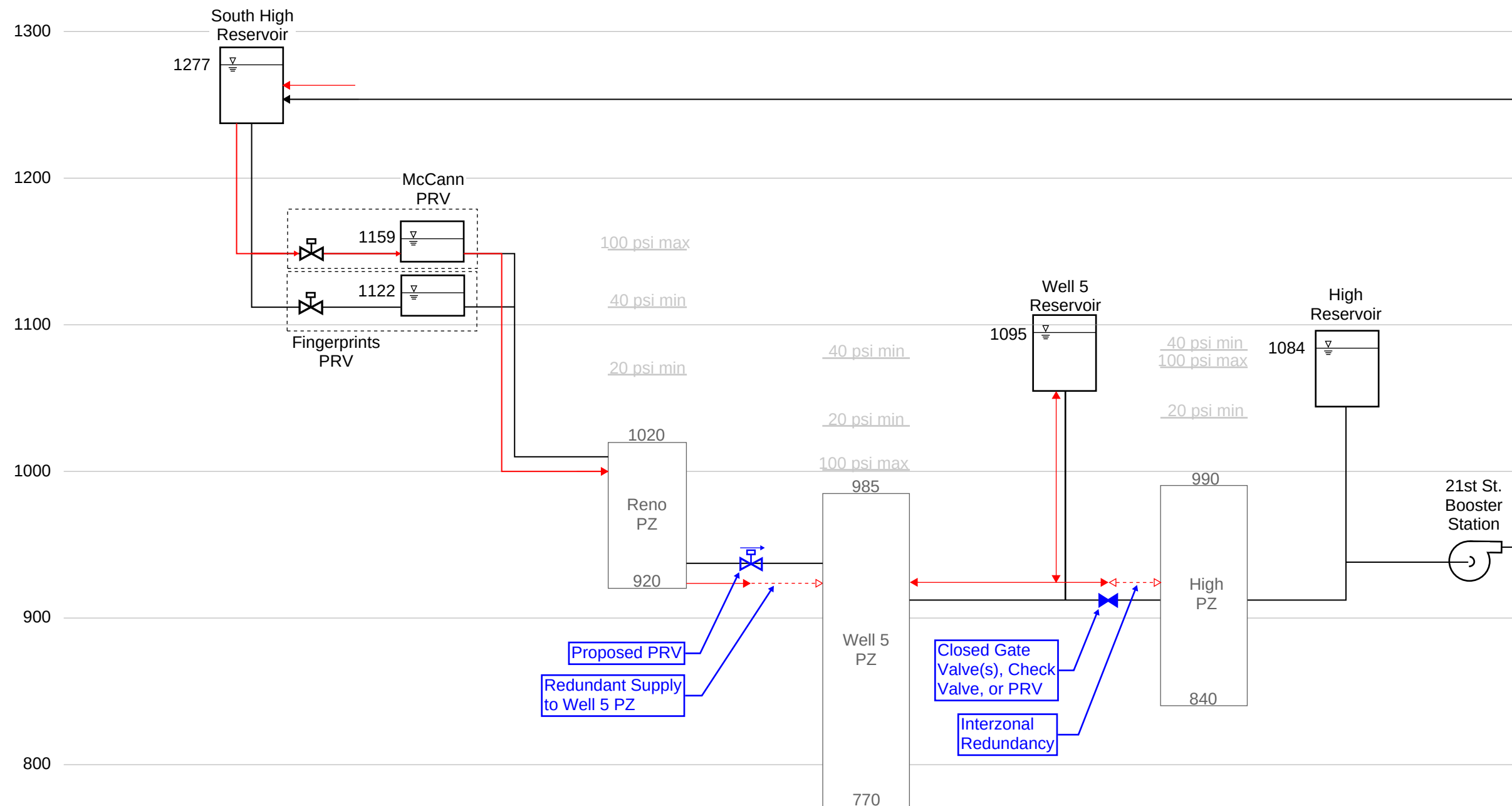
- As described, water from the South High Reservoir is supplied to the western part of the service area via a single transmission main. Ultimately there is no redundant source of water supply from the reservoir westward. Options for a second waterline to the west should be explored but is beyond the scope of this study.
- New interties (8-inch minimum diameter) in 18th Ave (see **Figure 3–9**) would improve network hydraulics and eliminate dead-end mains in this portion of the South High PZ.
- This service area is limited on source of supply to just the South High Reservoir and thus the surface water treatment plant. The 2019 Plan recommended upgrades to the Southwest Booster Pump Station (Project TD-5) that would allow water to flow automatically from the Southwest Reservoir into the SHPZ. This improvement was completed in 2022.

3.7 Project Alternatives

The following project alternatives, included as **Table 3-1**, were developed in accordance with the recommendations provided herein and are intended to help meet the current and future needs of water customers within the study area.

Table 3-1: Project Alternatives Recommendation

Engineer's Opinion of Probable Construction Costs			
PROJECT :	Palisades/S. Port WFP	DATE :	3/12/2025
JOB # :	181.0250	BY:	RR
LOCATION :	Lewiston, Idaho	REVIEWED BY:	-
ITEM NO.	DESCRIPTION		TOTAL
1	Reno - Well 5 PZ Intertie PRV (21 st Ave and Karin Ave)		\$ 138,000.00
2	Well 5 PZ / High PZ Check Valve		\$ 90,000.00
3	Reno - Well 5 PZ Intertie PRV (21 st Ave and Karin Ave)		\$ 350,000.00
Notes:			
1) Engineering, Admin., and Legal not included. For budget purposes, add approx. 30% to construction cost estimates listed above.			
The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Merrick & Company has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices, or bidding strategies. Merrick & Company cannot and does not warrant or guarantee that bids or actual construction costs will not vary from the costs presented herein.			



Notes:

A new PRV installed between the Reno PZ and the Well 5 PZ will allow supplemental flow into the Well 5 PZ in the event that demand outstrips Well 5 PZ supply.

A closed valve or valves, check valve(s), or a bi-directional PRV between the Well 5 PZ and the High PZ will serve to isolate the two zones but can be opened in the event the Well 5 PZ needs to be supplied from the High PZ, and vice-versa.

Document Path: C:\Users\andrew.jensen\Documents\Lewiston Figures JanFeb24.aprx



Esri, Maxar, Earthstar Geographics, and the GIS User Community. Map data
© OpenStreetMap contributors, Microsoft, Facebook, Inc. and its affiliates,
Esri Community Maps contributors, Map layer by Esri



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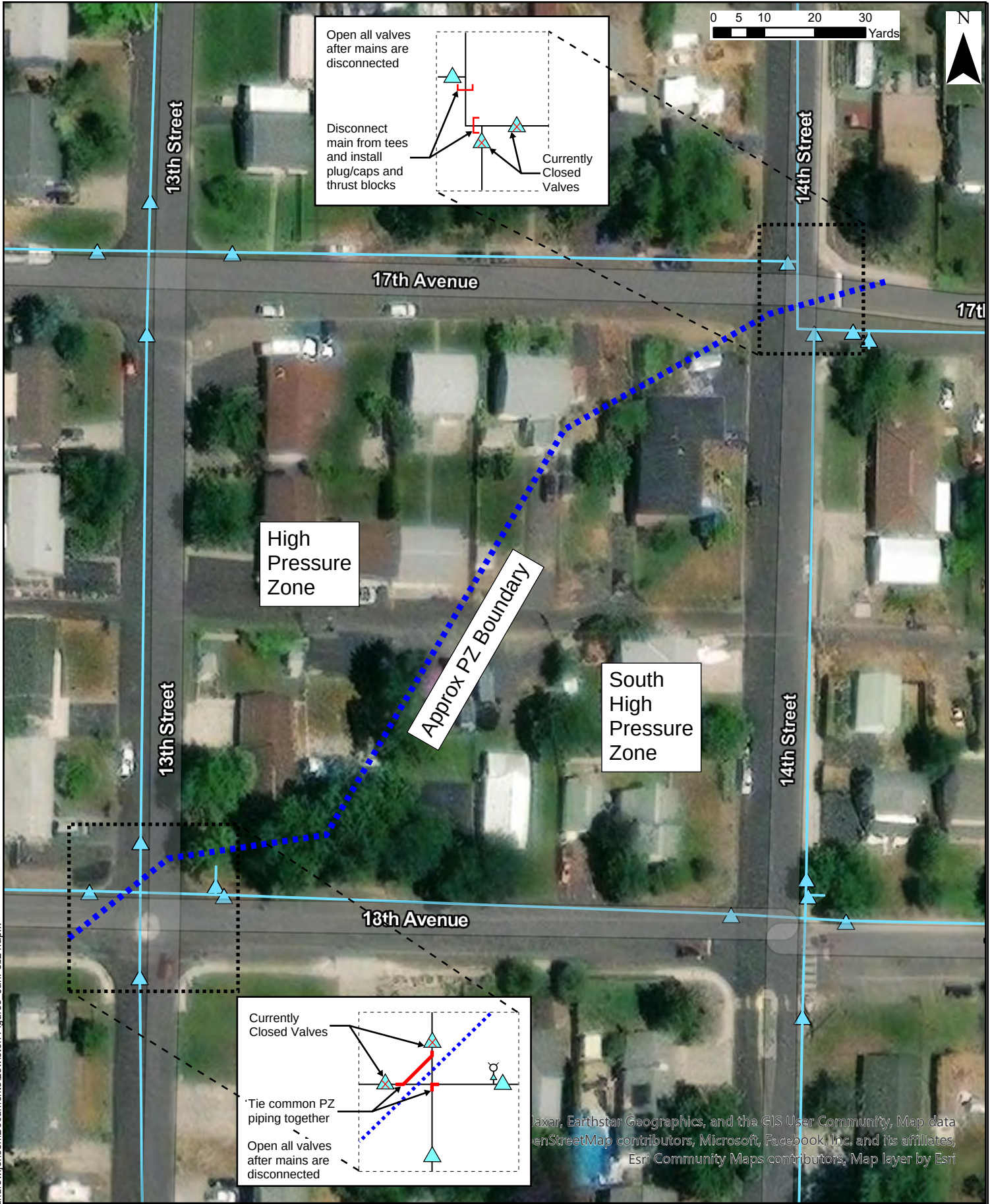
Proposed Valve Modification - 18th St.

City of Lewiston, Idaho

PROJECT NO.:
181.0250

SHEET NO.:
FIGURE 3-7

Document Path: C:\Users\andrew.jensen\Documents\Lewiston Figures JanFeb24.aprx



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17th. Ave / 14th St. and 18th Ave./13th St.
Improvements - Permanent PZ Isolation

City of Lewiston, Idaho

PROJECT NO.:
181.0250

SHEET NO.:
FIGURE 3-8



Legend

— Water Mains

— Proposed Waterlines

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Proposed New Waterlines: 18th Ave.
 South High Pressure Zone

City of Lewison, Idaho

PROJECT NO.:
 181.0250

SHEET NO.:
 FIGURE 3-9

SECTION 4 COUNTRY CLUB AND PALISADES STUDY AREA

4.1 Overview & Objectives:

The purpose of this section is to document findings and conclusions from analyses of the Country Club water PZ and the North and South Palisades PZs, given their geographic and hydraulic proximity. Specific objectives addressed in this section are:

- Evaluate service area supply and system interties
- Model operational configurations to response to high demand fire flow events
- Evaluate and identify rehabilitation to remedy corrosion damage in the distribution system

4.2 Coordination with 2019 Water System Facility Plan

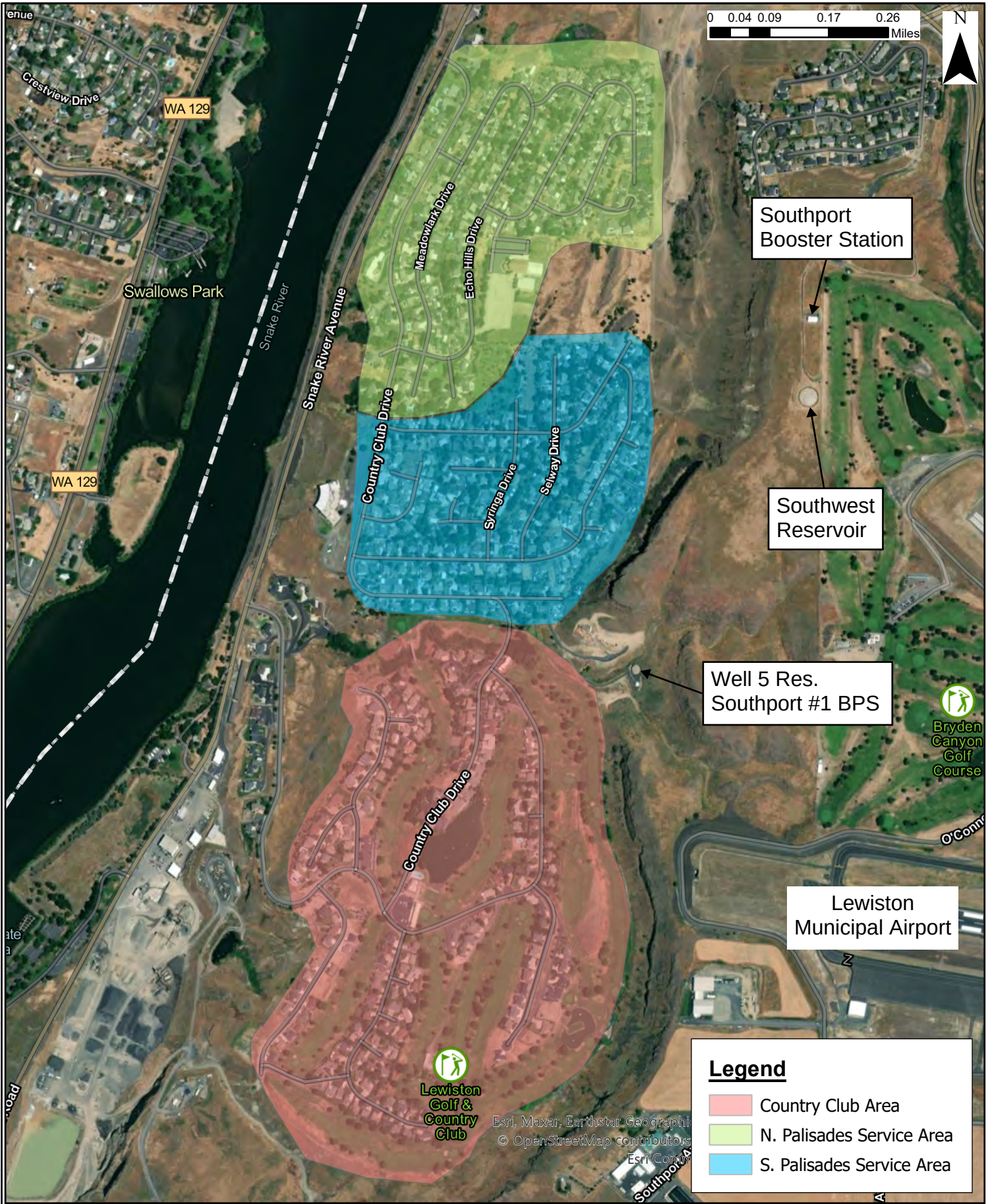
Analyses herein more thoroughly interrogates the subject Study Area beyond the depth of the 2019 Plan to address the objectives stated above. Recommendations herein will complement findings and conclusions from the 2019 Plan.

4.3 Country Club Planning Area Description

The Country Club and North/South Palisades Service Areas encompass the residential development in and around the Lewiston Country Club, along with residential development in the North and South Palisades service areas (see **Figure 4-1**). According to the City's GIS mapping, elevations in the respective service areas are:

- Country Club: approximately 950 to 1,200 ft msl
- South Palisades: approximately 900 to 1,050 ft msl
- North Palisades: approximately 810 (west side of Country Club Dr) to 980 ft msl

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Country Club and North/South Palisades
Service Area

City of Lewiston, Idaho

PROJECT NO.:
185.0250

SHEET NO.:
FIGURE 4-1

4.4 Key Facilities

The following represents a summary of the key facilities, their operating strategies, and the corresponding PZ operating ranges.

- Water to the North Palisades service area is supplied by the Well 5 Reservoir (overflow elevation of 1,091 ft msl). Resulting static pressures range from 48-120 psi.
- Potable water is supplied to the Well 5 Reservoir from Well 5 and also from the Southwest Reservoir via an altitude valve at the Well 5 Reservoir.
- The Southport 1 Booster Pump Station pumps water from the Well 5 Reservoir to the Southwest Reservoir.
- Water to the South Palisades and Country Club service areas is supplied from the Southwest Reservoir (overflow elevation of 1,342 ft msl). However, given the significant hydrostatic difference between the service area and this reservoir, PRVs are installed to reduce system pressures to acceptable levels (<100 psi). According to the 2019 Plan, and information from City water staff, the Country Club area is supplied through PRV Station 12 (outlet pressure settings of 90 psi for the 8-inch PRV and 89 psi for the 4-inch PRV) while the South Palisades area is supplied through PRV Station 14 (outlet pressure settings of 61 psi for the 8-inch PRV and 66 psi for the 4-inch PRV). PRV Station 14 is on the same transmission line but downgradient of PRV Station 12.
- Downgradient of PRV Station 12, the Country Club service area is supplied water through two connections from the Southwest Reservoir transmission line – one at the north end of the service area in Country Club Dr and one at the east edge of the service area in Lakeview Dr.
- For the South Palisades service area. According to hydrant data in the GIS mapping pressures range from approximately 50 psi to approximately 100 psi; pressures in the Country Club service area range from 50 to 130 psi.

4.5 Hydraulic Assessment

The approximate maximum water supply capacity to each service area was evaluated based on the source of supply (i.e., reservoir serving each service area) and PRV settings, with transmission main details obtained from the City's GIS mapping.

4.5.1 Country Club Service Area

Water supply to this service area is provided through two connections fed from a 12-inch transmission main supplied from the Southwest Reservoir via PRV Station 12. Given the pressure at the PRV outlet and the substantial drop in elevation to each service location, significant energy is available to deliver water into this service area. Analysis based on available hydraulic grade data indicates fire flow capacity in excess of 5,000 gpm. However, care should be taken to limit fire flow in this area to 2,500 gpm to avoid flow velocities above seven feet per second. Velocity above this threshold may cause damaging pressure transients and should be avoided, where possible.

4.5.2 South Palisades Service Area

Water supply to this service area is provided through one connection fed from a 12-inch transmission main supplied from the Southwest Reservoir via PRV Station 12. Considering two PRV stations supplying this service area coupled with a significant elevation drop from PRV Station 12, the water supply capacity would be approximately 3,000 gpm, sufficient to meet customer demands plus fire flow.

4.5.3 North Palisades and North Well 5 Service Areas

As described in **Section 3**, the Well 5 Service Area extends across Bryden Canyon Rd. and along the western edge of the Reno Pressure Zone (PZ). The transmission main from the Well 5 Reservoir to this part of the Well 5 Service Area consists of approximately 8,000 ft of 8-inch diameter pipe (mix of PVC and CI) and approximately 2,500 ft of 12-inch diameter pipe (all CI). The transmission main also supplies water to the North Palisades Service Area. The hydraulic capacity of this transmission main was evaluated to estimate the approximate maximum water supply delivered to the North Palisades and northerly Well 5 Service Areas.

Service to the northerly Well 5 Service Area appears to be limited. As illustrated in **Figure 4-2**, at 1,000 gpm the resultant pressure where this transmission main feeds into this service area will be approximately 32 psi (Location “C” in **Figure 4-4**). At a flow rate of 1,100 gpm the pressure at this same location will be less than 20 psi.

Location “B” represents the location of the manual valved intertie between the Well 5 transmission main and the South Palisades PZ. Location C was selected as the highest elevation customer service within the Well 5 PZ.

The water supply capacity deficiency identified from this analysis aligns with field observations of the City water staff. The City staff report that excess water usage in the vicinity of the southerly end of this part of the Well 5 Service Area has historically created low system pressures north of Bryden Canyon Rd. Under similar operating conditions (pressure of approximately 30 psi; Location “E”) this transmission main can deliver approximately 1,500 gpm into the North Palisades Service Area (see **Figure 4-3**).

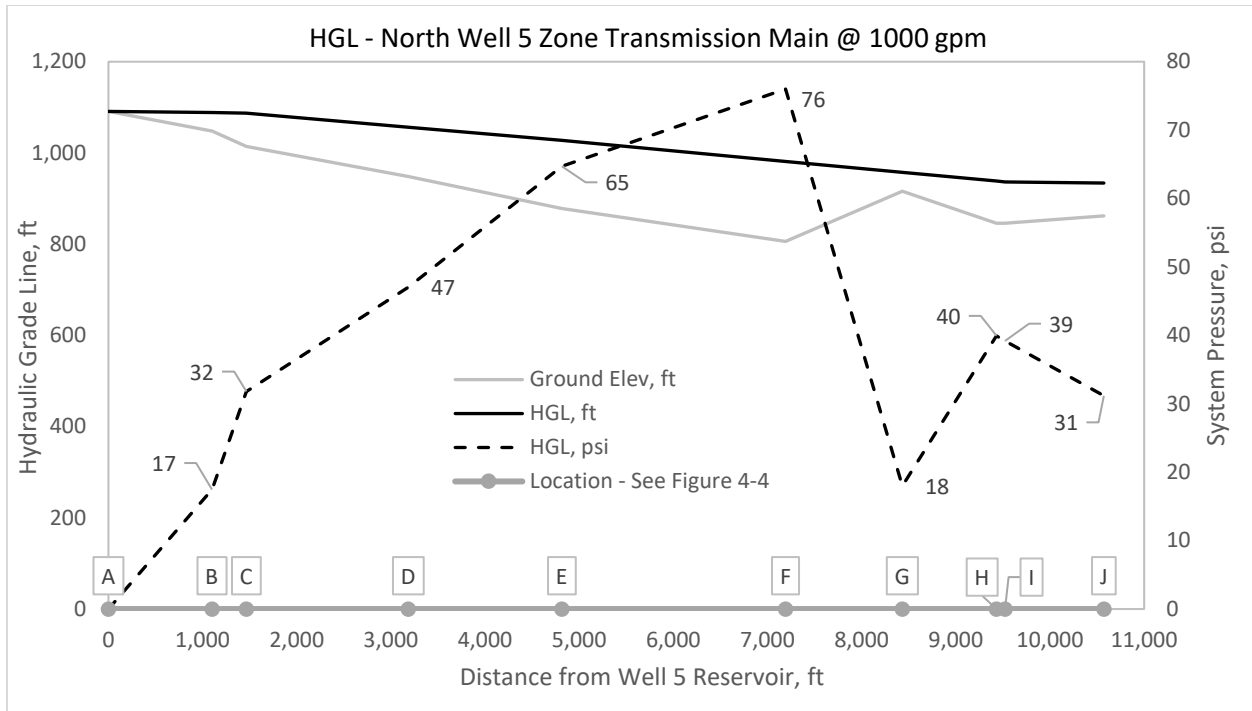


Figure 4-2: HGL - North Well 5 Zone Transmission Main @ 1,000 gpm

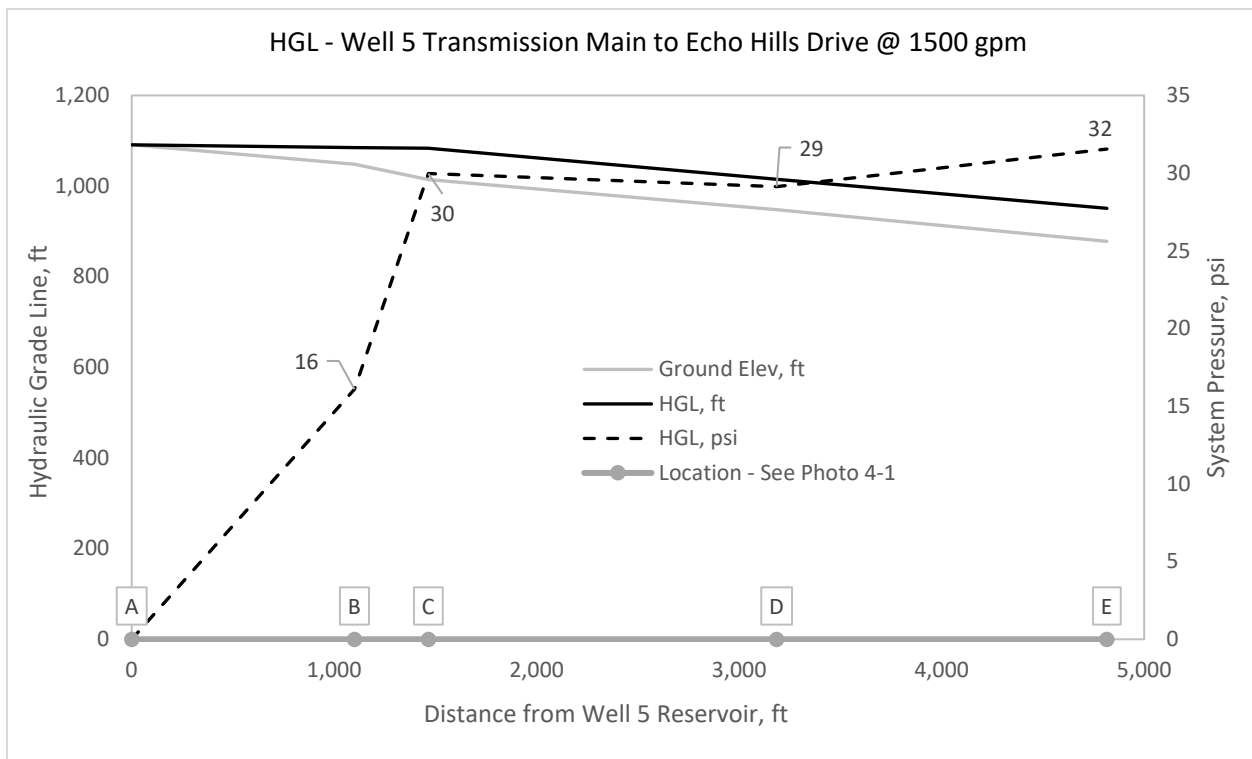
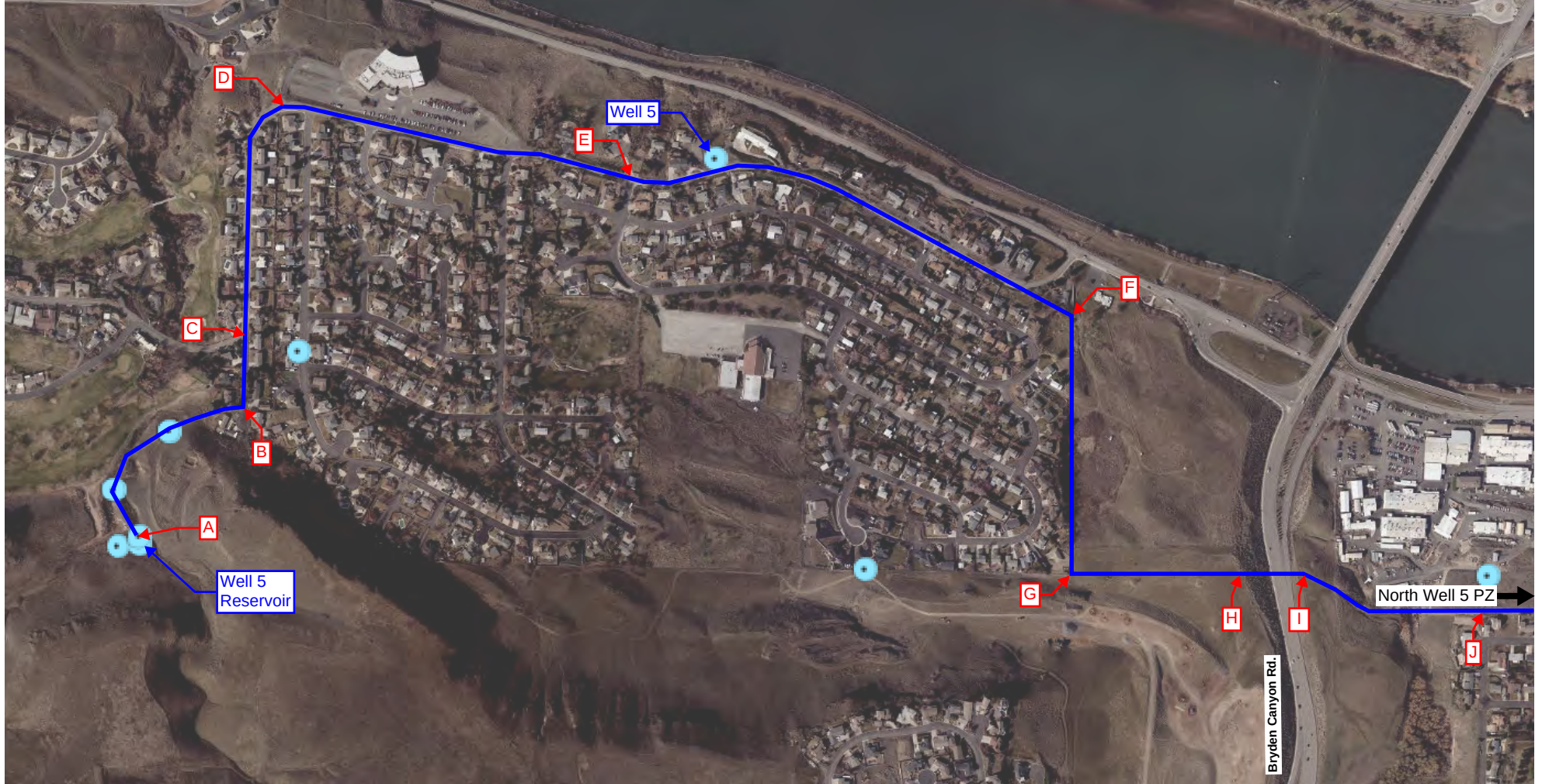


Figure 4-3: Hydraulic Analysis, Water Supply to North Palisades Service Area



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North Palisades / Well 5 Zone - HGL Key Map

City of Lewiston, Idaho

PROJECT NO.:
181.0250

FIGURE NO.:
FIGURE 4-4

4.6 Corrosion Assessment

The City water system has experienced failure of service saddles due to corrosion predominantly in the North and South Palisades service areas, and to a lesser degree in the Country Club service area. Additionally, some mainline valve corrosion has been observed. The City conducted potholing and soils testing of several locations within the Country Club area to determine the extent of corrosive conditions. AllWest Testing & Engineering collected soil samples and performed the corrosivity tests. Metrics to assess soil corrosivity are summarized in **Table 4-1**, and results are summarized in **Table 4-2**. AllWest's results indicate that the samples were within the range of "corrosive" to "moderately corrosive" based on resistivity testing (AASHTO T288). Additionally, pH levels were indicative of corrosive soil. Both native soils and backfill were found to have corrosive properties. Based on the data, it appears that the portions of the development in these service areas built during the 1970s to early 1980s have a higher propensity for corrosion.

Table 4-1: Soil Resistivity and Corrosion Potential

Resistivity (ohm-cm)	Corrosion Potential
<700	Very corrosive
700-2,000	Corrosive
2,000-5,000	Moderately corrosive
5,000-10,000	Mildly corrosive
<10,000	Non-corrosive

Table 4-2: 2018 Country Club Service Area Corrosion Assessment

Location Tested		Soil Type	pH	Resistivity (ohm-cm)
Country Club	194 Marine View Dr	¾-inch base	5.8	4,500
	Fairway Dr/Country Club Dr	Silty sand	5.5	1,000
N. Palisades	Syringa Dr/Syringa Ct.	Silt	6.4	1,500
	3314 Meadowlark Dr	Silty gravel	6.0	4,500
	2827 Country Club Dr	Silt	5.5	1,800
	Canyon Sewer	Silt	6.0	2,800
	¾-inch base course stockpile	¾-inch base	6.2	1,100

4.7 Project Alternatives

4.7.1 Corrosion Repairs

The City should implement a plan to replace all service saddles in the North Palisades, South Palisades, and Country Club service areas over the next 5-10 years. Based on water meters shown in the City's GIS mapping, there are approximately 450-460 services in the North and South Palisades service areas that should be replaced; an additional 211 services in the Country Club service area should also be replaced. City staff have already begun the process of replacing services as they repair corrosion related leaks.

The City should also conduct selective potholing to inspect valves for corrosion. While valves may be more resilient against corrosion, galvanized nuts and bolts on the valve bonnets will ultimately experience failure. **Table 4-3** includes the estimated annual capital contribution required to replace

400 services over a 10-year period using contracted services. Consideration should also be given to replacing galvanized valve bonnet and flange fasteners, when possible.

Table 4-3: Service Line Replacement Capital Contribution

Service Line Replacements (10-yr Replacement Interval)	
Number of Service Lines	400
Service Line Replacement - Unit Cost	\$4,800
Total Estimated Cost	\$1,920,000
Annual Capital Cost	\$192,000

4.7.2 North Palisades / Well 5 Transmission Main Upsizing

Engineer's Opinion of Probable Construction Cost: \$4,550,000

This alternative consists of replacement of approximately 7,000 linear ft of 8" transmission main with 12" wrapped ductile iron from HGL location "C" to location "G" as indicated in **Figure 4-6**. Using fire flow demand of 1,500 gpm at HGL location "J", this alternative would increase the pressure from approximately 17 psi (**Figure 4-2**) to approximately 58 psi, as depicted in **Figure 4-5**. The opinion of probable construction cost for this alternative is based on an installed linear foot unit cost of \$650.

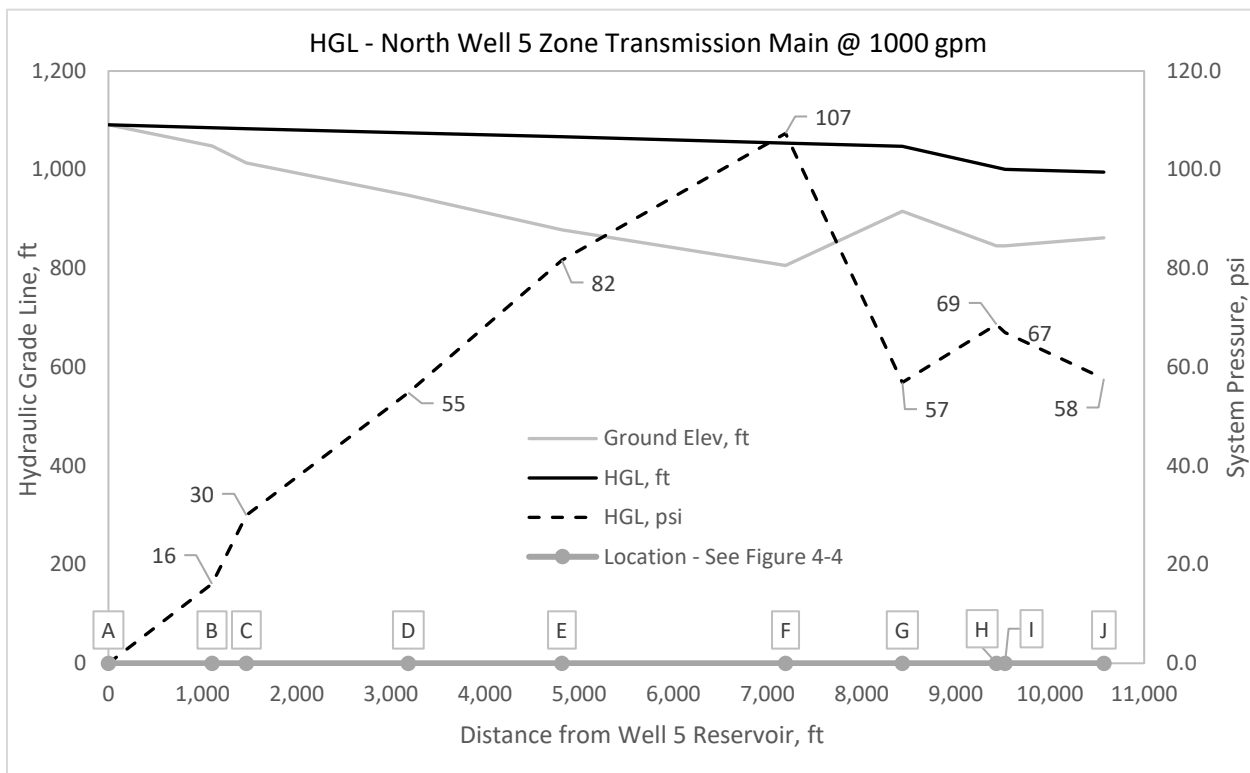
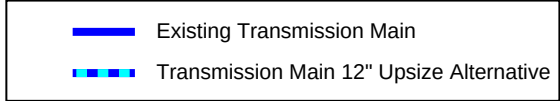


Figure 4-5: HGL with Transmission Main Upsized to 12-inch



ENGINEERING AND ENVIRONMENTAL SOLUTIONS 504 MAIN ST. SUITE 310 LEWISTON, IDAHO 83501 208.780.3990	N. Palisades / Well 5 Zone Transmission Main 12" Upsize Alternative	PROJECT NO.: 181.0250
 MERRICK IDAHO OFFICES BOISE - LEWISTON - MCCALL	City of Lewiston, Idaho	FIGURE NO.: FIGURE 4-6

4.7.3 Operational Alternatives

The closed valve shown in **Figure 4-7** below (red box) in the intersection of Country Club Court and Country Club Dr is actually between the two 12" ductile iron lines, isolating the South and North Palisades pressure zones. This valve location should be adjusted in the City's GIS database.



Figure 4-7: Intersection of Country Club Court and Country Club Dr

4.8 Country Club Planning Area Summary & Recommendations

The Country Club and South Palisades PZs generally experience reasonable pressure, but less than ideal fire flow, particularly in the northern reaches of the PZ. These three PZs are potentially susceptible to extended depressurization events because each is supplied by a single pipeline or PRV station, representing a “single point of failure.”

Country Club Zone

The Country Club zone is supplied by a single PRV station which conveys water to the PZ via two 12-inch water mains, one that crosses the Lewiston Country Club golf course and the other feed is located along Country Club Dr. The single point of failure in this zone's supply is the PRV station located near the Well 5 Reservoir. However, a manual bypass was constructed that can be used if the PRV station fails. It is recommended that preventative maintenance of the PRV station be prioritized to help ensure continued proper operation under normal and fire flow scenarios.

South Palisades Zone

Like the Country Club PZ, the South Palisades PZ is fed via a single PRV station from the Country Club PZ. The PRV and the 12-inch DI pipeline between Country Club Court and W. Reservoir Dr each represent a single point of failure to supply to this zone. Accordingly, and like the Country Club PZ PRV feed, it is recommended that the PRV receive prioritized planned maintenance to help ensure its functionality.

North Palisades Zone

As detailed in **Section 4.5**, the 8-inch transmission main supplying the North Palisades PZ is generally undersized. This problem is compounded further north in the PZ with significant hydraulic limitations manifesting in the PZ lying north of Bryden Canyon Road. Upsizing the 8-inch main is recommended. However, because it is already newer pipe material (PVC) and in a well-travelled corridor, this alternative would be costly. Thus, it is recommended that a permanent alternate supply to the northern reach of the PZ be established as detailed in **Section 3.5.2**.

SECTION 5 SUSTAINABILITY

INFRASTRUCTURE EVALUATION

5.1 Management-Based Efforts

5.1.1 Capital Improvement Plan Updates

Several capital improvements are identified in this report. The City plans will update their Capital Improvement Plan with these projects which will then inform the updated Rate Study planned for 2024 as discussed in **Section 5.1.2**.

5.1.2 Rate Study Update

The City utilizes a consumption-based system to monitor and charge customers for water used. The City is committed to managing and maintaining this system to provide reliable water usage information. The City is also committed to having a rate structure which fully supports the independent operation of the water utility. To that end, the City has contracted with FCS Group to produce a 2024 update to their rate study from 2020.

5.1.3 Energy Conservation Efforts

Appropriate recommendations will be developed herein to reduce energy usage, extend the life and utilization of capital assets, achieve water conservation (as appropriate), and generally achieve environmental innovations. Proper matching of pumps to demands can save energy (See **Section 2.4.2**).

5.1.4 Asset Management System Updates

A primary objective of this study is to help the City improve the accuracy of their GIS-based asset management system. Upon publication, recommendations from this report are anticipated to be incorporated into the City's existing GIS database and corresponding asset management system.

5.1.5 Climate Variation, Extreme Weather, Drought

As climate variations become more extreme and Lewiston experiences abnormally dry and wet years, the public water system must be ready to adapt to any condition. The capital improvements identified herein are anticipated to conserve water (i.e., corrosion-correction related improvements lessening system leakage) and improve fire flow, both critical to address climate variation, particularly in dry years where customer water usage is high and the risk of fire events increases.

5.2 Green Efforts

5.2.1 Trenchless/Low-Impact Construction

Trenchless or low-impact construction technologies will be evaluated for use in pipe replacement projects.

5.3 Energy Conservation

5.3.1 Variable Frequency Drive

VFDs will be evaluated for use in pumping applications and will be employed wherever practical.

5.3.2 Energy-efficient motors

Premium-efficiency motors will be prioritized for use in applications such as pump replacements or new installations.

5.3.3 High Efficiency Lighting

While no project alternatives in this study anticipate adding or changing lighting in any facilities, if opportunities to provide energy-efficient light solutions arise, the City will utilize LED lighting, high-efficiency discharge lighting, and high-efficiency lighting controls.

5.3.4 SCADA System

Some project alternatives included in this study are likely to be eligible for inclusion in the City's existing SCADA system. Where opportunities exist, new or modified systems will include connecting into or modifying the programming of the existing SCADA system to increase overall system efficiency.

SECTION 6 PROJECT IMPLEMENTATION

To be completed after technical review

SECTION 7 REFERENCES

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Keller Associates. (2009). *City of Lewiston Southwest Booster Station Pre-Design Report*.

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APPENDIX A :ENGINEER'S OPINION OF PROBABLE PROJECT COSTS

PROJECT : Lewiston Palisades & Southport Zone Study

JOB # : 181.0250

LOCATION : Lewiston, Idaho

ELEMENT : Redunant Transmission Water Main - Alternative 1



LOCATION FACTOR: 1

DATE : 5/15/2024

BY : ZC

REVIEWED BY:

SPEC. NO.	DESCRIPTION	QUAN	UNIT	MATERIAL	LABOR	SUB	EQUIP	OTHER	UNIT COST	SUBTOTAL	TOTAL
DIV. 02000	SITE WORK										
	Construction Traffic Control	1	LS	\$ -	\$ -	\$ 33,982.48	\$ -	\$ -	\$ 33,982.48	\$ 33,982.48	
	Construction Survey	1	LS	\$ -	\$ -	\$ 16,991.24	\$ -	\$ -	\$ 16,991.24	\$ 16,991.24	
	Construction Dewatering	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 6,796.50	\$ 6,796.50	\$ 6,796.50	
	Erosion & Sediment Control	1	LS	\$ -	\$ -	\$ 11,327.49	\$ -	\$ -	\$ 11,327.49	\$ 11,327.49	
	Pressure Testing & Flushing	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 2,265.50	\$ 2,265.50	\$ 2,265.50	
	Compaction Testing	1	LS	\$ -	\$ -	\$ 1,132.75	\$ -	\$ -	\$ 1,132.75	\$ 1,132.75	
	Exploratory Excavation	20	HR	\$ -	\$ 279.95	\$ -	\$ 114.92	\$ -	\$ 394.87	\$ 7,897.38	
	Removal of Asphalt	4,900	SQYD	\$ -	\$ 10.90	\$ -	\$ 10.90	\$ -	\$ 21.80	\$ 106,820.00	
	Trenching & Excavation	7,653	CY	\$ -	\$ 10.53	\$ -	\$ 9.21	\$ -	\$ 19.73	\$ 151,033.25	
	Backfill & Compaction	7,653	CY	\$ -	\$ 5.26	\$ -	\$ 4.60	\$ -	\$ 9.87	\$ 75,516.63	
	Rock Excavation	250	HR	\$ -	\$ 112.16	\$ -	\$ 323.76	\$ -	\$ 435.92	\$ 108,980.16	
	Material Hauloff - Native	7,653	CY	\$ 3.50	\$ -	\$ -	\$ -	\$ 7.56	\$ 11.06	\$ 84,665.00	
	Import Backfill Material - Type A1 Aggregate	5,787	CY	\$ 17.03	\$ -	\$ -	\$ -	\$ 7.56	\$ 24.59	\$ 142,286.90	
	Import Pipe Bedding Material - Screened Bedding Sand	1,472	CY	\$ 23.09	\$ -	\$ -	\$ -	\$ 7.56	\$ 30.65	\$ 45,125.46	
	Asphalt Surface Restoration	4,900	SQYD	\$ 4.14	\$ 1.63	\$ 45.00	\$ 0.95	\$ 1.84	\$ 53.57	\$ 262,476.36	
	Gravel Surface Restoration	2,450	SQYD	\$ 4.14	\$ 2.04	\$ -	\$ 1.18	\$ 1.84	\$ 9.21	\$ 22,569.68	
	TOTAL, DIVISION 02000										\$ 1,079,866.78
DIV. 03000	CONCRETE										
	ARV Vault Structure - 48" Ø Precast Manhole	2	EA	\$ 2,206.07	\$ 1,223.24	\$ -	\$ 1,181.18	\$ -	\$ 4,610.49	\$ 9,220.98	
	Concrete Manhole Collars	2	EA	\$ 350.00	\$ 244.65	\$ -	\$ 236.24	\$ -	\$ 830.89	\$ 1,661.78	
	Concrete Valve Collars	8	EA	\$ 150.00	\$ 350.00	\$ -	\$ 250.00	\$ -	\$ 750.00	\$ 6,000.00	
	Concrete Thrust Blocks	100	CY	\$ 100.00	\$ 35.00	\$ -	\$ 15.00	\$ -	\$ 150.00	\$ 15,000.00	
	TOTAL, DIVISION 03000										\$ 31,882.76
DIV. 15000	MECHANICAL										
	16" TJ CL350 D.I. Pipe	4200	LF	\$ 121.37	\$ 32.49	\$ -	\$ 28.42	\$ -	\$ 182.28	\$ 765,564.36	
	Connect to Existing Water Main - Size 16"	1	EA	\$ 22,890.85	\$ 5,263.73	\$ -	\$ 4,603.43	\$ -	\$ 32,758.00	\$ 32,758.00	
	Connect to Existing Water Main - Size 12"	1	EA	\$ 13,219.05	\$ 3,509.15	\$ -	\$ 3,068.95	\$ -	\$ 19,797.15	\$ 19,797.15	
	16" Gate Valve	6	EA	\$ 14,072.85	\$ 1,754.58	\$ -	\$ 1,534.48	\$ -	\$ 17,361.90	\$ 104,171.39	
	12" Gate Valve	2	EA	\$ 6,070.74	\$ 1,052.75	\$ -	\$ 920.69	\$ -	\$ 8,044.17	\$ 16,088.34	
	ARV Vault Materials	2	EA	\$ 5,995.32	\$ 2,446.49	\$ -	\$ 2,362.35	\$ -	\$ 10,804.16	\$ 21,608.32	
	TOTAL, DIVISION 15000										\$ 959,987.55
	Subtotal Unit Cost										\$ 2,072,000.00
	Mobilization and Demobilization	7.5%									\$ 155,400.00
	Bonding, Permits and Licenses	2.5%									\$ 55,685.00
	Contingency	25%									\$ 570,771.00
	Estimated Construction Subtotal										\$ 2,853,856.00
	Total Engineering										\$ 713,464.00
	Basic Services	15%									\$ 428,078.00
	Construction Observation	5%									\$ 142,693.00
	Additional Services	5%									\$ 142,693.00
	Estimated Total Project Cost										\$ 3,567,320.00

The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Merrick & Company has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices or bidding strategies. Merrick & Company cannot and does not warrant or guarantee that bids or actual construction costs will not vary from the costs presented herein.

PROJECT : <u>Lewiston Palisades & Southport Zone Study</u>										LOCATION FACTOR: <u>1</u>	
JOB # : <u>181.0250</u>										DATE : <u>5/15/2024</u>	
LOCATION : <u>Lewiston, Idaho</u>										BY : <u>ZC</u>	
ELEMENT : <u>Redunant Transmission Water Main - Alternative 2</u>										REVIEWED BY: _____	
SPEC. NO.	DESCRIPTION	QUAN	UNIT	MATERIAL	LABOR	SUB	EQUIP	OTHER	UNIT COST	SUBTOTAL	TOTAL
DIV. 02000	SITE WORK										
	Construction Traffic Control	1	LS	\$ -	\$ -	\$ 69,583.18	\$ -	\$ -	\$ 69,583.18	\$ 69,583.18	
	Construction Survey	1	LS	\$ -	\$ -	\$ 34,791.59	\$ -	\$ -	\$ 34,791.59	\$ 34,791.59	
	Construction Dewatering	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 13,916.64	\$ 13,916.64	\$ 13,916.64	
	Erosion & Sediment Control	1	LS	\$ -	\$ -	\$ 23,194.39	\$ -	\$ -	\$ 23,194.39	\$ 23,194.39	
	Pressure Testing & Flushing	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 4,638.88	\$ 4,638.88	\$ 4,638.88	
	Compaction Testing	1	LS	\$ -	\$ -	\$ 2,319.44	\$ -	\$ -	\$ 2,319.44	\$ 2,319.44	
	Exploratory Excavation	40	HR	\$ -	\$ 279.95	\$ -	\$ 114.92	\$ -	\$ 394.87	\$ 15,794.76	
	Removal of Asphalt	6825	SQYD	\$ -	\$ 10.90	\$ -	\$ 10.90	\$ -	\$ 21.80	\$ 148,785.00	
	Removal of Concrete Sidewalk	140	SQYD	\$ -	\$ 29.20	\$ -	\$ 29.20	\$ -	\$ 58.40	\$ 8,176.00	
	Trenching & Excavation	15671	CY	\$ -	\$ 10.53	\$ -	\$ 9.21	\$ -	\$ 19.73	\$ 309,258.56	
	Backfill & Compaction	15671	CY	\$ -	\$ 5.26	\$ -	\$ 4.60	\$ -	\$ 9.87	\$ 154,629.28	
	Rock Excavation	300	HR	\$ -	\$ 112.16	\$ -	\$ 323.76	\$ -	\$ 435.92	\$ 130,776.19	
	Material Hauloff - Native	15671	CY	\$ 3.50	\$ -	\$ -	\$ -	\$ 7.56	\$ 11.06	\$ 173,361.67	
	Import Backfill Material - Type A1 Aggregate	11849	CY	\$ 17.03	\$ -	\$ -	\$ -	\$ 7.56	\$ 24.59	\$ 291,349.37	
	Import Pipe Bedding Material - Screened Bedding Sand	3015	SQYD	\$ 23.09	\$ -	\$ -	\$ -	\$ 7.56	\$ 30.65	\$ 92,399.75	
	Asphalt Surface Restoration	6825	SQYD	\$ 4.14	\$ 1.63	\$ 45.00	\$ 0.95	\$ 1.84	\$ 53.57	\$ 365,592.08	
	Gravel Surface Restoration	817	SQYD	\$ 4.14	\$ 2.04	\$ -	\$ 1.18	\$ 1.84	\$ 9.21	\$ 7,523.23	
	Natural Surface Restoration	2,508	SQYD	\$ 6.56	\$ 1.36	\$ 2.97	\$ 0.79	\$ 1.38	\$ 13.07	\$ 32,774.83	
	Concrete Sidewalk Restoration	140	SQYD	\$ 154.14	\$ 40.86	\$ -	\$ 23.69	\$ 3.68	\$ 222.38	\$ 31,132.67	
	TOTAL, DIVISION 02000										\$ 1,909,997.47
DIV. 03000	CONCRETE										
	ARV Vault Structure - 48" Ø Precast Manhole	2	EA	\$ 2,206.07	\$ 1,223.24	\$ -	\$ 1,181.18	\$ -	\$ 4,610.49	\$ 9,220.98	
	Concrete Manhole Collars	2	EA	\$ 350.00	\$ 244.65	\$ -	\$ 236.24	\$ -	\$ 830.89	\$ 1,661.78	
	Concrete Valve Collars	10	EA	\$ 150.00	\$ 350.00	\$ -	\$ 250.00	\$ -	\$ 750.00	\$ 7,500.00	
	Concrete Thrust Blocks	150	CY	\$ 100.00	\$ 35.00	\$ -	\$ 15.00	\$ -	\$ 150.00	\$ 22,500.00	
	TOTAL, DIVISION 03000										\$ 40,882.76
DIV. 15000	MECHANICAL										
	16" TJ CL350 D.I. Pipe	8600	LF	\$ 112.41	\$ 32.49	\$ -	\$ 28.42	\$ -	\$ 173.32	\$ 1,490,536.17	
	Connect to Existing Water Main - Size 16"	1	EA	\$ 22,890.85	\$ 5,263.73	\$ -	\$ 4,603.43	\$ -	\$ 32,758.00	\$ 32,758.00	
	Connect to Existing Water Main - Size 12"	1	EA	\$ 13,219.05	\$ 3,509.15	\$ -	\$ 3,068.95	\$ -	\$ 19,797.15	\$ 19,797.15	
	16" Gate Valve	8	EA	\$ 18,796.91	\$ 1,754.58	\$ -	\$ 1,534.48	\$ -	\$ 22,085.96	\$ 176,687.72	
	12" Gate Valve	2	EA	\$ 6,070.74	\$ 1,052.75	\$ -	\$ 920.69	\$ -	\$ 8,044.17	\$ 16,088.34	
	ARV Vault Materials	2	EA	\$ 5,995.32	\$ 2,446.49	\$ -	\$ 2,362.35	\$ -	\$ 10,804.16	\$ 21,608.32	
	TOTAL, DIVISION 15000										\$ 1,757,475.69
	Subtotal Unit Cost										\$ 3,709,000.00
	Mobilization and Demobilization	7.5%									\$ 278,175.00
	Bonding, Permits and Licenses	2.5%									\$ 99,679.00
	Contingency	25%									\$ 1,021,714.00
	Estimated Construction Subtotal										\$ 5,108,568.00
	Total Engineering										\$ 1,277,141.00
	Basic Services	15%									\$ 766,285.00
	Construction Observation	5%									\$ 255,428.00
	Additional Services	5%									\$ 255,428.00
	Estimated Total Project Cost										\$ 6,385,709.00
The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Merrick & Company has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices or bidding strategies. Merrick & Company cannot and does not warrant or guarantee that bids or actual construction costs will not vary from the costs presented herein.											

PROJECT : Lewiston Palisades & Southport Zone Study

JOB # : 181.0250

LOCATION : Lewiston, Idaho

ELEMENT : Booster Station Pump Replacement

**MERRICK** INC.

LOCATION FACTOR: 1

DATE : 5/15/2024

BY : ZC

REVIEWED BY:

SPEC. NO.	DESCRIPTION	QUAN	UNIT	MATERIAL	LABOR	SUB	EQUIP	OTHER	UNIT COST	SUBTOTAL	TOTAL
DIV. 11000	EQUIPMENT										
	Remove & Referbuish Existing Pump & Reinstall	1	LS	\$ -	\$ 23,086.33	\$ -	\$ 61,563.54	\$ -	\$ 84,649.87	\$ 84,649.87	
	TOTAL, DIVISION 11000										\$ 84,649.87
DIV. 16000	ELECTRICAL										
	Electrical Upgrades	1	LS	\$ -	\$ -	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00	
	TOTAL, DIVISION 16000										\$ 25,000.00
	Subtotal Unit Cost										\$ 110,000.00
	Mobilization and Demobilization	7.5%									\$ 8,250.00
	Bonding, Permits and Licenses	2.5%									\$ 2,956.00
	Contingency	25%									\$ 30,302.00
	Estimated Construction Subtotal										\$ 151,508.00
	Total Engineering										\$ 37,876.00
	Basic Services	15%									\$ 22,726.00
	Construction Observation	5%									\$ 7,575.00
	Additional Services	5%									\$ 7,575.00
	Estimated Total Project Cost										\$ 189,384.00

The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Merrick & Company has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices or bidding strategies. Merrick & Company cannot and does not warrant or guarantee that bids or actual construction costs will not vary from the costs presented herein.

CITY ORDINANCE NO. 4955

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 \$22,540,000 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 \$22,540,000 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, Nez Perce County, Idaho, as follows:

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 \$22,540,000 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 above ground 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 \$22,540,000 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, November 4, 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 November 4, 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
NOVEMBER 4, 2025

SHALL THE CITY OF LEWISTON BE AUTHORIZED TO INCUR INDEBTEDNESS AND SELL ITS GENERAL OBLIGATION BONDS IN A PRINCIPAL AMOUNT NOT TO EXCEED \$22,540,000 FOR CONSTRUCTING AND IMPROVING WASTEWATER, WATER, STORMWATER AND ROAD INFRASTRUCTURE, THE BONDS TO MATURE AND BE PAYABLE FROM A LEVY OF TAXES FOR A TERM WHICH SHALL NOT EXCEED THIRTY (30) YEARS?

If a full tax levy is needed to make the annual bond payment, the following disclosure will apply:

The anticipated interest rate on the proposed bonds is 3.75% per annum. The estimated annual cost to the taxpayer on the proposed bond levy is a tax of \$30.47 per \$100,000 of taxable assessed value, per year, based on current conditions.

The total principal amount to be repaid is \$22,540,000; the total interest to be paid is \$15,381,125; thus, the total amount proposed to be repaid over the life of the bonds is \$37,921,125.

Bonds proceeds will be used to construct wastewater, water, stormwater, and road improvements.

The City has outstanding indebtedness of \$24,755,360, payable only from sewer revenues and outstanding indebtedness of \$38,821,845, payable only from water revenues.

The City intends to use annual appropriations from: general funds, water, and sewer revenues to make bond payments and minimize or eliminate the need for a tax levy.

IN FAVOR OF issuing bonds in an amount not to exceed \$22,540,000..... []

AGAINST issuing bonds in an amount not to exceed \$22,540,000..... []

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.

ORDINANCE NO. 4955

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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 into 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 or 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.

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

ORDINANCE NO. 4955

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CITY ORDINANCE NO. 4952

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING ORDINANCE NO. 4923, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025, APPROPRIATING ADDITIONAL MONIES THAT ARE TO BE RECEIVED BY THE CITY OF LEWISTON, IDAHO IN THE SUM OF ELEVEN MILLION ONE HUNDRED THREE THOUSAND TWO HUNDRED TWENTY DOLLARS (\$11,103,220); AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Ordinance No. 4923, the Annual Appropriation Ordinance of the City of Lewiston, Idaho for the fiscal year commencing October 1, 2024 and ending September 30, 2025, is hereby amended as follows:

The additional sum of Eleven Million One Hundred Three Thousand Two Hundred Twenty Dollars (\$11,103,220) shall be appropriated out of the following revenues:

Proposed Revenues

General Fund – Parks: Contributions – Nichols Kiosks	\$ 1,180
General Fund – Parks: Avista Rebate	7,130
General Fund - Police - Reserves - FY24 Carryforward	213,630
General Fund – Fire: EMS Grant	18,000
General Fund – Fire: State Grant	20,000
General Fund – Risk Management: Insurance Reimbursements	33,290
General Fund – Parks – Federal Grant: Pioneer Park Project	245,000
General Fund – Parks – CDBG: Pioneer Park Project	14,680
Capital Fund - Contributions - Airport Improvements	1,550,000
Capital Fund – Transportation: Reserves – TR070	102,230
Capital Fund – Transportation: State Grant – TR059	250,000
Capital Fund – Transportation: TIA Reserves – TR059	379,360
Capital Fund – Transportation: FY24 Carryforward – 21 st St. Fiber Seal	91,180
Worker’s Comp Fund: Stop Loss Reimbursements	450,000
Water Fund: Federal Grant – WR050	673,000
Water Fund: Reserves – WW060	207,710
Wastewater Fund: Reserves – WW060	3,090,000
Wastewater Fund: URA Contributions – WW061	1,498,380
Wastewater Fund: FY24 Carryforward - WW061	90,820
Wastewater Fund: Reserves - WW064	162,700

Sanitation Fund: Excess Haul Fees	160,000
Economic Dev: Reserves – WR600	70,000
Economic Dev: Interest – WR600	70,000
Transportation Fund: Reserves – Property Damage Carryforward	218,000
Transportation Fund: Contributions – Southway Bridge Cost Analysis	37,500
Transportation Fund: Reserves – Southway Bridge Cost Analysis	12,500
Transportation Fund: Donation	2,500
Library Fund: Federal Grant	2,630
Library Fund: Reserves	1,500
Fleet – Reserves: FY24 Carryforward	320,000
Fleet – Reserves: FY23 Carryforward	386,530
ISS – Reserves: FY24 Carryforward	10,170
Public Transportation – Reserves: FY24 Carryforward	66,990
Public Transportation – Federal Grant: Community Center Bus Pullout	646,610

Total Revenues..... \$11,103,220

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

Proposed Expenditures

General Fund – Parks: Nichol Kiosk	\$ 1,180
General Fund – Parks: BID District Lighting Improvements	7,130
General Fund – Police: Generator Replacement	213,630
General Fund – Fire: EMS Grant: Gurney	18,000
General Fund – Fire: State Grant: Swiftwater Boom Equipment	20,000
General Fund – Risk Management: Repair of City Property	33,290
Capital Fund – Parks: Pioneer Park Project	259,680
Capital Fund – Parks: Airport Improvements	1,550,000
Capital Fund – Transportation: TR070 Burrell Sidewalk Infill	102,230
Capital Fund – Transportation: TR059 12 th St/Bryden Sidewalk	629,360
Capital Fund – Transportation: TR066 21 st St Fiber Seal FY24 Carryforward	91,180
Worker’s Compensation Trust: Worker’s Compensation Claims	450,000
Water Fund: WR050 Raw Water Intake Cite C Phase 1	673,000
Water Fund: WW060 – Wastewater Improvement Project: Titan	207,710
Wastewater Fund: WW060 – Wastewater Improvements Project: Titan	3,090,000
Wastewater Fund: WW061 – East Orchards Sewer Expansion Phase III	1,589,200
Wastewater Fund: WW064 – Wastewater Master Plan Update	162,700
Sanitation Fund: Landfill Charges	160,000
Economic Development: WR600 Downtown ARPA Project	140,000
Transportation Fund: Repair of City Property	218,000
Transportation Fund: Southway Bridge Cost Analysis	50,000
Transportation Fund: Donation: Signal Cabinets	2,500
Library Fund: Grant: Library Programs	4,130
Fleet – Auto Equip & Implements: FY24 Transit Buses	320,000
Fleet – Auto Equip & Implements: FY23 Street Sweeper	386,530
Information Systems & Security: Handheld Fire Radios	10,170
Public Transportation: Community Center Bus Pullout	707,100

ORDINANCE NO. 4952

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Public Transportation: Bus wraps, docking stations 6,500

Total Expenditures..... \$11,103,220

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

SECTION 2: All of the above sums are revenues from sources not anticipated at the time of adoption of Ordinance No. 4923 and are not from *ad valorem* tax revenues.

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

PASSED this _____ day of _____ 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

FY2025 Proposed Budget Amendments

for the City of Lewiston



This document provides detailed information on the proposed FY2025 budget amendments for the City of Lewiston.

A public hearing(s) on the proposed budget amendments will be held at 6:00 pm on August 11, 2025 at the Lewiston City Library, 2nd Floor, 411 D Street, Lewiston, ID.

Following the Public Hearing, the City Council will have the first reading of the related ordinance, a second reading of the ordinance will occur on August 18, 2025, and a third reading and subsequent approval of the related ordinance will occur on August 25, 2025.

MEMORANDUM FOR: Mayor Johnson, Council Members

FROM: Aimee Gordon, City Treasurer

Subject: **Proposed FY25 Budget Amendments**

Date: July 28, 2025

Each year, the City undertakes a single, comprehensive amendment to its adopted budget. Amendments are limited to specific circumstances and must be formally approved by the City Council. These amendments ensure transparency, maintain fiscal integrity, and reflect accurate appropriations in accordance with Idaho Code.

Below is a summary of the categories under which amendments to the adopted budget may occur:

Amendable Categories

# Category	Description
1 New Revenue	The City receives unanticipated revenues not included in the original adopted budget. These funds must be formally appropriated by Council to authorize expenditure. Common examples include state or federal grants or new revenue-generating programs.
2 Reappropriation of Prior-Year Funds	Funds were previously appropriated but not spent in the intended fiscal year, often due to project delays or timing. The Council must reauthorize these funds for use in the current fiscal year. This is typical for capital projects that cross fiscal years.
3 Donations or Contributions of Tangible Items	The City receives a tangible asset or improvement as a donation (e.g., equipment, park improvements, or infrastructure enhancements). While no funds are exchanged, accounting principles require that both revenue and expenditure be recognized for the value of the contribution.
4 Emergency Appropriation	In the event of a declared emergency, the City may appropriate reserve funds to respond. This requires a resolution declaring the emergency and formal Council action to authorize use of those reserves.

These categories serve as the framework for all recommended amendments to the budget. Each amendment presented in this report is assigned to one of the categories above for reference and tracking.

General Fund Amendments

Nichols Kiosk

GL Account	Department	Revenue	Type	Increase
01-050-051-86040	Parks & Recreation	Contribution-Public Sources	1	1,180

Parks & Recreation partnered with the Lewiston School District and Lewis-Clark State College to develop kiosks honoring the Nichols Family. The kiosks are installed at the new high school. This amendment recognizes contributions received from the School District and the College during the current fiscal year to support the project

BID Lighting Improvement

01-050-052-83422	Parks & Recreation	Reimbursements	1	7,130
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Parks & Recreation updated lighting within the Business Improvement District using an Avista rebate program.

Generator Replacement

01-060-661-86040	Police	Reserves	2	213,630
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This project was originally budgeted in FY2024 using General Fund reserves but was not completed within the fiscal year. This amendment carries the project forward into FY2025, continuing to utilize General Fund reserves as the funding source.

Gurney

01-070-077-86060	Fire	State EMS Grant	1	18,000
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For the past several years, the Fire Department has received EMS grant funding to purchase one new gurney annually. In FY2025, the department was awarded additional grant funds, allowing for the purchase of a second gurney. This amendment recognizes the increased grant revenue and associated expenditure.

Water Boom

01-070-076-86030	Fire	State Grant	1	20,000
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The State of Idaho awarded the Fire Department a \$20,000 grant to support the purchase of new Swift Water Boom equipment. This amendment recognizes the grant revenue and authorizes the related expenditure.

Property Damages

01-530-531-83360	Risk Management	Reimbursements	1	33,290
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This amendment recognizes insurance claim revenue collected throughout FY2025 for damage to City property and authorizes the use of those funds for related repairs or replacements.

Total General Fund Amendments	293,230			
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Capital Fund Amendments

Pioneer Park ADA Parking and Playground Equipment

02-050-051-91140	Capital – Parks	Federal Grant	1	259,680
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In FY2024, the Parks & Recreation Department received a \$216,630 grant from the Department of Commerce to upgrade playground equipment at Pioneer Park and install ADA-accessible parking stalls. An additional \$14,680 in Community Development Block Grant (CDBG) funding was awarded to cover the remaining project costs. The City Council approved the purchase of the playground equipment on October 28, 2024. This amendment carries forward the project into FY2025 and recognizes the use of the grant funds.

Airport Improvements

02-050-051-91120	Capital – Parks	Airport Improvements	3	1,550,000
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For proper accounting, the City, as a joint owner of the airport, must recognize its share of the value of improvements made to airport infrastructure and buildings. Although these improvements were paid for by the Joint Airport Authority and primarily funded through Federal Aviation Administration (FAA) grants, the City records the value of these improvements as a capital contribution from public sources and recognizes them as capital assets in its financial statements.

TR070 Burrell Sidewalk Infill

02-100-104-91110	Capital – Transportation	Reserves/Grant	2	102,230
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The Burrell Avenue Sidewalk Infill Project (Project No. A024(379), Key No. 24379) was initially approved by the City Council in July 2024 but experienced delays. On January 13, 2025, the City Council approved Professional Services Agreement No. 97100 in the amount of \$102,230 for project development. The project is scheduled for completion in Fiscal Year 2026 and is funded through a federal grant covering 92.66% of eligible costs. This amendment recognizes the agreement and appropriates funding accordingly.

TR059 12th St/Warner Ave to Airway Ave Sidewalk

02-100-104-91110	Capital – Transportation	State Grant/TIA Funds	1	629,360
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On April 10, 2025, the City Council awarded Project TR-059 to Knife River Corporation–Mountain West. The project includes construction of new sidewalks, pedestrian ramps, stormwater swales, utility adjustments and relocations, and landscaping along the west side of 12th Street between Warner Avenue and Airway Avenue. The City received a \$250,000 Child Pedestrian Safety grant, which will be applied to the initial portion of project costs. The remaining \$379,360 will be funded through Traffic Impact Funds. This amendment recognizes the grant revenue and allocates both funding sources to support the project.

TR066 21st; 7th-19th Fiberseal

02-100-102-91110	Capital – Transportation	Street Preservation Reserves	2	91,180
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The Fiber Seal project was awarded in FY2024 and completed in FY2025. This amendment reflects the value of change orders issued during the final phase of the project to account for adjustments made during project completion.

Total Capital Fund Amendments	2,632,450
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Worker's Compensation Amendments

StopLoss Coverage

04-530-535-83360	Worker's Comp Trust	Worker's Comp Claims	1	450,000
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A high-cost insurance claim has triggered the City's stop-loss coverage, resulting in reimbursement for the portion exceeding the threshold. To ensure proper accounting and financial transparency, the City should record the total cost of the claim as an expenditure and separately recognize the reimbursement as revenue in the appropriate fund.

Total Worker's Compensation Amendments	450,000
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Water Fund Amendments

WR050 – Raw Water Intake Cite C, Phase 1

08-210-212-91170	Water	Corp 595 Grant	1	673,000
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This amendment reflects the third project amendment approved by City Council on September 9, 2024, for a project originally authorized in July 2020. The amendment defines the scope of work and budget for bid support, construction management services, and engineering services during Phase 1 in-water construction. Phase 1 includes installation of the in-river intake, a bored 42-inch pipe, and a new 23-foot wet well.

WW060 – Wastewater Improvements Project: Titan Technologies

08-210-213-91170	Water	Reserves	2	207,710
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This amendment carries forward funds from FY2024 for Water's portion of the water line project serving the Wastewater Plant, ensuring continued funding for project completion in FY2025.

Total Water Amendments	880,710			
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Wastewater Fund Amendments

WW060 – Wastewater Improvements Project: Titan Technologies

09-220-222-91180	Wastewater	Reserves	2	3,090,000
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The Wastewater Improvement Project, approved by Council on August 12, 2024, involves pipe replacement and has been carried forward to combine with the FY2025 pipeline replacement funding. This amendment reflects the continued appropriation of funds to support the combined project scope.

WW061 – East Orchards Sewer Expansion Phase III

09-220-222-91180	Wastewater	Contributions-Public Sources/Reserves	1	1,589,200
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On April 28, 2025, City Council awarded the sewer main replacement project to M. L. Albright & Sons. The project scope includes construction of new sewer mains along various sections of 20th Street, Grelle Avenue, Powers Avenue, and Birch Avenue, along with sewer service connections, surface restoration, manhole installation, traffic control, and stormwater crossing repairs. The project costs will be reimbursed by the Urban Renewal Agency. This amendment also carries forward the design contract with Merrick & Company in the amount of \$90,820.

WW064 – Master Plan Update

09-220-221-91180	Wastewater	Reserves	1	162,700
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The total cost for the Master Plan Update was finalized at a not-to-exceed amount of \$462,700, exceeding the \$300,000 originally budgeted in FY2025. The City Council approved the contract on November 25, 2024. This amendment increases the appropriation to fully fund the approved contract.

Total Wastewater Amendments	4,841,900
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Sanitation Budget Amendments

Excess Hauling

14-230-231-83230	Sanitation	Excess Hauling Fees	1	160,000
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Excess hauling activity in Sanitation is significantly exceeding the volume observed in prior years. As a result, revenues generated from this activity are also projected to exceed the adopted budget. This amendment accounts for the anticipated increase in both revenues and expenditures associated with excess hauling, ensuring the budget accurately reflects current operational trends.

Total Sanitation Amendments	160,000
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Economic Development Budget Amendments

WR600- Downtown Water Transmission Main Replacement

24-190-194-91120	Economic Development	Interest	1	140,000
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The Fiscal Year 2025 budget includes \$3.2 million in ARPA funding to support downtown Lewiston water transmission line replacements. This amount was based on an estimate of the remaining available funds. This amendment adjusts the budget to recognize additional revenue from interest earnings on ARPA funds, which exceed the original estimate.

Total Economic Development Amendments	140,000
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Transportation Fund Amendments

Property Damages

25-100-102-83230	Transportation	Reserves	2	218,000
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In Fiscal Year 2024, the Streets division experienced substantial damage to City-owned property. Due to manufacturing and shipping delays, the replacement of damaged items was postponed. This amendment authorizes the use of insurance claim revenues received in FY2024 to fund the replacement of those items in FY2025.

BR003 – Southway Bridge Analysis RFQ-25-001

25-100-102-86040	Transportation	Contributions-Public Sources/Reserves	1	50,000
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This project is programmed into the FY2025 Streets budget under Structures and Improvements for \$100,000. This amendment increases the appropriation by \$50,000 to fully fund the project. \$37,500 of this additional amount will be contributed by other local governments (Nez Perce County, Asotin County and the City of Clarkston). The City's portion of \$12,500 will come from the Roady & Bridge reserve within the Transportation Fund. Council approved this contract on May 12, 2025.

Signal Cabinet Donation Resolution 2025-08

25-100-102-86030	Transportation	Donation	3	2,500
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The City of Coeur d'Alene replaced five signal cabinets and, through the efforts of the Traffic division, donated the surplus equipment to the City of Lewiston. This amendment records the estimated value of the donated signal cabinets to accurately reflect the in-kind contribution in the City's financial records. Council approved the resolution on April 14, 2025

Total Transportation Amendments	270,500			
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Library Budget Amendments

Library Programs

27-130-131-86060	Library	Federal Grants	1	4,130
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The Library received additional grant funding in Fiscal Year 2025 that was not included in the originally adopted budget. The funds were used to construct a mural and purchase materials and supplies to support library programming. This amendment recognizes the additional grant revenue and corresponding expenditures.

Total Library Amendments	4,130			
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Fleet Budget Amendments

Transit Buses

31-410-412-91090	Fleet	Federal Grants	2	320,000
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On January 22, 2024, the City Council approved the purchase of two light duty transit buses, fully funded through CARES Act funding. Although the purchase was initiated in FY2024, the buses were not received within the fiscal year. This amendment carries forward the purchase order into FY2025. Due to anticipated delivery delays, it is likely the buses will not be received in FY2025, and a subsequent amendment may be required in FY2026.

Street Sweeper

31-410-412-91090	Fleet	Reserves	2	386,530
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On December 11, 2023, the City Council approved the purchase of one Crosswind Street Sweeper funded through Fleet capital replacement funds. Although the purchase was initiated in FY2024, the sweeper was not received within the fiscal year. This amendment carries forward the purchase order into FY2025.

Total Fleet Amendments	706,530			
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Information Systems & Security Budget Amendments

Fire Radios

32-420-421-91130	Info Sys & Sec	Reserves	2	10,170
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Radios purchased for the Fire Department funded through ISS capital replacement funds. Although the purchase was initiated in FY2024, the radios were not received until FY2025. This amendment carries forward the purchase order into FY2025.

Total Information Systems & Security Amendments	10,170			
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Public Transportation Budget Amendments

Community Center Bus Pull-Out

72-710-711-91070	Public Transportation	Federal Grants/Reserves	2	707,100
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On June 12, 2024, the City Council approved the contract to construct a transit stop at the Community Center, primarily funded through federal grants. The remaining funding comes from the Asotin County Public Transit and transit reserves. Although the construction was initiated in FY2024, the project was not completed until FY2025. This amendment carries forward the project into FY2025.

New Bus Wraps and Docking Stations

72-710-711-91090	Public Transportation	Federal Grants	1	6,500
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Transit bus wraps and docking stations funded through a federal grant.

Total Public Transportation Amendments	713,600
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CITY OF LEWISTON
FISCAL YEAR 2025 BUDGET AMENDMENTS
PUBLIC HEARING NOTICE
AUGUST 11, 2025 6:00 P.M.

Notice is hereby given that the City Council of the City of Lewiston will hold a public hearing for consideration of an amendment to the 2025 fiscal year budget by appropriating monies received by the City of Lewiston, said hearing to be held at the Lewiston City Library, 2nd Floor, 411 D Street, Lewiston Idaho, at 6:00 p.m., on the eleventh day of August 2025.

That the additional sum of \$11,103,220 be appropriated out of the following revenues:

Proposed Revenues	
General Fund - Parks: Contributions - Nichols Kiosks	\$ 1,180
General Fund - Parks: Avista Rebate	7,130
General Fund - Police: Reserves - FY24 Carryforward	213,630
General Fund - Fire: EMS Grant	18,000
General Fund - Fire: State Grant	20,000
General Fund - Risk Management: Insurance Reimbursements	33,290
Capital Fund - Parks - Federal Grant: Pioneer Park Project	245,000
Capital Fund - Parks - CDBG: Pioneer Park Project	14,680
Capital Fund - Contributions: Airport Improvements	1,550,000
Capital Fund - Transportation: Reserves - TR070	102,230
Capital Fund - Transportation: State Grant - TR059	250,000
Capital Fund - Transportation: TIA Reserves - TR059	379,360
Capital Fund - Transportation: FY24 Carryforward - 21st St Fiber Seal	91,180
Worker's Comp Fund: Stop Loss Reimbursements	450,000
Water Fund: Federal Grant - WR050	673,000
Water Fund: Reserves - WW060	207,710
Wastewater Fund: Reserves - WW060	3,090,000
Wastewater Fund: URA Contributions - WW061	1,498,380
Wastewater Fund: FY24 Carryforward - WW061	90,820
Wastewater Fund: Reserves - WW064	162,700
Sanitation Fund: Excess Haul Fees	160,000
Economic Dev: Reserves - WR600	70,000
Economic Dev: Interest - WR600	70,000
Transportation Fund: Reserves - Property Damage Carryforward	218,000
Transportation Fund: Contributions - Southway Bridge Cost Analysis	37,500
Transportation Fund: Reserves - Southway Bridge Cost Analysis	12,500
Transportation Fund: Donation	2,500
Library Fund: Federal Grant	2,630
Library Fund: Reserves	1,500
Fleet - Reserves: FY24 Carryforward	320,000
Fleet - Reserves: FY23 Carryforward	386,530
ISS - Reserves: FY24 Carryforward	10,170
Public Transportation - Reserves: FY24 Carryforward	66,990
Public Transportation - Federal Grant	646,610

Total Revenues..... \$11,103,220

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

Proposed Expenditures

General Fund - Parks: Nichols Kiosk	\$ 1,180
General Fund - Parks: BID District Lighting Improvements	7,130
General Fund - Police: Generator Replacement	213,630
General Fund - Fire: EMS Grant: Gurney	18,000
General Fund - Fire: State Grant: Swiftwater Boom Equipment	20,000
General Fund - Risk Management: Repair of City Property	33,290
Capital Fund - Parks: Pioneer Park Project	259,680
Capital Fund - Parks: Airport Improvements	1,550,000
Capital Fund - Transportation: TR070 Burrell Sidewalk Infill	102,230
Capital Fund - Transportation: TR059 12th St/Bryden Sidewalk	629,360
Capital Fund - Transportation: TR066 21st St Fiber Seal FY24	
Carryforward	91,180
Worker's Compensation Trust: Worker's Compensation Claims	450,000
Water Fund: WR050 Raw Water Intake Cite C Phase 1	673,000
Water Fund: WW060 - Wastewater Improvements Project: Titan	207,710
Wastewater Fund: WW060 - Wastewater Improvements Project: Titan	3,090,000
Wastewater Fund: WW061 - East Orchards Sewer Expansion Phase III	1,589,200
Wastewater Fund: WW064 - Wastewater Master Plan Update	162,700
Sanitation Fund: Landfill Charges	160,000
Economic Development: WR600 Downtown ARPA Project	140,000
Transportation Fund: Repair of City Property	218,000
Transportation Fund: Southway Bridge Cost Analysis	50,000
Transportation Fund: Donation: Signal Cabinets	2,500
Library Fund: Grant: Library Programs	4,130
Fleet - Auto Equip & Implements: FY24 Transit Buses	320,000
Fleet - Auto Equip & Implements: FY23 Street Sweeper	386,530
Information Systems & Security: Handheld Fire Radios	10,170
Public Transportation: Community Center Bus Pullout	707,100
Public Transportation: Bus wraps, docking stations	6,500

Total Expenditures..... \$11,103,220

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

Dated July 21, 2025

Aimee M. Gordon, City Treasurer

Publish 8/3 & 8/10

CITY ORDINANCE NO. 4950

AN ORDINANCE OF THE CITY OF LEWISTON, TO BE TERMED THE “2026 ANNUAL APPROPRIATION ORDINANCE,” APPROPRIATING SUMS OF MONEY AUTHORIZED BY LAW AND DEEMED NECESSARY FOR ALL GENERAL AND SPECIAL MUNICIPAL PURPOSES OF THE CITY OF LEWISTON, IDAHO, FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with Idaho Code § 50-1002, the City Council of the City of Lewiston, Idaho has prepared and tentatively approved an annual budget, including an estimate of total revenues anticipated and expenditures necessary for the fiscal year commencing October 1, 2025 and ending September 30, 2026;

WHEREAS, pursuant to public notice, as required by law, a public hearing on the aforesaid proposed budget was held on August 11, 2025; and

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

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

SECTION 1: This ordinance shall be known as the “2026 Annual Appropriation Ordinance.”

SECTION 2: The following sums of money, or as much thereof as may be authorized by law, needed or deemed necessary to defray all expenses and liabilities of the City of Lewiston, Idaho, are hereby appropriated for the general and special municipal and corporate purposes of the City of Lewiston as hereinafter specified for the fiscal year commencing October 1, 2025 and ending September 30, 2026.

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For general and special municipal and corporate purposes:

<u>A. GENERAL GOVERNMENT FUNDS</u>	<u>AMOUNT APPROPRIATED</u>
GENERAL FUND	
Legislative	\$ 794,380
Executive	418,290
Human Resources	606,460
Legal Services	749,430
Parks & Facilities	3,480,880
Police Protection	10,388,450
Fire Protection	10,959,020
Community Development	1,901,780
Recreation	732,710
Finance	1,683,580
Contingency	190,000
Public Safety	-
Property Preservation Account	380,000
Building Reserve Fund	5,300,000
Golf	379,710
Settlement	292,420
Insurance Trust	593,550
Uncollectible Account	<u>200,000</u>
TOTAL GENERAL FUND	\$ 39,050,660
OTHER GOVERNMENT FUNDS	
Worker's Compensation Fund	\$ 910,500
Cemetery Fund	485,460
Transportation Fund	5,273,640
Library Fund	1,664,670
Fleet Maintenance Fund	1,855,040
Information Systems Fund	1,424,870
Police Retirement Fund	1,270,000
Public Transportation Fund	1,704,380
Perpetual Care Fund	<u>54,000</u>
TOTAL OTHER GOVERNMENT FUNDS	\$ 14,642,560
TOTAL GOVERNMENT FUNDS	<u>\$ 53,693,220</u>

B. ENTERPRISE FUNDS

Water Fund	\$ 7,266,930
Wastewater Fund	7,271,550
Stormwater Fund	1,417,910
Sanitation Fund	8,363,080
TOTAL ENTERPRISE FUNDS	<u>\$ 24,319,470</u>

C. CAPITAL FUNDS

Capital Projects Fund	\$ 8,489,100
Water Fund	6,286,400
Wastewater Fund	14,796,110
Stormwater Fund	720,000
Sanitation Fund	317,500
Economic Development Fund	827,500
Fleet Maintenance Fund	1,258,000
Information Systems Fund	140,000
TOTAL CAPITAL FUNDS	<u>\$ 32,834,610</u>

SUBTOTAL \$ 110,847,300

DOUBLE BUDGETING

Less Transfers	(50,000)
Less Depreciation	<u>(6,803,480)</u>

GRAND TOTAL \$ 103,993,820

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 ORDINANCE NO. 4951

AN ORDINANCE OF THE CITY OF LEWISTON FIXING AND ESTABLISHING THE TAX CERTIFICATION ON ALL TAXABLE PROPERTIES SITUATED WITHIN THE CORPORATE LIMITS OF THE CITY OF LEWISTON FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026, FOR THE PURPOSE OF PROVIDING AND RAISING MONIES FOR MUNICIPAL AND CORPORATE PURPOSES; PROVIDING FOR THE TAX CERTIFICATION TO THE BOARD OF COUNTY COMMISSIONERS OF NEZ PERCE COUNTY, IDAHO IN THE AMOUNT OF TWENTY-FIVE MILLION FOUR THOUSAND TWO HUNDRED FIFTY DOLLARS (\$25,004,250); PROVIDING A CERTIFIED COPY OF THE 2026 ANNUAL APPROPRIATION ORDINANCE TO THE BOARD OF COUNTY COMMISSIONERS OF NEZ PERCE COUNTY, IDAHO, AS ADOPTED BY THE CITY OF LEWISTON FOR THE 2025-2026 FISCAL YEAR; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance No. 4950, passed by the Lewiston City Council on August 25, 2025, the City of Lewiston, in the manner provided by law, adopted a budget and appropriated sums of money to defray expenses and liabilities of the City of Lewiston, Idaho for the fiscal year commencing October 1, 2025 and ending September 30, 2026, for general and special municipal and corporate purposes; and

WHEREAS, pursuant to Idaho Code §§ 50-1007 and 63-803(3), not later than the Thursday prior to the second Monday in September of each year, the City Council is required to certify to the Board of County Commissioners of Nez Perce County, Idaho the total amount of money in dollars required to be raised from a property tax on property situated within the corporate limits of the City of Lewiston for all municipal and corporate purposes in accordance with and in order to raise the amount of money fixed by Ordinance No. 4950.

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

SECTION 1: A tax levy, or as much thereof as may be authorized by law, is hereby fixed and established in dollar amounts for the purpose of providing monies for general and special corporate purposes by which to meet and defray all expenses and liabilities of the City of Lewiston for the fiscal year commencing October 1, 2025 and ending September 30, 2026, as authorized by Idaho Code §§ 50-

1007 and 63-803, in the amount of Twenty-Five Million Four Thousand Two Hundred Fifty Dollars (\$25,004,250).

A.	GENERAL FUND (Idaho Code § 50-235)	\$17,782,210
	PUBLIC TRANSPORTATION	\$423,500
	TAX APPEAL JUDGMENT (Idaho Code § 63-1305)	\$112,420
B.	SPECIAL FUNDS:	
	LIBRARY (Idaho Code § 33-2603)	\$1,535,000
	STREETS (Transportation Fund) (Idaho Code § 50-312)	\$4,951,120
	CEMETERY (Idaho Code § 50-320)	\$100,000
	CAPITAL PROJECTS FUND (Idaho Code § 50-236) (for Park capital improvements)	\$100,000
	TOTAL:	\$25,004,250

In addition to the tax levy described above, the City of Lewiston anticipates receiving personal property tax replacement funds from the State of Idaho in the amount of Three Hundred Eighty-Three Thousand One Hundred Sixty Dollars (\$383,160).

SECTION 2: No later than September 4, 2025, the City Clerk is hereby authorized and directed to certify to the Board of County Commissioners of Nez Perce County, Idaho the monies required to be raised from a property tax upon property situated within the corporate limits of the City of Lewiston in dollar amounts and for the purposes provided in Section 1 of this Ordinance, in order to raise the amount of money fixed by the budget and 2026 Annual Appropriation Ordinance (Ordinance No. 4950), passed by the Lewiston City Council on August 25, 2025.

SECTION 3: No later than September 4, 2025, the City Clerk is hereby authorized and directed to certify to the Board of County Commissioners of Nez Perce County, Idaho a certified copy of the 2026 Annual Appropriation Ordinance (Ordinance No. 4950) adopted by the City Council of the City of Lewiston for the 2026 fiscal year, as required by Idaho Code §§ 50-1007 and 63-803.

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

PASSED this _____ day of _____ 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

**CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4955**

ORDINANCE NO. 4955: 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 \$22,540,000 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 \$22,540,000 to pay the cost of the Project. Section 2 provides for a special bond election to be held within the City on Tuesday, November 4, 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 November 4, 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 INDEBTEDNESS AND SELL ITS GENERAL OBLIGATION BONDS IN A PRINCIPAL AMOUNT NOT TO EXCEED \$22,540,000 FOR CONSTRUCTING AND IMPROVING WASTEWATER, WATER, STORMWATER AND ROAD INFRASTRUCTURE, THE BONDS TO MATURE AND BE PAYABLE FROM A LEVY OF TAXES FOR A TERM 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. 4955. I certify that I have read the attached Summary of Ordinance No. 4955 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 _____ day of _____, 2025.

JENNIFER TENGONO
City Attorney