



Lewiston City Council
***AMENDED* REGULAR MEETING AGENDA**
December 22, 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. OCTOBER FINANCIAL REPORT:** Financial report for October 2025, in accordance with Idaho Code 50-208 - No oral report (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. CITY COUNCIL MINUTES:** Considering approval of the minutes of the following meetings: 12/1/2025 Work Session; 12/8/2025 Special Joint City/County Meeting; 12/8/2025 Regular - Action Item
- B. ADVISORY BOARDS AND COMMISSIONS MINUTES:** Accepting the meeting minutes of the 9/4/2025 Historic Preservation Commission; and 11/13/2025 Urban Renewal Agency - Action Item
- C. VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 11/27/2025 - 12/11/2025 in the amount of \$ 5,576,673.86 - Action Item
- D. RIDGELINE SUBDIVISION **FINAL** PLAT:** Considering approving the Ridgeline Subdivision **Final** plat, and associated Reasoned Statement of Relevant Criteria and Standards, which proposes to subdivide approximately 0.94 acres of land, located on the north side of Grelle Avenue between 16th Street and 17th Street, into 3 residential lots - Action Item

VI. ACTIVE AGENDA

- A. ECONOMIC AND COMMUNITY DEVELOPMENT INCENTIVE AGREEMENT:**
Considering approving a Business Incentive Application and Economic and Community Development Incentive Agreement between the City of Lewiston and L Square Properties, LLC., and authorizing the Mayor to sign the agreement - Action Item (Mayor Johnson)
- B. RECOMMENDATION TO MODIFY OUT OF AREA AMBULANCE TRANSPORT FEES:** Considering a recommendation from the Emergency Medical Services Advisory Board to make amendments to the Lewiston Fire Department's fee schedule for out of area ambulance transports - Action Item (Fire Chief Rightmier)
- C. RESOLUTION 2025-55:** Considering approving an Emergency Services Agreement between the City of Lewiston, Idaho and Asotin County for Emergency Medical Services to the Asotin County Rural Emergency Medical Services District No. 2, and authorizing the Mayor to sign the agreement - Action Item (Fire Chief Rightmier)

VII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

VIII. UNFINISHED AND NEW BUSINESS

- A. CITY COUNCILOR COMMENTS:** Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.
- B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES**
- C. MAYOR COMMENTS**
- D. AGENDA TOPICS:** - Action Item

IX. ADJOURNMENT - Action Item

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact Nikki Province, ADA Coordinator, at least forty-eight (48) hours in advance of the meeting at 208-746-3671 x 6211.

CITY OF LEWISTON TREASURY REPORT - 9/30/25 PRELIMINARY

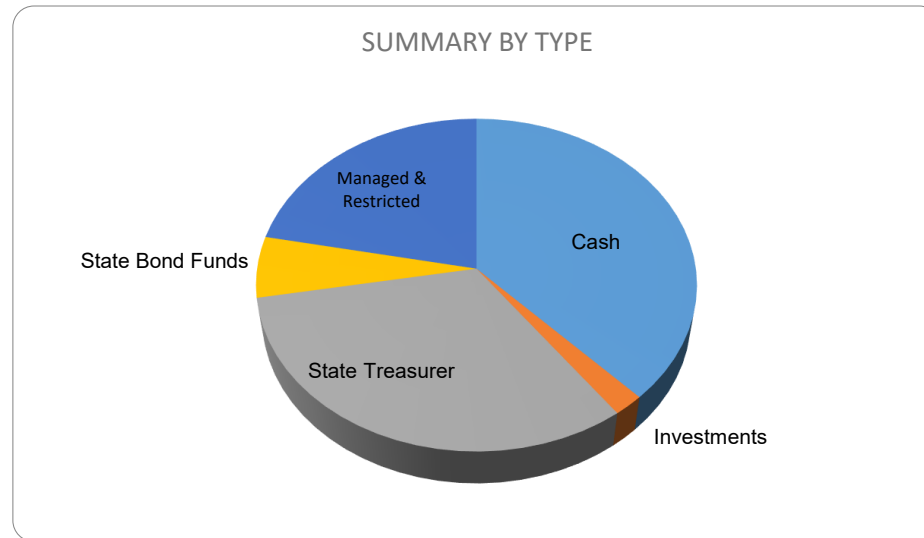
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 3,011,034	\$ -	\$ -	\$ -	\$ 625,548	\$ 3,636,582
	LCCU	-	-	-	-	5	5
	P1FCU	-	258,542	-	-	41	258,583
	ICCU	-	-	-	-	25	25
	FNWCU	-	256,516	-	-	5	256,521
	STATE TREASURER	-	-	5,042,924	3,630,544	-	8,673,468
	UMPQUA	-	-	-	-	293,879	293,879
	ZIONS	-	273,616	-	-	147,757	421,373
	STCU	-	261,228	-	-	-	261,228
GENERAL FUND TOTAL		\$ 3,011,034	\$ 1,049,903	\$ 5,042,924	\$ 3,630,544	\$ 1,067,262	\$ 13,801,666
CAPITAL	WELLS FARGO	9,774,534	-	-	-	-	9,774,534
	STATE TREASURER	-	-	4,319,409	-	-	4,319,409
CAPITAL FUND TOTAL		\$ 9,774,534	\$ -	\$ 4,319,409	\$ -	\$ -	\$ 14,093,943
WORKER'S COMP	WELLS FARGO	213,571	-	-	-	-	213,571
	GLACIER	-	-	-	-	286,741	286,741
	STATE TREASURER	-	-	378	1,733,912	-	1,734,290
WORKER'S COMP FUND TOTAL		\$ 213,571	\$ -	\$ 378	\$ 1,733,912	\$ 286,741	\$ 2,234,602
WATER	WELLS FARGO	6,273,283	-	-	-	331,906	6,605,189
	BANNER BANK	-	-	-	-	335,188	335,188
	STATE TREASURER	-	-	2,854,755	661	847,121	3,702,537
WATER FUND TOTAL		\$ 6,273,283	\$ -	\$ 2,854,755	\$ 661	\$ 1,514,216	\$ 10,642,914
WASTEWATER	WELLS FARGO	8,380,983	-	-	-	535,327	8,916,310
	BANNER BANK	-	-	-	-	1,399,135	1,399,135
	P1FCU	-	-	-	-	-	-
	ICCU	-	258,512	-	-	-	258,512
	STATE TREASURER	-	-	13,814,928	743,199	2,149,309	16,707,436
WASTEWATER FUND TOTAL		\$ 8,380,983	\$ 258,512	\$ 13,814,928	\$ 743,199	\$ 4,083,772	\$ 27,281,393
SANITATION	WELLS FARGO	3,380,304	-	-	-	-	3,380,304
	LCCU	-	268,320	-	-	-	268,320
	P1FCU	-	266,908	-	-	-	266,908
	STATE TREASURER	-	-	2,761,726	-	-	2,761,726
SANITATION FUND TOTAL		\$ 3,380,304	\$ 535,227	\$ 2,761,726	\$ -	\$ -	\$ 6,677,258
STORMWATER	WELLS FARGO	1,347,053	-	1,400,000	-	-	2,747,053
STORMWATER FUND TOTAL		\$ 1,347,053	\$ -	\$ 1,400,000	\$ -	\$ -	\$ 2,747,053

CITY OF LEWISTON TREASURY REPORT - 9/30/25 PRELIMINARY

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
CEMETERY	WELLS FARGO	408,200	-	-	-	-	408,200
CEMETERY FUND TOTAL		\$ 408,200	\$ -	\$ -	\$ -	\$ -	\$ 408,200
ECONOMIC DEVELOPMENT	WELLS FARGO	1,282,345	-	-	-	-	1,282,345
	STATE TREASURER	-	-	2,001,334	-	-	2,001,334
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 1,282,345	\$ -	\$ 2,001,334	\$ -	\$ -	\$ 3,283,679
TRANSPORTATION	WELLS FARGO	1,492,536	-	-	-	-	1,492,536
	ZIONS	-	273,296	-	-	-	273,296
	STATE TREASURER	-	-	224,010	-	-	224,010
TRANSPORTATION FUND TOTAL		\$ 1,492,536	\$ 273,296	\$ 224,010	\$ -	\$ -	\$ 1,989,843
LIBRARY	WELLS FARGO	311,272	-	-	-	-	311,272
	STATE TREASURER	-	-	10,873	-	-	10,873
LIBRARY FUND TOTAL		\$ 311,272	\$ -	\$ 10,873	\$ -	\$ -	\$ 322,145
FLEET	WELLS FARGO	2,268,783	-	-	-	-	2,268,783
	STATE TREASURER	-	-	579,706	-	-	579,706
FLEET FUND TOTAL		\$ 2,268,783	\$ -	\$ 579,706	\$ -	\$ -	\$ 2,848,489
IT	WELLS FARGO	191,121	-	-	-	-	191,121
	STATE TREASURER	-	-	231,809	-	-	231,809
IT FUND TOTAL		\$ 191,121	\$ -	\$ 231,809	\$ -	\$ -	\$ 422,930
POLICE RETIREMENT	US BANK	-	-	-	-	14,353,282	14,353,282
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 14,353,282	\$ 14,353,282
PUBLIC TRANSIT	WELLS FARGO	694,031	-	-	-	-	694,031
PUBLIC TRANSIT FUND TOTAL		\$ 694,031	\$ -	\$ -	\$ -	\$ -	\$ 694,031
PERPETUAL CARE	US BANK	-	-	-	-	1,210,423	1,210,423
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 1,210,423	\$ 1,210,423
GRAND TOTALS		\$ 39,029,050	\$ 2,116,938	\$ 33,241,853	\$ 6,108,316	\$ 22,515,695	\$ 103,011,851

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	\$ 39,029,050	\$ -	\$ -	\$ -	\$ 1,492,782	\$ 40,521,832
	BANNER BANK	-	-	-	-	1,734,324	1,734,324
	FNWCU	-	256,516	-	-	5	256,521
	ICCU	-	258,512	-	-	25	258,537
	LCCU	-	268,320	-	-	5	268,325
	P1FCU	-	525,450	-	-	41	525,491
	STCU	-	261,228	-	-	-	261,228
	MOUNTAIN WEST	-	-	-	-	286,741	286,741
	STATE TREASURER	-	-	33,241,853	6,108,316	2,996,430	42,346,598
	UMPQUA	-	-	-	-	293,879	293,879
	ZIONS	-	546,912	-	-	147,757	694,670
	US BANK	-	-	-	-	15,563,705	15,563,705
TOTALS		\$ 39,029,050	\$ 2,116,938	\$ 33,241,853	\$ 6,108,316	\$ 22,515,695	\$ 103,011,851



CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the One Month Ended October 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	-	-	5,212,430	0.00%	-	-	-	
Licenses & Permits	293	293	6,700	4.37%	-	-	-	
Other	255	255	1,335,920	0.02%	-	-	-	
Property Tax	-	-	18,274,070	0.00%	-	-	-	
Service Charges	140,315	140,315	1,683,770	8.33%	-	-	-	
Interest	45,364	45,364	615,450	7.37%	-	-	-	
Total	\$ 186,227	\$ 186,227	\$ 27,128,340	0.69%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 12,376	\$ 12,376	\$ 178,770	6.92%
Supplies & Materials	-	-	-		83	83	1,100	7.52%
Services & Charges	-	-	-		57,843	57,843	611,110	9.47%
Capital	-	-	-		-	-	3,400	0.00%
Total	\$ -	\$ -	\$ -		\$ 70,302	\$ 70,302	\$ 794,380	8.85%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 13,761	\$ 13,761	\$ 331,290	4.15%
Supplies & Materials	-	-	-		124	124	2,550	4.87%
Services & Charges	-	-	-		3,097	3,097	81,950	3.78%
Capital	-	-	-		-	-	2,500	0.00%
Total	\$ -	\$ -	\$ -		\$ 16,982	\$ 16,982	\$ 418,290	4.06%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 19,410	\$ 19,410	\$ 372,260	5.21%
Supplies & Materials	-	-	-		54	54	8,300	0.65%
Services & Charges	-	-	-		7,953	7,953	224,300	3.55%
Capital	-	-	-		-	-	1,600	0.00%
Total	\$ -	\$ -	\$ -		\$ 27,417	\$ 27,417	\$ 606,460	4.52%

	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>
LEGAL								
Personnel Services	\$ -	\$ -	\$ -		\$ 13,747	\$ 13,747	\$ 515,990	2.66%
Supplies & Materials	-	-	-		3	3	3,600	0.07%
Services & Charges	-	-	-		16,550	16,550	228,740	7.24%
Capital	-	-	-		-	-	1,100	0.00%
Total	\$ -	\$ -	\$ -		\$ 30,300	\$ 30,300	\$ 749,430	4.04%
PARKS & FACILITIES								
Other	\$ 180	\$ 180	\$ 6,000	3.00%	\$ -	\$ -	\$ -	
Service Charges	-	-	43,000	0.00%	-	-	-	
Personnel Services	-	-	-		85,249	85,249	1,940,570	4.39%
Supplies & Materials	-	-	-		4,802	4,802	259,070	1.85%
Services & Charges	-	-	-		92,025	92,025	1,249,240	7.37%
Capital	-	-	-		-	-	32,000	0.00%
Total	\$ 180	\$ 180	\$ 49,000	0.37%	\$ 182,076	\$ 182,076	\$ 3,480,880	5.23%
POLICE								
Grants	\$ -	\$ -	\$ 13,500	0.00%	\$ -	\$ -	\$ -	
Other	7,834	7,834	59,500	13.17%	-	-	-	
Service Charges	-	-	259,700	0.00%	-	-	-	
Personnel Services	-	-	-		397,099	397,099	8,656,240	4.59%
Supplies & Materials	-	-	-		20,986	20,986	225,790	9.29%
Services & Charges	-	-	-		137,591	137,591	1,369,250	10.05%
Capital	-	-	-		2,439	2,439	137,170	1.78%
Total	\$ 7,834	\$ 7,834	\$ 332,700	2.35%	\$ 558,115	\$ 558,115	\$ 10,388,450	5.37%
FIRE								
Grants	\$ -	\$ -	\$ 68,000	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	540,000	0.00%	-	-	-	
Licenses & Permits	1,767	1,767	26,000	6.80%	-	-	-	
Other	-	-	51,460	0.00%	-	-	-	
Service Charges	(4,038)	(4,038)	3,154,000	-0.13%	-	-	-	
Personnel Services	-	-	-		449,870	449,870	8,999,890	5.00%
Supplies & Materials	-	-	-		9,976	9,976	369,200	2.70%
Services & Charges	-	-	-		160,643	160,643	1,542,610	10.41%
Capital	-	-	-		1,397	1,397	57,320	2.44%
Total	\$ (2,271)	\$ (2,271)	\$ 3,839,460	-0.06%	\$ 621,886	\$ 621,886	\$ 10,969,020	5.67%

	MTD <u>REVENUES</u>	YTD <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	MTD <u>EXPENSES</u>	YTD <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
COMMUNITY DEVELOPMENT								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	195,823	195,823	1,363,500	14.36%	-	-	-	
Other	-	-	5,000	0.00%				
Service Charges	-	-	2,400	0.00%	-	-	-	
Personnel Services	-	-	-		78,418	78,418	1,553,460	5.05%
Supplies & Materials	-	-	-		1,218	1,218	39,080	3.12%
Services & Charges	-	-	-		16,545	16,545	289,540	5.71%
Capital	-	-	-		-	-	19,700	0.00%
Total	\$ 195,823	\$ 195,823	\$ 1,370,900	14.28%	\$ 96,182	\$ 96,182	\$ 1,901,780	5.06%
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 7,000	0.00%	\$ -	\$ -	\$ -	
Other	675	675	26,100	2.59%	-	-	-	
Service Charges	26,118	26,118	330,500	7.90%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		21,275	21,275	463,030	4.59%
Supplies & Materials	-	-	-		5,310	5,310	159,000	3.34%
Services & Charges	-	-	-		3,739	3,739	104,180	3.59%
Capital	-	-	-		-	-	6,500	0.00%
Total	\$ 26,793	\$ 26,793	\$ 363,600	7.37%	\$ 30,325	\$ 30,325	\$ 732,710	4.14%
FINANCE								
Service Charges	\$ 18,615	\$ 18,615	\$ 240,000	7.76%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		72,707	72,707	1,254,900	5.79%
Supplies & Materials	-	-	-		5,605	5,605	80,800	6.94%
Services & Charges	-	-	-		24,813	24,813	334,380	7.42%
Capital	-	-	-		-	-	3,500	0.00%
Total	18,615	18,615	240,000	7.76%	103,125	103,125	1,673,580	6.16%
CONTINGENCY								
Services & Charges			\$ -		\$ -	\$ -	\$ 190,000	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 190,000	0.00%
PROPERTY IMPROVEMENTS								
Other	\$ -	\$ -	\$ 5,300,000	0.00%	\$ -	\$ -	\$ -	
Capital					-	-	5,680,000	0.00%
Total	\$ -	\$ -	\$ 5,300,000	0.00%	\$ -	\$ -	\$ 5,680,000	0.00%

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
GOLF COURSE								
Service Charges	\$ (9,351)	\$ (9,351)	\$ 221,160	-4.23%	\$ -	\$ -	\$ -	0.00%
Services & Charges	-	-			10,994	10,994	297,210	3.70%
Capital	-	-	-		830	830	82,500	1.01%
Total	\$ (9,351)	\$ (9,351)	\$ 221,160	-4.23%	\$ 11,824	\$ 11,824	\$ 379,710	3.11%
OPIOID SETTLEMENT								
Other	\$ -	\$ -	\$ 180,000	0.00%	\$ -	\$ -	\$ -	
Services & Charges	-	-	-		2,520	2,520	292,420	0.86%
Total	\$ -	\$ -	\$ 180,000	0.00%	\$ 2,520	\$ 2,520	\$ 292,420	0.86%
INSURANCE TRUST								
Other	\$ -	\$ -	\$ 25,000	0.00%	\$ -	\$ -	\$ -	
Interest	38	38	500	7.59%	-	-	-	
Supplies & Materials	-	-	-		-	-	2,500	0.00%
Services & Charges	-	-	-		483,663	483,663	591,050	81.83%
Total	\$ 38	\$ 38	\$ 25,500	0.15%	\$ 483,663	\$ 483,663	\$ 593,550	81.49%
UNCOLLECTIBLE ACCOUNTS								
Services & Charges	\$ -	\$ -	\$ -		\$ 16,667	\$ 16,667	\$ 200,000	8.33%
Total	\$ -	\$ -	\$ -	0.00%	\$ 16,667	\$ 16,667	\$ 200,000	8.33%
TOTAL GENERAL FUND	\$ 423,887	\$ 423,887	\$ 39,050,660	1.09%	\$ 2,251,384	\$ 2,251,384	\$ 39,050,660	5.8%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	850	850	165,000	0.52%	-	-	-	
Property Tax	-	-	100,000	0.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	2,444	2,444	20,000	12.22%	-	-	-	
Capital					-	-	285,000	0.00%
Total	\$ 3,294	\$ 3,294	\$ 285,000	1.16%	\$ -	\$ -	\$ 285,000	0.00%
TRANSPORTATION								
Grants	\$ -	\$ -	\$ 3,879,510	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	990,930	0.00%	-	-	-	
Other	-	-	455,370	0.00%	-	-	-	
Property Tax	-	-	2,731,000	0.00%	-	-	-	
Interest	44,485	44,485	100,000	44.48%	-	-	-	
Services & Charges	-	-	-		-	-	347,280	0.00%
Capital	-	-	-		46,534	46,534	7,809,530	0.60%
Total	\$ 44,485	\$ 44,485	\$ 8,156,810	0.55%	\$ 46,534	\$ 46,534	\$ 8,156,810	0.57%
LIBRARY								
Other	\$ 52	\$ 52	\$ 45,790	0.11%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	144	144	1,500	9.62%	-	-	-	
Capital	-	-	-		-	-	47,290	0.00%
Total	\$ 196	\$ 196	\$ 47,290	0.41%	\$ -	\$ -	\$ 47,290	0.00%
TOTAL CAPITAL PROJECTS FUND	\$ 47,975	\$ 47,975	\$ 8,489,100	0.57%	\$ 46,534	\$ 46,534	\$ 8,489,100	0.5%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ -	\$ -	\$ 855,500	0.00%	\$ -	\$ -	\$ -	
Interest	6,285	6,285	55,000	11.43%	-	-	-	
Supplies & Materials	-	-	-		-	-	-	0.00%
Services & Charges	-	-	-		-	-	910,500	0.00%
TOTAL WORKERS COMP FUND	\$ 6,285	\$ 6,285	\$ 910,500	0.69%	\$ -	\$ -	\$ 910,500	0.0%

	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	\$ -	\$ -	\$ 1,925,000	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	65,720	0.00%	-	-	-	
Other	4,582	4,582	2,355,210	0.19%	-	-	-	
Service Charges	893,321	893,321	8,947,400	9.98%	-	-	-	
Interest	33,830	33,830	260,000	13.01%	-	-	-	
Personnel Services	-	-	-		128,605	128,605	2,574,810	4.99%
Supplies & Materials	-	-	-		16,116	16,116	590,630	2.73%
Services & Charges	-	-	-		488,995	488,995	4,096,360	11.94%
Capital	-	-	-		1,019,346	1,019,346	6,291,530	16.20%
TOTAL WATER FUND	\$ 931,733	\$ 931,733	\$ 13,553,330	6.87%	\$ 1,653,061	\$ 1,653,061	\$ 13,553,330	12.2%

WASTEWATER FUND

WASTEWATER								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Intergovernmental	3,067	3,067	4,154,000	0.07%	-	-	-	
Other	550,808	550,808	9,890,950	5.57%	-	-	-	
Service Charges	589,116	589,116	7,562,710	7.79%	-	-	-	
Interest	88,239	88,239	460,000	19.18%	-	-	-	
Personnel Services	-	-	-		130,788	130,788	2,385,100	5.48%
Supplies & Materials	-	-	-		33,246	33,246	575,800	5.77%
Services & Charges	-	-	-		447,084	447,084	4,309,520	10.37%
Capital	-	-	-		24,262	24,262	14,797,240	0.16%
TOTAL WASTEWATER FUND	\$ 1,231,230	\$ 1,231,230	\$ 22,067,660	5.58%	\$ 635,380	\$ 635,380	\$ 22,067,660	2.9%

STORMWATER FUND

STORMWATER								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	-	-	(110,090)	0.00%	-	-	-	
Service Charges	199,278	199,278	2,200,000	9.06%	-	-	-	
Interest	5,046	5,046	48,000	10.51%	-	-	-	
Personnel Services	-	-	-		18,966	18,966	412,300	4.60%
Supplies & Materials	-	-	-		368	368	123,700	0.30%
Services & Charges	-	-	-		70,987	70,987	879,790	8.07%
Capital	-	-	-		-	-	722,120	0.00%
TOTAL STORMWATER FUND	\$ 204,324	\$ 204,324	\$ 2,137,910	9.56%	\$ 90,321	\$ 90,321	\$ 2,137,910	4.2%

	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>
SANITATION FUND								
SANITATION								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Other	2,639	2,639	819,700	0.32%	-	-	-	
Service Charges	618,122	618,122	7,755,880	7.97%	-	-	-	
Interest	20,906	20,906	105,000	19.91%	-	-	-	
Personnel Services	-	-	-		31,966	31,966	626,700	5.10%
Supplies & Materials	-	-	-		424	424	31,100	1.36%
Services & Charges	-	-	-		379,057	379,057	7,703,280	4.92%
Capital	-	-	-		1,423	1,423	319,500	0.45%
TOTAL SANITATION FUND	\$ 641,667	\$ 641,667	\$ 8,680,580	7.39%	\$ 412,869	\$ 412,869	\$ 8,680,580	4.8%

CEMETERY FUND								
CEMETERY								
Other	\$ 50	\$ 50	\$ 280,190	0.02%	\$ -	\$ -	\$ -	
Property Tax	-	-	100,000	0.00%	-	-	-	
Service Charges	(708)	(708)	40,270	-1.76%	-	-	-	
Interest	1,321	1,321	15,000	8.81%	-	-	-	
Interfund Transfer	-	-	50,000	0.00%	-	-	-	
Personnel Services	-	-	-		5,449	5,449	122,380	4.45%
Supplies & Materials	-	-	-		477	477	12,500	3.82%
Services & Charges	-	-	-		4,867	4,867	120,080	4.05%
Capital	-	-	-		-	-	230,500	0.00%
TOTAL CEMETERY FUND	\$ 663	\$ 663	\$ 485,460	0.14%	\$ 10,793	\$ 10,793	\$ 485,460	2.2%

ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ -	\$ -	\$ 450,000	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	-	-	-	0.00%	-	-	-	
Other	-	-	350,000	0.00%	-	-	-	
Interest	11,766	11,766	27,500	42.79%	-	-	-	
Capital	-	-	-		61,093	61,093	827,500	7.38%
TOTAL ECONOMIC DEVELOPMENT	\$ 11,766	\$ 11,766	\$ 827,500	1.42%	\$ 61,093	\$ 61,093	\$ 827,500	7.4%

	<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	-	-	1,345,900	0.00%	-	-	-	
Licenses & Permits	3,920	3,920	20,000	19.60%	-	-	-	
Other	(230)	(230)	339,880	-0.07%	-	-	-	
Property Taxes	-	-	2,220,120	0.00%	-	-	-	
Service Charges	36,702	36,702	1,297,740	2.83%	-	-	-	
Interest	5,192	5,192	50,000	10.38%	-	-	-	
Personnel Services	-	-	-		124,296	124,296	2,593,140	4.79%
Supplies & Materials	-	-	-		11,983	11,983	454,770	2.63%
Services & Charges	-	-	-		241,592	241,592	1,710,030	14.13%
Capital	-	-	-		13,631	13,631	515,700	2.64%
TOTAL TRANSPORTATION FUND	\$ 45,583	\$ 45,583	\$ 5,273,640	0.86%	\$ 391,503	\$ 391,503	\$ 5,273,640	7.4%
LIBRARY FUND								
LIBRARY								
Grants	\$ -	\$ -	\$ 2,500	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	100	0.00%				
Other	342	342	104,070	0.33%				
Property Taxes	-	-	1,535,000	0.00%				
Service Charges	752	752	5,000	15.04%				
Interest	1,213	1,213	18,000	6.74%	-	-	-	
Personnel Services					59,780	59,780	1,245,210	4.80%
Supplies & Materials					18,399	18,399	146,650	12.55%
Services & Charges					23,634	23,634	264,310	8.94%
Capital	-	-	-		1,099	1,099	8,500	12.93%
TOTAL LIBRARY FUND	\$ 2,307	\$ 2,307	\$ 1,664,670	0.14%	\$ 102,911	\$ 102,911	\$ 1,664,670	6.2%

	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	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	15,700	0.00%				
Other	-	-	281,180	0%				
Service Charges	226,458	226,458	2,781,160	8.14%				
Interest	8,792	8,792	35,000	25.12%	-	-	-	
Personnel Services					36,322	36,322	668,630	5.43%
Supplies & Materials					17,108	17,108	266,730	6.41%
Services & Charges					64,849	64,849	916,180	7.08%
Capital	-	-	-		-	-	1,261,500	0.00%
TOTAL FLEET MAINTENANCE	\$ 235,250	\$ 235,250	\$ 3,113,040	7.56%	\$ 118,278	\$ 118,278	\$ 3,113,040	3.8%

INFORMATION SYSTEMS

INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	1,200	1,200	(21,350)	-5.62%	-	-	-	
Service Charges	131,844	131,844	1,576,670	8.36%				
Interest	1,451	1,451	9,550	15.19%	-	-	-	
Personnel Services					42,332	42,332	798,870	5.30%
Supplies & Materials					673	673	4,000	16.83%
Services & Charges					224,816	224,816	605,000	37.16%
Capital	-	-	-		67,976	67,976	157,000	43.30%
TOTAL INFORMATION SYSTEMS	\$ 134,495	\$ 134,495	\$ 1,564,870	8.59%	\$ 335,797	\$ 335,797	\$ 1,564,870	21.5%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ 335,119	\$ 335,119	\$ 1,025,000	32.69%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	19,864	19,864	245,000	8.11%				
Services & Charges					103,467	103,467	1,270,000	8.15%
TOTAL POLICE RETIREMENT	\$ 354,983	\$ 354,983	\$ 1,270,000	27.95%	\$ 103,467	\$ 103,467	\$ 1,270,000	8.1%

TRANSIT FUND

TRANSIT								
Grants	\$ -	\$ -	\$ 983,480	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	85,000	0.00%	-	-	-	
Other	-	-	150,200	0.00%	-	-	-	
Property Tax	-	-	423,500	0.00%	-	-	-	
Service Charges	3,526	3,526	44,200	7.98%	-	-	-	
Interest	2,082	2,082	18,000	11.57%				
Personnel Services					47,125	47,125	992,310	4.75%
Supplies & Materials	-	-	-		5,758	5,758	90,200	6.38%
Services & Charges					24,444	24,444	206,020	11.87%
Capital	-	-	-		-	-	415,850	0.00%
TOTAL TRANSIT FUND	\$ 5,608	\$ 5,608	\$ 1,704,380	0.33%	\$ 77,327	\$ 77,327	\$ 1,704,380	4.5%

CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE								
Other	\$ -	\$ -	\$ 36,000	0.00%	\$ -	\$ -	\$ -	
Service Charges	-	-	1,000	0.00%				
Interest	-	-	17,000	0.00%				
Services & Charges	-				-	-	4,000	0.00%
Interfund Transfers	-	-	-		-	-	50,000	0.00%
TOTAL PERPETUAL CARE	\$ -	\$ -	\$ 54,000	0.00%	\$ -	\$ -	\$ 54,000	0.0%

GRAND TOTAL OF ALL FUNDS	\$ 4,277,756	\$ 4,277,755	\$ 110,847,300	3.86%	\$ 6,290,718	\$ 6,290,718	\$ 110,847,300	5.68%
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Citizens are invited to inspect the detailed supporting records of the above financial statements

December 1, 2025

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met for a Work Session in the Second Floor Conference Room of the Bell Building at 215 D Street. City Attorney Tengono called the meeting to order at 3:01 PM due to technical issues.

I. CALL TO ORDER

COUNCILORS PRESENT: Council President Jim Kleeburg (Zoom); Councilor Kasee Forsmann; Councilor Jessica Klein; Councilor Kathy Schroeder; Councilor John Spickelmire; Councilor Matt Wright.

COUNCILORS EXCUSED: Mayor Dan Johnson.

II. PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

City Attorney Jennifer Tengono requested City Council members present to elect a temporary chairperson since Council President Kleeburg is appearing virtually under Lewiston City Code 2-26(g)(3) - Temporary chairperson. In the event of the temporary absence of the mayor and council president, the city attorney shall call the city council to order. If a quorum is present, those city councilors present shall elect, by a majority vote of the city councilors present at the meeting, a temporary chairperson for that city council meeting. Should the mayor or council president arrive, the temporary chairperson shall relinquish the chair immediately upon the conclusion of the item of business then in consideration before the city council.

Councilor Spickelmire moved to have Councilor Schroeder preside. Councilor Klein seconded, and the motion passed 5-1 with Councilor Schroeder opposed.

III. CITIZENS COMMENTS

None.

IV. DISCUSSION ITEMS

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

- A. PRAYER AT CITY COUNCIL MEETINGS:** Discussion on opening City Council meetings with an invocation (prayer), as requested by Councilor Klein through a motion at the September 22, 2025 City Council meeting - Action Item (Councilor Klein)

Councilor Klein led a discussion on adding prayer/invocation to City Council meetings. After the discussion, City Councilors requested Councilor Klein do more research on how the City would administer a prayer/invocation program and move the item to the February Work Session for further discussion.

Lewiston City Council
Work Session Minutes
December 1, 2025 – 3:00 p.m. – Page 1 of 2

- B. TRANSPORTATION UPDATE:** Receiving an update on the City of Lewiston's Capital Transportation Projects for the 2026 Fiscal Year - Action Item (Public Works Director Johnson)

Public Works Director Dustin Johnson provided an update on the Capital Transportation projects for Fiscal Year 2026.

- C. AMENDED NOTICE OF SEWER AVAILABILITY LETTER RE SUNSET ESTATES SUBDIVISION:** Consideration of City's willingness to extend City sewer services beyond city limits for proposed Sunset Estates Subdivision development in Nez Perce County - Action Item (City Attorney Tengono)

Councilors Wright and Forsmann moved and seconded, respectively, to send an amended letter stating the City is not willing to provide sewer service, and that such sewer will remain unavailable for one year from the date of such letter, and authorize the Mayor to sign the letter. The motion passed 6-0.

V. UNFINISHED AND NEW BUSINESS

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

- B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES**

- C. MAYOR COMMENTS**

- D. AGENDA TOPICS:** - Action Item

VI. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Wright and Spickelmire moved and seconded, respectively, to adjourn the December 1, 2025 Work Session. The motion carried 6-0 and the meeting was adjourned at 5:00 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

Lewiston City Council
Work Session Minutes
December 1, 2025 – 3:00 p.m. – Page 2 of 2

December 8, 2025

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Joint City Council & Nez Perce County Commissioners Special Meeting in the 1st Floor Confluence Room of the Nez Perce County Courthouse at 1230 Main Street. Following Nez Perce County Commission Chair Havens' call to order, Mayor Johnson called the meeting to order at 11:04 AM.

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Dan Johnson; Council President Jim Kleeburg; Councilor Kasee Forsmann; Councilor Jessica Klein; Councilor Kathy Schroeder; Councilor Matt Wright.

COUNCILORS EXCUSED: Councilor John Spickelmire.

COMMISSIONERS PRESENT: Chairman Doug Havens; Commissioner Joe Gish.

COMMISSIONERS EXCUSED: Commissioner Hannah Liedkie.

II. PLEDGE OF ALLEGIANCE

Chair Havens led the Pledge of Allegiance.

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

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

- A. JOINT RESOLUTION 2025-53:** Considering approving a joint resolution with the Nez Perce County Board of Commissioners authorizing the Lewiston-Nez Perce County Airport Authority Board to enter into lawful ground leases of airport property containing an option to renew clause - Action Item

Commissioners Gish moved to approve Resolution 2025-12-241 as presented. Chair Havens seconded, and the motion passed 2-0.

Council President Kleeburg and Councilor Wright moved and seconded, respectively, to approve Joint Resolution 2025-53 as presented. **ROLL CALL: VOTING AYE: Kleeburg; Wright; Klein; Forsmann; Schroeder. VOTING NAY: None. EXCUSED: Spickelmire.**

IV. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council and Nez Perce County Commissioners, Chair Havens adjourned the December 8, 2025 Joint Meeting at 12:01 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

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December 8, 2025

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

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Dan Johnson; Council President Jim Kleeburg; Councilor Kasee Forsmann; Councilor Jessica Klein; Councilor John Spickelmire (Zoom 6:09 p.m.); Councilor Matt Wright.

COUNCILORS EXCUSED: Councilor Kathy Schroeder.

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

III. CITIZENS COMMENTS

Library Director Lynn Johnson introduced the new baby grand piano that was a gift from the Lewiston Library Foundation and was commemorated on December 4th, 2025 in honor of former Library Director Dawn Wittman.

Steve Leto, a resident of Lewiston, spoke in objection to prayer being introduced at Council meetings.

IV. CONSENT AGENDA

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

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

- A. CITY COUNCIL MINUTES:** Considering approving the minutes of the 11/24/2025 Regular meeting - Action Item
- B. ADVISORY BOARDS AND COMMISSIONS MINUTES:** Accepting the minutes of the following meetings: 9/18/2025 & 10/15/2025 Library Board of Trustees; 8/28/2025 Public Works Advisory Commission; and 10/14/2025 Urban Renewal Agency - Action Item
- C. VOUCHER'S PAYABLE:** Considering approving the Voucher's Payable dated

Lewiston City Council
Regular Meeting Minutes
December 8, 2025 – 6:00 p.m. – Page 1 of 4

11/14/2025 - 11/26/2025 in the amount of \$2,044,460.80 - Action Item

- D. **TAMMANY VISTA FINAL PLAT:** Considering approving the Tammany Vista Final Plat and associated Reasoned Statement of Relevant Criteria and Standards, which proposes to subdivide approximately 15.9 acres of property, located along the extension of Ripon Avenue between 18th and 20th Streets, into 50 development lots - Action Item

V. **ACTIVE AGENDA**

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

1. **PLANNING AND ZONING COMMISSION:** Considering appointing Kyle Harris to a four (4) year term starting January 10, 2026 - Action Item

Mayor Johnson moved to approve the appointment of Kyle Harris to a four-year term on the Planning and Zoning Commission beginning January 10, 2026. Councilor Forsmann seconded, and the motion passed 4-0.

- B. **REPLACEMENT OF 4 POLICE DEPARTMENT PATROL SUVS:** Considering accepting the price submitted by Rogers Motors, in the amount of \$211,366 for the purchase of four 2026 Durango Pursuit SUVs, including the specified upfitting package, and authorizing staff to move forward with the purchase - Action Item (Equipment Services Manager Braun)

Councilors Klein and Forsmann moved and seconded, respectively, to approve the purchase of four 2026 Dodge Durango Pursuit SUVs from Rogers Motors, as quoted, for \$211,366, and authorize staff to take the steps necessary to complete the purchase. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Schroeder.**

- C. **TASK ORDER NO. 1 TO THE WASTEWATER 2026 PIPELINE REPLACEMENT (WW071) PROJECT:** Considering approving Task Order No. 1 to the Master Agreement for Professional Services between the City of Lewiston and J-U-B Engineers, Inc., for the Wastewater 2026 Pipeline Replacement (WW071) Project, in the amount of \$108,000 and authorizing the Mayor to sign the Task Order - Action Item (Public Works Director Johnson)

Councilor Wright moved and Council President Kleeburg seconded, respectively, to approve Task Order No. 1 in the amount of \$108,000 with J-U-B Engineers, Inc. for the Wastewater 2026 Pipeline Replacement Project (WW071) and authorize the Mayor to sign the task order. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Schroeder.**

- D. **RESOLUTION 2025-54:** Considering approving an easement for pipeline right-of-way located on Lower Granite Lock and Dam Nez Perce County, Idaho from

Lewiston City Council
Regular Meeting Minutes
December 8, 2025 – 6:00 p.m. – Page 2 of 4

the U.S. Army Corps of Engineers, as Grantor, to the City of Lewiston, as Grantee, associated with the Snake River Avenue Sewer Line Replacement project - Action Item (Public Works Director Johnson)

Councilors Klein and Wright moved and seconded, respectively, to approve Resolution 2025-54, contingent upon successful resolution of Condition 24. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Schroeder.**

VI. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

VII. UNFINISHED AND NEW BUSINESS

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

Councilor Forsmann reminded the public about the Living Lewiston magazine, and encouraged them to also visit Locomotive Park to see the lights.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

Council President Kleeburg and Councilor Wright shared updates regarding their assigned Boards and Commissions.

C. MAYOR COMMENTS

Mayor Johnson reminded Councilors that they would be assigned to boards and commissions at the January 12, 2026 meeting, as well as choose a new council president.

D. AGENDA TOPICS: - Action Item

None.

VIII. EXECUTIVE SESSION

Councilors Wright and Forsmann moved and seconded, respectively, to go into executive session pursuant to Idaho Code § 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated and § 74-206(1)(c) to acquire an interest in real property not owned by a public agency. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Schroeder.**

City Council entered executive session at 6:33 p.m. and exited at 7:20 p.m.

A. FINAL ACTION TO BE TAKEN AFTER EXECUTIVE SESSION: - Action Item

Mayor Johnson called the meeting back to order at 7:22 p.m.

Council President Kleeburg moved to allow the Mayor to sign any and all documents consistent with the discussion in executive session. Councilor Forsmann seconded. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Klein; Spickelmire. VOTING NAY: None. EXCUSED: Schroeder.**

IX. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Council President Kleeburg and Councilor Wright moved and seconded, respectively, to adjourn the December 8, 2025 Regular Meeting. The motion carried 5-0 and the meeting adjourned at 7:23 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

September 4, 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 10:01 a.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Leah Boots, Chair; Tamara Berlik; Bob Reitz; Greg Follett; Laurinda Riggs (at 10:08 am); Lisa Hasenoehrl (via Zoom); Dennis Ohrtman;

COMMISSIONERS EXCUSED: Kayleigh Phillipi;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: None.

GUESTS: None.

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. Approval of Minutes, August 7, 2025 Regular Meeting:

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

2. Election of a Vice Chair to take over the seat vacated by Ed King:

Staff Hollingshead stated that since Ed King had resigned his seat on the Commission that a new Commissioner needed to be elected to complete the year as Vice Chair. Staff Hollingshead asked for nominations or volunteers. Commissioner Ohrtman stated he would be able to attend the remaining meetings in 2025 and could finish the term of Vice Chair. Staff Hollingshead called for a role call vote:

Chair Boots : Aye

Commissioner Follett: Aye

Commissioner Ohrtman: Aye

Commissioner Berlik: Aye

Commissioner Reitz: Aye

Commissioner Hasenoehrl: Aye

Motion passed unanimously and Commissioner Ohrtman will finish the 2025 year as Vice Chair.

IV. OLD BUSINESS

1. Historic Churches Project

Staff Hollingshead reviewed that she had sent 16 letters out in August to the churches identified as part of the Historic Churches Project and had received responses from five of those churches and a return to sender on one letter. Staff Hollingshead stated she had appointments with two of the churches to pick up information and one church had dropped information off. Chair Boots stated that she had contact information for the Seventh Day Adventist Church and would be reaching out to them this week. Vice Chair Ohrtman provided staff with a contact for Orchards Methodist and St. Stan's. Commissioner Berlik has been in contact with Lewis-Clark Memorial Gardens and will follow up again.

V. COMMISSIONER COMMENTS:

Vice Chair Ohrtman shared that renderings of the proposed interior remodel for the Liberty Theater have been created and that the repair of the marquee will start in October. Fundraising for the Beuk Aie Temple has started and will be used to construct a building next to the capital replica on the Nez Perce County Historical Society campus to house the exhibit.

VI. COUNCIL LIAISON COMMENTS:

Council Liaison Forsmann was not present.

VII. STAFF-COMMISSION COMMUNICATIONS:

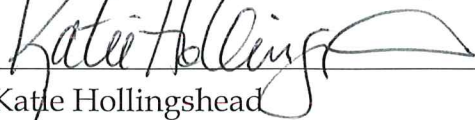
Staff Hollingshead stated that there is an open seat on the Commission and encouraged Commissioners to share that with anyone they know who might be interested in joining. Commission applications are available online or with the clerks office.

Staff Hollingshead stated the next regular meeting will be held on Thursday, October 2, 2025 and asked if any of the Commissioners were unable to attend. Chair Boots stated she was a maybe as she might have a conflict. All other Commissioners plan to attend.

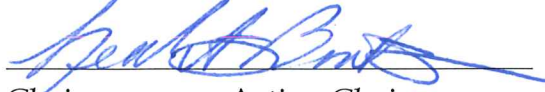
VIII. ADJOURN

There being no further business, Commissioner Berlik and Vice Chair Ohrtman moved and seconded, respectively, to adjourn the meeting of the Historic Preservation Commission at approximately 10:20 a.m. Motion passed 7-0.

RESPECTFULLY SUBMITTED,



Katie Hollingshead
Recording Secretary



Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 4 day of December, 2025.

November 13, 2025

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a special meeting Thursday, November 13, 2025, at the Bell Building 2nd Floor Conference Room. Vice Chairperson Tim Switzer called the meeting to order at 12:03 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: Tim Switzer, Vice Chair; Jim Kleeburg; A.L. "Butch" Alford; Joe Anderson (via Zoom at 12:10 pm);

BOARD MEMBERS EXCUSED: Sheila Bond, Chairperson;

STAFF MEMBERS PRESENT: Katie Hollingshead, URA Director;

OTHERS PRESENT: Thad O'Sullivan, URA Legal Counsel (via Zoom); Luke Antonich, City Engineer; Bill Maughan, Lewiston Orchards Irrigation District; Barney Metz, Lewiston Orchards Irrigation District, Mathew Wright, Lewiston City Councilor

II. CITIZEN COMMENTS

Luke Antonich, City Engineer, told the board that the Capital Improvement Plan (CIP) is currently on the City's website and citizens are invited to review it and provide public comment. Citizens' comments help the Public Works Department and the City Council designate priorities for improvement projects in the next year.

III. ACTIVE AGENDA (ACTION ITEM)

A. Approval of Minutes, October 14, 2025 – Action Item

Motion carried 3-0 (Board member Anderson arrived after the vote).

B. Approval of Invoices – Action Item

1. O' Sullivan Legal PLLC, Legal Services, October 2025, \$619.50

2. City of Lewiston, Reimbursement Request, East Orchards Sewer Phase 3 Construction, \$55,600.00

Vice Chair Switzer asked if there were any questions. Director Hollingshead let the board know that the reimbursement to the City of Lewiston was for engineering services with Merrick who had designed the sewer plans for the East Orchards Sewer Phase 3. Board members Alford and Kleeburg moved and seconded to approve the invoices. Motion carried 3-0 (Board member Anderson arrived after the vote).

C. Approval of Engagement Letter with Presnell Gage for the annual audit – Action Item

Director Hollingshead briefly reviewed the letter of engagement from Presnell Gage for the annual Urban Renewal Agency financial audit. Board members Alford and Kleeburg moved and seconded to approve the letter of Engagement with Presnell Gage for the annual URA audit. Motion carried 3-0 (Board member Anderson arrived after the vote).

D. Review of Financial Summary – Informational Item

Director Hollingshead stated that she had not received the Financial Summary from the Finance Department in time for the meeting, so it would be added to the December agenda.

E. Review of Downtown/Normal Hill Revenue Allocation Area #7 Plan and Prioritization of Projects – Action Item

Director Hollingshead reviewed the plan and project list for the Downtown/Normal Hill Revenue Allocation Area #7 and the current estimates for increment over the life of the RAA. Director Hollingshead invited City Engineer, Luke Antonich to speak about the City's plans for the downtown reconstruction. Mr. Antonich stated that since the general obligation bond did not pass with super majority that the city is regrouping and determining priorities for the downtown corridor. The Capital Improvement Plan is currently out on the city website and this provides an opportunity for the public to weigh in on projects and priorities. Downtown has been high on the list for years and there is infrastructure that has to be repaired and replaced, it is not an option to not do this work.

Board member Alford stated that he was disappointed to see that the quiet campaign did not work and that while he understands that the city could not advocate for the bond he was disappointed that other groups in the city did not push an ancillary effort to encourage a yes vote.

The board chose not to make a priority list at this time and would like to hear back from Mr. Antonich after the Capital Improvement Plan has been completed.

Legal Counsel O'Sullivan asked if the board could revisit Active Agenda Items A, B, and C since board member Anderson had arrived after the vote.

Vice Chair Switzer asked for a motion on the approval of minutes, October 14, 2025. Board members Alford and Kleeburg, moved and seconded, respectively to approve. Motion carried 4-0.

Vice Chair Switzer asked for a motion on the invoices to O'Sullivan Legal PLLC and the City of Lewiston reimbursement. Board members Anderson and Kleeburg, moved and seconded, respectively to approve the invoices. Motion carried 4-0.

Vice Chair Switzer asked for a motion to approve the engagement letter with Presnell Gage for the annual Urban Renewal Agency financial audit. Board members Alford and Kleeburg, moved and seconded, respectively to approve. Motion carried 4-0.

IV. UNFINISHED AND NEW BUSINESS

A. Board Member Comments

None.

B. Staff Comments

Director Hollingshead stated that the next regular meeting is December 9th and asked if anyone was unable to attend. All board members stated they were available to attend.

V. **ADJOURN (ACTION ITEM)**

There being no further business, Board members Kleeburg and Alford moved and seconded, respectively, to adjourn. The motion carried 4-0 and the Urban Renewal Agency Board adjourned at approximately 12:29 p.m.

RESPECTFULLY SUBMITTED,



KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:



URBAN RENEWAL AGENCY CHAIR

Approved this 9 day of December, 2025



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
A CHILD IS MISSING INC	400927	12/11/2025	POLICE	PD-A CHILD IS MISSING ALERT RENEWAL FEES	\$500.00
AG-PRO	121560	12/11/2025	WSTWTR	PW-WWCOLL-BPO TRUCK REPLACEMENT PARTS	\$79.92
AIRBRIDGE BROADBAND LLC	121561	12/11/2025	INFOSYSTMS	BPO - ISS - INTERNET SERVICE	\$285.00
ALWAYS TOWING LLC	400928	12/11/2025	POLICE	BPO PD TOW SERVICE FOR TOWS TO 16TH AVE STORAGE/EV	\$1,068.75
AMAZON CAPITAL SERVICES	121523	12/4/2025	RECREATION	REC - AMAZON - KEY TAG IDENTIFIER	\$11.97
	121562	12/11/2025	CEMETERY	CEM - AMAZON - MOWER PARTS	\$52.44
			FINANCE	FIN- DESK IMPROVEMENT KEYBOARD TRAY	\$59.96
			FLTMaint	BPO- FLEET- REPAIR PARTS & OFFICE SUPPLIES	\$119.90
			FLTMaint	BPO- FLEET- REPAIR PARTS & OFFICE SUPPLIES	\$37.47
			HR	SUPPLIES FOR YEARS OF SERVICE CERTIFICATES	\$66.19
			INFOSYSTMS	ISS - USB-C PORT LOCKS AND RJ45 CONNECTORS	\$52.01
			LIBRARY	BPO - LIB - OFFICE SUPPLIES	\$55.09
				BPO - LIB - VIDEO GAMES	\$146.92
			PARKSFAC	REC - AMAZON - RECREATION ADMIN OFFICE FURNITURE	(\$199.99)
			POLICE	PD-DYMO POSTAL WEIGHER FOR RECORDS	\$78.69
				PD-NEW PAIR OF SWAT PANTS FOR RIGNEY	\$82.95
				PD-SWAT GEAR FOR KNIGGE, 1 PANT 1 SHIRT	\$112.90
				PD-SWAT GEAR FOR WILBERT	\$116.89
				PD-THERMAL MYLAR BLANKETS FOR PATROL TO GIVE TO CO	\$66.49
			RECREATION	REC - AMAZON - WAGONS AND SIGN HOLDER	\$370.95
				REC - AMAZON -REUSABLE DECORATIONS FOR HOLIDAY	\$800.56
			TRNSPN	PW - ST - PPE: ICE CLEATS (15) & SWEATSHIRTS (2)	\$464.33
				PW-ENG-ERGO KEYBOARD/MOUSE; ALANNAH	\$39.99
			WATER	PW-WD-CONSTRUCTION CONES (50)	\$455.95
				PW-WTP-SAFETY SHOES; C BANN	\$234.95
			WSTWTR	PW-IPT-NTRILE DISPOSABLE GLOVES (MED-4 BOXES)	\$53.96
				PW-WWC-SAFETY BOOTS; J THIRIOT	\$169.99
				WW051-WWC-SEWER LINE REPAIR; 600 PROSPECT; PLUG	\$1,833.18



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
ANATEK LABS INC	400929	12/11/2025	WATER	PW-WTP-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$640.00
ANTHONY H SEUBERT	121543	12/4/2025	RECREATION	BPO -SNR NUTR - SEUBERT, TONY - REIMBURSEMENT	\$322.00
	121642	12/11/2025	RECREATION	BPO -SNR NUTR - SEUBERT, TONY - REIMBURSEMENT	\$246.40
ATCO INTERNATIONAL	121563	12/11/2025	SANITATION	PW - TS - DEODORIZER	\$299.05
ATLAS SAND & ROCK	121564	12/11/2025	WSTWTR	WW051 SEWER POINT REPAIR: 914 21ST ST; CDF	\$224.00
AUSTIN BROWN	121567	12/11/2025	FIRE	BPO FIRE - DR. AUSTIN BROWN - MEDICAL CONTROL	\$3,151.88
AVISTA	121565	12/11/2025	CEMETERY	BILL DATE	\$242.96
			COMDEV	BILL DATE	\$1,007.64
			LIBRARY	BILL DATE	\$2,134.36
			PARKSFAC	BILL DATE	\$15,340.26
			POLICE	BILL DATE	\$20.65
			RECREATION	BILL DATE	\$810.03
			SANITATION	BILL DATE	\$491.75
			TRANSITOP	BILL DATE	\$143.22
			TRNSPN	BILL DATE	\$27,636.49
			WATER	BILL DATE	\$38,440.20
			WSTWTR	BILL DATE	\$28,082.28
BLUE RIBBON LINEN SUPPLY INC	121566	12/11/2025	WATER	PW-WTP/DISTR BPO LAUNDRY & JANITORIAL SUPPLIES	\$692.74
BOB'S GARAGE DOORS LLC	400920	12/4/2025	PARKSFAC	FAC - BOB'S GARAGE DOORS - FS4 CALL OUT	\$683.86
BRANOM OPERATING COMPANY LLC	400930	12/11/2025	WSTWTR	PW-WWTP-VERIFICATION AND CALIBRATION OF METERS;	\$3,961.00
BRIAN E WARD DBA GUMBY ENTERPRISES INC	121645	12/11/2025	FLTMINT	BPO- FLEET- TOOLS & SUPPLIES	\$127.80
BRYON DENNY DBA HELL'S CANYON UPFITTING AND SALES	400940	12/11/2025	POLICE	PD-LIGHTS AND SIRENS FOR EBIKES	\$700.00
BSN SPORTS LLC	121568	12/11/2025	RECREATION	REC - BSN SPORTS - INDOOR/OUTDOOR BASKETBALLS	\$113.89
BUCHANAN AUTOMATION INC	121569	12/11/2025	WSTWTR	PW-WWTP-REPAIR PARTS FOR ENVIROMIX MIXING SYS	\$513.73
CDE ENTERPRISE DBA GEORGE'S LOCK AND KEY SERVICE	121595	12/11/2025	POLICE	PD-ER AUTO GAIN ENTRY 25-L18093	\$70.00
			TRANSITOP	TRANSIT SPARE KEYS FOR BUS 715 & 716	\$90.00
			WATER	PW-WTP-LOCK FOR WTP	\$48.95
CED - CONSOLIDATED ELECTRICAL DISTRIBUTORS	400931	12/11/2025	PARKSFAC	BPO - FAC - CED/CONSOLIDATED ELEC - ELECTRIC SUP	\$243.68
			WSTWTR	PW-WWCOLL-BPO ELECTRICAL SUPPLIES	\$20.63



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
CENTRAL ORCHARDS SEWER DISTRICT	121576	12/11/2025	PARKSFAC	NOVEMBER 2025 UTILITY CHARGES	\$305.50
CINTAS CORPORATION #606	121570	12/11/2025	FLTMAINT	BPO- FLEET- UNIFORM RENT & LAUNDRY	\$205.04
			PARKSFAC	BPO - PKS - CINTAS - UNIFORMS AND CLEANING SUPP.	\$32.79
CITY OF LEWISTON	3594	12/11/2025	CEMETERY	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$39.00
			COMDEV	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$218.28
			LIBRARY	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$475.33
			PARKSFAC	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$13,618.76
			POLICE	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$54.36
			SANITATION	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$2,117.74
			STMWTR	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$26.64
			TRANSITOP	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$87.94
			TRNSPN	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$29,236.70
			WATER	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$1,212.35
			WSTWTR	NOVEMBER 2025 WATER/SEWER/GARBAGE	\$2,539.13
CITY OF LEWISTON EMPLOYEE BENEFIT-CAFETERIA PLAN	121546	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$8,407.98
CLEARWATER CLEANING SERVICES CORP	400932	12/11/2025	PARKSFAC	BPO-FAC - CLEARWATER CLEANING SERVICE - OCT BILL	\$4,245.00
CLEMENTS BROWN & MCNICHOLS	400933	12/11/2025	LEGAL	OUTSIDE LEGAL COUNCIL; CB&M-PROFITT V. COL; FY26	\$22,431.75
CNR ENTERPRISES LLC	400921	12/4/2025	WATER	BPO-PW-WD FOR EMERGENCY ASPHALT PATCHES	\$800.00
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	121571	12/11/2025	CEMETERY	CP-332165 BILL DATE 11/23/25	\$155.66
			COMDEV	CP-332165 BILL DATE 11/23/25	\$162.86
			FIRE	CP-0335185 BILL DATE 11/30/25	\$1,322.72
				CP-332165 BILL DATE 11/23/25	\$1,093.93
			FLTMAINT	BPO- FLEET- LUBE PRODUCTS & CAR WASHES	\$64.00
				CP-0335185 BILL DATE 11/30/25	\$92.47
				CP-332165 BILL DATE 11/23/25	\$38.01
			LEGISLATIV	CP-332165 BILL DATE 11/23/25	\$18.61
			PARKSFAC	CP-0335185 BILL DATE 11/30/25	\$395.48
				CP-332165 BILL DATE 11/23/25	\$781.64
			POLICE	CP-0335185 BILL DATE 11/30/25	\$1,316.76



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	12157 1	12/11/2025	POLICE	CP-332165 BILL DATE 11/23/25	\$1,719.39
			RECREATION	CP-332165 BILL DATE 11/23/25	\$61.74
			SANITATION	BPO - SAN - FY26 FUEL FOR SDI HAUL	\$2,237.10
				BPO - TS - FUEL	\$323.20
			STMWTR	CP-332165 BILL DATE 11/23/25	\$154.30
			TRANSITOP	CP-0335185 BILL DATE 11/30/25	\$891.49
				CP-332165 BILL DATE 11/23/25	\$1,530.74
			TRNSPN	CP-0335185 BILL DATE 11/30/25	\$985.55
				CP-332165 BILL DATE 11/23/25	\$2,228.72
			WATER	CP-0335185 BILL DATE 11/30/25	\$155.28
				CP-332165 BILL DATE 11/23/25	\$427.96
				PW-WTP-BPO OIL FOR PUMPS	\$677.57
			WSTWTR	CP-0335185 BILL DATE 11/30/25	\$316.36
				CP-332165 BILL DATE 11/23/25	\$375.88
				PW-WWTP-BPO LUBE FOR MAINTENANCE & MOBILE OIL	\$92.50
COLLIER ELECTRIC LLC	12157 2	12/11/2025	WSTWTR	BPO-PW-WWTP-ONCALL ELEC SRVS	\$1,756.54
				WW034 SLA LOSD THAIN GRADE FLOW METER ENCLOSURE	\$5,180.46
COMMERCIAL TIRE INC	40093 4	12/11/2025	FLTMAINT	BPO- FLEET- TIRE REPAIRS & DISPOSAL	\$80.00
COMPUNET INC	12157 3	12/11/2025	LIBRARY	LIB - CRADLEPOINT ROUTER RENEWAL	\$221.40
CONSOR NORTH AMERICA INC	40093 5	12/11/2025	TRNSPN	BR003 S'WAY BR PIER 3 REHAB PH1; REISSUE 22502624	\$6,596.50
CORRECT EQUIPMENT	12157 5	12/11/2025	WATER	PW-WTP-TRANSFER PUMP; QUOTE ATTACHED	\$5,893.92
CULLIGAN WATER LLC	12157 8	12/11/2025	WSTWTR	PW-WWTP-BPO WATER SOFTENER MAINTENANCE	\$18.95
DALE WHEATON	12152 5	12/4/2025	RECREATION	BPO -SNR NUTR - WHEATON, DALE - REIMBURSEMENT	\$104.30
	12157 9	12/11/2025	RECREATION	BPO -SNR NUTR - WHEATON, DALE - REIMBURSEMENT	\$90.30
DAVID VINCENT	12155 6	12/11/2025	TRANSITOP	D. VINCENT PERMIT FOR PASSENGER ENDORSMENT	\$35.85
DELL MARKETING LP	12158 0	12/11/2025	INFOSYSTMS	LAPTOP FOR PARKS & REC	\$999.95
DIGLINE INC	12158 1	12/11/2025	WATER	PW-W/WW BPO LOCATE SERVICES	\$166.73
			WSTWTR	PW-W/WW BPO LOCATE SERVICES	\$166.72
DOG WASTE DEPOT	12158 2	12/11/2025	PARKSFAC	PKS - DOG WASTE DEPOT - DOG BAGS	\$2,462.70
DRISKILL LLC	12158 7	12/11/2025	TRANSITCAP	TRANSIT MAP DISPLAY VINYL LCC PRINT	\$107.36
DRUG TESTING ANALYTICS LLC DBA MINERT & ASSOCIATES	40094 5	12/11/2025	HR	BPO - DRUG TESTING SERVICES FOR NEW HIRES AND RAND	\$738.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
EAN SERVICES LLC	12158 4	12/11/2025	LEGISLATIV	TRAVEL - MAYOR - 2025 AIC LEGISLATIVE SUMMIT	\$122.25
EFTPS	3597	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$180,102.97
EMPOWER TRUST COMPANY LLC	3595	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$41,321.03
EMSCONNECT LLC	12158 3	12/11/2025	FIRE	BPO FIRE - EMS CONNECT - ANNUAL RENEWAL	\$429.00
ERB'S ACE HARDWARE LLC	12158 5	12/11/2025	FIRE	BPO FIRE - ERB HARDWARE - SUPPLIES	\$49.27
			WSTWTR	BPO-PW-WWCOLL SUPPLIES AND EQUIPMENT: PAINT, TA	\$78.17
				BPO-PW-WWTP OPERATING AND CLEANING SUPPLIES	\$293.93
FASTENAL COMPANY	12158 6	12/11/2025	PARKSFAC	BPO - PKS - FASTENAL - VENDING SUPPLIES @ SS	\$71.27
FATBEAM LLC	40093 7	12/11/2025	LIBRARY	BPO - LIB - PUBLIC INTERNET FEES	\$885.00
FEDEX	12158 8	12/11/2025	TRNSPN	TR023 SRA; SWAY-11TH; PARCEL 2 CONTRACT MAILING	\$74.46
FERGUSON ENTERPRISES #3011	12158 9	12/11/2025	WATER	PW-WD-MIUS; SENSUS PARTS; SOLE SOURCE; QUOTED	\$1,918.85
				WR079 SRV LINE REPLACEMENT - SRV LINE/SETTING	\$4,720.53
			WSTWTR	PW-WWCOLL- BPO MISC SUPPLIES; SUCH AS GASKETS A	\$1,610.19
				WW034 LOSD PW-WWCOLL-BPO LIFT STATION MAINT PARTS	\$63.22
FERGUSON ENTERPRISES LLC #3325	12163 6	12/11/2025	WATER	WR200 SLA HOSE MONSTERS; 5 IN STORZ HOSE	\$650.88
FLAG STORE OF IDAHO LLC	12159 0	12/11/2025	PARKSFAC	PKS - FLAG STORE OF ID - FLAG FOR ROSE GARDEN	\$1,950.00
FOP LEWIS CLARK LODGE #10	12154 7	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$1,929.96
FOUR SEASONS LAWN CARE	12159 1	12/11/2025	POLICE	BPO PD-PEST CONTROL FOR PD, TRAINING CENTER	\$98.40
FREEDOM FIRE LLC	12159 2	12/11/2025	FLTMAINT	BPO- FLEET- FIRE EXTINGUISHER SERVICING	\$1,046.00
GATEWAY MATERIALS	12159 4	12/11/2025	TRANSITCAP	TRANSIT MAP DISPLAY & MOUNTS	\$849.56
GEORGE WILLIAM REED	12154 1	12/4/2025	RECREATION	BPO -SNR NUTR - REED, GEORGE - REIMBURSEMENT	\$215.60
	12163 8	12/11/2025	RECREATION	BPO -SNR NUTR - REED, GEORGE - REIMBURSEMENT	\$154.00
GMCO CORPORATION	12159 6	12/11/2025	TRNSPN	BPO - ST - FY26 LIQUID DEICER	\$3,469.50
GOCODES	12159 7	12/11/2025	FIRE	FIRE - GOCODES - INVENTORY	\$1,000.00
GRAINGER	40093 8	12/11/2025	WATER	WR043 SLA SW BOOSTER CK VALVE- FORK TRUCK BOOM	\$1,070.57
H & H BUSINESS SYSTEMS	12159 8	12/11/2025	COMDEV	BPO-CD-COPIER MAINTENANCE COLOR AND B&W FOR IMAGE	\$153.38



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
H & H BUSINESS SYSTEMS	121598	12/11/2025	EXECUTIVE	EXEC BPO: FY 26 RICOH MAINT/COPY COST PER COPY	\$243.19
			LEGAL	BPO-LEGAL-H & H MONTHLY COPY FEES; FY26	\$22.19
			POLICE	BPO PD -ADMIN COPY INVOICES	\$173.37
			RECREATION	BPO - REC - H & H - COPIER MAINTENANCE CONTRACT	\$448.84
			WSTWTR	PW-WWTP-BPO COPIER MAINTENANCE	\$1.22
HACH COMPANY	121599	12/11/2025	WATER	BPO-PW-WTP- FOR PLANT EQUIPMENT/INSTRUMENTS/LAB	\$2,147.36
HAHN SUPPLY	121600	12/11/2025	PARKSFAC	BPO - FAC - HAHN - HVAC FILTERS	\$338.34
				BPO - FAC - HAHN - MAINTENANCE TOOLS	\$105.99
				BPO - PKS - HAHN - IRRIGATION PARTS	\$31.83
			WATER	PW-WD-BPO PARTS; FLUIDS; TOOLS AND CONSUMABLE MAI	\$291.88
				PW-WTP-BPO PLUMBING SUPPLIES/TOOLS/FILTERS	\$686.00
			WSTWTR	PW-WWCOLL-BPO OPERATING AND PLUMBING SUPPLIES	\$73.63
HCAA LLC	400939	12/11/2025	RECREATION	REC - HCAA - YOUTH VOLLEYBALL JERSEYS	\$1,208.00
HENRY SCHEIN	121601	12/11/2025	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$1,410.04
HERCO INC DBA HERCO ASPHALT & PAVING	121527	12/4/2025	TRNSPN	BPO - ST - HOT MIX ASPHALT	\$328.05
	121602	12/11/2025	TRNSPN	TR021 EMERGENCY PATCH: 13TH ST/VERN LANE	\$986.00
			WSTWTR	WW051 SEWER POINT REPAIR: 914 21ST ST; ASPHALT	\$156.42
HMH ENGINEERING	121528	12/4/2025	CAPITAL PROJECTS	TR070 BURRELL;THAIN-14TH S/W INFILL - PROJ. DEV.	\$11,427.95
HOME DEPOT CREDIT SERVICES	121603	12/11/2025	CEMETERY	CEM - HOME DEPOT - OUTDOOR TOOLS	\$120.27
			HR	POINSETTAS FOR HOLIDAY PARTY - TO USE AS DECOR AND	\$40.00
			PARKSFAC	BPO - FAC - HOME DEPOT - MAINTENANCE SUPPLIES	\$244.90
			WATER	PW-WTP-BPO FASTENERS/TOOLS/WOOD/PAINT/R ELATED	\$417.45
			WSTWTR	BPO-PW-WWCOLL- SUPPLIES, POWER AND HAND TOOLS	\$357.88
				PW-WWTP-BPO SUPPLIES, POWER AND HAND TOOLS	\$122.90
HORIZON DISTRIBUTORS INC	121529	12/4/2025	CEMETERY	CEM - HORIZON - REPAIR TO MOWERS	\$80.70
HUGHES FIRE EQUIPMENT INC	400941	12/11/2025	FLTMAINT	REPL SWIVEL & HYD SEAL KIT FOR #021 AERIAL	\$16,484.74



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
I A F F - LOCAL #1773	121548	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$3,283.00
IACP	121604	12/11/2025	POLICE	PD- IACP MEMBERSHIP DUES FOR CHIEF KUZIK	\$220.00
IDAHO CHILD SUPPORT RECEIPTING	121551	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$270.00
IDAHO DEPT OF ENVIRONMENTAL QUALITY	121647	12/11/2025	WATER	PW DRINKING WATER SYSTEM - QUARTERLY FEES	\$4,472.25
IDAHO ICE	121530	12/4/2025	INFOSYSTMS	BPO - ISS - WATER	\$11.28
			SANITATION	BPO - TS - IDAHO ICE	\$8.35
IDAHO STATE POLICE	121605	12/11/2025	COMDEV	BPO-CD-FINGERPRINT FEES RELATING TO BUSINESS LICE	\$133.00
IDAHO STATE TAX COMMISSION	121550	12/11/2025	LIBRARY	NOVEMBER 2025 SALES TAX	\$56.11
			RECREATION	NOVEMBER 2025 SALES TAX	\$108.97
			SANITATION	NOVEMBER 2025 SALES TAX	\$2,057.51
	121552	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$30,044.00
	121553	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$615.34
IDAHO TRANSPORTATION DEPT	3592	12/4/2025	TRNSPN	TR023 SNAKE RIVER AVE SLA KN13443	\$3,682,625.00
IDAHO TRUCK SALES CO	121606	12/11/2025	FLTMaint	BPO- FLEET- REPAIR PARTS & REPAIRS	\$151.03
INGRAM LIBRARY SERVICES	400942	12/11/2025	LIBRARY	BPO - LIB - SECOND FLOOR ADULT NONFICTION	\$404.96
				BPO - LIB - ADULT BOOKMOBILE BOOK ORDERS	\$332.12
				BPO - LIB - ADULT FICTION	\$736.04
				BPO - LIB - FIRST FLOOR ADULT NONFICTION	\$375.29
				BPO - LIB - JUVENILE BOOKMOBILE BOOK ORDERS	\$216.72
				BPO - LIB - JUVENILE FICTION	\$659.16
				BPO - LIB - JUVENILE NON FICTION ORDERS	\$474.83
				BPO - LIB - LARGE PRINT BOOK ORDERS	\$339.79
				BPO - LIB - TEEN FICTION	\$313.20
				BPO - LIB - TEEN NONFICTION ORDERS	\$74.78
INK TECHNOLOGIES PRINTER SUPPLIES LLC DBA INK TECHNOLOGIES.COM	121607	12/11/2025	POLICE	PD-INK FOR THE PATROL AREA PRINTER	\$63.00
INLAND AUTO GLASS	121608	12/11/2025	TRANSITOP	TRANSIT COMM CTR STOP GLASS REPLACEMENT	\$389.28



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
INLAND FIRST AID AND SAFETY LLC	121609	12/11/2025	SANITATION	BPO - TS - FIRST AID SUPPLIES	\$67.15
JOE HALL FORD	400943	12/11/2025	FLTMaint	BPO- FLEET- REPAIR PARTS & OSL	\$162.66
			FLTMaint	BPO- FLEET- REPAIR PARTS & OSL	\$386.42
JOHN'S SAW SERVICE	400922	12/4/2025	CEMETERY	BPO - CEM - JOHN'S SAW - SUPPLIES	\$68.99
JONES EXCAVATION LLC	400923	12/4/2025	WSTWTR	WW051 SEWER POINT REPAIR: 914 21ST ST	\$4,800.00
KAREN SELDON	121542	12/4/2025	RECREATION	BPO -SNR NUTR - SELDON, KAREN - REIMBURSEMENT	\$176.40
	121641	12/11/2025	RECREATION	BPO -SNR NUTR - SELDON, KAREN - REIMBURSEMENT	\$176.40
KATHERINE LOUISE CONE	121524	12/4/2025	RECREATION	BPO -SNR NUTR - CONE, KATHY - REIMBURSEMENT	\$21.00
	121574	12/11/2025	RECREATION	BPO -SNR NUTR - CONE, KATHY - REIMBURSEMENT	\$20.30
KELLER ASSOCIATES INC	121611	12/11/2025	WSTWTR	WW064 WWTP MASTER PLAN UPDATE	\$25,502.00
KENWORTH SALES COMPANY	121612	12/11/2025	FLTMaint	BPO- FLEET- REPAIR PARTS & OSL	\$116.40
KLEEN SWEEP JANITORIAL	400924	12/4/2025	WATER	BPO-PW WD MONTHLY JANITORIAL SRV AT 2605 16TH AVE	\$355.00
LATAH SANITATION INC	121610	12/11/2025	CEMETERY	BPO - PKS - LATAHSANI (INL N. WASTE) - PORT TOILT	\$83.00
			PARKSFAC	BPO - PKS - LATAHSANI (INL N. WASTE) - PORT TOILT	\$1,005.73
LES SCHWAB TIRE CENTER	121614	12/11/2025	FLTMaint	4 REPL TIRES FOR #064 SUV	\$691.96
	121615	12/11/2025	FLTMaint	BPO- FLEET- REPAIR PARTS & OSL	\$407.86
LEWIS CLARK ANIMAL SHELTER	121616	12/11/2025	POLICE	BPO PD ANIMAL SHELTER CONTRACT FEES	\$7,036.67
LEWIS CLARK VALLEY CHAMBER OF COMMERCE	121613	12/11/2025	LEGISLATIV	ANNUAL CITY MEMBERSHIP DUES	\$550.00
LEWISTON MOTOR COMPANY LLC DBA LEWISTON CHEVROLET BUICK GMC	121617	12/11/2025	FLTMaint	BPO- FLEET- REPAIR PARTS & OSL	\$94.17
LEWISTON-NEZ PERCE COUNTY AIRPORT AUTHORITY	400926	12/4/2025	LEGISLATIV	BPO - AIRPORT OPERATIONS COSTS	\$82,622.64
	400944	12/11/2025	LEGISLATIV	BPO - AIRPORT OPERATIONS COSTS	\$82,622.64
LIQUIDSPRING LLC	121618	12/11/2025	FLTMaint	REPL CTRL TOUCH PAD FOR #277 AMBULANCE	\$389.44
LOID	121619	12/11/2025	PARKSFAC	11/13/25 BILL DATE UTILITY CHARGES	\$493.95
LUKINS & ANNIS PS	121620	12/11/2025	LEGAL	OUTSIDE LEGAL CO; LUKINS & ANNIS; KHURANA FY26	\$3,763.50
MCMILLEN JACOBS ASSOCIATES	121621	12/11/2025	WATER	WR050 RAW INTAKE SITE C INTAKE RECONSTRUCTION	\$46,955.85



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
MIDWEST TAPE LLC	12162 2	12/11/2025	LIBRARY	BPO - LIB - ADULT DVD ORDERS	\$100.46
				BPO - LIB - JUVENILE DVD ORDERS	\$97.46
MISC CUSTOMER REFUND	12153 1	12/4/2025	WATER	B. OLINGER 2 STALE DATED CKS REISSUED CORRECT NAME	\$109.08
	12153 2	12/4/2025	STMWTR	UB 2100095117 3513 8TH	\$78.83
	12153 3	12/4/2025	WATER	UB 0509048437 918 TAMARACK	\$137.32
	12153 4	12/4/2025	RECREATION	WITHDREW FRM PROGRAM PRIOR TO START REFUND	\$100.00
	12153 5	12/4/2025	STMWTR	UB 1600000116 1811 IMNAHA	\$89.60
	12153 6	12/4/2025	STMWTR	UB 2100229016 3609 15TH	\$20.99
	12153 7	12/4/2025	SANITATION	UB 5001000333 2332 NEZ PERCE	\$1,832.99
	12153 8	12/4/2025	STMWTR	UB 5001000813 339 PARK	\$67.19
	12155 4	12/11/2025	UNDEFINED	PUBLIC RECORDS REQUEST #25-1724 REFUND	\$31.25
	12155 5	12/11/2025	UNDEFINED	PUBLIC RECORDS REQUES #25-1813 REFUND	\$120.20
MORETON & COMPANY	12162 3	12/11/2025	INSTRUST	ANNUAL EXCESS WORKER COMP PACKAGE	\$153,964.00
				MORETON EXCESS WORK COMP CONSULTING	\$25,200.00
MSBT LAW CHTD	12162 4	12/11/2025	TRNSPN	MJ024 MAIN ST LEGAL COUNSEL; INV #87463	\$1,530.00
NAPA AUTO PARTS	12162 5	12/11/2025	FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$615.04
			FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$1,105.38
			WATER	BPO-PW-WD PARTS; FLUIDS; TOOLS AND CONSUMABLE MAI	\$21.63
				BPO-PW-WTP AUTO SUPPLIES- WIPERS/BULBS/BATTERIES	\$149.00
				PW-WTP-TIRE JACK	\$455.69
			WSTWTR	BPO-PW-WWTP BATTERIES; VEHICLE ITEMS	\$80.10
NATIONAL SAFETY INC	12162 6	12/11/2025	TRNSPN	BPO - ST/TR - PERSONAL PROTECTIVE EQUIPMENT	\$66.60
NATIONWIDE RETIREMENT	3599	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$13,269.17
NATIONWIDE-RESERVE	3596	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$2,305.00
NCPERS GROUP LIFE INS	12155 7	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$1,568.00
NEZ PERCE COUNTY	12162 7	12/11/2025	LEGAL	BPO-LEGAL-NPC-COL FY26 PROSECUTION SERVICES	\$12,805.05
NEZ PERCE COUNTY SHERIFF	12155 8	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$710.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
NINJIO LLC	121628	12/11/2025	WATER	PW-WTP-WWC-WWTP-SCADA SRV; SRVS PLANNING MNGMT	\$595.20
			WSTWTR	PW-WTP-WWC-WWTP-SCADA SRV; SRVS PLANNING MNGMT	\$1,190.40
NORCO INC	400946	12/11/2025	FIRE	BPO FIRE - NORCO - OXYGEN SUPPLIES	\$610.01
NORTH 40 OUTFITTERS	121539	12/4/2025	CEMETERY	CEM - NORTH 40 - SLIP TANK AND PUMP	\$829.98
			PARKSFAC	PARKS - NORTH 40 - BLAIR BOOTS	\$154.99
	121629	12/11/2025	FIRE	BPO FIRE - NORTH 40 - SUPPLIES	\$102.75
			PARKSFAC	BPO - FAC - NORTH 40 - WORKING SUPPLIES	\$35.55
				BPO - PKS - NORTH 40 - MISC SUPPLIES, CITY PARKS	\$807.61
			SANITATION	PW - TS - SAFETY SHOES: KEITH HEAVYRUNNER	\$189.95
			TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$8.97
			WATER	PW-WD-BPO OPERATING SUPPLIES: TOOLS & HARDWARE;	\$32.98
				PW-WTP-BPO OPERATING SUPPLIES	\$271.94
			WSTWTR	BPO-PW-WWTP-OPERATING SUPPLIES: TOOLS & HARDWAR	\$136.27
				PW-WWCOLL-BPO OPERATING SUPPLIES: TOOLS & HARDW	\$227.22
				PW-WWTP-SAFETY SHOES; W GRAHAM	\$176.24
NORTHWEST ENGRAVING	121540	12/4/2025	LIBRARY	BPO - LIB - NAMETAGS	\$30.00
NORTHWEST FLUID SOLUTIONS INC	400947	12/11/2025	WSTWTR	PW-WWTP-CONTROL #1 PRESSURE RINGS & SWITCHES	\$5,840.05
ODP BUSINESS SOLUTIONS LLC	121631	12/11/2025	EXECUTIVE	EXEC BPO: OFFICE SUPPLIES FOR CLERK'S OFFICE	\$85.18
			FINANCE	BPO- ODP OFFICE SUPPLIES	\$3.18
			LIBRARY	BPO - LIB - COPY PAPER	\$122.31
				BPO - LIB - OFFICE SUPPLIES	\$60.75
			POLICE	BPO PD OFFICE SUPPLIES TO INCLUDE PENS, PAPER, FIL	\$200.54
			TRNSPN	BPO - PW OFFICE - OPERATING/OFFICE SUPPLIES	\$46.15
				BPO - ST/TR - OFFICE SUPPLIES	\$74.56
			WSTWTR	BPO-PW-WWTP OFFICE SUPPLIES; PENS, PAPER, ETC	\$63.37
O'REILLY AUTO PARTS	121630	12/11/2025	FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$144.06
			FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$545.00
OVERDRIVE INC	121632	12/11/2025	LIBRARY	BPO - LIB - ADULT OVERDRIVE ORDERS	\$1,933.27



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
OVERDRIVE INC	12163 2	12/11/2025	LIBRARY	BPO - LIB - JUVENILE OVERDRIVE ORDERS	\$767.85
OVERHEAD DOOR INC DBA OVERHEAD DOOR CO OF LEWISTON-CLK	40094 8	12/11/2025	WATER	PW-WTP-FIRE DOOR MAINTENANCE/CHECKS	\$130.00
				PW-WTP-GARAGE DOOR OPENER; SHOP BUILDING	\$722.00
OXARC	12163 3	12/11/2025	WATER	BPO-PW-WD- SAFETY SUPPLIES; GLOVES, GLASSES, VES	\$28.80
				BPO-PW-WTP SAFETY GLASSES/HARD HATS/GLOVES/HI VIS	\$89.95
			WSTWTR	BPO-PW-IPT-PERSONNEL SAFETY SUPPLIES; GLOVES, G	\$159.40
				BPO-PW-WWC- PERSONNEL SAFETY SUPPLIES; GLOVES,	\$12.30
				PW-WWTP-CONFINED SPACE GAS MONITORS; QUOTED	\$7,158.32
PAMELA A FURCHTENICHT	12152 6	12/4/2025	RECREATION	BPO -SNR NUTR - FURCHTENICHT, PAM - REIMBURSEMENT	\$142.80
	12159 3	12/11/2025	RECREATION	BPO -SNR NUTR - FURCHTENICHT, PAM - REIMBURSEMENT	\$144.20
PATRICK & COMPANY	12163 4	12/11/2025	POLICE	PD-200 ANNUAL DOG TAGS FOR ANIMAL CONTROL	\$260.00
PERSI	3598	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$192,646.85
PORT OF LEWISTON	12163 7	12/11/2025	INFOSYSTMS	BPO - FIBER CONNECTIONS	\$945.00
PRECISION SIGNS	40094 9	12/11/2025	FLTMAINT	GRAPHICS & INSTALL FOR #077 FIRE PICKUP	\$1,515.00
PRINTCRAFT PRINTING	40095 0	12/11/2025	COMDEV	BPO-CD-ENVELOPES, LETTERHEAD, PAPER, BUSINESS CAR	\$600.00
				CD-NAME PLAQUE FOR PZC NEW COMMISSIONER BATTLES	\$15.00
			PARKSFAC	REC ADMIN - PRINTCRAFT - SANDWICH BOARD SIGNS	\$135.00
			POLICE	BPO PD BUSINESS CARDS	\$45.00
				PD-PD 200 ANNUAL DOG LICENSES	\$100.00
PUBLIC CONSULTING GROUP LLC	12163 5	12/11/2025	FIRE	FIRE - PCG - GEMT	\$20,000.00
RDK CORPORATION DBA SHADOW TRACKERS	40095 1	12/11/2025	HR	BPO - BACKGROUND CHECK SERVICES FOR NEW EMPLOYEES	\$221.00
RICOH USA INC	12163 9	12/11/2025	LIBRARY	BPO - LIB - LEASE FEES	\$280.86
			TRANSITOP	BPO- TRANSIT PRINTER RENTALS	\$134.76
			WSTWTR	BPO-PW-WWCOLL-RICOH IM C4500 LEASE PAYMENT	\$158.18
	12164 0	12/11/2025	SANITATION	BPO - PW - MPC4503 COPIER MAINTENANCE	\$4.08
			STMWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$4.08
			TRANSITOP	BPO- TRANSIT PRINTER COPIES	\$25.30



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
RICOH USA INC	121640	12/11/2025	TRNSPN	BPO - PW - MPC4503 COPIER MAINTENANCE	\$95.81
			WATER	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.01
			WSTWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.02
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	400953	12/11/2025	SANITATION	BPO - SAN - FY26 ANNUAL CURBSIDE COLLECTION	\$270,521.80
				BPO - SAN - FY26 CARDBOARD AT CITY FACILITIES	\$35.00
				BPO - SAN - FY26 PROCESSING SINGLE STREAM RECY	\$5,828.35
				BPO - SAN - FY26 RECY AT CITY FACILITIES	\$90.00
				BPO - SAN - FY26 TONNAGE HAUL	\$25,149.21
SCHUMANN ENTERPRISES INC DBA EMPIRE PRESSURE WASH	400936	12/11/2025	TRANSITOP	BPO- TRANSIT BUS WASHING	\$435.00
SHERWIN WILLIAMS CO	121643	12/11/2025	PARKSFAC	BPO - FAC - SHERWIN WILLIAMS - PAINT SUPPLIES	\$47.59
SKELTONS CARPET ONE	121544	12/4/2025	PARKSFAC	FAC - SKELTONS - CC REMODEL PROJECT	\$15,678.89
SPARKLIGHT	400952	12/11/2025	STMWTR	BPO - PW DEPT - SURVEY STATION COST SHARE	\$32.96
			TRNSPN	BPO - PW DEPT - SURVEY STATION COST SHARE	\$32.96
			WATER	BPO - PW DEPT - SURVEY STATION COST SHARE	\$32.97
			WSTWTR	BPO - PW DEPT - SURVEY STATION COST SHARE	\$32.96
SPECIALTY MINING & INFIELD SUPPLIES	121545	12/4/2025	RECREATION	REC - DIAMOND DUST - FIELD CONDITIONER	\$9,900.00
SPLASH CARWASH & DETAILING	121646	12/11/2025	FLTMAINT	BPO- FLEET- CAR WASHES	\$30.00
			POLICE	BPO PD CAR WASH FOR PATROL, UNDERCOVER, AND DEPART	\$300.00
ST JOSEPH HOSPITAL LLC	121644	12/11/2025	FIRE	FIRE - SJRMC - PALS	\$300.00
STERLING BATTERY COMPANY	121648	12/11/2025	FLTMAINT	BPO- FLEET- VEHICLE BATTERIES	\$635.51
			FLTMAINT	BPO- FLEET- VEHICLE BATTERIES	\$91.65
TAMMI L SMITH DBA THE COUNTRY STITCH	121577	12/11/2025	POLICE	BPO PD UNIFORM ALTERATIONS FOR PATROL	\$49.00
TELUS COMMUNICATIONS INC	121649	12/11/2025	TRNSPN	BPO - ST - SNOW PLOW/SWEEPER MONTHLY GPS SERVICE	\$576.00
THE UPS STORE	121655	12/11/2025	FLTMAINT	BPO- FLEET- SHIPPING	\$29.90
			INFOSYSTMS	BPO - ISS - SHIPPING	\$20.68
			POLICE	BPO PD MAIL SERVICE	\$127.60
THOMSON REUTERS - WEST	121650	12/11/2025	LEGAL	BPO-LEGAL-WESTLAW CHARGES FY26	\$1,204.66



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
TIM EDWARDS ELECTRIC	12165 1	12/11/2025	PARKSFAC	FAC - TIM EDWARDS - CC DOOR OPENER	\$900.00
TITAN TECHNOLOGIES INC	12165 2	12/11/2025	WSTWTR	IFB-24-001 WW060 2023 WW IMPROVEMENT PROJECT	\$221,563.56
TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC	12165 3	12/11/2025	POLICE	BPO TLO ACCESS FEES FOR INVESTIGATIONS	\$129.00
TRIBUNE PUBLISHING CO	40095 4	12/11/2025	COMDEV	BPO-CD-PLANNING AND ZONING COMMISSION-PUBLISHED N	\$78.64
			EXECUTIVE	EXEC BPO: PUBLICATIONS AND ORDINANCE SUMMARIES	\$64.60
			POLICE	PD-ADVERTISING THE LPD SURVEY IN THE LEWISTON MORN	\$185.00
			TRNSPN	MJ024 MAIN ST BOND; PE&O ADS	\$1,050.00
TWIN COUNTY UNITED WAY	12165 4	12/11/2025	SETTLEMENT	CD-OPIOID SETTLEMENT-NPC DRUG TREATMENT COURTS	\$2,360.00
UNIFORMS2GEAR INC	40095 5	12/11/2025	POLICE	BPO PD UNIFORMS/ADMINISTRATION	\$15.00
				BPO PD UNIFORMS/NEW HIRE	\$155.24
				BPO PD UNIFORMS/PATROL	\$151.44
				PD-KUZYK, REESE, AND KLONE UPDATED CLASS A UNIFORM	\$187.38
UNLEASHED MARKETING & DESIGN LLC	40095 6	12/11/2025	TRANSITOP	BPO- TRANSIT FOR MAP/SCHEDULE PRINTING	\$765.00
				BPO- TRANSIT MARKETING, WEBSITE DESIGN & GRAPHICS	\$220.00
URM STORES INC	40095 7	12/11/2025	RECREATION	BPO SNR NUTR - URM - DAILY FOOD RUNS	\$1,159.34
			WSTWTR	BPO-PW-WWCOLL OPERATING/BRKROOM/CLEANING SUPPLIES	\$61.54
US FOODS - SPOKANE	12165 6	12/11/2025	RECREATION	BPO - REC - SNR NUTR - FOOD SUPPLY FOR MEAL PROGR	\$4,120.01
VALENCE INC DBA VALENCE MISSION CRITICAL TECHNOLOGIES	12165 7	12/11/2025	FIRE	FIRE - VALENCE - BATTERY	\$236.08
				FIRE - VALENCE - RADIO CABLES	\$291.94
VALLEY CAR SALES INC	12165 8	12/11/2025	RECREATION	REC - VALLEY CAR RENTAL - 2 VANS ON 11/07	\$340.00
VALLEY WASTE DISPOSAL LLC	12165 9	12/11/2025	SANITATION	BPO - SAN - FY26 NON-MUNICIPAL SW DISPOSAL	\$474.43
VERIZON WIRELESS	3593	12/4/2025	COMDEV	BILL DATE 11/12/25 UTILITY CHARGES	\$331.17
			FIRE	BILL DATE 11/12/25 UTILITY CHARGES	\$1,096.29
			GOLFCRS	BILL DATE 11/12/25 UTILITY CHARGES	\$82.62
			HR	BILL DATE 11/12/25 UTILITY CHARGES	\$38.73
			INFOSYSTMS	BILL DATE 11/12/25 UTILITY CHARGES	\$586.36



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
VERIZON WIRELESS	3593	12/4/2025	LEGISLATIV	BILL DATE 11/12/25 UTILITY CHARGES	\$80.08
			PARKSFAC	BILL DATE 11/12/25 UTILITY CHARGES	\$97.48
			POLICE	BILL DATE 11/12/25 UTILITY CHARGES	\$2,239.73
			TRANSITOP	BILL DATE 11/12/25 UTILITY CHARGES	\$159.41
			TRNSPN	BILL DATE 11/12/25 UTILITY CHARGES	\$988.94
			WATER	BILL DATE 11/12/25 UTILITY CHARGES	\$1,393.86
			WSTWTR	BILL DATE 11/12/25 UTILITY CHARGES	\$1,104.83
WALTER E NELSON SUPPLIES	121660	12/11/2025	PARKSFAC	FAC - WALTER E NELSON - CUSTODIAL SUPPLIES	\$861.00
WASHINGTON STATE SUPPORT REGISTRY	121559	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$535.16
WESTERN RECYCLERS INC	400958	12/11/2025	FIRE	BPO FIRE - WESTERN RECYCLERS	\$17.00
			LIBRARY	BPO - LIB - RECYCLING SERVICES	\$52.00
			POLICE	BPO PD SHREDDING SERVICES	\$52.00
WEX BANK	121661	12/11/2025	POLICE	BPO PD FUEL FOR UNMARKED DEPARTMENT VEHICLES	\$103.09
WILBERT PRECAST INC	400925	12/4/2025	CEMETERY	CEM - WILBERTS - KRESS VAULT ORDER	\$388.00
	400959	12/11/2025	CEMETERY	CEM - WILBERTS - STEELE, MCVICKARS, SCRIMSHER	\$2,139.00
WSCFF EMPLOYEE BENEFIT TRUST DBA IAFF MERP	121549	12/11/2025	ADMSVC	Payroll Run 1 - Warrant 121125	\$5,100.00
ZOLL MEDICAL CORPORATION GPO	121662	12/11/2025	FIRE	FIRE - ZOLL - BATTERIES	\$4,551.12
Total					\$5,576,673.86



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RIDGELINE SUBDIVISION FINAL PLAT	AGENDA NO. V. D. AGENDA DATE: December 22, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) At their May 14, 2025 regular meeting, the City of Lewiston Planning and Zoning Commission considered the Ridgeline Subdivision, Preliminary Plat, and voted unanimously to recommend approval of the plat as presented to the Lewiston City Council. At the June 9, 2025 meeting, the Lewiston City Council accepted the unanimous recommendation of the Planning and Zoning Commission and approved the Ridgeline Subdivision preliminary plat. The Ridgeline Subdivision plat proposes to subdivide approximately 0.94 acres of land into 3 residential lots. The Ridgeline Subdivision is located on the north side of Grelle Avenue between 16th Street and 17th Street. An existing single-family residence with a detached garage currently occupies proposed Lot 1. Lot 1 is configured as a standard lot abutting Grelle Avenue and meets the requirements for the R-1 Zone. Lots 2 and 3 will be flag lots conforming to the requirements of Section 37-124 of City Code. The applicant proposes to create a shared access driveway conforming to the requirements of Section 37-124(d)(2), to serve lots 2 and 3. Included in the shared access driveway requirements are the obligation to provide a paved 20 foot wide fire apparatus access road and include provisions for mutual maintenance agreements and nonexclusive access easements on the recorded final plat. Due to the depth of the proposed flag lots, a Fire Apparatus Access turn-around conforming to the requirements established in the Lewiston Fire Department's Standard Operating Procedure #906, will be required to be constructed at the north end of the shared access driveway. To eliminate the possibility of damaging the driveway pavement during construction of the two new homes, the developer has delayed final paving of the shared access driveway and provided a performance bond to ensure its eventual construction. The developer has constructed frontage improvements consisting of curb, gutter, and sidewalk with asphalt patch-back along the approximately 132 lineal feet of Grelle Avenue frontage. The proposed subdivision is located in the Lewiston Orchards Irrigation District and the Central Orchards Sewer District, and the utility districts have indicated their intent to provide service for the proposed lots. Avista Utilities, CenturyLink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service. The subject property is currently zoned R1, and the proposed lot configurations adhere to the requirements of that zone as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.	

The subdivision plat complies with the applicable requirements of Idaho Code Title 50, Chapter 13, and the City of Lewiston Subdivision Ordinance, City Code Chapter 32.

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

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

ACTION PROPOSED

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

RIDGELINE SUBDIVISION PLAT

A PORTION OF LOT 6, BLOCK 83, LEWISTON ORCHARDS TRACT NO. 12, SITUATE IN THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 35 NORTH, RANGE 5 WEST, BOISE MERIDIAN, CITY OF LEWISTON, NEZ PERCE COUNTY, IDAHO

LAND DESCRIPTION PER (R1)

THE WEST 132 FEET OF THE SOUTH HALF OF LOT 6, BLOCK 83, LEWISTON ORCHARDS TRACT NO. 12 ACCORDING TO THE RECORDED PLAT THEREOF, RECORDS OF NEZ PERCE COUNTY, IDAHO, MEASUREMENTS BEING FROM THE CENTERLINES OF ADJACENT STREETS AND ALLEYS.

FUTURE DEVELOPMENT NOTE

FUTURE DEVELOPMENT OF THE LOTS CREATED BY THIS SUBDIVISION PLAT REQUIRE BUILDING PERMITS BASED ON PLANS COMPLYING WITH ALL CITY OF LEWISTON CODES, DULY ADOPTED AT THE TIME OF DEVELOPMENT, GOVERNING CONSTRUCTION OF BUILDINGS AND ADJACENT PUBLIC IMPROVEMENTS. PRIOR TO DEVELOPING A LOT, THE OWNER OR PROSPECTIVE OWNER IS RESPONSIBLE FOR DUE DILIGENCE RESEARCH TO APPRAISE THEMSELVES OF ALL DEVELOPMENT REQUIREMENTS. THESE REQUIREMENTS MAY OR MAY NOT HAVE BEEN IDENTIFIED DURING THE SUBDIVISION PROCESS AND MAY OR MAY NOT BE SHOWN ON THE PLAT. THE CITY OF LEWISTON IS NOT RESPONSIBLE FOR ANY LOSSES, FINANCIAL OR OTHERWISE, RESULTING FROM THE UNSUITABILITY OF A LOT FOR SPECIFIC USE.

OFFICIAL DOCUMENTS:

- R1 ALLIANCE TITLE AND ESCROW, LLC, TITLE ORDER NO. 681041, JANUARY 2, 2025, TITLE OFFICER, DAVID GOMLZ.
- R2 WARRANTY DEED, INSTRUMENT NUMBER 839777, 5/26/2016, WAYNE M. TWEEDY AND JENELLE ANDREE SMITH TWEEDY TO JOHN A. KNUDSEN.
- R3 PLAT OF TOWN ADDITION, INSTRUMENT NUMBER 725430, 2005, SURVEYOR: STONE.
- R4 PLAT OF THORSON ADDITION, INSTRUMENT NUMBER 689148, 2003, SURVEYOR: LONG.
- R5 PLAT OF SWEET MEADOWS ADDITION, INSTRUMENT NUMBER 673244, 2002, SURVEYOR: STONE.
- R6 PLAT OF LEWISTON ORCHARDS TRACT NO. 12, BOOK 2, PAGES 45 AND 46 OF PLATS, SURVEYOR: UNKNOWN.
- R7 AMENDED SURVEY FOR: GARY KEENER, INSTRUMENT NUMBER 814264, 2013, SURVEYOR: LONG.
- R8 SURVEY FOR: DENNIS K. THORSON, INSTRUMENT NUMBER 532974, 1989, SURVEYOR: GROW.
- R9 SURVEY FOR: FAY WHITE, INSTRUMENT NUMBER 429235, 19/9, SURVEYOR: GROW.

SURVEYOR'S CONTACT INFORMATION
NAME: JASON VONLINDERN, PLS
ADDRESS: 405 S. RUFFS FORD DRIVE,
SUITE C, PULLMAN, WA 99163
EMAIL: JASON@SYNTIERENGINEERING.COM
PHONE: 509.339.6187

OWNER'S CONTACT INFORMATION
NAME: TODD BLOUNT
ADDRESS: 2235 POWERS DRIVE
LEWISTON, IDAHO 83501

CORNER VISITATION:
THE MONUMENTS SHOWN AS FOUND AND TIED HEREON WERE VISITED IN JANUARY OF 2025.

DEDICATION:

KNOW ALL MEN BY THESE PRESENTS: THAT TODD BLOUNT AND INGAR BLOUNT, OWNERS IN FEE SIMPLE, HAVE WITH THEIR FREE CONSENT AND IN ACCORDANCE WITH THEIR DESIRES CALLED THE LAND HEREIN DESCRIBED TO BE SUBDIVIDED AND PLATTED AS RIDGELINE SUBDIVISION AND DESCRIBED AS FOLLOWS:

THE WEST 132 FEET OF THE SOUTH HALF OF LOT 6, BLOCK 83, LEWISTON ORCHARDS TRACT NO. 12 ACCORDING TO THE RECORDED PLAT THEREOF, RECORDS OF NEZ PERCE COUNTY, IDAHO, MEASUREMENTS BEING FROM THE CENTERLINES OF ADJACENT STREETS AND ALLEYS.

CONTAINING: 39,557.75 SQUARE FEET OF LAND, OR 0.91 ACRES, MORE OR LESS.

AND HEREBY DEDICATE TO THE CITY OF LEWISTON AND THE PUBLIC USE FOREVER THE PUBLIC EASEMENTS AS PLATTED AND SHOWN HEREON; AND DO HEREBY CERTIFY THAT THEY ARE THE OWNERS OF AND THE ONLY PARTY HAVING ANY INTEREST IN THE LANDS SO DIVIDED, AND THAT THE PROPERTY SHOWN HEREON IS NOT ENCUMBERED BY ANY DELINQUENT TAXES OR ASSESSMENTS; AND THAT THEY ARE AUTHORIZED TO SIGN THIS DEDICATION.

Todd Blount
TODD BLOUNT

Ingarr Blount
INGARR BLOUNT

ACKNOWLEDGMENTS:

STATE OF IDAHO }
COUNTY OF NEZ PERCE } S.S.

ON THIS 2nd DAY OF December, 2025, BEFORE THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE AFORESAID STATE, PERSONALLY APPEARED BEFORE TODD BLOUNT, TO ME KNOWN TO BE THE INDIVIDUAL DESCRIBED IN AND WHO EXECUTED THE WITHIN AND FOREGOING INSTRUMENT; AND ACKNOWLEDGED THAT HE SIGNED THE SAME AS HIS FREE AND VOLUNTARY ACT, FOR THE PURPOSES MENTIONED THEREIN.

Daisie A. Robledo
SIGNED NOTARY PUBLIC IN AND FOR THE STATE OF IDAHO
Daisie A. Robledo
PRINTED NOTARY PUBLIC IN AND FOR THE STATE OF IDAHO

MY COMMISSION EXPIRES 09/13/26

MUTUAL ACCESS EASEMENT NOTE

THE MUTUAL ACCESS AND PRIVATE UTILITY EASEMENTS SHOWN ON THIS PLAT PROVIDE FOR MUTUAL ACCESS, PRIVATE UTILITY PLACEMENT AND EMERGENCY SERVICES ACCESS TO THE SPECIFIED LOTS. THE 20-FOOT WIDE DRIVEWAY SURFACE SHALL BE MAINTAINED BY THE LOT OWNERS BEING BENEFITTED IN PERPETUITY. IF EITHER SOLE EXPENSE, THE DRIVEWAY SHALL BE MAINTAINED TO MINIMUM FIRE DEPARTMENT FIRE ACCESS ROAD STANDARDS (SOP 906) AND SHALL BE KEPT FREE FROM POTHOLES AND OTHER SIGNIFICANT SURFACE IRREGULARITIES INCLUDING DAMAGE FROM WATER, SNOW AND ICE. FURTHERMORE, IT SHALL BE THE LOT OWNER'S RESPONSIBILITY TO ENSURE THAT THE DRIVEWAY REMAINS UNOBSTRUCTED AND FREE FROM PARKED VEHICLES AND OTHER PERSONAL PROPERTY AT ALL TIMES.

ACKNOWLEDGMENTS:

STATE OF IDAHO }
COUNTY OF NEZ PERCE } S.S.

ON THIS 2nd DAY OF December, 2025, BEFORE THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE AFORESAID STATE, PERSONALLY APPEARED BEFORE INGARR BLOUNT, TO ME KNOWN TO BE THE INDIVIDUAL DESCRIBED IN AND WHO EXECUTED THE WITHIN AND FOREGOING INSTRUMENT; AND ACKNOWLEDGED THAT SHE SIGNED THE SAME AS HER FREE AND VOLUNTARY ACT, FOR THE PURPOSES MENTIONED THEREIN.

Daisie A. Robledo
SIGNED NOTARY PUBLIC IN AND FOR THE STATE OF IDAHO
Daisie A. Robledo
PRINTED NOTARY PUBLIC IN AND FOR THE STATE OF IDAHO

MY COMMISSION EXPIRES 09/13/26

SURVEYOR'S CERTIFICATE:

I, JASON MICHAEL VONLINDERN, PLS 19293, HEREBY CERTIFY THAT THE ABOVE PLATTED AND DESCRIBED PROPERTY REPRESENTS A SURVEY BY ME OR UNDER MY SUPERVISION IN ACCORDANCE WITH THE LAWS OF THE STATE OF IDAHO, AND THAT THE STREETS, LOTS, DISTANCES, AND MONUMENTS HAVE BEEN MEASURED AND LOCATED AS SHOWN THEREON. WITNESS MY HAND AND SEAL THIS 12 DAY OF December, 2025.

Jason Michael Vonlindern 12-12-25
JASON MICHAEL VONLINDERN, PLS 19293 DATE

SYNTIER
Engineering, Inc.
405 SE Ruff Ford Drive, Suite C
Pullman, WA 99163
www.SyntierEng.com 509.339.6187

For:

TODD BLOUNT
1611 GRELLE AVE,
LEWISTON, IDAHO
83501

RECORDER'S CERTIFICATE:

FILED FOR RECORD THIS _____ DAY OF _____ 20____
AT _____ M. IN BOOK _____ OF _____
AT PAGE _____ INSTRUMENT NUMBER _____
AT THE REQUEST OF _____

NEZ PERCE COUNTY RECORDER
DEPUTY

APPROVALS

CITY ENGINEER'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS PLAT AND THAT IT COMPLIES WITH THE SUBDIVISION ORDINANCE OF THE CITY OF LEWISTON, IDAHO.

Luke Antonich 18362 12/10/2025
ENGINEER, CITY OF LEWISTON, IDAHO LICENSE NO. DATE

CITY SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS PLAT AND THAT IT COMPLIES WITH REQUIREMENTS OF TITLE 50, CHAPTER 13, IDAHO CODE.

Mark T. ... 10504 12-10-25
SURVEYOR, CITY OF LEWISTON, IDAHO LICENSE NO. DATE

CITY CLERK'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT AND THE DEDICATIONS AND EASEMENTS SHOWN HEREON WERE APPROVED AND ACCEPTED BY THE CITY COUNCIL OF LEWISTON, IDAHO AT A MEETING WITH A QUORUM PRESENT, HELD ON THE _____ DAY OF _____, 20____.

LEWISTON CITY CLERK

COUNTY TREASURER

I HEREBY CERTIFY THAT TAXES AND ASSESSMENTS ON PROPERTY SHOWN HEREON HAVE BEEN PAID FOR 2025 AND PRECEDING YEARS AS OF THIS 12 DAY OF Dec., 2025.

Rebecca M. Laughlin
NEZ PERCE COUNTY TREASURER

PUBLIC HEALTH-IDAHO NORTH CENTRAL DISTRICT

CERTIFICATE OF APPROVAL
SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE BEEN SATISFIED BASED ON THE DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF THE SANITARY RESTRICTIONS. BUYER IS CAUTIONED THAT AT THE TIME OF THIS APPROVAL, NO DRINKING WATER OR SEWER/SEPTIC FACILITIES WERE CONSTRUCTED. BUILDING CONSTRUCTION CAN BE ALLOWED WITH APPROPRIATE BUILDING PERMITS IF DRINKING WATER OR SEWER FACILITIES HAVE SINCE BEEN CONSTRUCTED OR IF THE DEVELOPER IS SIMULTANEOUSLY CONSTRUCTING THOSE FACILITIES. IF THE DEVELOPER FAILS TO CONSTRUCT FACILITIES OR MEET THE OTHER CONDITIONS OF DEQ, THEN SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL, AND NO CONSTRUCTION OF ANY BUILDING OR SHED REQUIRED DRINKING WATER OR SEWER/SEPTIC FACILITIES SHALL BE ALLOWED.

DATE 12-2-25 HEALTH DISTRICT SIGNATURE [Signature]

WATER SYSTEMS CERTIFICATE

ALL OF THE LOTS DESCRIBED IN THIS PLAT WILL BE ELIGIBLE TO RECEIVE WATER SERVICE FROM LEWISTON ORCHARDS IRRIGATION DISTRICT, HAS AGREED IN WRITING TO SERVE ALL LOTS IN THIS SUBDIVISION.

IN WITNESS WHEREOF WE HAVE SET OUR HANDS THIS 02 DAY OF December, 2025.

Todd Blount
TODD BLOUNT

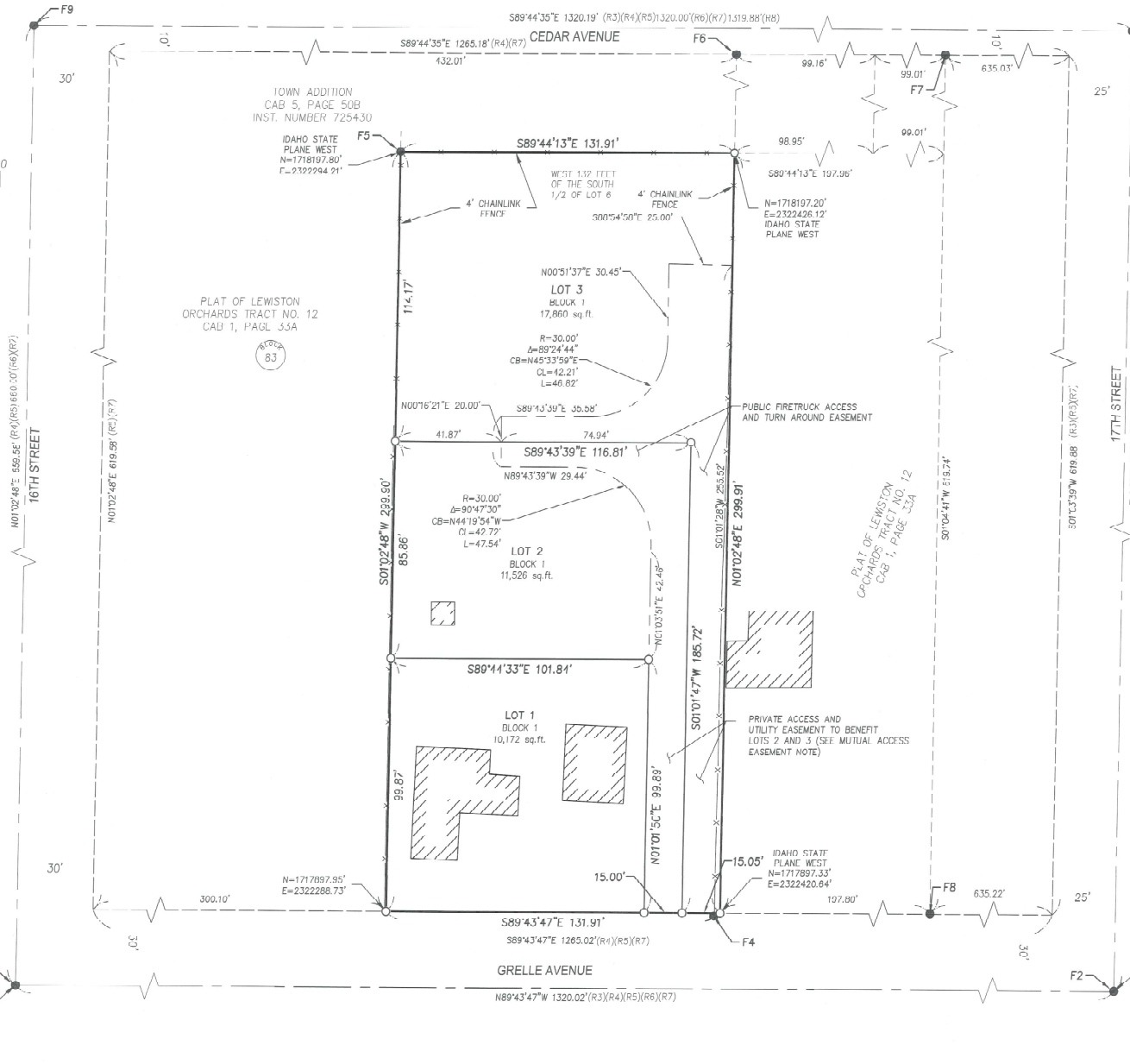
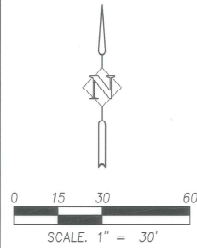


RIDGELINE SUBDIVISION PLAT

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RIDGELINE SUBDIVISION PLAT

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LEGEND:

	SUBJECT PROPERTY LINE
	EXISTING CENTERLINE
	EXISTING RIGHT OF WAY LINE
	EXISTING LOT LINE
	PROPOSED EASEMENT LINE
	EXISTING FENCE
	EXISTING BUILDING
	FOUND MONUMENT SEE CORNER NOTES
	SET 5/8" REBAR WITH YPC MARKED "VON INDRN, PLS 19293"
	CALCULATED ANGLE POINT, NOTHING SET
	RECORD INFORMATION SEE OFFICIAL DOCUMENTS
	YELLOW PLASTIC CAP
	CURVE/LINE SEE CURVE OR LINE TABLE

CORNER NOTES:

- F1 FOUND 3" OUTSIDE DIAMETER IRON PIPE FILLED WITH CONCRETE IN MONUMENT CASE AT THE INTERSECTION OF CEDAR AVENUE AND 17TH STREET.
- F2 FOUND 3" BRASS CAP IN MONUMENT CASE MARKED "1980, LS 749" AT THE INTERSECTION OF GRELLE AVENUE AND 17TH STREET.
- F3 FOUND 3 1/4" BRASS CAP IN MONUMENT CASE AT THE INTERSECTION OF GRELLE AVENUE AND 16TH STREET.
- F4 FOUND 7/8" IRON PIN, HEAVILY DISTURBED AND LAYING ON SURFACE, RESET AT CALCULATED POSITION.
- F5 FOUND 1/2" WITH YPC MARKED "GROW, LS 749", AT SURFACE.
- F6 FOUND 2" OUTSIDE DIAMETER IRON PIPE AT SURFACE.
- F7 FOUND 1/2" REBAR WITH BROKEN AND ILLEGIBLE YPC, AT SURFACE.
- F8 FOUND 1/2" REBAR WITH BROKEN AND ILLEGIBLE YPC, AT SURFACE.
- F9 FOUND MONUMENT CASE RUSTED SHUT, THE MONUMENT COULD NOT BE RECOVERED WITHOUT DESTROYING THE MONUMENT CASE. THE POSITION WAS CALCULATED FROM RECORD AND FELL CLOSE TO THE CENTER OF THE CASE.

SURVEYORS NARRATIVE:

- WE ACCEPTED THE FOUND MONUMENTS F1 AND F2 AS THE CENTERLINE OF 17TH STREET. WE OFFSET SAID LINE 25 FEET WEST FOR THE WEST RIGHT-OF-WAY LINE.
- WE ACCEPTED THE FOUND MONUMENTS F2 AND F3 AS THE CENTERLINE OF GRELLE AVENUE AND OFFSET SAID LINE 30 FEET NORTH FOR THE NORTH RIGHT-OF-WAY LINE.
- WE ACCEPTED THE FOUND MONUMENT F5 AS THE NORTHWEST CORNER OF OUR PROPERTY.
- THE SUM OF THE TOTAL DISTANCES MAY NOT ADD UP TO THE INDIVIDUAL DISTANCES ALONG THE BLOCK BECAUSE OF THE PROPORTIONATE DIVISION OF THE TOTAL LINE AND SIGNIFICANT NUMBERS.
- RECORD DISTANCES WILL NOT BE SHOWN WHEN MEASURED DISTANCES ARE WITHIN 0.10' OF SAID RECORD DISTANCES.

IDAHO STATE
PLANE WEST
N=171785.37'
E=2323276.12'

BASIS OF BEARING:

THE BEARING OF SOUTH 01°03'39" WEST 659.89 FEET WAS ASSUMED BETWEEN THE CENTERLINE MONUMENTS, F1 AND F2 ON 17TH STREET.



By	ATC	Date	01/25	Scale:	1"=30'
Surveyed	MWS	Date	09/25	Drawing Name	MCP-44 PLAT.DWG
Drawn	JMV	Date	09/25	Appraised	
Checked				Accepted	

SYNTIER
Engineering, Inc.
405 SE Brelsford Drive, Suite C
Pullman, WA 99163
www.SyntierEng.com 509.339.6187

For:
TODD BLOUNT
1611 GRELLE AVE.
LEWISTON, IDAHO
83501

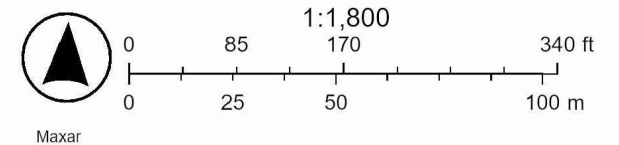
RIDGELINE SUBDIVISION PLAT

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City of Lewiston



5/6/2025, 2:07:38 PM



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

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

- I. APPLICATION NUMBER:**
SUB25-000008
- II. APPLICANT'S NAME AND ADDRESS:**
Todd Blount
2235 Powers Drive
Lewiston ID, 83501
- III. IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:**
0.94 Acres of land located at 1611 Grelle Avenue, Lewiston, Idaho
- IV. IDENTIFICATION OF ZONING DISTRICT AND NEIGHBORHOOD OF SUBJECT PROPERTY:**
Suburban Residential (R-1) Zone, Neighborhood Residential.
- V. DATE OF CONSIDERATION:**
December 22, 2025
- VI. NAME OF GOVERNING BODY:**
Lewiston City Council
- VII. NATURE OF SUBJECT APPLICATION:**
Application for approval of subdivision plat.
- VIII. DECISION:**
The Lewiston City Council **APPROVES SUB25-000008. (Ridgeline Subdivision Plat).**

IX. RELEVANT CONTESTED FACTS RELIED UPON:

The relevant contested facts relied upon are:

None.

X. RELEVANT CRITERIA AND STANDARDS:

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

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

The Ridgeline Subdivision plat proposes to subdivide approximately 0.94 acres of land into 3 residential lots. The Ridgeline Subdivision is located on the north side of Grelle Avenue between 16th Street and 17th Street. An existing single-family residence with a detached garage currently occupies proposed Lot 1. Lot 1 is configured as a standard lot abutting Grelle Avenue and meets the requirements for the R-1 Zone. Lots 2 and 3 will be flag lots conforming to the requirements of Section 37-124 of City Code. The applicant proposes to create a shared access driveway conforming to the requirements of Section 37-124(d)(2), to serve lots 2 and 3. Included in the shared access driveway requirements are the obligation to provide a paved 20 foot wide fire apparatus access road and include provisions for mutual maintenance agreements and nonexclusive access easements on the recorded final plat. Due to the depth of the proposed flag lots, a Fire Apparatus Access turn-around conforming to the requirements established in the Lewiston Fire Department's Standard Operating Procedure #906, will be required to be constructed at the north end of the shared access driveway. To eliminate the possibility of damaging the driveway pavement during construction of the two new homes, the developer has delayed final paving of the shared access driveway and provided a performance bond to ensure its eventual construction. The developer has constructed frontage improvements consisting of curb, gutter, and sidewalk with asphalt patch-back along the approximately 132 lineal feet of Grelle Avenue frontage. The proposed subdivision is located in the Lewiston Orchards Irrigation District, and the Central Orchards Sewer District, and the utility districts have indicated their intent to

provide service for the proposed lots. Avista Utilities, CenturyLink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service.

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

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

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

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

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

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

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

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

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

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

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
FOR SUB25-000008 ((RIDGELINE SUBDIVISION PLAT))

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

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

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

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

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

The final plat is in substantial conformance to the preliminary plat that was approved by the City Council on May 14, 2025

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

The developer has constructed frontage improvements consisting of curb, gutter, and sidewalk with asphalt patch-back along the approximately 132 lineal feet of Grelle Avenue frontage.

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

The City Engineer Certification was signed on December 10, 2025.

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

The City Surveyor Certification was signed on December 10, 2025.

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

Not applicable.

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

Not applicable.

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

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

By: _____
Daniel G. Johnson, Mayor

Date of Signature: _____

ATTEST: _____
Tanya M. Brocke, City Clerk



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE ECONOMIC AND COMMUNITY DEVELOPMENT INCENTIVE AGREEMENT	AGENDA NO. VI. A. AGENDA DATE: December 22, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Lewiston City Code Chapter 40, Incentive Programs, allows for business owners and developers to apply for fee waivers and expedited permit processes. The goal of these incentives is to promote the "...retention and/or expansion of existing businesses located within the City of Lewiston and to encourage the establishment of new businesses within the City of Lewiston." (LCC Sec. 40-1) The eligibility requirements set out in LCC Sec. 40-2 require that the applicant identify and commit to a project that will benefit the public. Examples in the code include: • New or improved public utility infrastructure, such as water, sewer, gas, or electricity; • New or improved roads, sidewalks, curbs, gutters, parking lots, parks, or open spaces; • Rehabilitation of a historical building (built prior to 1940); • Removal of blighted areas or slum clearance; • Protection and conservation of public health; and • Elimination of crime. In addition, job creation is called out as an eligible factor when considering incentives. LCC Sec. 40-2, (2)-(4), describes job creation in the form of at least fifteen (15) full-time equivalent positions with benefits within twelve (12) months of the issuance of a certificate of occupancy. Finally, LCC Sec. 40-2 (5) discusses the construction of a new building for the business, provided that the applicant's new capital investment is equal to or in excess of one million five hundred thousand dollars (\$1,500,000.00). LCC Sec. 40-3 discusses available incentives if the requirements are met. These incentives include expedited permitting processes, waiver of fees that include business license fees, land use application and plan review fees, and building permit fees. The City received an application from L. Square Properties doing business as Cascade Plastics for the Economic and Community Development Incentive program in August, 2025. Cascade Plastics is developing a plastic injection molding company at the location of 2512 7th Avenue North. The application indicates that development of this business will provide 25-30 new full-time equivalent jobs, capital investment exceeding \$1,500,000, and public	

infrastructure improvements.

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

Waiver of building permit fees of \$23,603.20 as well as business license fee of \$358 for a total of \$23,961.20.

ACTION PROPOSED

Staff has reviewed the application and has considered the factors set forth in LCC Sec. 40-5. Staff recommends approval of the fee waivers for building permit fees and business licensing fees. The applicant has met the criteria necessary for the incentive program with the following:

- Job creation: Applicant indicates they will be providing 25-30 full-time equivalent jobs with benefits.
- New or improved public infrastructure: Applicant will construct and complete a water main loop, installation of a stormwater runoff system connected to existing mains, and the addition of new curb and gutter improvements. Collectively, these public improvements will provide new or enhanced public utility infrastructure designed to increase system reliability, expand service capacity for existing users, and support future economic and community development within the project area.
- Capital investment of at least \$1,500,000: Valuation on the building permit for this development is \$3,120,000. Valley Vision reports that the total capital investment is over \$6.5 million.

Plan review fees are not included as a part of the staff recommendation. Plan review fees were paid and the plan review of the project was completed prior to the City receiving the application. Other fees, such as trade permits and utility fees are not authorized for waiver under the incentive program.

LCC Sec. 40-5(c) states that, "The Lewiston city council may adopt or reject, in whole or in part, the recommendation of City of Lewiston staff or otherwise approve or deny an application for the economic and community development incentive program based upon its review of the application and the criteria set forth in this section." A draft Economic and Community Development Incentive Agreement is included that captures staff's recommendation should the Council concur.

Business Incentive Application



Applicant's Contact Information					
Applicant's Name		Kevin Fuller			
Business Name		L Square Properties			
Principal Place of Business Address		2480 7th Ave East, North St. Paul, MN 55042			
Physical Mailing Address		2480 7th Ave East, North St. Paul, MN 55042			
Telephone Number - office and cell. Fax Number,		Telephone Office #:		Cell #1-612-810-7499 Fax #:	
E-mail Address				Website Address:	
Applying - Officer or Employee of the Applicant					
Contact Person		Wayde Altendorf			
Site / Property Address		2512 7th Ave N., Lewiston, ID 53501			
Contact Numbers		Telephone Office #:		Cell #: 701-793-2588 Fax #:	
Mailing Address		2512 7th Ave N., Lewiston, ID 53501			
Application Date		MM / DD / YYYY			
Project Requirements					
Public benefit, please provide					
This project will provide new or improved public utility infrastructure such as water, sewer, gas, or electricity;		Completed water main loop benefiting existing and future businesses.			Total Value \$400,000
This project will provide new or improved roads, sidewalks, curbs, gutters, parking lots, parks or open spaces;		Curb and Gutter - Parking			Total Value \$400,000
This project will provide the rehabilitation of a historical building (built prior to 1940);		No			
This project will provide the removal of blighted areas or slum clearance, please state the area;		Yes, location was a blighted area in N Lweiston			
This project will provide for the protection ad conservation of public health by, please specify;		No			
This project will provide for the elimination of crime by, please specify:		Operate 24 hrs a day, Increase day to day activity			
Please provide the number of jobs to be created: (Creation of 15 new full-time equivalent positions is a minimum)					
Number of jobs that are expected to be created		Full-Time:	25-30	Part-Time:	Total Number of FTE 30
Will the applicant be providing medical, dental and vacation benefits to FTE's		Yes, Medical, Dental, Vision and 401k			
Do you have a training program in place or an Apprenticeship. Please provide details of your program.		Yes, On the job training for multiple positions			
What is the new business capital investment (new construction to be a minimum of \$1,500,000 in value or higher is required to enhance the assessed value of the land and buildings)		Total Capital Investment:	\$1,500,000.00	Infrastructure:	\$400,000
			4,100,000	Building:	\$0.00
What is the value of investment for the remodel of a building vacant for 1 year or other property. (capital investment of \$500,000 or higher to enhance the assessed value of the land and building(s) is required)		Total Capital Investment:	\$500,000.00	Infrastructure:	\$0.00
				Building:	\$0.00
Projected Start Date:		MM / DD / YYYY	5/15/25	Estimated Completion Date:	MM / DD / YYYY 03/01/2026

Staff to complete	Incentive Commencement Date	Incentive Reporting Date each Year	Length of Agreement in Years (up to 7 Years)	Date Incentive Ends	
Incentive Agreement Dates	MM / DD / YYYY	MM / DD / YYYY	#	MM / DD / YYYY	
Certificate of Occupancy Date:	MM / DD / YYYY				
What would you say the impact of the proposed business or development is on the existing businesses within the City of Lewiston. Complimentary or part of the supply chain, please explain.					
Incentives Requested					
Estimated Project Cost	Building	Electrical	Mechanical	Plumbing	Roads/Sidewalks/Curbs/ Gutters
	\$0	\$0	\$0	\$0	\$0
	Stormwater	Water	Sewer	Utilities	Broadband
	\$0	\$0	\$0	\$0	\$0
Traffic Impact Assessment (TIA) costs				Other Costs:	
Permit Fees	Building	Electrical	Mechanical	Plumbing	Roads/Sidewalks/Curbs/ s/
	\$0	\$0	\$0	\$0	\$0
Any public infrastructure or land that the applicant is providing to the city, please provide details and value					Value
					\$0
Documents Required (included)					
Legal Description of the property along with a subdivision plat or record of survey showing the precise location of the proposed business.	Yes / No	Yes, see attached Schedule C	Copy of the Deed or Lease Agreement	Yes / No	Yes, See attached Schedule A
Documents providing the level of value to the City of Lewiston and creditworthiness	Annual Financial Reports	State and/or Federal Employment Reports	Nez Perce County Tax Appraisal Statements		
	Yes / No	Yes / No	Yes / No		
A business plan	No, See Notes				
	Yes / No				
Additional Notes or Attach Additional Information To Support The Application: Project financing through Premier Bank of Minnesota, POC Brian Carnes (651-633-8880).					
08/06/2025 Date		Wayde Altendorf Signature of Applicant:			

Staff Name Proposing the Incentive			
Present Assess Value of the Land and / or Building	\$0	Estimated Assessed Value After Improvements	\$0
Any waiver of fees shall not exceed 5% of the Estimated Assessed Value of the land and buildings at the time of issuance of the Certificate of Occupancy.			5% Equals \$0
City Council Review Date	MM/DD/YYYY		
Council History Sheet Prepared	Yes / No		
Agreement Drawn up by Legal	MM / DD / YYYY		
Agreement Signed by Applicant	Yes / No		
City Council Decision			

Staff Notes:



COMMITMENT FOR TITLE INSURANCE
Issued by
TITLE RESOURCES GUARANTY COMPANY

Issuing Office: TitleOne
ALTA® Universal ID: 1065022
Commitment Number: 24525642

SCHEDULE A

1. Commitment Date: October 17, 2024 at 07:30 AM

2. Policy or Policies to be issued:

X ALTA Owners Policy (7/1/21)	Standard Coverage	Policy Amount:	\$569,000.00
Proposed Insured:		Premium:	\$1,991.00
L Square Properties LLC, a Minnesota limited liability company			
Endorsements: None Requested		Charge:	\$0.00
Credit Applied to Owners Policy:			

3. The estate or interest in the Land at the Commitment Date is:
Fee Simple

4. The Title is, at the Commitment Date, vested in:
MJM Developers, LLC, a Washington limited liability company

5. The Land described as follows:
See Attached Schedule C

Title Resources Guaranty Company
TitleOne

By:

Roberta Nutt, Authorized Signatory



Title Resources Guaranty Company

By:
President/CEO
Secretary

This page is only a part of a 2021 ALTA® Commitment for Title Insurance issued by Title Resources Guaranty Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I—Requirements; and Schedule B, Part II—Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

American Land Title Association Commitment for Title Insurance 2021 v. 01.00 (07-01-2021)
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SCHEDULE B, PART I Requirements

All of the following Requirements must be met:

1. The Proposed Insured must notify the Company in writing of the name of any party not referred to in this Commitment who will obtain an interest in the Land or who will make a loan on the Land. The Company may then make additional Requirements or Exceptions.
2. Pay the agreed amount for the estate or interest to be insured.
3. Pay the premiums, fees, and charges for the Policy to the Company.
4. Documents satisfactory to the Company that convey the Title or create the Mortgage to be insured, or both, must be properly authorized, executed, delivered, and recorded in the Public Records.
5. NOTE: In the event this transaction fails to close, or this commitment is cancelled, a cancellation fee will be charged to comply with the State of Idaho Department of Insurance regulations.

6. NOTE: According to the available records, the purported address of the land referenced herein is:

2630 7th Avenue North, Lewiston, ID 83501

7. NOTE: The only deed(s) affecting said land, which recorded within 24 months of the date of this report, or the last recorded vesting deed, is (are) as follows:

Document: Personal Representative's Deed

Grantor: Kristina C. Udall, as Personal Representative of the Estate of Leonard Fuller, deceased

Grantee: MJM Developers, LLC, a Washington limited liability company

Recorded: August 23, 2023

Instrument No.: [909511](#), records of Nez Perce County, Idaho.

8. According to documentation supplied to The Company, the following parties must sign the forthcoming transaction:

Jeffrey D. Bosma as General Manager of MJM Developers, LLC.

The Company WILL REQUIRE copies of any amendments.

9. If a manager-managed LLC is selling all or substantially all of its assets, we will require that all members join in, ratify or consent to the conveyance.

10. The Company will require delivery of and approval by the Company of the following items before removing Exception No. 5 on Schedule B-II of this Commitment:

- (a) Name of the architect;
- (b) Name of the general contractor;
- (c) Name of the surveyor and/or engineering firm;
- (d) Lien subordinations from all of the parties that have provided services, labor and materials to the project prior to recording, including the architects, surveyors and engineers;
- (e) Lien subordination from the general contractor;

This page is only a part of a 2021 ALTA® Commitment for Title Insurance issued by Title Resources Guaranty Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I—Requirements; and Schedule B, Part II—Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

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- (f) Owner indemnity agreement executed by the owner, borrower and all parties guaranteeing the loan;
- (g) General contractor indemnity agreement executed by the general contractor;
- (h) Financials from the borrower and any additional loan guarantors disclosed by the loan agreement;
- (i) Cost breakdown of the project;
- (j) Construction budget;
- (k) Construction loan agreement and exhibits thereto.

11. For each policy to be issued as identified in Schedule A, Item 2, the Company shall not be liable under this commitment until it receives a designation of a Proposed Insured, acceptable to the Company. As provided in Commitment Condition 4, the Company may amend this commitment to add, among other things, additional exceptions or requirements after the designation of the Proposed Insured.

This page is only a part of a 2021 ALTA® Commitment for Title Insurance issued by Title Resources Guaranty Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I—Requirements; and Schedule B, Part II—Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

American Land Title Association Commitment for Title Insurance 2021 v. 01.00 (07-01-2021)

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City of Lewiston Permit Center
215 D Street, PO Box 617
Lewiston, ID 83501
Ph: (208) 746-1318 x7200 Fax: (208) 746-5595

Building Permit

Address: 2512 7TH AVE N
Permit #: BP25-000144
Parcel #: RPL0650000026C

Major Commercial
Issue Date: 08/25/2025

Applicant:

Contact Name:
Address:

Company Name: KENASTON CORPORATION
Address: ATTN: ACCOUNTS PAYABLE
LEWISTON, ID 83501

Phone: 2087461351

Phone:

Email ssweet@kenaston.com

License #: RCE-2025
Expiration Date: 11/22/2025

Owner:

Name: L SQUARE PROPERTIES
Address: 2480 7TH AVE E
NORTH ST. PAUL, MN 55109
Phone: 612-810-7499
BROTN OV ARCHITECTURE & PLANNING
5097582512

Valuation: 3,120,000.00

Fees:**Description**

Permit Fee
Plan Review Fee

Total Cost

23,603.20
15,342.08

Total: 38,945.28

Amount Paid: 15,342.08

Balance Due: 23,603.20

Description of Work: 44,000 Sq.Ft. New Production/Manufacturing facility & associated site work. BL04-152348

EGRESS & ACCESS WINDOWS - Replacement windows in bedrooms must comply with escape and rescue window requirements of current code 2018 IBC and 2018 IFC. At least one emergency escape and rescue window or door shall be provided per bedroom.

2018 IBC R105.5 Expiration. Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced.

ELECTRICAL, PLUMBING, HEATING, VENTILATION AND AIR CONDITIONING require separate permits and approval of work prior to Framing Inspection for cover.

2012 IBC 109.5 Inspection requests. It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code.

Foundation Only Permits

"The building official is authorized to issue a permit for the construction of the foundation or any other part of a building or structure before the construction documents for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code. The holder of such permit for the foundation or other parts of a building or structure shall proceed **at the holder's own risk** with the building operation and **without assurance** that a permit for the entire structure will be granted.

A CITY APPROVED SET OF PLANS MUST BE ON SITE

FINAL INSPECTION REQUIRED

ECONOMIC AND COMMUNITY DEVELOPMENT INCENTIVE AGREEMENT

THIS ECONOMIC AND COMMUNITY DEVELOPMENT INCENTIVE AGREEMENT (“Agreement”) is entered into by and between the CITY OF LEWISTON, an Idaho municipal corporation (“City”); and L SQUARE PROPERTIES LLC, a Minnesota limited liability company, located at 2480 7th Avenue East, North St. Paul, Minnesota 55109 (“Applicant”). City and Applicant may also individually be referred to as “Party” or collectively as “Parties.”

WHEREAS, on June 26, 2017, City duly adopted Ordinance No. 4690, known as the “Economic and Community Development Incentive Program;” and

WHEREAS, Applicant submitted an application pursuant to the Economic and Community Development Incentive Program on August 20, 2025, and subsequently provided additional information necessary to complete the application; and, on _____, the Lewiston City Council approved such application; and

WHEREAS, pursuant to Lewiston City Code § 40-6, City and Applicant now desire to enter into this Agreement.

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

I. PROJECT OVERVIEW

A. This Agreement applies to Applicant’s development of a business known as “Cascade Plastics” on the real property incorporated herein (“Property”) located at 2512 7th Avenue North and legally described on Exhibit A, attached hereto and incorporated herein by reference.

B. Applicant plans to establish a new business on the Property (collectively “the Project”). The Project’s new capital investment is estimated to exceed One Million Five Hundred Dollars (\$1,500,000).

C. The Project will include the construction and completion of a water main loop, installation of a stormwater runoff system connected to existing mains, and the addition of new curb and gutter improvements. Collectively, these public improvements will provide new or enhanced public utility infrastructure designed to increase system reliability, expand service capacity for existing users, and support future economic and community development within the project area.

II. DUTIES OF CITY

City shall waive fees associated with the building permit and business license fees; provided, however, the fees waived shall not exceed five percent (5%) of the estimated assessed valuation of the land and buildings of the proposed business at the time of issuance of the certificate of occupancy.

III. DUTIES OF APPLICANT

A. CREATION OF JOBS: Through the Project, Applicant shall create at least fifteen (15) new full-time equivalent positions within the City of Lewiston within twelve (12) months of issuance of a certificate of occupancy. For the purpose of this Agreement, a full-time employee means an employee who is expected, in the normal course of employment, to provide at least two thousand eighty (2,080) compensated hours during a consecutive twelve-month period. A full-time equivalent position means any combination of seasonal or part-time employees whose compensated hours during a consecutive twelve-month period equals two thousand eighty (2,080) hours.

1. Within twelve (12) months of issuance of a certificate of occupancy, the average wage paid to full-time employees of the proposed business shall be at least twice the Idaho minimum wage, or fifty (50) percent of the median family income published by Housing and Urban Development for Nez Perce County, whichever is greater.
2. The Applicant shall provide medical, dental, and vacation benefits to full-time employees of the proposed business.

B. RESERVED.

C. PUBLIC IMPROVEMENTS: Applicant shall commit to the following public utility infrastructure improvements, which will benefit the public:

1. Construct and complete three hundred eighty (380) linear feet of a new water main loop to improve system reliability and ensure consistent service for existing users.
2. Install a new stormwater runoff system connected to existing mains to enhance drainage and reduce localized flooding.
3. Add approximately nine hundred sixty (960) linear feet of new curb and gutter to improve roadway safety, manage stormwater flow, and enhance neighborhood infrastructure.

D. SUBSTANTIATION: Upon written request by City, Applicant shall provide documentation to City substantiating the level of value to the City of Lewiston provided by the Project, including estimated construction costs, land value appraisal, the creation of new full-time equivalent positions, and the benefits provided to the positions.

E. FINANCIAL RECORDS: Applicant shall keep accurate financial records sufficient to demonstrate Applicant's performance of the terms and conditions of this Agreement. Upon written request and with reasonable advanced notice, the Applicant shall permit the City to inspect such financial records during Applicant's normal business hours. The Applicant shall also provide copies of such records to the City, upon request, at the Applicant's sole expense.

F. LIEN: In the event that Applicant fails to complete construction of the Project and related infrastructure by May 1, 2026, Applicant irrevocably consents to City recording this Agreement as a lien upon the Property in accordance with Section IV.B. below. City shall not record this

Agreement as a lien upon the Property so long as Applicant completes construction of the Project by May 1, 2026.

G. CERTIFICATION: By signing this Agreement, Applicant certifies that the “Business Incentive Application” submitted to the City on August 20, 2025, is true, complete, and accurate in all material respects. In the event the City determines that the application contained any misstatement or misrepresentation of material fact, the City may immediately terminate this Agreement and seek recovery of any incentives provided. Upon request by the City, the Applicant shall provide a written certification that the business remains in compliance with all terms and conditions of this Agreement. Failure to provide such certification within the time specified by the City shall constitute a material breach of this Agreement.

H. NON-TRANSFERABILITY: This Agreement is non-transferable. In the event that: (i) Applicant transfers ownership of Applicant’s business; (ii) any sale or transfer of shares in Applicant’s business results in a change of control of the business; or (iii) Applicant sells more than seventy-five percent (75%) of the assets of Applicant’s business, then Applicant shall notify of City of such event in writing within seven (7) days of such event.

I. COMPLIANCE WITH LAWS: Applicant shall comply with all applicable laws, rules, and regulations in the performance of this Agreement.

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

K. INDEMNIFICATION: Applicant shall defend, indemnify, and hold City, its officers, agents, and employees harmless for all claims, demands, losses, actions, causes of action, suits, damages, judgments, obligations, liabilities, costs, expenses, and/or injuries to persons or property

(collectively “Claims”) arising out of or in connection with any acts or omissions of Applicant, its officers, agents or employees, that arise or are in any way connected with this Agreement. In the event City is alleged to be liable on account of any act or omission of Applicant, its officers, agents or employees, then Applicant shall defend such allegation through counsel chosen by Applicant, and Applicant shall bear all costs, fees, and expenses of such defense, including, but not limited to, all attorney fees and expenses, court costs, and expert witness fees and expenses. Applicant shall not be obligated to indemnify and defend City for claims that arise due to the sole negligence or willful misconduct of City. This indemnification provision shall survive the expiration or termination of this Agreement. Applicant’s indemnification and defense obligations herein shall extend to Claims occurring after this Agreement is terminated or expired, as well as while this Agreement is in force, and shall continue until all Claims are finally adjudicated and fully and finally barred by applicable laws.

L. CONTRACTING AUTHORITY: Applicant warrants that the signatory to this Agreement has the authority to fully bind Applicant to enter into and be obligated to perform the duties set forth herein.

IV. GENERAL PROVISIONS

A. TERM OF AGREEMENT: This Agreement shall commence on the date of the City’s approval (“Commencement Date”) and shall remain in effect until twelve (12) calendar months after the City issues a Certificate of Occupancy for the Project and accepts the infrastructure related to the Project, unless earlier terminated or extended by mutual written agreement of the Parties. The City may, in its sole discretion, extend the term of this Agreement for good cause shown, upon written request by the Applicant submitted prior to the expiration of the original term.

B. TERMINATION: This Agreement may be terminated only as follows:

1. This Agreement may terminate automatically in accordance with Section III.B above.

2. Applicant may terminate this Agreement upon one (1) day written notice to City any time prior to City waiving Applicant's building permit and business licensing fees for the Project. Once City has waived such fees, Applicant may not terminate this Agreement.
3. City may terminate this Agreement for cause only after City has waived Applicant's building permit and/or business licensing fees. In the event that City terminates this Agreement for cause, Applicant shall repay City the amount of fees waived, together with interest at a rate of ten percent (10%) per annum from the date each fee waived would have otherwise become due, together with a penalty in the amount of five percent (5%) of the total amount of the fees waived within thirty (30) days of termination, or such other amount as may be mutually agreed upon by the Parties in writing. In the event that Applicant fails to reimburse City, City may record this Agreement as a lien upon the Property in accordance with Section III.F. above.

C. NOTICES: All notices required to be given pursuant to this Agreement shall be in writing and shall be deemed delivered immediately if hand-delivered or forty-eight (48) hours after depositing the same in the U.S. mail, certified or registered, postage prepaid, addressed to the respective addresses set forth below:

Applicant: L Square Properties LLC
c/o Kevin Fuller
2480 7th Avenue East
North St. Paul, MN 55109

City: Community Development Director
City of Lewiston
P.O. Box 617
Lewiston, Idaho 83501

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

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

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

G. MODIFICATIONS: This Agreement may be modified or amended only by a writing duly executed by both Parties; provided, however, the nature and purpose of the Project shall not be changed from what was generally described in the Business Incentive Application submitted by Applicant to City on August 20, 2025.

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

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

J. ATTORNEY FEES: In the event the City is required to take legal action to enforce any term or condition of this Agreement, or to remedy a breach by the Applicant, the Applicant shall be responsible for payment of all reasonable attorney fees and costs incurred by the City in connection

with such action, whether incurred through negotiation, administrative proceedings, litigation, or appeal.

K. PUBLIC RECORDS: The Parties herein understand and acknowledge that this Agreement and its attachments are subject to the Idaho Public Records Act, I.C. §§ 74-101, et seq., the Idaho Open Meetings Act, I.C. §§ 74-201, et seq., and other applicable federal and state laws, and might be public records.

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

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

DATED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

DATED this _____ day of _____, 2025.

L SQUARE PROPERTIES LLC

By: _____
Kevin Fuller, President

STATE OF _____)
) ss.
County of _____)

On this _____ day of _____ 2025, before me, a Notary Public, personally appeared _____, known or identified to me as the _____ of L SQUARE PROPERTIES LLC, a Minnesota limited liability company, and stated he has the authority to execute this instrument on behalf of L SQUARE PROPERTIES LLC, and did execute this instrument on behalf of said company.

Notary Public for the State of _____
Commission Expires: _____

EXHIBIT A

Legal Description:

Assessor Lot No(s). 5382 and 5392 of Blocks 24, 25, 26, 28 and 29, and the West 80 feet of the East 145 feet of the North 200 feet of Block 28, Indian Cache Ranch 2nd Addition to the City of Lewiston, records of Nez Perce County, Idaho.

Parcel 1:

Assessor Lot No. 5382, a portion of Indian Cache Ranch 2nd Addition to the City of Lewiston, according to the recorded plat thereof, described as follows:

Commencing at a point on the South line of 7th Avenue North, which point is South 89°49' East, 367.14 feet of the intersection of said South line with the centerline of 24th Street; thence South 89°49' East along said South line 510.36 feet; thence South 0°20' West 200 feet; thence South

89°49' East 145 feet; thence South 0°20' West 505.60 feet; thence North 89°10' West 655.34 feet; thence North 0°20' East 698.22 feet to the point of beginning.

Excepting therefrom the following:

A tract approximately 180 feet North and South x 120.21 feet East and West toward the Northeast corner of above tract abutting South line of 7th Avenue North, Lewiston, Idaho, and numbered 2606-7th Avenue North and now under fence.

Parcel 2:

Assessor Lot No. 5392, Book 12 of Miscellaneous, Page 574:

Commencing at the monument located at the intersection of the centerlines of 24th Street and 7th Avenue North, in the City of Lewiston, State of Idaho; and running thence North 89°53' East along the centerline of said 7th Avenue North a distance of 687.54 feet; thence South 0°20' West a distance of 25 feet to a point on the South line of 7th Avenue North, which said point is the True Point of Beginning of said excepted tract; thence running North 89°53' East along the South line of 7th Avenue North a distance of 110 feet; thence South 0°20' West a distance of 112 feet; thence

South 89°53' West a distance of 110 feet; thence North 0°20' East a distance of 112 feet to the True Point of Beginning.

Excepting therefrom the following:

That portion of Blocks 28 and 29, Indian Cache Ranch 2nd Addition to the City of Lewiston, Nez Perce County, Idaho, described as follows:

Commencing at the monument on the centerline of 28th Street, which monument is designated in the monument files in the City of Lewiston as No.

27-3, and which monument is 360 feet North of the intersection of the centerline of 4th Avenue North with the centerline of 28th Street; thence North 89°10' West a distance of 247.53 feet to the Point of Beginning; thence North 0°20' East a distance of 505.60 feet; thence North 89°10' West a

distance of 3 feet; thence South 0°20' West a distance of 505.60 feet; thence South 89°10' East a distance of 3 feet to the Point of Beginning.

ECONOMIC AND COMMUNITY DEVELOPMENT INCENTIVE AGREEMENT

Page 10 of 10



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RECOMMENDATION TO MODIFY OUT OF AREA AMBULANCE TRANSPORT FEES	AGENDA NO. VI. B. AGENDA DATE: December 22, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Since the inception of the City of Lewiston ambulance service, the Lewiston Fire Department (LFD) has provided out-of-area ambulance transport to support patients from local hospitals and skilled nursing facilities who require medical care not available within the Lewis–Clark Valley. These transports are governed operationally by LFD Standard Operating Procedure 609, which limits transports to those that can be safely completed within a 14-hour round-trip timeframe. The language contained in Resolution 2025-39 Exhibit A, Schedule B, lists specific cities and towns as destinations. Recently, this language has raised questions about whether those locations were intended as examples or as strict limitations on transport destinations. The Emergency Medical Services Advisory Board (EMSAB) reviewed this issue during its October 21, 2025, meeting. The board discussed the purpose and intent of the Out-of-Area Transport program and determined that the listed cities were historically used as examples rather than prescribed limitations. The recommendation of EMSAB is being presented to the council today with a request to revise the language in the current fee schedule as decided at their special meeting on December 16, 2025.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) There is no anticipated fiscal impact associated with this clarification. The proposed amendment does not change fee amounts or billing practices; it clarifies existing language to reflect long-standing service delivery.	
ACTION PROPOSED	

Accept the EMSAB-recommended language change.



EMERGENCY MEDICAL SERVICES ADVISORY BOARD

Ensuring the highest quality of patient care and service delivery



12 December 2025

Lewiston City Council Members and Mayor
1134 F Street
Lewiston, Idaho 83501

Dear City Council and Mayor Johnson:

The Emergency Medical Services Advisory Board (EMSAB) is writing to provide clarification regarding the purpose and intent of the City's Out-of-Area Transport (OOAT) program and to offer a recommendation concerning the language contained in the current EMS fee schedule in Resolution 2025-39 Exhibit A, Schedule B.

Purpose of Out-of-Area Transports

The Lewiston Fire Department provides out-of-area ambulance transports to meet a critical community need: ensuring patients have access to definitive specialty medical services. These transports occur when medically necessary and when air medical transport is unavailable or inappropriate and are usually to health care facilities in the Coeur d'Alene – Spokane metropolitan areas. Depending on the patient's condition and needs, destination facilities are occasionally located in, but not limited to:

- Western Washington (e.g., Specialty centers on the Interstate 5 corridor from the Portland Metropolitan Area to the Seattle Metropolitan Area),
- Eastern Montana, and
- Southern Idaho (e.g., Boise Metropolitan Area).

Operational Framework

Lewiston Fire Department SOP 609 governs the operational decision-making for OOATs. Instead of listing specific cities or mileage limits, the SOP uses a time-based safety standard, limiting transports to those that can be completed within a 14-hour round-trip window as a guideline.

This approach has been in place for many years and reflects industry best practice, ensuring both patient and crew safety.

Issue With Current Fee Schedule Language

During the City's comprehensive consolidation of fee resolutions this past year, the Out-of-Area Transport section included a list of specific cities ("Lewiston/Clarkston/Asotin and Spokane, Moscow, Pullman, Cottonwood, Grangeville, Orofino"). While these locations have historically appeared in fee schedules, EMSAB believes they were intended to serve as examples of common destinations, not as an exhaustive list of permissible transport locations.

Recommendation

To ensure alignment between policy, practice, and patient needs, the EMSAB unanimously recommends that the City Council amend the fee schedule language to read:

"Basic life support between Lewiston/Clarkston/Asotin, and Spokane, Moscow, Pullman, Cottonwood, Grangeville, Orofino as examples of common locations, not as an exhaustive list of permissible transport destinations."

"Advanced life support between Lewiston/Clarkston/Asotin, and Spokane, Moscow, Pullman, Cottonwood, Grangeville, Orofino as examples of common locations, not as an exhaustive list of permissible transport destinations."

Closing

The EMSAB appreciates the Council's continued support of the City's EMS system and respectfully submits this recommendation to ensure clarity, consistency, and the highest standard of patient care.

Please let us know if additional information, data, or discussion would be helpful. The board is available to participate in future policy discussions at the Council's direction.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mike Larson", with a long horizontal flourish extending to the right.

Mike Larson
Chairperson, Emergency Medical Services Advisory Board



609

LFD STANDARD OPERATING PROCEDURE

OUT-OF-AREA AMBULANCE TRANSPORT

Effective: 10 October 2023

INTENT

To establish guidelines for accepting and conducting ambulance transport of patients upon request of medical facilities, physicians and all other requesting parties. Out-of-area transports are requests for transport outside the normal emergency response area of Lewiston Fire Department EMS units.

Emergency responses within our normal emergency response area that result in direct transport to a hospital outside of our normal emergency response area do not constitute an out-of-area transport, i.e. Uniontown to Pullman Regional Hospital.

RECEIVING REQUESTS

Requests for out-of-area transport – outside the normal emergency response area of Lewiston Fire Department EMS units – are received by Lewiston Dispatch. Dispatch will use the LFD Inter-Facility Transfer Questionnaire to record information for determining the required level of service needed for the transport and if resources are available to handle the transport. At times this form may be emailed to the battalion chief email to clarify the level of service and provide information to initiate the callback of personnel for the transport.

Upon completion of arrangements, Dispatch will call the requestor to confirm the transport.

Out-of-area transports may be accepted to any destination deemed reasonable by the on-duty battalion chief or acting battalion chief, but are limited to a maximum of 14 hours, including departure and return. If the distance, weather or other conditions make completing the transport longer than 14 hours, the transport will be refused. NOTE DEPARTURE TIME AND WEATHER CONDITIONS UNDER SAFETY.

Transports with patients on ventilators will require a crew of 3 personnel at all times. Crews must have a full M-size O₂ cylinder and 2 D-size O₂ cylinders before leaving the station.

A minimum of four ambulances will remain available in the emergency response area. This may require careful scheduling of multiple requests for out-of-area transports or rescheduling of maintenance or other work on the vehicles and equipment that may remove ambulances from service.

Medic 77 will take out-of-area transports whenever possible, followed by Medic 76, then Medic 75, respectively. The battalion chief may assign a different vehicle as needed.

Recall of personnel to staff the ambulance for transport will follow the procedures established by the Personnel Callback SOP. If a non-emergent transfer is requested to depart between the hours of 0700 and 0800 and no Kelly-day personnel are available to take the transport, the battalion chief will postpone the departure time to 0800 and fill with those going off-shift. If no one off-shift will take the transport, they will then contact personnel on vacation and then reserves. If the transport is an emergency, on duty personnel will be used and filling of their slots will occur as per SOP.

609 OUT-OF-AREA AMBULANCE TRANSPORT

PATIENT AND CREW SAFETY

The safety of patient and crew compels the department to schedule extended out-of-area transports to be completed within a 14-hour timeframe. Those extended transports lasting between 8-14 hours will depart between 0600 and 0900 unless approved by the deputy fire chief or the fire chief. No overnight, extended out-of-area transports will be accepted, unless there is a medical necessity of an extreme nature, air transport is not available and the deputy fire chief or fire chief approves the transport.

In extreme weather conditions, the latest road and weather report should be consulted. If the report(s) indicate patient and crew safety concerns, the battalion chief or acting battalion chief should refuse, cancel, delay or reschedule the transport to a time when conditions allow for safe transport. An email advising of the decision will be forwarded to the deputy fire chief along with the LFD Inter-Facility Transport Questionnaire.

STAFFING WITH ON-DUTY PERSONNEL

If a medical emergency requires on-duty personnel to perform the transport as determined by the battalion chief or acting battalion chief, the off-duty crew will replace the on-duty crew in the performance of regular and emergency duties. The battalion chief or acting battalion chief will assess the condition of on-duty personnel (extended fire and EMS situations) prior to assigning them to staff OOATs.

No more than one ambulance with an on-duty person or crew will be assigned to an out-of-area transport at any one time. The battalion chief or acting battalion chief will make the decision, if and when on-duty personnel are used.

When on-duty personnel response coincides with their traditional meal times, they will be provided cash per diem. An envelope with cash labeled, "OOAT Per Diem" will be stored in a safe inside the Admin copy room. Battalion chiefs are responsible for distributing the correct amount of per diem. A fire department per diem log is located in the safe and should be filled out and signed by the battalion chief for each out-of-area transfer. The cash amounts for meals and their corresponding time periods are outlined in the current CLA.

Patient Care Reports are completed as required by SOP. Borrowed equipment will be returned and ambulances restocked, cleaned and returned to service by the crew who performed the out-of-area transport upon their return.

Gregory V. Rightmier, Fire Chief



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE RESOLUTION 2025-55	AGENDA NO. VI. C. AGENDA DATE: December 22, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) This is a revision of Resolution 2025-48, which was approved 6-0 on October 27, 2025. The agreement is to continue providing ambulance services to the Asotin County Rural EMS District #2. While preparing the agreement for the Asotin County Commissioners, we discovered that the response data used to calculate the new fees was inaccurate. Corrections to that data changed the amounts listed in the original agreement. The revision has the following changes to section 6 and Exhibit B. 1. The billing amount for each response changed. 2. The need for a three-year implementation no longer exists and has been removed. 3. The dates for the annual report from the Lewiston Fire Chief to the Asotin County Commissioners were adjusted.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The new per-incident billing approach, approved by the council on October 27, 2025, ensures that Asotin County reimburses the City more accurately for EMS responses within the Asotin County Rural EMS District. The agreement does not result in a new direct cost to the City and significantly improves cost recovery, removing the financial gap previously covered by City funds. The Ground Emergency Medical Treatment (GEMT)-based calculation for FY26 includes a per-call reimbursement and retains the transport billable revenue for the city.	
ACTION PROPOSED Staff recommends that the City Council authorize the Mayor to execute the revised Interagency Agreement between the City of Lewiston and Asotin County for ambulance and vehicle extrication services.	

RESOLUTION 2025-55

A RESOLUTION APPROVING AN EMERGENCY SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON, IDAHO AND ASOTIN COUNTY FOR EMERGENCY MEDICAL SERVICES TO THE ASOTIN COUNTY RURAL EMERGENCY MEDICAL SERVICES DISTRICT NO. 2; AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, SAID AGREEMENT; AND PROVIDING AN EFFECTIVE DATE

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

SECTION 1: That an Intergovernmental Cooperation Agreement Between the City of Lewiston and Asotin County for Asotin County Rural Emergency Medical Services District No. 2 for ambulance and vehicle extrication services by the City of Lewiston, an Idaho municipal corporation, to Asotin County Rural Emergency Medical Services District No. 2 within Asotin County, a Washington municipal corporation, is hereby approved. A copy of which is attached as Exhibit A and incorporated herein by reference.

SECTION 2: That the Mayor and City Clerk are hereby authorized to execute and attest, respectively, said Emergency Services Agreement.

SECTION 3: Upon the effective date of this resolution, this resolution shall supersede Resolution 2025-48 in its entirety.

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

PASSED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

RESOLUTION 2025-55

EXHIBIT A
TO
RESOLUTION 2025-55

**INTERGOVERNMENTAL COOPERATION AGREEMENT
BETWEEN THE CITY OF LEWISTON AND ASOTIN COUNTY FOR ASOTIN
COUNTY RURAL EMERGENCY MEDICAL SERVICES DISTRICT # 2**

THIS INTERGOVERNMENTAL COOPERATION AGREEMENT (“Agreement”) is made between the CITY OF LEWISTON, an Idaho municipal corporation (“City of Lewiston”), and ASOTIN COUNTY, a Washington municipal corporation (“Asotin County”) for services to the ASOTIN COUNTY RURAL EMERGENCY MEDICAL SERVICES DISTRICT NO. 2 (“AC REMS Dist. 2”) as described herein. The City of Lewiston and Asotin County may also individually be referred to as “Party” or collectively as “Parties.”

WHEREAS, the Parties previously entered into an intergovernmental cooperation agreement for the provision of ambulance and vehicle extrication services by the City of Lewiston to AC REMS Dist. 2; and

WHEREAS, the City of Lewiston provides ambulance and vehicle extrication services within its corporate boundaries, and, in addition, has heretofore provided satisfactory ambulance and vehicle extrication services to AC REMS Dist. 2, and the Parties wish to continue to provide for the provision of ambulance and vehicle extrication services to AC REMS Dist. 2 by the City of Lewiston; and

WHEREAS, the Parties are authorized by RCW § 39.34.080 and Idaho Code § 67-2332 to enter into this Agreement.

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

ONE: The purpose of this Agreement is for the City of Lewiston to continue to provide ambulance and vehicle extrication services within the AC REMS Dist. 2, which services benefit the residents of such area. The boundary for the AC REMS Dist. 2 service area is legally described and depicted in Exhibit A, which is attached hereto and incorporated herein by reference.

TWO: The City of Lewiston shall provide ambulance and vehicle extrication services within the AC REMS Dist. 2 service area of the same standard and quality as furnished by the City of Lewiston within the corporate limits of Lewiston, Idaho.

THREE: The ambulance(s) the City of Lewiston uses to respond to AC REMS Dist. 2 shall be of similar quality as ambulances responding within the City of Lewiston. The City of Lewiston shall staff said ambulance(s) with a crew of City of Lewiston Fire Department EMS personnel. As used in this Agreement, the phrase “City of Lewiston Fire Department EMS personnel” shall mean employees of the Lewiston Fire Department who are assigned to an ambulance or who have as their primary duty a staff position on an ambulance. The City of Lewiston shall respond with an extrication vehicle to automobile accidents in AC REMS Dist. 2 that require patient extrication from a vehicle. The City of Lewiston shall be responsible for the payment of wages and benefits of City of Lewiston Fire Department EMS personnel, and the upkeep and maintenance of the City of Lewiston’s ambulance(s) and extrication vehicle used pursuant to this Agreement.

The Lewiston Fire Department shall ensure that emergency ambulance response times are met eighty percent (80%) of the time for the following: (a) suburban areas: twenty (20) minutes, and (b) rural areas: forty-five (45) minutes, as defined in the current Washington Administrative Code. Response times to remote or wilderness areas shall directly depend upon travel distances and shall not be subject to the response time standards listed above.

FOUR: The Initial Term of this Agreement shall be from October 1, 2025, through September 30, 2026 (“Initial Term”). Thereafter, this Agreement shall automatically renew for up to three (3) additional one (1)-year terms (each a “Renewal Term”), unless terminated as provided in Section Five below. Each Renewal Term shall commence on October 1 and shall terminate on September 30. This Agreement shall not extend beyond September 30, 2029, unless mutually agreed to in writing by both Parties.

The Initial Term and automatic renewal of this Agreement are wholly contingent upon the annual appropriation of funds by each Party for its duties under this Agreement. Said appropriations may be made solely at the option and discretion of each Party.

FIVE: In the event that either Party does not appropriate funds for its duties under this Agreement for the ensuing fiscal year, for any reason, such Party may terminate this Agreement without penalty. Such Party shall give at least ninety (90) days' written notice to the other Party attesting to the non-appropriation of funds and the effective date of termination, and no financial obligations shall accrue after the effective date of said termination.

Additionally, either Party may terminate this Agreement, with or without cause, upon one hundred eighty (180) days' written notice to the other Party.

SIX: For the Initial Term of this Agreement, Asotin County shall pay the City of Lewiston: (a) Five Hundred Seventy-One Dollars (\$571) per ambulance response occurring in AC REMS Dist. 2; and (b) Two Hundred Twenty-Five Dollars (\$225) for each vehicle extrication response in AC REMS Dist. 2. The actual amount billed to Asotin County shall be calculated based on the number of responses during each quarter of the fiscal year. Invoices shall be issued by the City of Lewiston no later than the tenth (10th) day of January, April, July and October of each fiscal year. Asotin County shall remit payment to the City of Lewiston within forty-five (45) days of receipt of each invoice. A sample calculation of ambulance response and vehicle extrication response costs, for illustration purposes only, is set forth in Exhibit B, attached hereto and incorporated herein by reference.

For each Renewal Term of this Agreement, the Parties agree that: (a) the per-call cost for ambulance responses shall be based on the Washington Ground Emergency Ambulance Transport (GEMT) interim average cost per transport for the preceding fiscal year as provided by the Washington Department of Health; and (b) the per-call cost for vehicle extrication responses shall be based on the total extrication response cost methodology as set forth in Exhibit B. Accordingly, for

each Renewal Term, Asotin County shall pay the City of Lewiston: (a) the updated per-call ambulance response rate, based on the total number of ambulance responses in AC REMS Dist. 2 during each quarter of the then-current fiscal year; and (b) the updated per-call rate for each vehicle extrication response occurring within AC REMS Dist. 2. Charges shall continue to be billed quarterly.

The City of Lewiston Fire Department (“Fire Department”) shall provide Asotin County an estimated amount for the upcoming fiscal year to assist with Asotin County’s budgeting process. No later than October 15 of each year, the Fire Department shall provide Asotin County: (a) the most current Washington GEMT average cost per ambulance response and vehicle extrication response, which includes the new increases; and (b) the total number of ambulance responses, ambulance transports, and auto extrications performed by Fire Department in AC REMS Dist. 2 during the previous fiscal year.

Nothing herein prohibits the City of Lewiston from assessing individual patients a fee for emergency medical services provided by the City of Lewiston.

SEVEN: The ambulance vehicles, extrication vehicle, equipment, and personnel furnished by the City of Lewiston shall meet all standards, requirements, and laws of the State of Washington as those laws now exist and as they may be amended in the future. The City of Lewiston shall retain ownership of all equipment involved in providing ambulance and vehicle extrication services.

EIGHT: Each Party shall procure and maintain insurance as required by applicable federal and state law in an amount that is adequate to cover its staff, equipment, vehicles, and property, including, but not limited to, liability insurance, workers’ compensation, automobile liability, and property damage. Each Party has the right to self-insure all or part of the insurance requirements set forth in this paragraph.

NINE: The Parties are governmental entities subject to statutory and constitutional restrictions concerning the acceptance of liability. The Parties’ liabilities are further governed by the

Idaho Tort Claims Act and the Washington Tort Claims Act. It is the intention of the Parties that each will be responsible for its own acts and omissions and those of its employees, officers, and agents.

TEN: All City of Lewiston Fire Department EMS personnel shall be and remain, at all times, employees of the City of Lewiston and shall be subject to all laws, including workers' compensation laws, of the State of Idaho.

ELEVEN: The City of Lewiston shall cause recipients of the ambulance and vehicle extrication services to be billed in accordance with the City of Lewiston's prevailing service fees and charges, including mileage charges. The City of Lewiston may adjust ambulance fees and charges for recipients of ambulance services as the City of Lewiston deems appropriate. Asotin County shall not be responsible for any uncollectable accounts during the Initial Term or any Renewal Term of this Agreement.

TWELVE: The City of Lewiston's Fire Chief is hereby designated as the administrator of this Agreement.

THIRTEEN: The City of Lewiston shall comply with all appropriate state and federal laws governing the collection of accounts, including the Fair Debt Collection Practices Act.

FOURTEEN: This Agreement may not be assigned in whole or in part by either Party without the prior express written consent of the other Party.

FIFTEEN: The Parties agree to meet every year that this Agreement is in effect to review the revenue status regarding the EMS provided in AC REMS Dist. 2. The Lewiston Fire Chief shall present an annual update report at the October 2026 Asotin County Commissioners' Board Meeting, or at another meeting as mutually agreed to by the Parties. The Parties agree to evaluate the feasibility of any increase in the contracted amount for this Agreement. In no case shall the contracted amount of this Agreement be reduced while this Agreement is in effect. In the event a future AC REMS Dist. 2 EMS levy fails to pass in an election while this Agreement is in effect, Asotin County shall remain

responsible for payment of services under this Agreement, unless the Parties agree, in writing, to other arrangements.

SIXTEEN: This Agreement does not establish a separate legal entity, joint board, or administrative section for the purpose of acquiring, managing, or disposing of property, or any other financial obligation allowed under the Washington Interlocal Cooperation Act.

SEVENTEEN: This Agreement does not provide for jointly owned property.

EIGHTEEN: This Agreement is entered into for the benefit of the Parties to this Agreement only and shall confer no benefits, direct or implied, on any third persons. Specifically, and without limiting the foregoing, this Agreement shall not create or be construed as creating an exception to the Public Duty Doctrine.

NINETEEN: This Agreement shall either be filed with the Asotin County Auditor or listed by subject on either of the Party's websites, in accordance with RCW § 39.34.040.

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

Asotin County:	Asotin County Board of Commissioners c/o Chair 92 2 nd St. #2 Asotin, Washington 99402 (509) 243-2060
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City of Lewiston:	Fire Chief City of Lewiston 1134 F Street P.O. Box 617 Lewiston, Idaho 83501 (208) 743-3554
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TWENTY-ONE: In the event a controversy, claim, or action arises between the Parties to this Agreement regarding the enforcement of its terms and conditions, or the breach of any of its

provisions, the prevailing Party shall be entitled to recover from the other Party all costs and expenses incurred by the prevailing Party, including reasonable attorney fees.

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

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

TWENTY-FOUR: This Agreement may be modified or amended only by a writing duly executed by both Parties.

TWENTY-FIVE: No waiver of any provision of this Agreement shall be effective unless made in writing and signed by the waiving Party. The failure of a Party to require the performance of any term or obligation of this Agreement, or the waiver by any Party of any breach of this Agreement, shall not prevent any subsequent enforcement of such term or obligation or be deemed a waiver of any subsequent breach.

TWENTY-SIX: “Event of Force Majeure” means an event beyond the control of a Party that prevents such Party from complying with any of its obligations under this Agreement, including riots, acts of God, accidents, order of a court of competent jurisdiction, failure of a required governmental approval, civil disorders, acts of war, material shortages, or disease, and not attributable to such Party’s neglect or nonfeasance.

Neither Party shall be considered in breach of this Agreement or liable to the other Party for any losses and damages to the extent that performance of their respective obligations (excluding payment obligations) is prevented by an Event of Force Majeure. The Party prevented from carrying

out its obligations hereunder (“Affected Party”) shall give notice to the other Party of an Event of Force Majeure upon it being foreseen by, or becoming known to, the Affected Party. If and to the extent that the Affected Party is prevented from performing its obligations by an Event of Force Majeure, while the Affected Party is so prevented, the Affected Party shall be relieved of its obligations hereunder, but shall endeavor to continue to perform its obligations under the Agreement so far as reasonably practicable.

TWENTY-SEVEN: The Parties understand and acknowledge that this Agreement and its attachments are subject to the Idaho Public Records Act, I.C. §§ 74-101, *et seq.*, the Idaho Open Meetings Law, I.C. §§ 74-201, *et seq.*, and other applicable federal and state laws, and might be public records.

TWENTY-EIGHT: This writing embodies the whole agreement of the Parties. There are no promises, terms, conditions, or obligations other than those contained in this Agreement. All previous and contemporaneous communications, representations, or agreements, either verbal or written, between the Parties are superseded by this Agreement.

TWENTY-NINE: The previous “Intergovernmental Cooperation Agreement Between the City of Lewiston and Asotin County for Asotin County Rural EMS District No. 2” approved by the Lewiston City Council on October 27, 2025 through Resolution 2025-48, is hereby terminated and superseded in its entirety by this Agreement.

Signatures on next page

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

DATED this _____ day of _____ 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

ASOTIN COUNTY BOARD OF COMMISSIONERS

Chuck Whitman, Commissioner

Chris Seubert, Commissioner

Brian Shinn, Commissioner

ATTEST:

Stacey Harman, Clerk of the Board

APPROVED AS TO FORM:

Curt Liedkie, Asotin County Prosecuting Attorney

EXHIBIT A

Preamble

All that portion of Asotin County, Washington currently not covered by Emergency Medical Services (EMS), more particularly described as follows:

Description

Beginning at the NW corner of Section 19 Township 10N Range 45E, Willamette Meridian, the Point of Beginning, thence east to the NE corner of the NW quarter of Sec 22 T10N R45E thence south to the SE corner of the NW quarter of Sec 27 T10N R45E thence east to the NE corner of the SE quarter of Sec 26 T10N R45E thence south to the NW corner of the SW quarter of Sec 36 T10N R45E thence east to the NE corner of the SE quarter of Sec 31 T10N R46E thence south to the NE corner of the SE quarter of Sec 6 T9N R46E thence east to the center of Sec 2 T9N R46E thence south to the SE corner of the SW quarter of Sec 2 T9N R46E thence east to the west bank of the Snake River thence south, following the west bank of the Snake River to the Washington/Oregon State Line in Sec 16 T6N R47E thence west along the Washington/Oregon State Line to the Garfield/Asotin County Line in Sec 18 T6N R43E thence north along the Garfield/Asotin County Line to the NW corner of Sec 6 T7N R43E thence east to the NE corner of Sec 4 T7N R43E thence north to the NW corner of Sec 3 T9N R43E thence east to the NE corner of Sec 5 T9N R44E thence north to the NW corner of Sec 33 T10N R44E thence east to the NE corner of Sec 34 T10N R44E thence north to the NW corner of Sec 26 T10N R44E thence east to the NE corner of Sec 25 T10N R44E thence north to the Point of Beginning.



Rural EMS District

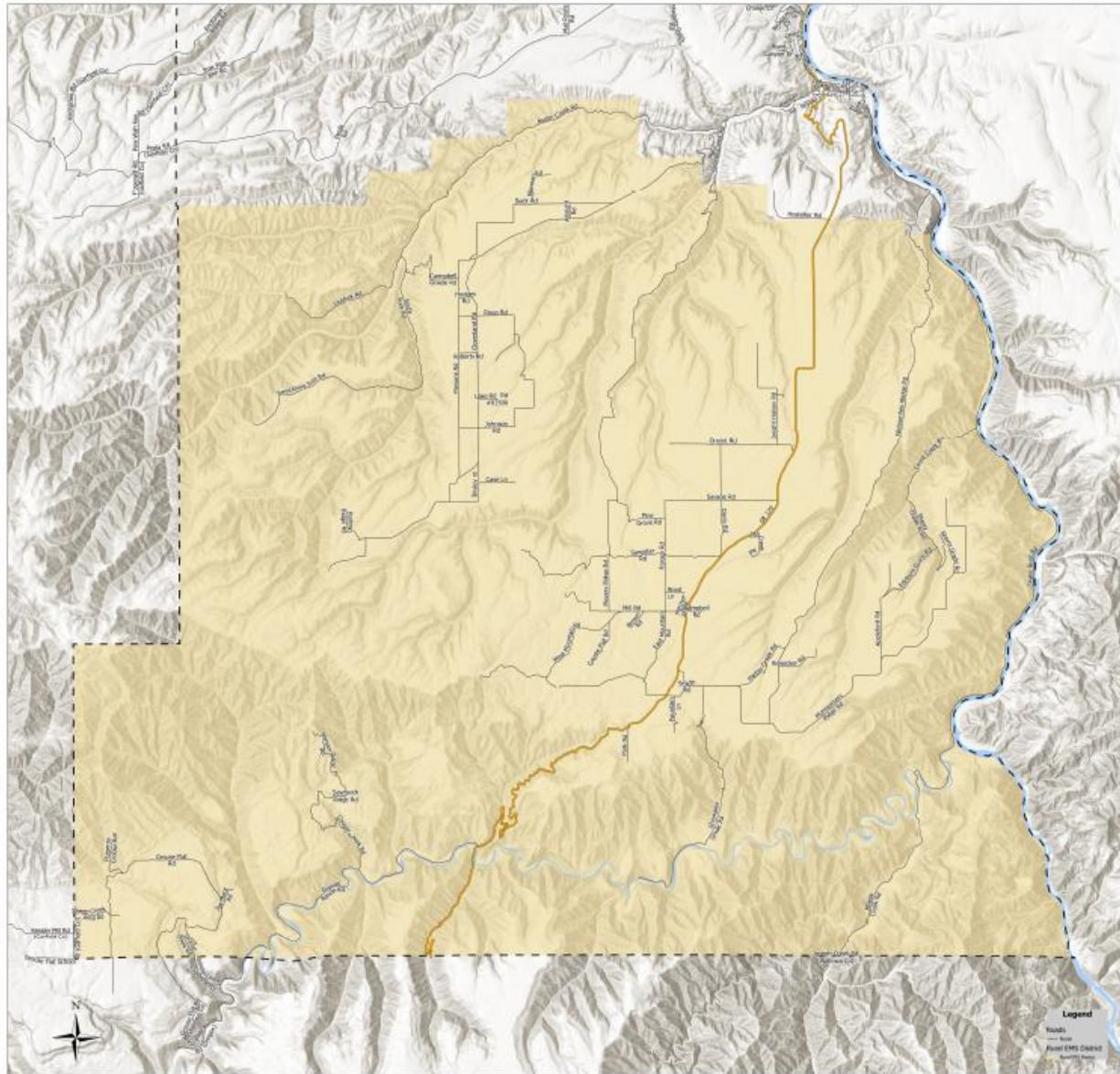


EXHIBIT B

Example of costs for ambulance responses:

Previous fiscal year GEMT interim average cost per transport (\$1,484.00) x Number of transports during fiscal year 2025 (15) divided by the total ambulance responses (39) = cost per ambulance response (\$570.77) rounded to \$571.00.

$$\frac{\$1,484.00 \times 15}{39} = \$570.77 (\$571.00)$$

Cost per ambulance transport will be applied to the actual number of responses in a quarter and invoiced no later than the 10th day of the following month.

15 ambulance responses in a quarter x \$571.00 (cost per ambulance response) = \$8,565

Example of costs for vehicle extrication responses:

Average time out of service for vehicle extrication responses based on previous year data (1.4hrs) x Standby rate set by city resolution (\$130 per hour) = \$182.00

Per call share of extrication tool as calculated by using a 10-yr straight-line depreciation of replacement rescue tool cost shared over all extrication calls for the previous fiscal year = \$43.00

Per extrication response cost = \$225.00

2 vehicle extrication responses during a quarter x \$225.00 (cost per vehicle extrication response) = \$450.00 that will be on the quarterly invoice.