



**Lewiston City Council
REGULAR MEETING AGENDA
January 26, 2026 - 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. NOVEMBER FINANCIAL REPORT:** Financial report for the period ending November 30, 2025, in accordance with Idaho Code § 50-208 - No Oral Report (City Treasurer/Finance Director Gordon)
- B. DECEMBER FINANCIAL REPORT:** Financial report for the fiscal period ending December 31, 2025, in accordance with Idaho Code § 50-208 - Oral Report (City Treasurer/Finance Director Gordon)

V. PUBLIC HEARINGS

- A. PUBLIC HEARING ON ORDINANCE 4956:** Accepting public comments on Ordinance 4956, relating to the amendment of the City's Franchise Agreement with Sanitary Disposal, Inc., doing business as Sunshine Disposal & Recycling - Action Item (Public Works Director Johnson)
- B. FIRST READING OF ORDINANCE 4956:** Considering amending the Franchise Agreement for Collection, Hauling, and Tipping of Residential and Commercial Solid Waste, Yard Waste, and Recyclable Materials with Sanitary Disposal, Inc., doing business as Sunshine Disposal and Recycling, approved through Lewiston City Ordinance No. 4823 on November 1, 2021, and authorizing the Mayor and City Clerk to sign said Amendment to the Franchise Agreement - Action Item (Public Works Director Johnson)

VI. CONSENT AGENDA

All items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a councilor so requests, in which

case the item will be removed from the Consent Agenda and considered on the Active Agenda under “Items Moved from the Consent Agenda”.

- A. **CITY COUNCIL MINUTES**: Considering approving the minutes of the 1/12/2026 City Council Meeting - Action Item
- B. **ADVISORY BOARD AND COMMISSION MINUTES**: Accepting the minutes of the 12/9/2025 Urban Renewal Agency meeting - Action Item
- C. **VOUCHER'S PAYABLE**: Considering approving the Voucher's Payable dated 12/24/2025 - 1/8/2026 in the amount of \$2,025,216.90 - Action Item
- D. **FINAL PLAT — CANYON CREST SOUTH ADDITION PHASE 1B**: Considering approving the Canyon Crest South Addition Phase IB final subdivision plat, and associated Reasoned Statement of Relevant Criteria and Standards, which proposes to subdivide approximately 1.60 acres of undeveloped property, located north of Clark Fork Lane and east of Glacier Drive, into 12 residential development lots - Action Item
- E. **FINAL PLAT — CANYON CREST WEST ADDITION PHASE 1A SOUTH**: Considering approving the Canyon Crest West Addition to the City of Lewiston - Phase IA–South final subdivision plat, and associated Reasoned Statement of Relevant Criteria and Standards, which proposes to subdivide approximately 3.84 acres of undeveloped property located along the west side of 18th Street, and south of the existing Canyon Crest West Addition to the City of Lewiston - Phase IA-North subdivision, into 15 lots - Action Item

VII. ACTIVE AGENDA

- A. **MOTION TO RECONSIDER**: Reconsidering an action taken by the City Council, pursuant to Lewiston City Code § 2-26 (j)(4) - Action Item
- B. **ADVISORY BOARD AND COMMISSION APPOINTMENTS**: - Action Item
 - 1. **HISTORIC PRESERVATION COMMISSION**: Considering appointing Leah Boots to a three (3) year term - Action Item
- C. **RFP-26-005 AWARD - NORMAL HILL COLUMBARIUM**: Considering awarding RFP-26-005, the Normal Hill Cemetery Columbarium Project to Spokane Wilbert Vault Company, also known as Wilbert Precast Inc., in the amount of \$143,430.20, and authorizing the Mayor to sign the Agreement - Action Item (Parks and Recreation Director Glenn)
- D. **REQUEST FOR USE OF COUNCIL CONTINGENCY FUNDS**: Requesting the use of \$40,000 from Council Contingency funds to cover tree removal services resulting from the December 16, 2025 windstorm - Action Item (City Treasurer/Finance Director Gordon)
- E. **COUNCIL LIAISONS TO CITY BOARDS AND COMMISSIONS**: Considering the appointment of City Councilors as Council liaisons to the Disability Advisory Commission and the Historic Preservation Commission - Action Item (Mayor Johnson)
- F. **TASK ORDER NO. 2026-1 GREATWEST ENGINEERING, INC.**: Considering approving Task Order No. 2026-1 with GreatWest Engineering, Inc. for the Transfer Station Floor Design in the amount of \$104,600, and authorizing the Mayor to sign the task order - Action Item (Public

Works Director Johnson)

- G. CHANGE ORDER #2 FOR IFB-25-010 12TH STREET, WARNER AVENUE TO AIRWAY AVENUE (TR059):** Considering approving Change Order No. 2 in the amount of \$69,359.50, for IFB-25-010 12th Street, Warner Ave to Airway Ave (TR059) to Knife River Corporation – Mountain West, and authorizing the Mayor to sign the change order - Action Item (Public Works Director Johnson)
- H. ORDINANCE 4959:** Discussion related to request to reconsider Ordinance No. 4959 and staff direction - Action Item (Assistant Planner Hollingshead)

VIII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

IX. UNFINISHED AND NEW BUSINESS

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

X. ADJOURNMENT - Action Item

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

CITY OF LEWISTON TREASURY REPORT - 11/30/25

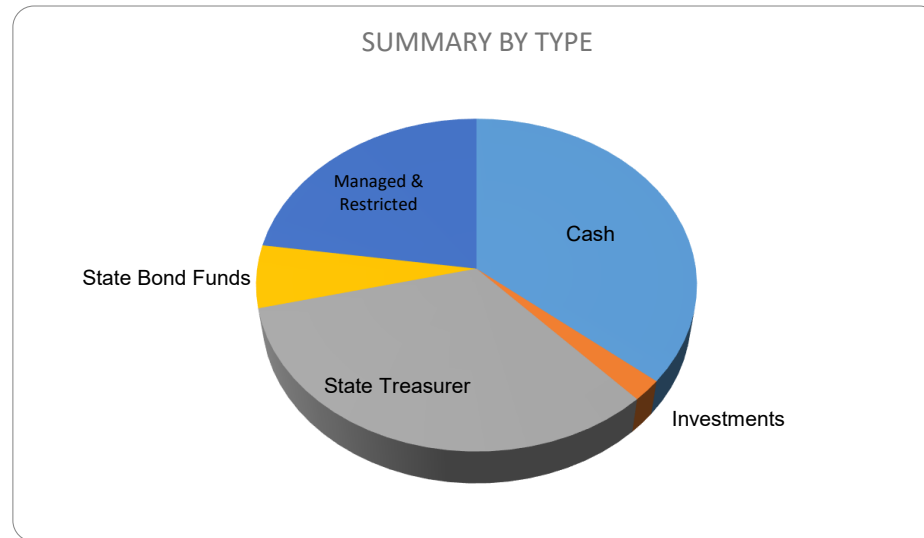
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 837,600	\$ -	\$ -	\$ -	\$ 627,355	\$ 1,464,955
	LCCU	-	-	-	-	5	5
	P1FCU	-	250,000	-	-	41	250,041
	ICCU	-	-	-	-	25	25
	FNWCU	-	256,516	-	-	5	256,521
	STATE TREASURER	-	-	5,060,658	3,642,014	-	8,702,672
	UMPQUA	-	-	-	-	293,879	293,879
	ZIONS	-	274,233	-	-	147,766	421,999
	STCU	-	261,228	-	-	-	261,228
GENERAL FUND TOTAL		\$ 837,600	\$ 1,041,977	\$ 5,060,658	\$ 3,642,014	\$ 1,069,077	\$ 11,651,326
CAPITAL	WELLS FARGO	9,501,004	-	-	-	-	9,501,004
	STATE TREASURER	-	-	4,334,599	-	-	4,334,599
CAPITAL FUND TOTAL		\$ 9,501,004	\$ -	\$ 4,334,599	\$ -	\$ -	\$ 13,835,603
WORKER'S COMP	WELLS FARGO	213,798	-	-	-	-	213,798
	GLACIER	-	-	-	-	286,741	286,741
	STATE TREASURER	-	-	380	1,739,390	-	1,739,769
WORKER'S COMP FUND TOTAL		\$ 213,798	\$ -	\$ 380	\$ 1,739,390	\$ 286,741	\$ 2,240,308
WATER	WELLS FARGO	5,993,207	-	-	-	497,860	6,491,067
	BANNER BANK	-	-	-	-	341,105	341,105
	STATE TREASURER	-	-	2,864,795	663	850,100	3,715,557
WATER FUND TOTAL		\$ 5,993,207	\$ -	\$ 2,864,795	\$ 663	\$ 1,689,065	\$ 10,547,729
WASTEWATER	WELLS FARGO	8,756,397	-	-	-	713,770	9,470,167
	BANNER BANK	-	-	-	-	1,447,128	1,447,128
	P1FCU	-	-	-	-	-	-
	ICCU	-	258,512	-	-	-	258,512
	STATE TREASURER	-	-	13,863,511	745,546	2,156,868	16,765,925
WASTEWATER FUND TOTAL		\$ 8,756,397	\$ 258,512	\$ 13,863,511	\$ 745,546	\$ 4,317,765	\$ 27,941,732
SANITATION	WELLS FARGO	3,387,788	-	-	-	-	3,387,788
	LCCU	-	268,320	-	-	-	268,320
	P1FCU	-	250,000	-	-	-	250,000
	STATE TREASURER	-	-	2,771,438	-	-	2,771,438
SANITATION FUND TOTAL		\$ 3,387,788	\$ 518,320	\$ 2,771,438	\$ -	\$ -	\$ 6,677,546
STORMWATER	WELLS FARGO	1,457,033	-	1,400,000	-	-	2,857,033
STORMWATER FUND TOTAL		\$ 1,457,033	\$ -	\$ 1,400,000	\$ -	\$ -	\$ 2,857,033

CITY OF LEWISTON TREASURY REPORT - 11/30/25

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
CEMETERY	WELLS FARGO	376,134	-	-	-	-	376,134
CEMETERY FUND TOTAL		\$ 376,134	\$ -	\$ -	\$ -	\$ -	\$ 376,134
ECONOMIC DEVELOPMENT	WELLS FARGO	1,202,007	-	-	-	-	1,202,007
	STATE TREASURER	-	-	2,008,372	-	-	2,008,372
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 1,202,007	\$ -	\$ 2,008,372	\$ -	\$ -	\$ 3,210,379
TRANSPORTATION	WELLS FARGO	1,208,040	-	-	-	-	1,208,040
	ZIONS	-	273,892	-	-	-	273,892
	STATE TREASURER	-	-	224,798	-	-	224,798
TRANSPORTATION FUND TOTAL		\$ 1,208,040	\$ 273,892	\$ 224,798	\$ -	\$ -	\$ 1,706,730
LIBRARY	WELLS FARGO	177,671	-	-	-	-	177,671
	STATE TREASURER	-	-	10,911	-	-	10,911
LIBRARY FUND TOTAL		\$ 177,671	\$ -	\$ 10,911	\$ -	\$ -	\$ 188,583
FLEET	WELLS FARGO	2,404,295	-	-	-	-	2,404,295
	STATE TREASURER	-	-	581,745	-	-	581,745
FLEET FUND TOTAL		\$ 2,404,295	\$ -	\$ 581,745	\$ -	\$ -	\$ 2,986,040
IT	WELLS FARGO	208,106	-	-	-	-	208,106
	STATE TREASURER	-	-	232,625	-	-	232,625
IT FUND TOTAL		\$ 208,106	\$ -	\$ 232,625	\$ -	\$ -	\$ 440,731
POLICE RETIREMENT	US BANK	-	-	-	-	14,307,355	14,307,355
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 14,307,355	\$ 14,307,355
PUBLIC TRANSIT	WELLS FARGO	613,568	-	-	-	-	613,568
PUBLIC TRANSIT FUND TOTAL		\$ 613,568	\$ -	\$ -	\$ -	\$ -	\$ 613,568
PERPETUAL CARE	US BANK	-	-	-	-	1,210,753	1,210,753
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 1,210,753	\$ 1,210,753
GRAND TOTALS		\$ 36,336,649	\$ 2,092,700	\$ 33,353,831	\$ 6,127,613	\$ 22,880,757	\$ 100,791,550

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	\$ 36,336,649	\$ -	\$ -	\$ -	\$ 1,838,985	\$ 38,175,633
	BANNER BANK	-	-	-	-	1,788,233	1,788,233
	FNWCU	-	256,516	-	-	5	256,521
	ICCU	-	258,512	-	-	25	258,537
	LCCU	-	268,320	-	-	5	268,325
	P1FCU	-	500,000	-	-	41	500,041
	STCU	-	261,228	-	-	-	261,228
	MOUNTAIN WEST	-	-	-	-	286,741	286,741
	STATE TREASURER	-	-	33,353,831	6,127,613	3,006,968	42,488,412
	UMPQUA	-	-	-	-	293,879	293,879
	ZIONS	-	548,125	-	-	147,766	695,891
	US BANK	-	-	-	-	15,518,109	15,518,109
TOTALS		\$ 36,336,649	\$ 2,092,700	\$ 33,353,831	\$ 6,127,613	\$ 22,880,757	\$ 100,791,550



CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Two Months Ended November 30, 2025

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

GENERAL FUND

UNDEFINED

	<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>		
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	12,038	12,038	5,212,430	0.23%	-	-	-	
Licenses & Permits	443	736	6,700	10.99%	-	-	-	
Other	411	666	1,335,920	0.05%	-	-	-	
Property Tax	147	147	18,274,070	0.00%	-	-	-	
Service Charges	140,315	280,630	1,683,770	16.67%	-	-	-	
Interest	44,587	89,951	615,450	14.62%	-	-	-	
Total	\$ 197,940	\$ 384,167	\$ 27,128,340	1.42%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 14,888	\$ 27,264	\$ 178,770	15.25%
Supplies & Materials	-	-	-		31	114	1,100	10.32%
Services & Charges	-	-	-		20,354	78,197	623,110	12.55%
Capital	-	-	-		-	-	3,400	0.00%
Total	\$ -	\$ -	\$ -		\$ 35,273	\$ 105,575	\$ 806,380	13.09%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 19,220	\$ 32,981	\$ 319,290	10.33%
Supplies & Materials	-	-	-		2	126	2,550	4.96%
Services & Charges	-	-	-		3,334	6,430	81,950	7.85%
Capital	-	-	-		-	-	2,500	0.00%
Total	\$ -	\$ -	\$ -		\$ 22,556	\$ 39,538	\$ 406,290	9.73%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 28,425	\$ 47,835	\$ 372,260	12.85%
Supplies & Materials	-	-	-		63	117	8,300	1.41%
Services & Charges	-	-	-		9,278	17,231	224,300	7.68%
Capital	-	-	-		-	-	1,600	0.00%
Total	\$ -	\$ -	\$ -		\$ 37,766	\$ 65,183	\$ 606,460	10.75%

	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	\$ -	\$ -	\$ -		\$ 20,497	\$ 34,244	\$ 515,990	6.64%
Supplies & Materials	-	-	-		13	15	3,600	0.42%
Services & Charges	-	-	-		32,320	48,870	298,740	16.36%
Capital	-	-	-		-	-	1,100	0.00%
Total	\$ -	\$ -	\$ -		\$ 52,830	\$ 83,130	\$ 819,430	10.14%
PARKS & FACILITIES								
Other	\$ 430	\$ 610	\$ 6,000	10.16%	\$ -	\$ -	\$ -	
Service Charges	-	-	43,000	0.00%	-	-	-	
Personnel Services	-	-	-		121,633	206,883	1,940,570	10.66%
Supplies & Materials	-	-	-		12,575	17,377	258,870	6.71%
Services & Charges	-	-	-		108,290	200,315	1,249,240	16.03%
Capital	-	-	-		-	-	32,200	0.00%
Total	\$ 430	\$ 610	\$ 49,000	1.24%	\$ 242,498	\$ 424,574	\$ 3,480,880	12.20%
POLICE								
Grants	\$ -	\$ -	\$ 13,500	0.00%	\$ -	\$ -	\$ -	
Other	2,716	10,550	59,500	17.73%	-	-	-	
Service Charges	190	190	259,700	0.07%	-	-	-	
Personnel Services	-	-	-		546,685	943,784	8,656,240	10.90%
Supplies & Materials	-	-	-		7,471	28,456	225,790	12.60%
Services & Charges	-	-	-		78,886	216,478	1,369,250	15.81%
Capital	-	-	-		18,779	21,219	137,170	15.47%
Total	\$ 2,906	\$ 10,740	\$ 332,700	3.23%	\$ 651,822	\$ 1,209,937	\$ 10,388,450	11.65%
FIRE								
Grants	\$ -	\$ -	\$ 68,000	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	540,000	0.00%	-	-	-	
Licenses & Permits	2,056	3,823	26,000	14.70%	-	-	-	
Other	-	-	51,460	0.00%	-	-	-	
Service Charges	166,201	162,162	3,154,000	5.14%	-	-	-	
Personnel Services	-	-	-		661,977	1,111,847	8,999,890	12.35%
Supplies & Materials	-	-	-		98,668	108,644	367,600	29.56%
Services & Charges	-	-	-		116,553	277,196	1,544,210	17.95%
Capital	-	-	-		1,147	2,544	57,320	4.44%
Total	\$ 168,257	\$ 165,986	\$ 3,839,460	4.32%	\$ 878,346	\$ 1,500,231	\$ 10,969,020	13.68%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
COMMUNITY DEVELOPMENT								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	119,863	315,686	1,363,500	23.15%	-	-	-	
Other	-	-	5,000	0.00%				
Service Charges	-	-	2,400	0.00%	-	-	-	
Personnel Services	-	-	-		110,657	189,075	1,553,460	12.17%
Supplies & Materials	-	-	-		852	2,071	39,080	5.30%
Services & Charges	-	-	-		39,565	56,110	289,540	19.38%
Capital	-	-	-		-	-	19,700	0.00%
Total	\$ 119,863	\$ 315,686	\$ 1,370,900	23.03%	\$ 151,074	\$ 247,256	\$ 1,901,780	13.00%
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 7,000	0.00%	\$ -	\$ -	\$ -	
Other	8,126	8,801	26,100	33.72%	-	-	-	
Service Charges	18,111	44,228	330,500	13.38%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		32,816	54,092	463,030	11.68%
Supplies & Materials	-	-	-		3,623	8,933	159,000	5.62%
Services & Charges	-	-	-		6,770	10,509	104,180	10.09%
Capital	-	-	-		-	-	6,500	0.00%
Total	\$ 26,237	\$ 53,029	\$ 363,600	14.58%	\$ 43,209	\$ 73,534	\$ 732,710	10.04%
FINANCE								
Service Charges	\$ 18,320	\$ 36,935	\$ 240,000	15.39%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		88,479	161,186	1,254,900	12.84%
Supplies & Materials	-	-	-		5,587	11,192	80,800	13.85%
Services & Charges	-	-	-		19,443	44,256	334,380	13.24%
Capital	-	-	-		-	-	3,500	0.00%
Total	18,320	36,935	240,000	15.39%	113,508	216,634	1,673,580	12.94%
CONTINGENCY								
Services & Charges			\$ -		\$ -	\$ -	\$ 120,000	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 120,000	0.00%
PROPERTY IMPROVEMENTS								
Other	\$ -	\$ -	\$ 5,300,000	0.00%	\$ -	\$ -	\$ -	
Capital					9,724	9,724	5,680,000	0.17%
Total	\$ -	\$ -	\$ 5,300,000	0.00%	\$ 9,724	\$ 9,724	\$ 5,680,000	0.17%

	<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	\$ (5,457)	\$ (14,808)	\$ 221,160	-6.70%	\$ -	\$ -	\$ -	0.00%
Services & Charges	-	-			96,104	107,098	297,210	36.03%
Capital	-	-	-		(830)	-	82,500	0.00%
Total	\$ (5,457)	\$ (14,808)	\$ 221,160	-6.70%	\$ 95,274	\$ 107,098	\$ 379,710	28.21%
OPIOID SETTLEMENT								
Other	\$ -	\$ -	\$ 180,000	0.00%	\$ -	\$ -	\$ -	
Services & Charges	-	-	-		4,259	6,779	217,480	3.12%
Capital	-	-	-		74,929	74,929	74,940	99.99%
Total	\$ -	\$ -	\$ 180,000	0.00%	\$ 79,188	\$ 81,708	\$ 292,420	27.94%
INSURANCE TRUST								
Other	\$ 508	\$ 508	\$ 25,000	2.03%	\$ -	\$ -	\$ -	
Interest	9	47	500	9.34%	-	-	-	
Supplies & Materials	-	-	-		-	-	2,500	0.00%
Services & Charges	-	-	-		7,770	491,433	591,050	83.15%
Total	\$ 517	\$ 555	\$ 25,500	2.18%	\$ 7,770	\$ 491,433	\$ 593,550	82.80%
UNCOLLECTIBLE ACCOUNTS								
Services & Charges	\$ -	\$ -	\$ -		\$ 16,667	\$ 33,334	\$ 200,000	16.67%
Total	\$ -	\$ -	\$ -	0.00%	\$ 16,667	\$ 33,334	\$ 200,000	16.67%
TOTAL GENERAL FUND	\$ 529,013	\$ 952,900	\$ 39,050,660	2.44%	\$ 2,437,506	\$ 4,688,890	\$ 39,050,660	12.0%

	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>
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	210	1,060	165,000	0.64%	-	-	-	
Property Tax	-	-	100,000	0.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	2,269	4,713	20,000	23.56%	-	-	-	
Capital					-	-	285,000	0.00%
Total	\$ 2,479	\$ 5,773	\$ 285,000	2.03%	\$ -	\$ -	\$ 285,000	0.00%
TRANSPORTATION								
Grants	\$ 34,113	\$ 34,113	\$ 3,879,510	0.88%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	990,930	0.00%	-	-	-	
Other	-	-	455,370	0.00%	-	-	-	
Property Tax	-	-	2,731,000	0.00%	-	-	-	
Interest	39,722	84,207	100,000	84.21%	-	-	-	
Services & Charges	-	-	-		28,936	28,936	347,280	8.33%
Capital	-	-	-		177,353	223,887	7,809,530	2.87%
Total	\$ 73,835	\$ 118,320	\$ 8,156,810	1.45%	\$ 206,289	\$ 252,823	\$ 8,156,810	3.10%
LIBRARY								
Other	\$ 13	\$ 65	\$ 45,790	0.14%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	131	275	1,500	18.34%	-	-	-	
Capital	-	-	-		-	-	47,290	0.00%
Total	\$ 144	\$ 340	\$ 47,290	0.72%	\$ -	\$ -	\$ 47,290	0.00%
TOTAL CAPITAL PROJECTS FUND	\$ 76,458	\$ 124,433	\$ 8,489,100	1.47%	\$ 206,289	\$ 252,823	\$ 8,489,100	3.0%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ -	\$ -	\$ 855,500	0.00%	\$ -	\$ -	\$ -	
Interest	6,096	12,380	55,000	22.51%	-	-	-	
Supplies & Materials	-	-	-		-	-	-	0.00%
Services & Charges	-	-	-		389	389	910,500	0.04%
TOTAL WORKERS COMP FUND	\$ 6,096	\$ 12,380	\$ 910,500	1.36%	\$ 389	\$ 389	\$ 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	6,601	11,183	2,355,210	0.47%	-	-	-	
Service Charges	648,700	1,542,022	8,947,400	17.23%	-	-	-	
Interest	31,595	65,424	260,000	25.16%	-	-	-	
Personnel Services	-	-	-		187,914	316,518	2,574,810	12.29%
Supplies & Materials	-	-	-		24,350	40,466	590,630	6.85%
Services & Charges	-	-	-		261,450	750,445	4,096,360	18.32%
Capital	-	-	-		574,965	1,594,311	6,291,530	25.34%
TOTAL WATER FUND	\$ 686,896	\$ 1,618,630	\$ 13,553,330	11.94%	\$ 1,048,679	\$ 2,701,740	\$ 13,553,330	19.9%

WASTEWATER FUND								
WASTEWATER								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Intergovernmental	347,692	350,758	4,154,000	8.44%	-	-	-	
Other	107,639	658,447	9,890,950	6.66%	-	-	-	
Service Charges	576,442	1,165,558	7,562,710	15.41%	-	-	-	
Interest	83,421	171,660	460,000	37.32%	-	-	-	
Personnel Services	-	-	-		186,067	316,855	2,385,100	13.28%
Supplies & Materials	-	-	-		9,668	42,914	575,800	7.45%
Services & Charges	-	-	-		280,479	727,563	4,309,520	16.88%
Capital	-	-	-		102,064	126,326	14,797,240	0.85%
TOTAL WASTEWATER FUND	\$ 1,115,194	\$ 2,346,423	\$ 22,067,660	10.63%	\$ 578,278	\$ 1,213,658	\$ 22,067,660	5.5%

STORMWATER FUND								
STORMWATER								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	-	-	(110,090)	0.00%	-	-	-	
Service Charges	199,231	398,509	2,200,000	18.11%	-	-	-	
Interest	4,118	9,164	48,000	19.09%	-	-	-	
Personnel Services	-	-	-		27,465	46,431	412,300	11.26%
Supplies & Materials	-	-	-		439	807	123,700	0.65%
Services & Charges	-	-	-		38,964	109,951	879,790	12.50%
Capital	-	-	-		10,585	10,585	722,120	1.47%
TOTAL STORMWATER FUND	\$ 203,349	\$ 407,673	\$ 2,137,910	19.07%	\$ 77,453	\$ 167,774	\$ 2,137,910	7.8%

	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>
SANITATION FUND								
SANITATION								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Other	4,143	6,782	819,700	0.83%	-	-	-	
Service Charges	654,077	1,272,199	7,755,880	16.40%	-	-	-	
Interest	20,524	41,430	105,000	39.46%	-	-	-	
Personnel Services	-	-	-		47,630	79,596	626,700	12.70%
Supplies & Materials	-	-	-		351	775	31,100	2.49%
Services & Charges	-	-	-		551,776	930,832	7,703,280	12.08%
Capital	-	-	-		-	1,423	319,500	0.45%
TOTAL SANITATION FUND	\$ 678,745	\$ 1,320,411	\$ 8,680,580	15.21%	\$ 599,757	\$ 1,012,626	\$ 8,680,580	11.7%

CEMETERY FUND								
CEMETERY								
Other	\$ 180	\$ 230	\$ 280,190	0.08%	\$ -	\$ -	\$ -	
Property Tax	-	-	100,000	0.00%	-	-	-	
Service Charges	10,480	9,772	40,270	24.27%	-	-	-	
Interest	1,114	2,435	15,000	16.23%	-	-	-	
Interfund Transfer	-	-	50,000	0.00%	-	-	-	
Personnel Services	-	-	-		7,794	13,243	122,380	10.82%
Supplies & Materials	-	-	-		1,780	2,257	12,500	18.06%
Services & Charges	-	-	-		12,233	17,100	120,080	14.24%
Capital	-	-	-		-	-	230,500	0.00%
TOTAL CEMETERY FUND	\$ 11,774	\$ 12,437	\$ 485,460	2.56%	\$ 21,807	\$ 32,600	\$ 485,460	6.7%

ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ -	\$ -	\$ 450,000	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	-	-	-	0.00%	-	-	-	
Other	-	-	350,000	0.00%	-	-	-	
Interest	10,566	22,333	27,500	81.21%	-	-	-	
Capital	-	-	-		80,767	141,860	827,500	17.14%
TOTAL ECONOMIC DEVELOPMENT	\$ 10,566	\$ 22,333	\$ 827,500	2.70%	\$ 80,767	\$ 141,860	\$ 827,500	17.1%

	<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>
TRANSPORTATION & ENGINEERING FUND									
TRANSPORTATION									
Grants	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	
Intergovernmental	9,869	9,869	1,345,900	0.73%	-	-	-	-	
Licenses & Permits	2,781	6,701	20,000	33.50%	-	-	-	-	
Other	8,728	8,498	339,880	2.50%	-	-	-	-	
Property Taxes	-	-	2,220,120	0.00%	-	-	-	-	
Service Charges	2,017	38,718	1,297,740	2.98%	-	-	-	-	
Interest	5,445	10,636	50,000	21.27%	-	-	-	-	
Personnel Services	-	-	-		181,545	305,842	2,593,140	11.79%	
Supplies & Materials	-	-	-		15,349	27,332	454,770	6.01%	
Services & Charges	-	-	-		87,595	329,188	1,710,030	19.25%	
Capital	-	-	-		-	13,631	515,700	2.64%	
TOTAL TRANSPORTATION FUND	\$ 28,839	\$ 74,422	\$ 5,273,640	1.41%	\$ 284,490	\$ 675,992	\$ 5,273,640	12.8%	
LIBRARY FUND									
LIBRARY									
Grants	\$ -	\$ -	\$ 2,500	0.00%	\$ -	\$ -	\$ -		
Intergovernmental	-	-	100	0.00%					
Other	452	794	104,070	0.76%					
Property Taxes	-	-	1,535,000	0.00%					
Service Charges	600	1,352	5,000	27.04%					
Interest	792	2,005	18,000	11.14%	-	-	-		
Personnel Services					88,853	148,632	1,245,210	11.94%	
Supplies & Materials					15,946	34,344	146,650	23.42%	
Services & Charges					13,376	37,010	264,310	14.00%	
Capital	-	-	-		-	1,099	8,500	12.93%	
TOTAL LIBRARY FUND	\$ 1,844	\$ 4,151	\$ 1,664,670	0.25%	\$ 118,175	\$ 221,085	\$ 1,664,670	13.3%	

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
FLEET MAINTENANCE								
FLEET								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	15,700	0.00%				
Other	80	80	281,180	0%				
Service Charges	228,646	455,104	2,781,160	16.36%				
Interest	8,502	17,294	35,000	49.41%	-	-	-	
Personnel Services					51,809	88,131	668,630	13.18%
Supplies & Materials					19,310	36,418	266,730	13.65%
Services & Charges					83,747	148,596	916,180	16.22%
Capital	-	-	-		-	-	1,261,500	0.00%
TOTAL FLEET MAINTENANCE	\$ 237,228	\$ 472,478	\$ 3,113,040	15.18%	\$ 154,866	\$ 273,144	\$ 3,113,040	8.8%

INFORMATION SYSTEMS

INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	3,026	4,226	(21,350)	-19.80%	-	-	-	
Service Charges	131,694	263,538	1,576,670	16.71%				
Interest	1,273	2,724	9,550	28.52%	-	-	-	
Personnel Services					60,864	103,196	798,870	12.92%
Supplies & Materials					543	1,216	4,000	30.41%
Services & Charges					44,672	269,488	605,000	44.54%
Capital	-	-	-		11,558	79,533	157,000	50.66%
TOTAL INFORMATION SYSTEMS	\$ 135,993	\$ 270,488	\$ 1,564,870	17.29%	\$ 117,637	\$ 453,434	\$ 1,564,870	29.0%

	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>
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ 18,954	\$ 354,073	\$ 1,025,000	34.54%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	36,498	56,362	245,000	23.00%				
Services & Charges					101,379	204,846	1,270,000	16.13%
TOTAL POLICE RETIREMENT	\$ 55,452	\$ 410,435	\$ 1,270,000	32.32%	\$ 101,379	\$ 204,846	\$ 1,270,000	16.1%

TRANSIT FUND

TRANSIT								
Grants	\$ -	\$ -	\$ 983,480	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	7,124	7,124	85,000	8.38%	-	-	-	
Other	-	-	150,200	0.00%	-	-	-	
Property Tax	-	-	423,500	0.00%	-	-	-	
Service Charges	3,293	6,818	44,200	15.43%	-	-	-	
Interest	1,933	4,015	18,000	22.30%				
Personnel Services					72,859	119,984	992,310	12.09%
Supplies & Materials	-	-	-		4,333	10,091	90,200	11.19%
Services & Charges					8,152	32,596	206,020	15.82%
Capital	-	-	-		-	-	415,850	0.00%
TOTAL TRANSIT FUND	\$ 12,350	\$ 17,958	\$ 1,704,380	1.05%	\$ 85,343	\$ 162,671	\$ 1,704,380	9.5%

CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE								
Other	\$ -	\$ -	\$ 36,000	0.00%	\$ -	\$ -	\$ -	
Service Charges	330	330	1,000	33.00%				
Interest	-	-	17,000	0.00%				
Services & Charges	-	-	-		-	-	4,000	0.00%
Interfund Transfers	-	-	-		-	-	50,000	0.00%
TOTAL PERPETUAL CARE	\$ 330	\$ 330	\$ 54,000	0.61%	\$ -	\$ -	\$ 54,000	0.0%

GRAND TOTAL OF ALL FUNDS	\$ 3,790,127	\$ 8,067,882	\$ 110,847,300	7.28%	\$ 5,912,815	\$ 12,203,533	\$ 110,847,300	11.01%
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Citizens are invited to inspect the detailed supporting records of the above financial statements

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

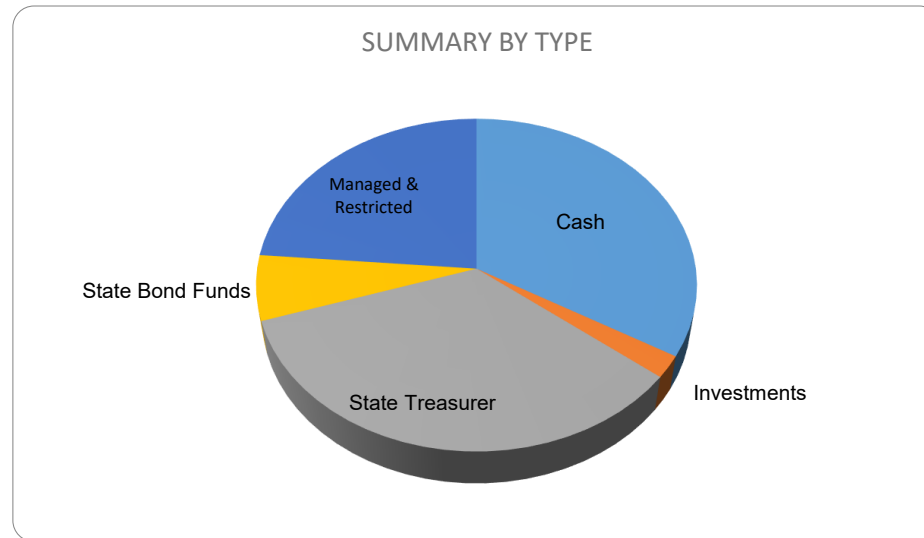
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 906,211	\$ -	\$ -	\$ -	\$ 613,749	\$ 1,519,959
	LCCU	-	-	-	-	5	5
	P1FCU	-	251,450	-	-	41	251,491
	ICCU	-	-	-	-	25	25
	FNWCU	-	250,000	-	-	5	250,005
	STATE TREASURER	-	-	4,078,200	3,653,742	-	7,731,942
	UMPQUA	-	-	-	-	293,879	293,879
	ZIONS	-	274,831	-	-	147,796	422,626
	STCU	-	264,202	-	-	-	264,202
GENERAL FUND TOTAL		\$ 906,211	\$ 1,040,483	\$ 4,078,200	\$ 3,653,742	\$ 1,055,500	\$ 10,734,136
CAPITAL	WELLS FARGO	4,812,307	-	-	-	-	4,812,307
	STATE TREASURER	-	-	5,349,624	-	-	5,349,624
CAPITAL FUND TOTAL		\$ 4,812,307	\$ -	\$ 5,349,624	\$ -	\$ -	\$ 10,161,932
WORKER'S COMP	WELLS FARGO	34,357	-	-	-	-	34,357
	GLACIER	-	-	-	-	286,741	286,741
	STATE TREASURER	-	-	381	1,744,991	-	1,745,372
WORKER'S COMP FUND TOTAL		\$ 34,357	\$ -	\$ 381	\$ 1,744,991	\$ 286,741	\$ 2,066,470
WATER	WELLS FARGO	6,680,927	-	-	-	663,813	7,344,740
	BANNER BANK	-	-	-	-	75,463	75,463
	STATE TREASURER	-	-	2,874,725	665	853,047	3,728,437
WATER FUND TOTAL		\$ 6,680,927	\$ -	\$ 2,874,725	\$ 665	\$ 1,592,323	\$ 11,148,640
WASTEWATER	WELLS FARGO	8,702,714	-	-	-	892,212	9,594,926
	BANNER BANK	-	-	-	-	1,475,317	1,475,317
	P1FCU	-	-	-	-	-	-
	ICCU	-	261,175	-	-	-	261,175
	STATE TREASURER	-	-	13,911,567	747,947	2,164,344	16,823,858
WASTEWATER FUND TOTAL		\$ 8,702,714	\$ 261,175	\$ 13,911,567	\$ 747,947	\$ 4,531,873	\$ 28,155,276
SANITATION	WELLS FARGO	3,497,110	-	-	-	-	3,497,110
	LCCU	-	271,306	-	-	-	271,306
	P1FCU	-	251,579	-	-	-	251,579
	STATE TREASURER	-	-	2,781,045	-	-	2,781,045
SANITATION FUND TOTAL		\$ 3,497,110	\$ 522,885	\$ 2,781,045	\$ -	\$ -	\$ 6,801,040
STORMWATER	WELLS FARGO	1,758,512	-	1,400,000	-	-	3,158,512
STORMWATER FUND TOTAL		\$ 1,758,512	\$ -	\$ 1,400,000	\$ -	\$ -	\$ 3,158,512

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	364,288	-	-	-	-	364,288
CEMETERY FUND TOTAL		\$ 364,288	\$ -	\$ -	\$ -	\$ -	\$ 364,288
ECONOMIC DEVELOPMENT	WELLS FARGO	1,376,468	-	-	-	-	1,376,468
	STATE TREASURER	-	-	2,015,334	-	-	2,015,334
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 1,376,468	\$ -	\$ 2,015,334	\$ -	\$ -	\$ 3,391,802
TRANSPORTATION	WELLS FARGO	983,767	-	-	-	-	983,767
	ZIONS	-	274,509	-	-	-	274,509
	STATE TREASURER	-	-	225,577	-	-	225,577
TRANSPORTATION FUND TOTAL		\$ 983,767	\$ 274,509	\$ 225,577	\$ -	\$ -	\$ 1,483,853
LIBRARY	WELLS FARGO	58,080	-	-	-	-	58,080
	STATE TREASURER	-	-	10,949	-	-	10,949
LIBRARY FUND TOTAL		\$ 58,080	\$ -	\$ 10,949	\$ -	\$ -	\$ 69,029
FLEET	WELLS FARGO	2,546,986	-	-	-	-	2,546,986
	STATE TREASURER	-	-	583,761	-	-	583,761
FLEET FUND TOTAL		\$ 2,546,986	\$ -	\$ 583,761	\$ -	\$ -	\$ 3,130,747
IT	WELLS FARGO	269,591	-	-	-	-	269,591
	STATE TREASURER	-	-	233,431	-	-	233,431
IT FUND TOTAL		\$ 269,591	\$ -	\$ 233,431	\$ -	\$ -	\$ 503,022
POLICE RETIREMENT	US BANK	-	-	-	-	14,318,525	14,318,525
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 14,318,525	\$ 14,318,525
PUBLIC TRANSIT	WELLS FARGO	523,914	-	-	-	-	523,914
PUBLIC TRANSIT FUND TOTAL		\$ 523,914	\$ -	\$ -	\$ -	\$ -	\$ 523,914
PERPETUAL CARE	US BANK	-	-	-	-	1,235,411	1,235,411
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 1,235,411	\$ 1,235,411
GRAND TOTALS		\$ 32,515,232	\$ 2,099,052	\$ 33,464,594	\$ 6,147,345	\$ 23,020,373	\$ 97,246,595

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	\$ 32,515,232	\$ -	\$ -	\$ -	\$ 2,169,773	\$ 34,685,005
	BANNER BANK	-	-	-	-	1,550,780	1,550,780
	FNWCU	-	250,000	-	-	5	250,005
	ICCU	-	261,175	-	-	25	261,200
	LCCU	-	271,306	-	-	5	271,312
	P1FCU	-	503,029	-	-	41	503,070
	STCU	-	264,202	-	-	-	264,202
	MOUNTAIN WEST	-	-	-	-	286,741	286,741
	STATE TREASURER	-	-	33,464,594	6,147,345	3,017,391	42,629,330
	UMPQUA	-	-	-	-	293,879	293,879
	ZIONS	-	549,340	-	-	147,796	697,135
	US BANK	-	-	-	-	15,553,936	15,553,936
TOTALS		\$ 32,515,232	\$ 2,099,052	\$ 33,464,594	\$ 6,147,345	\$ 23,020,373	\$ 97,246,595



CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Three Months Ended December 31, 2025

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

GENERAL FUND

UNDEFINED

	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>
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	1,055,170	1,067,208	5,212,430	20.47%	-	-	-	
Licenses & Permits	491	1,227	6,700	18.31%	-	-	-	
Other	1,029	1,696	1,335,920	0.13%	-	-	-	
Property Tax	779,228	779,375	18,274,070	4.26%	-	-	-	
Service Charges	140,315	420,945	1,683,770	25.00%	-	-	-	
Interest	46,636	136,587	615,450	22.19%	-	-	-	
Total	\$ 2,022,870	\$ 2,407,037	\$ 27,128,340	8.87%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 14,888	\$ 42,152	\$ 178,770	23.58%
Supplies & Materials	-	-	-		31	145	1,100	13.14%
Services & Charges	-	-	-		174,219	252,416	623,110	40.51%
Capital	-	-	-		-	-	3,400	0.00%
Total	\$ -	\$ -	\$ -		\$ 189,138	\$ 294,713	\$ 806,380	36.55%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 19,253	\$ 52,234	\$ 319,290	16.36%
Supplies & Materials	-	-	-		659	786	2,550	30.82%
Services & Charges	-	-	-		6,269	12,699	81,950	15.50%
Capital	-	-	-		-	-	2,500	0.00%
Total	\$ -	\$ -	\$ -		\$ 26,181	\$ 65,719	\$ 406,290	16.18%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 29,025	\$ 76,860	\$ 372,260	20.65%
Supplies & Materials	-	-	-		87	204	8,300	2.45%
Services & Charges	-	-	-		10,950	28,182	224,300	12.56%
Capital	-	-	-		-	-	1,600	0.00%
Total	\$ -	\$ -	\$ -		\$ 40,062	\$ 105,245	\$ 606,460	17.35%

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
LEGAL								
Personnel Services	\$ -	\$ -	\$ -		\$ 21,019	\$ 55,263	\$ 515,990	10.71%
Supplies & Materials	-	-	-		77	92	3,600	2.55%
Services & Charges	-	-	-		71,974	120,844	298,740	40.45%
Capital	-	-	-		-	-	1,100	0.00%
Total	\$ -	\$ -	\$ -		\$ 93,069	\$ 176,199	\$ 819,430	21.50%
PARKS & FACILITIES								
Other	\$ -	\$ 610	\$ 6,000	10.16%	\$ -	\$ -	\$ -	
Service Charges	-	-	43,000	0.00%	-	-	-	
Personnel Services	-	-	-		118,073	324,955	1,860,570	17.47%
Supplies & Materials	-	-	-		16,294	33,671	258,870	13.01%
Services & Charges	-	-	-		121,676	321,990	1,329,240	24.22%
Capital	-	-	-		200	200	32,200	0.62%
Total	\$ -	\$ 610	\$ 49,000	1.24%	\$ 256,242	\$ 680,817	\$ 3,480,880	19.56%
POLICE								
Grants	\$ -	\$ -	\$ 13,500	0.00%	\$ -	\$ -	\$ -	
Other	7,971	18,521	59,500	31.13%	-	-	-	
Service Charges	150	340	259,700	0.13%	-	-	-	
Personnel Services	-	-	-		560,537	1,504,321	8,656,240	17.38%
Supplies & Materials	-	-	-		9,028	37,485	225,790	16.60%
Services & Charges	-	-	-		105,710	322,188	1,369,250	23.53%
Capital	-	-	-		7,165	28,383	137,170	20.69%
Total	\$ 8,121	\$ 18,861	\$ 332,700	5.67%	\$ 682,440	\$ 1,892,377	\$ 10,388,450	18.22%
FIRE								
Grants	\$ -	\$ -	\$ 68,000	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	540,000	0.00%	-	-	-	
Licenses & Permits	1,234	5,057	26,000	19.45%	-	-	-	
Other	-	-	51,460	0.00%	-	-	-	
Service Charges	314,450	476,612	3,154,000	15.11%	-	-	-	
Personnel Services	-	-	-		650,094	1,761,941	8,999,890	19.58%
Supplies & Materials	-	-	-		26,185	134,829	351,600	38.35%
Services & Charges	-	-	-		139,095	416,291	1,544,210	26.96%
Capital	-	-	-		-	2,544	73,320	3.47%
Total	\$ 315,684	\$ 481,669	\$ 3,839,460	12.55%	\$ 815,374	\$ 2,315,605	\$ 10,969,020	21.11%

	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	170,809	486,495	1,363,500	35.68%	-	-	-	
Other	-	-	5,000	0.00%				
Service Charges	-	-	2,400	0.00%	-	-	-	
Personnel Services	-	-	-		110,645	299,720	1,553,460	19.29%
Supplies & Materials	-	-	-		1,076	3,146	39,080	8.05%
Services & Charges	-	-	-		17,958	74,069	289,540	25.58%
Capital	-	-	-		-	-	19,700	0.00%
Total	\$ 170,809	\$ 486,495	\$ 1,370,900	35.49%	\$ 129,679	\$ 376,935	\$ 1,901,780	19.82%
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 7,000	0.00%	\$ -	\$ -	\$ -	
Other	675	9,476	26,100	36.31%	-	-	-	
Service Charges	20,961	65,189	330,500	19.72%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		34,384	88,476	463,030	19.11%
Supplies & Materials	-	-	-		17,697	26,630	159,000	16.75%
Services & Charges	-	-	-		10,084	20,593	104,180	19.77%
Capital	-	-	-		-	-	6,500	0.00%
Total	\$ 21,636	\$ 74,665	\$ 363,600	20.53%	\$ 62,165	\$ 135,699	\$ 732,710	18.52%
FINANCE								
Service Charges	\$ 17,370	\$ 54,305	\$ 240,000	22.63%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		89,906	251,092	1,254,900	20.01%
Supplies & Materials	-	-	-		5,947	17,139	80,800	21.21%
Services & Charges	-	-	-		17,536	61,792	334,380	18.48%
Capital	-	-	-		-	-	3,500	0.00%
Total	17,370	54,305	240,000	22.63%	113,389	330,023	1,673,580	19.72%
CONTINGENCY								
Services & Charges			\$ -		\$ -	\$ -	\$ 120,000	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 120,000	0.00%
PROPERTY IMPROVEMENTS								
Other	\$ -	\$ -	\$ 5,300,000	0.00%	\$ -	\$ -	\$ -	
Capital					17,819	27,543	5,680,000	0.48%
Total	\$ -	\$ -	\$ 5,300,000	0.00%	\$ 17,819	\$ 27,543	\$ 5,680,000	0.48%

	<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	\$ (16,967)	\$ (31,775)	\$ 221,160	-14.37%	\$ -	\$ -	\$ -	0.00%
Services & Charges	-	-			11,077	118,175	297,210	39.76%
Capital	-	-	-		-	-	82,500	0.00%
Total	\$ (16,967)	\$ (31,775)	\$ 221,160	-14.37%	\$ 11,077	\$ 118,175	\$ 379,710	31.12%
OPIOID SETTLEMENT								
Other	\$ -	\$ -	\$ 180,000	0.00%	\$ -	\$ -	\$ -	
Services & Charges	-	-	-		348,910	355,689	217,480	163.55%
Capital	-	-	-		-	74,929	74,940	99.99%
Total	\$ -	\$ -	\$ 180,000	0.00%	\$ 348,910	\$ 430,618	\$ 292,420	147.26%
INSURANCE TRUST								
Other	\$ -	\$ 508	\$ 25,000	2.03%	\$ -	\$ -	\$ -	
Interest	30	76	500	15.29%	-	-	-	
Supplies & Materials	-	-	-		-	-	500	0.00%
Services & Charges	-	-	-		(3,891)	487,542	593,050	82.21%
Total	\$ 30	\$ 585	\$ 25,500	2.29%	\$ (3,891)	\$ 487,542	\$ 593,550	82.14%
UNCOLLECTIBLE ACCOUNTS								
Services & Charges	\$ -	\$ -	\$ -		\$ 16,667	\$ 50,001	\$ 200,000	25.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ 16,667	\$ 50,001	\$ 200,000	25.00%
TOTAL GENERAL FUND	\$ 2,539,552	\$ 3,492,452	\$ 39,050,660	8.94%	\$ 2,798,320	\$ 7,487,211	\$ 39,050,660	19.2%

	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>
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	140	1,200	165,000	0.73%	-	-	-	
Property Tax	-	-	100,000	0.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	2,250	6,963	20,000	34.82%	-	-	-	
Capital					-	-	285,000	0.00%
Total	\$ 2,390	\$ 8,163	\$ 285,000	2.86%	\$ -	\$ -	\$ 285,000	0.00%
TRANSPORTATION								
Grants	\$ -	\$ 34,113	\$ 3,879,510	0.88%	\$ -	\$ -	\$ -	
Intergovernmental	100,000	100,000	990,930	10.09%	-	-	-	
Other	8,600	8,600	455,370	1.89%	-	-	-	
Property Tax	-	-	2,731,000	0.00%	-	-	-	
Interest	29,228	113,435	100,000	113.43%	-	-	-	
Services & Charges	-	-	-		28,936	57,872	347,280	16.66%
Capital	-	-	-		3,687,675	3,911,562	7,809,530	50.09%
Total	\$ 137,828	\$ 256,148	\$ 8,156,810	3.14%	\$ 3,716,611	\$ 3,969,434	\$ 8,156,810	48.66%
LIBRARY								
Other	\$ 10,009	\$ 10,074	\$ 45,790	22.00%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	141	416	1,500	27.72%	-	-	-	
Capital	-	-	-		-	-	47,290	0.00%
Total	\$ 10,150	\$ 10,490	\$ 47,290	22.18%	\$ -	\$ -	\$ 47,290	0.00%
TOTAL CAPITAL PROJECTS FUND	\$ 150,368	\$ 274,801	\$ 8,489,100	3.24%	\$ 3,716,611	\$ 3,969,434	\$ 8,489,100	46.8%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ -	\$ -	\$ 855,500	0.00%	\$ -	\$ -	\$ -	
Interest	5,868	18,248	55,000	33.18%	-	-	-	
Supplies & Materials	-	-	-		-	-	-	0.00%
Services & Charges	-	-	-		196,865	197,254	910,500	21.66%
TOTAL WORKERS COMP FUND	\$ 5,868	\$ 18,248	\$ 910,500	2.00%	\$ 196,865	\$ 197,254	\$ 910,500	21.7%

	MTD		YTD			MTD		YTD		
	<u>REVENUES</u>		<u>REVENUES</u>		<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
WATER FUND										
WATER										
Grants	\$ 2,151	\$	2,151	\$	1,925,000	0.11%	\$ -	\$ -	\$ -	
Intergovernmental	-		-		65,720	0.00%	-	-	-	
Other	1,580		12,764		2,355,210	0.54%	-	-	-	
Service Charges	551,633		2,093,655		8,947,400	23.40%	-	-	-	
Interest	31,994		97,419		260,000	37.47%	-	-	-	
Personnel Services	-		-		-		194,273	510,792	2,574,810	19.84%
Supplies & Materials	-		-		-		55,813	96,279	590,630	16.30%
Services & Charges	-		-		-		343,158	1,093,603	4,096,360	26.70%
Capital	-		-		-		388,313	1,982,624	6,291,530	31.51%
TOTAL WATER FUND	\$ 587,359	\$	2,205,988	\$	13,553,330	16.28%	\$ 981,557	\$ 3,683,297	\$ 13,553,330	27.2%

WASTEWATER FUND

WASTEWATER										
Grants	\$ -	\$	-	\$	-	-	\$ -	\$ -	\$ -	
Intergovernmental	341,242		692,000		4,154,000	16.66%	-	-	-	
Other	(489,396)		169,051		9,890,950	1.71%	-	-	-	
Service Charges	556,048		1,721,606		7,562,710	22.76%	-	-	-	
Interest	85,596		257,256		460,000	55.93%	-	-	-	
Personnel Services	-		-		-		185,879	502,734	2,385,100	21.08%
Supplies & Materials	-		-		-		26,946	69,861	575,800	12.13%
Services & Charges	-		-		-		403,117	1,130,680	4,309,520	26.24%
Capital	-		-		-		478,183	604,509	14,797,240	4.09%
TOTAL WASTEWATER FUND	\$ 493,490	\$	2,839,913	\$	22,067,660	12.87%	\$ 1,094,125	\$ 2,307,784	\$ 22,067,660	10.5%

STORMWATER FUND

STORMWATER										
Grants	\$ -	\$	-	\$	-	0.00%	\$ -	\$ -	\$ -	
Other	150,000		150,000		(110,090)	-136.25%	-	-	-	
Service Charges	199,261		597,770		2,200,000	27.17%	-	-	-	
Interest	4,788		13,952		48,000	29.07%	-	-	-	
Personnel Services	-		-		-		27,543	73,974	412,300	17.94%
Supplies & Materials	-		-		-		292	1,099	123,700	0.89%
Services & Charges	-		-		-		48,775	158,726	879,790	18.04%
Capital	-		-		-		-	10,585	722,120	1.47%
TOTAL STORMWATER FUND	\$ 354,049	\$	761,722	\$	2,137,910	35.63%	\$ 76,611	\$ 244,384	\$ 2,137,910	11.4%

	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	3,103	9,885	819,700	1.21%	-	-	-	
Service Charges	653,790	1,925,988	7,755,880	24.83%	-	-	-	
Interest	24,133	65,564	105,000	62.44%	-	-	-	
Personnel Services	-	-	-		48,065	127,661	626,700	20.37%
Supplies & Materials	-	-	-		979	1,754	31,100	5.64%
Services & Charges	-	-	-		557,937	1,488,769	7,703,280	19.33%
Capital	-	-	-		-	1,423	319,500	0.45%
TOTAL SANITATION FUND	\$ 681,026	\$ 2,001,437	\$ 8,680,580	23.06%	\$ 606,981	\$ 1,619,607	\$ 8,680,580	18.7%

CEMETERY FUND								
CEMETERY								
Other	\$ -	\$ 230	\$ 280,190	0.08%	\$ -	\$ -	\$ -	
Property Tax	-	-	100,000	0.00%	-	-	-	
Service Charges	(2,009)	7,763	40,270	19.28%	-	-	-	
Interest	1,066	3,501	15,000	23.34%	-	-	-	
Interfund Transfer	-	-	50,000	0.00%	-	-	-	
Personnel Services	-	-	-		7,489	20,732	122,380	16.94%
Supplies & Materials	-	-	-		2,208	4,465	12,500	35.72%
Services & Charges	-	-	-		3,046	20,146	120,080	16.78%
Capital	-	-	-		297	297	230,500	0.13%
TOTAL CEMETERY FUND	\$ (943)	\$ 11,494	\$ 485,460	2.37%	\$ 13,039	\$ 45,640	\$ 485,460	9.4%

ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ 104,940	\$ 104,940	\$ 450,000	23.32%	\$ -	\$ -	\$ -	
Licenses & Permits	-	-	-	0.00%	-	-	-	
Other	-	-	350,000	0.00%	-	-	-	
Interest	10,749	33,082	27,500	120.30%	-	-	-	
Capital	-	-	-		563	142,423	827,500	17.21%
TOTAL ECONOMIC DEVELOPMENT	\$ 115,689	\$ 138,022	\$ 827,500	16.68%	\$ 563	\$ 142,423	\$ 827,500	17.2%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
TRANSPORTATION & ENGINEERING FUND								
TRANSPORTATION								
Grants	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Intergovernmental	237,447	247,316	1,345,900	18.38%	-	-	-	
Licenses & Permits	6,990	13,690	20,000	68.45%	-	-	-	
Other	8,695	17,193	339,880	5.06%	-	-	-	
Property Taxes	-	-	2,220,120	0.00%	-	-	-	
Service Charges	225,319	264,037	1,297,740	20.35%	-	-	-	
Interest	4,624	15,260	50,000	30.52%	-	-	-	
Personnel Services	-	-	-		184,694	490,536	2,593,140	18.92%
Supplies & Materials	-	-	-		18,422	45,754	454,770	10.06%
Services & Charges	-	-	-		162,525	491,713	1,710,030	28.75%
Capital	-	-	-		6,597	20,228	515,700	3.92%
TOTAL TRANSPORTATION FUND	\$ 483,075	\$ 557,498	\$ 5,273,640	10.57%	\$ 372,238	\$ 1,048,230	\$ 5,273,640	19.9%
LIBRARY FUND								
LIBRARY								
Grants	\$ -	\$ -	\$ 2,500	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	100	0.00%				
Other	598	1,392	104,070	1.34%				
Property Taxes	-	-	1,535,000	0.00%				
Service Charges	362	1,714	5,000	34.27%				
Interest	399	2,404	18,000	13.35%	-	-	-	
Personnel Services					92,340	240,973	1,245,210	19.35%
Supplies & Materials					11,154	45,499	146,650	31.03%
Services & Charges					19,764	56,774	264,310	21.48%
Capital	-	-	-		86	1,185	8,500	13.94%
TOTAL LIBRARY FUND	\$ 1,358	\$ 5,509	\$ 1,664,670	0.33%	\$ 123,345	\$ 344,430	\$ 1,664,670	20.7%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
FLEET MAINTENANCE								
FLEET								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	15,700	0.00%				
Other	82	162	281,180	0%				
Service Charges	228,437	683,542	2,781,160	24.58%				
Interest	8,791	26,084	35,000	74.53%	-	-	-	
Personnel Services					51,796	139,927	668,630	20.93%
Supplies & Materials					33,907	70,325	266,730	26.37%
Services & Charges					81,917	230,513	916,180	25.16%
Capital	-	-	-		-	-	1,261,500	0.00%
TOTAL FLEET MAINTENANCE	\$ 237,310	\$ 709,788	\$ 3,113,040	22.80%	\$ 167,620	\$ 440,765	\$ 3,113,040	14.2%

INFORMATION SYSTEMS

INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	-	4,226	(21,350)	-19.80%	-	-	-	
Service Charges	131,694	395,232	1,576,670	25.07%				
Interest	1,324	4,048	9,550	42.38%	-	-	-	
Personnel Services					58,181	161,377	798,870	20.20%
Supplies & Materials					272	1,489	4,000	37.22%
Services & Charges					10,429	279,918	605,000	46.27%
Capital	-	-	-		6,190	85,723	157,000	54.60%
TOTAL INFORMATION SYSTEMS	\$ 133,018	\$ 403,506	\$ 1,564,870	25.79%	\$ 75,072	\$ 528,506	\$ 1,564,870	33.8%

	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>
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ 52,212	\$ 406,285	\$ 1,025,000	39.64%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	59,297	115,659	245,000	47.21%				
Services & Charges					100,339	305,185	1,270,000	24.03%
TOTAL POLICE RETIREMENT	\$ 111,509	\$ 521,944	\$ 1,270,000	41.10%	\$ 100,339	\$ 305,185	\$ 1,270,000	24.0%

TRANSIT FUND

TRANSIT								
Grants	\$ -	\$ -	\$ 983,480	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	6,627	13,751	85,000	16.18%	-	-	-	
Other	-	-	150,200	0.00%	-	-	-	
Property Tax	-	-	423,500	0.00%	-	-	-	
Service Charges	3,348	10,166	44,200	23.00%	-	-	-	
Interest	1,653	5,668	18,000	31.49%				
Personnel Services					82,512	202,496	992,310	20.41%
Supplies & Materials	-	-	-		5,474	15,564	90,200	17.26%
Services & Charges					14,698	47,294	205,820	22.98%
Capital	-	-	-		957	957	416,050	0.23%
TOTAL TRANSIT FUND	\$ 11,627	\$ 29,585	\$ 1,704,380	1.74%	\$ 103,640	\$ 266,311	\$ 1,704,380	15.6%

CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE								
Other	\$ 16,547	\$ 16,547	\$ 36,000	45.96%	\$ -	\$ -	\$ -	
Service Charges	113	443	1,000	44.30%				
Interest	8,960	8,960	17,000	52.70%				
Services & Charges	-				962	962	4,000	24.05%
Interfund Transfers	-	-	-		-	-	50,000	0.00%
TOTAL PERPETUAL CARE	\$ 25,619	\$ 25,949	\$ 54,000	48.05%	\$ 962	\$ 962	\$ 54,000	1.8%

GRAND TOTAL OF ALL FUNDS	\$ 5,929,973	\$ 13,997,855	\$ 110,847,300	12.63%	\$ 10,427,888	\$ 22,631,422	\$ 110,847,300	20.42%
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Citizens are invited to inspect the detailed supporting records of the above financial statements



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE FIRST READING OF ORDINANCE 4956	AGENDA NO. V. B. AGENDA DATE: January 26, 2026
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Ordinance 4956 was introduced to the City Council at their January 12th, 2026 meeting. The Ordinance has been published in the Tribune, copies have been made available at City Hall, and has been posted on the City's website for public view for 30 days. The Ordinance will be read and considered at the following City Council meetings: • January 26, 2026 - First Reading. • February 9, 2026 - Second Reading. • February 23, 2026 - Third Reading and possible adoption. Some key changes to the agreement include: • A one-time rate increase of 18.5% to the "Minimum Fees" as contained in Exhibit B. • Amending the annual rate adjustment indexes and language. These adjustments to the Base Fees would begin 10/1/26. • Updating the requirement for a local office. • Clarifying language regarding the necessary roll-off containers as well as residential totes. • Clarifying language regarding yard waste disposal receptacles. City staff has prepared a memo (included in the packet) for Council and the Public Works Director is here to help field questions. Sunshine Disposal Inc. has also prepared a memo (included in the packet) for the Council, and is present to also help answer any questions.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The FY26 budget has the funds appropriated to cover the 18.5% increase. However, the increase will use approximately \$500,000 of reserves. Rates in the future will likely need to be adjusted in order to keep up with the proposed increase, as well as other future operational cost increases. Unchecked, these costs could deplete reserves significantly and impact planned capital improvements or emergency funds. The audit for Fiscal Year 2025 has not been completed, but internal records would show that Sanitation has approximately \$6.9 million currently in reserve funds after FY25 year-end. FY26 will have to utilize approximately \$800 thousand of reserves and will leave a balance of an estimated \$6.1 million dollars of reserves by FY26 year-end.	

ACTION PROPOSED

No action is proposed currently.

CITY ORDINANCE NO. 4956

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING THE FRANCHISE AGREEMENT FOR COLLECTION, HAULING, AND TIPPING OF RESIDENTIAL AND COMMERCIAL SOLID WASTE, YARD WASTE, AND RECYCLABLE MATERIALS BETWEEN THE CITY OF LEWISTON AND SANITARY DISPOSAL, INC., DOING BUSINESS AS SUNSHINE DISPOSAL & RECYCLING, AN IDAHO CORPORATION GRANTED PURSUANT TO LEWISTON CITY ORDINANCE NO. 4823 ON NOVEMBER 1, 2021; AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST SAID AMENDMENT TO THE FRANCHISE AGREEMENT, RESPECTIVELY; PROVIDING THAT THE PROVISIONS OF THIS ORDINANCE ARE DEEMED SEVERABLE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Lewiston (“City”) and Sanitary Disposal, Inc., doing business as Sunshine Disposal & Recycling (“Franchisee”), are parties to that certain “Franchise Agreement for Collection, Hauling, and Tipping of Residential and Commercial Solid Waste, Yard Waste, and Recyclable Materials” (“Agreement”), which was approved and adopted through Ordinance No. 4823, with the ordinance passed November 22, 2021, and the Franchise Agreement effective December 1, 2021; and

WHEREAS, the Franchise Agreement provides that it may be amended only by a writing duly executed by both parties, and establishes procedures for initiating and negotiating amendments; and

WHEREAS, the parties have adhered to the procedures for initiation and negotiation of amendments set forth in the Agreement; and

WHEREAS, the Lewiston City Council finds it in the best interests of the City to amend the Franchise Agreement and to authorize execution of the amendment in accordance with the procedures outlined above; and

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

SECTION 1: The “Amendment to the Franchise Agreement for Collection, Hauling, and Tipping of Residential and Commercial Solid Waste, Yard Waste, and Recyclable Materials”

("Amendment") is hereby approved. A copy of said Amendment is attached hereto and incorporated herein as Exhibit A.

SECTION 2: The Mayor and City Clerk are hereby authorized and directed to execute and attest the Amendment, respectively.

SECTION 3: The provisions of this Ordinance shall be deemed severable and the invalidity of any provision of this Ordinance shall not affect the validity of the remaining provisions. The remaining sections of Ordinance No. 4823 not modified through this Amendment shall remain in full force and effect.

SECTION 4: Following its passage and publication, this Ordinance shall be effective March 1, 2026.

PASSED this _____ day of _____, 2026.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

**EXHIBIT A
TO
ORDINANCE NO. 4956**

**AMENDMENT TO THE FRANCHISE AGREEMENT
FOR COLLECTION, HAULING, AND TIPPING OF RESIDENTIAL AND
COMMERCIAL SOLID WASTE, YARD WASTE, AND RECYCLABLE MATERIALS**

THIS AMENDMENT to the Franchise Agreement for Collection, Hauling, and Tipping of Residential and Commercial Solid Waste, Yard Waste, and Recyclable Materials (“Amendment”) is entered into by and between the City of Lewiston, an Idaho municipal corporation (“City”), and Sanitary Disposal, Inc., doing business as Sunshine Disposal & Recycling, an Idaho corporation (“Franchisee”). City and Franchisee may also individually be referred to as “Party” or collectively as “Parties.”

WHEREAS, City Ordinance No. 4823 authorizes the City to enter into a franchise agreement with Franchisee for collection, hauling, and tipping of residential and commercial solid waste, yard waste, and recyclable materials; and

WHEREAS, in 2021, the City and Franchisee entered into an exclusive franchise agreement with Franchisee for the collection, hauling, and tipping of residential and commercial solid waste, yard waste, and recyclable materials (the “Franchise Agreement”); and

WHEREAS, the Parties now desire to amend several sections of the Franchise Agreement.

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

SECTION 1: Article IV, Section IV.1 of the Franchise Agreement is hereby deleted in its entirety and replaced as follows:

Section IV.1. Payment Definitions

For purposes of this Agreement, the following words shall be defined as set forth below:

Annual Percent Change means the index average of the current year (*Annual Index Value Year Two*) minus the index average of the previous year (*Annual Index Value One*) to obtain the PPI increase or decrease value. Divide the PPI value by *Annual Index Value Two*.

Base Fees means the fees paid by City to Franchisee for the collection, hauling, and tipping of Solid Waste, Yard Waste, and Recyclable Materials. Such fees are set forth in Exhibit A (Base Fees), attached hereto and incorporated herein, and may be amended from time-to-time in accordance with Section IV.5 (Adjustments to Base Fees) of this Agreement.

Franchisee Fee means a fee equal to ten percent (10%) of the total Base Fee paid by City to Franchisee.

Index Year means the monthly average of PPI values from May of the previous year through April of the current year.

PPI means Solid Waste Collection Producer Price Index, Series ID: PCU5621115621112.

SECTION 2: Section IV.5 of the Franchise Agreement, titled “Base Fee Adjustments for Collection of Solid Waste, Yard Waste, and Recyclable Materials,” and Section IV.6, titled “Base Fee Adjustments for Hauling Services,” are hereby merged into a single, unified Section IV.5 titled “Adjustments to Base Fees.” As a result, Section IV.6 is hereby deleted in its entirety and reserved for future use. Any reference to Section IV.6 in the Franchise Agreement shall be deemed to refer to the new Section IV.5, “Adjustments to Base Fees,” as amended herein.

SECTION 3: Article IV, Section IV.5, now titled “Adjustments to Base Fees,” of the Franchise Agreement is hereby deleted in its entirety and replaced with the following:

Section IV.5. Adjustments to Base Fees

- A. Except as provided in Subsection IV.5.E below, upon approval of the Amendment to the Agreement, and annually on October 1 thereafter, the Base Fees paid to Franchisee shall be adjusted by the increase or decrease of the adjustment described in Subsection IV.5.B below. In no event shall the Based Fees paid to the Franchisee be less than the fees set forth in Exhibit B (Minimum Fees), attached hereto and incorporated herein.
- B. Base Fees may be increased or decreased by multiplying the Base Fees by one hundred percent (100%) of the Annual Percent Change in the PPI. Refer to Exhibit C (Adjustments to Base Fees) for an example, attached hereto and incorporated herein.
- C. Annual Percentage Change and Adjustments to Base Fees shall be determined, considered, and final no later than May 15 of each year.
- D. The PPI index used for adjustments to Base Fees shall be considered interim/preliminary until or unless they are revised by the Bureau of Labor Statistics.

The interim/preliminary indices shall be considered final indices for the purpose of annual adjustments to Base Fees, and the Parties shall not pursue any further adjustments to Base Fees based on any revision of interim/preliminary indices.

- E. If the percentage change in the PPI exceeds four and six-tenths percent (4.6%) in any year, Franchisee may request, prior to the start of the Renewal Term for the next year, additional adjustments to Base Fees for the collection of Solid Waste, Yard Waste, and Recyclable Materials. Such request shall be submitted in writing at least ninety (90) days prior to the Agreement anniversary date, and all negotiations shall proceed in the manner specified within Section X.6 (Amendments) of this Agreement. Any request for additional Adjustments to Base Fees submitted after the ninety (90)-day period shall not be recognized.
- F. Notwithstanding any other provision of this Section IV.5, Franchisee may request an increase in Base Fees and other services under this Agreement for reasonable, actual increased costs resulting from: (1) an Event of Force Majeure; or (2) changes in government, health district/department, or other agency laws, taxes, fees, or surcharges that are assessed upon, or increase the costs of, Franchisee for its operations and services under this Agreement, and which occur after the Effective Date of this Agreement. Upon delivery by Franchisee of documentation verifying Franchisee's actual increased costs arising from such event, City and Franchisee shall discuss potential adjustment to the Base Fees to cover such increased costs. Such increased costs shall include solid waste utility taxes, gross receipt taxes, increased operating costs arising from such event, and other taxes, fees, surcharges, or impositions relating to operations or services under this Agreement or Solid Waste, Yard Waste, or Recyclable Materials collection, hauling, processing, handling, tipping, or disposal. Such increased costs shall not include real estate taxes, *ad valorem* taxes, telecommunication taxes, water or sewer connection fees or user fees, stormwater drainage system services user fees, sales tax, net income tax, host fees, other utility taxes, or any other similar fee, tax, surcharge, or assessment. Any adjustment to the Base Fees shall be made in accordance with Section X.6 (Amendments) of this Agreement.

SECTION 4: Article V, Section V.15 of the Franchise Agreement is hereby deleted in its entirety and replaced as follows:

Section V.15. Local Office

Franchisee shall provide a full-time supervisor and an office in the City of Lewiston upon commencement of this Agreement and shall maintain a telephone therein. This section shall be in affect at the start of any container or cart distribution. Franchisee's local telephone number shall be listed in the local telephone directory under Franchisee's name. Business hours for the office shall be, at a minimum, between 7:00 a.m. and 4:00 p.m. of each working day except Saturday and Sunday. A full-time employee or agent for Franchisee shall be stationed at said office during all working hours to assist the public with all inquiries and for the receipt of complaints with support from a secondary call center to create redundancy for the purpose of uninterrupted access to customer service during extraordinary circumstances.

In the event that Franchisee finds property outside of City's limits on which Franchisee would like to relocate its local office, a request by Franchisee to relocate within the local area shall not be unreasonably withheld.

SECTION 5: Article VI, Section VI.7.C.ii is hereby amended as follows:

Section VI.7. Solid Waste Commercial Service

...

C. Roll-off Container Service

...

- ii. Drop box/roll-off containers as herein specified shall have, as a minimum, screened type lids. The use of tarps to prevent littering during transport shall be required if for any reason Franchisee has to transport drop box/roll-off containers that are open top or have missing or damaged lids.

...

SECTION 6: Article VI, Section VI.8.G.i is hereby amended as follows:

Section VI.8. Solid Waste Residential Service

G. Additional Service Residential

- i. All Refuse shall be placed in the cart compatible with the Franchisee's equipment (plastic cans) except as provided for the collection of additional garbage units. Franchisee shall collect additional garbage units at the rate provided in the Franchisee rate schedule. Franchisee shall be notified by the Resident or Owner a minimum of one (1) day prior to service day to collect a specified number of garbage units in addition to the mobile cart. Failure to notify Franchisee one (1) day prior to service day shall result in non-collection of material outside the mobile cart.

...

SECTION 7: Article VII, Section VII.1.D.ii. is hereby deleted in its entirety and replaced as follows:

Section VII.1. Collection Requirements

...

D. Approved Receptacles

Approved receptacles for Yard Waste collection shall include the following:

...

ii. Bags

- (a) Disposable (non-returnable) paper bags, which shall be fifty (50) pounds wet strength Kraft paper that is compostable and not less than twenty (20) gallons or more than thirty-two (32) gallons.
- (b) Gross weight of the bag and contents shall not exceed thirty-five (35) pounds.

SECTION 8: Article VIII, Section VIII.4 is hereby deleted in its entirety and replaced as follows:

Section VIII.4. Frequency of Collection

Recyclable Materials shall be collected every other week, on the same day as Solid Waste/Yard Waste collection.

SECTION 9: Exhibit A to the Franchise Agreement is hereby deleted in its entirety and replaced with a new Exhibit A, attached hereto and incorporated herein. All references in the Franchise Agreement to “Exhibit A” shall be deemed to refer to the new Exhibit A attached to this Amendment.

SECTION 10: Exhibit B to the Franchise Agreement is hereby deleted in its entirety and replaced with a new Exhibit B, attached hereto and incorporated herein. All references in the Franchise Agreement to “Exhibit B” shall be deemed to refer to the new Exhibit B attached to this Amendment.

SECTION 11: Exhibit C to the Franchise Agreement is hereby deleted in its entirety and replaced with a new Exhibit C, attached hereto and incorporated herein. All references in the Franchise Agreement to “Exhibit C” shall be deemed to refer to the new Exhibit C attached to this Amendment.

SECTION 12: Exhibit D to the Franchise Agreement is hereby deleted in its entirety and reserved for future use. All references in the Franchise Agreement to “Exhibit D” shall be null and void.

SECTION 13: All other provisions of the Franchise Agreement shall remain in full force and effect. In the event of any conflict, inconsistency, or ambiguity between the terms of this Amendment and the terms of the Franchise Agreement, the terms of this Amendment shall govern and control with respect to the subject matter hereof.

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

DATED this _____ day of _____ 2026.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

DATED this _____ day of _____ 2026.

SANITARY DISPOSAL, INC.

Marc Torre, President

STATE OF WASHINGTON)
) ss.
County of Spokane)

On this _____ day of _____ 2026, before me, a Notary Public, personally appeared Marc Torre, known or identified to me as the President of Sanitary Disposal, Inc., and stated he has the authority to execute this instrument on behalf of Sanitary Disposal, Inc., and did execute this instrument on behalf of Sanitary Disposal, Inc.

Notary Public for Washington
Commission Expires: _____

EXHIBIT A

BASE FEES¹

A. MONTHLY PAYMENT FOR RESIDENTIAL ACCOUNTS

1. Residential Solid Waste Accounts

Size	Rent per Cart	Rate per Cart
90-96 gallon	\$0.41	\$6.27
Minimum monthly rate	\$6.68	
60-65 gallon	\$0.82	\$6.27
Minimum monthly rate	\$7.09	
30-35 gallon	\$0.60	\$6.27
Minimum monthly rate	\$6.87	

2. Residential Yard Waste Accounts

Size	Rent per Cart	Rate per Cart
96 gallon	\$0.40	\$5.71
Minimum monthly rate	\$6.11	
Each additional 96 gallon	\$0.40	\$1.61
Minimum monthly rate	\$2.01	
Additional Collections		\$0.22

3. MONTHLY FRANCHISEE PAYMENT FOR EVERY OTHER WEEK
RECYCLING SERVICE (Once every 2 weeks)

Size	Rent Per Cart	Rate Per Customer Per Month
90-96 Gallon cart	\$ 0.41	\$4.91
Minimum monthly rate	\$ 5.32	

¹ Except as otherwise indicated herein, upon approval of this Amendment, and annually thereafter, the fees listed in Exhibit A shall be adjusted in accordance with Section 3. in this Amendment.

ADDITIONAL CART RATE 100% of Rate per Customer per month

REPLACEMENT COST OF 90-96 GALLON CART \$129.19 per cart

B. ADDITIONAL SERVICE RESIDENTIAL

Garbage Unit	\$2.83 per unit
Purchase/Replacement Cost of Mobile Cart (all sizes)	\$129.19 per cart
Change in Cart Size – 2 nd Request	\$24.79
Delinquent Cart Returns	\$24.79

C. MONTHLY FRANCHISEE PAYMENT FOR COMMERCIAL ACCOUNTS USING STANDARD COMMERCIAL CONTAINERS

Size	Rent Per Month	Rate Per Month Based on Number of Pickups per Week					
		1	2	3	4	5	6
1 yard	\$12.62	\$38.63	\$77.25	\$115.85	\$173.79	\$231.73	\$299.54
2 yard	\$18.37	\$57.46	\$114.92	\$172.38	\$258.56	\$344.75	\$445.54
3 yard	\$20.73	\$79.60	\$159.19	\$238.78	\$359.83	\$477.57	\$616.98
4 yard	\$25.44	\$97.02	\$194.05	\$291.06	\$436.59	\$582.13	\$753.57
6 yard	\$28.25	\$135.64	\$271.29	\$406.92	\$610.37	\$813.86	\$1,051.21
8 yard	\$40.03	\$219.48	\$438.95	\$658.41	\$987.64	\$1,316.85	\$1,701.16

D. MONTHLY PAYMENT FOR COMMERCIAL ACCOUNTS USING MOBILE CART SERVICE

Size	Rent per Cart	Rate per Cart
90-96 gallon	\$0.41	\$6.27
Minimum monthly rate	\$6.68	
60-65 gallon	\$0.82	\$6.27
Minimum monthly rate	\$7.09	
30-35 gallon	\$0.60	\$6.27
Minimum monthly rate	\$6.87	
Yard waste	\$0.00	\$ 15.52

E. ADDITIONAL SERVICE COMMERCIAL

Loose/Bulky	\$17.43 per cubic yard
Garbage Unit	\$4.24 per unit

F. DROP BOX/ROLL-OFF CONTAINERS²

Size	Monthly Rental Rate	Fee per Haul
10 cubic yard	\$174.92	\$112.04
20 cubic yard	\$174.92	\$112.04
30 cubic yard	\$219.18	\$129.46

G. DROP BOX/ROLL-OFF CONSTRUCTION CONTAINERS²

1. Disposal at permitted inert landfill in Nez Perce County

Size	Daily Rental Rate	Fee per Haul
10 cubic yard	\$11.81	\$167.21
20 cubic yard	\$13.75	\$185.77
30 cubic yard	\$15.70	\$204.35

2. Disposal of City transfer station roll-offs at permitted landfill in Nez Perce County:

Size	Fee per Haul
10 cubic yard	\$116.17
20 cubic yard	\$116.17
30 cubic yard	\$116.17
40 cubic yard	\$116.17

H. ROLL-OFF COMPACTOR CONTAINERS (CUSTOMER PROVIDED)

Size	Fee per Haul
4 cubic yard	\$388.07
10 cubic yard	\$176.45
15 cubic yard	\$176.45
20 cubic yard	\$176.45
25 cubic yard	\$176.45
30 cubic yard	\$239.88
40 cubic yard	\$284.51

² Collection Requirements: All roll-off containers, construction boxes, and compactor containers are on call with twenty-four (24) hour notification required.

I. ADDITIONAL SERVICE AND INFORMATION FOR ROLL-OFF CONTAINERS

1. Four (4) cubic yard roll-off compactor containers shall be picked up on a weekly basis.
2. When Franchisee must disconnect and/or reconnect a compaction container or prepare an open drop box roll-off container for pickup, City shall pay Franchisee an additional fee of \$56.61.
3. Where the contents of compaction containers or open drop box containers cannot be dumped and require physical removal, City shall pay Franchisee an additional clean out charge of \$103.71 per hour or a pro-rated portion thereof. Charges for time expended by Franchisee shall be verified and approved by the Public Works Director or his or her designated agents before such charge is made.

J. HAULING SOLID WASTE TO THE ASOTIN COUNTY REGIONAL LANDFILL WHEN TRANSFER STATION NOT OPERATIONAL

Size	Fee per Haul
Packer Vehicle	\$216.64
Drop Box/Roll-off	\$141.29
Roll-off Compaction	\$169.54

K. SOLID WASTE HAULING SERVICES FROM THE LEWISTON TRANSFER STATION, 1031 WILD DOVE WAY, LEWISTON, IDAHO, TO THE ASOTIN COUNTY REGIONAL LANDFILL, 2901 6TH AVENUE, CLARKSTON, WA

Price per Ton	\$14.07
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EXHIBIT B

MINIMUM FEES

A. MINIMUM MONTHLY PAYMENT FOR RESIDENTIAL ACCOUNTS

1. Residential Solid Waste Accounts

Size	Rent per Cart	Rate per Cart
90-96 gallon	\$0.35	\$5.29
Minimum monthly rate	\$5.64	
60-65 gallon	\$0.69	\$5.29
Minimum monthly rate	\$5.98	
30-35 gallon	\$0.51	\$5.29
Minimum monthly rate	\$5.80	

2. Residential Yard Waste Accounts

Size	Rent per Cart	Rate per Cart
96 gallon	\$0.34	\$4.82
Minimum monthly rate	\$5.16	
Each additional 96 gallon	\$0.34	\$1.36
Minimum monthly rate	\$1.70	
Additional Collections		\$0.22

3. MINIMUM MONTHLY FRANCHISEE PAYMENT FOR EVERY OTHER WEEK RECYCLING SERVICE (Once every 2 weeks)

Size	Rent Per Cart	Rate Per Customer Per Month
90-96 Gallon cart	\$ 0.35	\$4.14
Minimum monthly rate	\$ 4.49	

ADDITIONAL CART RATE 100% of Rate per Customer per month

REPLACEMENT COST OF 90-96 GALLON CART \$109.02 per cart

B. ADDITIONAL SERVICE RESIDENTIAL

Garbage Unit	\$2.39 per unit
Purchase/Replacement Cost of Mobile Cart (all sizes)	\$109.02 per cart
Change in Cart Size – 2 nd Request	\$20.92
Delinquent Cart Returns	\$20.92

C. MINIMUM MONTHLY FRANCHISEE PAYMENT FOR COMMERCIAL ACCOUNTS USING STANDARD COMMERCIAL CONTAINERS

Size	Rent Per Month	Rate Per Month Based on Number of Pickups per Week					
		1	2	3	4	5	6
1 yard	\$10.65	\$32.60	\$65.19	\$97.76	\$146.66	\$195.55	\$252.78
2 yard	\$15.50	\$48.49	\$96.98	\$145.47	\$218.19	\$290.93	\$375.98
3 yard	\$17.49	\$67.17	\$134.34	\$201.50	\$303.66	\$403.01	\$520.65
4 yard	\$21.47	\$81.88	\$163.75	\$245.62	\$368.43	\$491.25	\$635.92
6 yard	\$23.84	\$114.46	\$228.94	\$343.39	\$515.08	\$686.80	\$887.10
8 yard	\$33.78	\$185.22	\$370.42	\$555.62	\$833.45	\$1,111.27	\$1,435.58

D. MINIMUM MONTHLY PAYMENT FOR COMMERCIAL ACCOUNTS USING MOBILE CART SERVICE

Size	Rent per Cart	Rate per Cart
90-96 gallon	\$0.35	\$5.29
Minimum monthly rate	\$5.64	
60-65 gallon	\$0.69	\$5.29
Minimum monthly rate	\$5.98	
30-35 gallon	\$0.51	\$5.29
Minimum monthly rate	\$5.80	
Yard waste	\$0.00	\$ 13.10

E. ADDITIONAL SERVICE COMMERCIAL – MINIMUM FEES

Loose/Bulky	\$14.71 per cubic yard
Garbage Unit	\$3.58 per unit

F. DROP BOX/ROLL-OFF CONTAINERS – MINIMUM FEES

Size	Monthly Rental Rate	Fee per Haul
10 cubic yard	\$147.61	\$94.55
20 cubic yard	\$147.61	\$94.55
30 cubic yard	\$184.96	\$109.25

G. DROP BOX/ROLL-OFF CONSTRUCTION CONTAINERS – MINIMUM FEES

1. Disposal at permitted inert landfill in Nez Perce County

Size	Daily Rental Rate	Fee per Haul
10 cubic yard	\$9.97	\$141.11
20 cubic yard	\$11.60	\$156.77
30 cubic yard	\$13.25	\$172.45

2. Disposal of City transfer station roll-offs at permitted landfill in Nez Perce County:

Size	Fee per Haul
10 cubic yard	\$98.03
20 cubic yard	\$98.03
30 cubic yard	\$98.03
40 cubic yard	\$98.03

H. ROLL-OFF COMPACTOR CONTAINERS (CUSTOMER PROVIDED) – MINIMUM FEES

Size	Fee per Haul
4 cubic yard	\$327.48
10 cubic yard	\$148.90
15 cubic yard	\$148.90
20 cubic yard	\$148.90
25 cubic yard	\$148.90
30 cubic yard	\$202.43
40 cubic yard	\$240.09

I. ADDITIONAL SERVICE AND INFORMATION FOR ROLL-OFF CONTAINERS – MINIMUM FEES

1. Four (4) cubic yard roll-off compactor containers shall be picked up on a weekly basis.
2. When Franchisee must disconnect and/or reconnect a compaction container or prepare an open drop box roll-off container for pickup, City shall pay Franchisee an additional fee of \$47.78.
3. Where the contents of compaction containers or open drop box containers cannot be dumped and require physical removal, City shall pay Franchisee an additional clean out charge of \$87.52 per hour or a pro-rated portion thereof. Charges for time expended by Franchisee shall be verified and approved by the Public Works Director or his or her designated agents before such charge is made.

J. HAULING SOLID WASTE TO THE ASOTIN COUNTY REGIONAL LANDFILL WHEN TRANSFER STATION NOT OPERATIONAL – MINIMUM FEES

Size	Fee per Haul
Packer Vehicle	\$182.82
Drop Box/Roll-off	\$119.23
Roll-off Compaction	\$143.07

K. SOLID WASTE HAULING SERVICES FROM THE LEWISTON TRANSFER STATION, 1031 WILD DOVE WAY, LEWISTON, IDAHO, TO THE ASOTIN COUNTY REGIONAL LANDFILL, 2901 6TH AVENUE, CLARKSTON, WA – MINIMUM FEE

Price per Ton	\$11.87
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EXHIBIT C

ANNUAL PERCENT CHANGE EXAMPLE FOR ADJUSTMENTS TO BASE FEES

Numbers shown are for informational purposes only. Calculate the 12-month average of **Index Year One** (May 2023 to April 2024) to obtain the Annual Index Value Year One. Calculate the 12-month average of **Index Year Two** (May 2024 to April 2025) to obtain the Annual Index Value Year Two.

Series Id:	PCU562111562111											
Series Title:	PPI industry data for Solid waste collection, not seasonally adjusted											
Industry:	Solid waste collection											
Product:	Solid waste collection											
Base Date:	200312											
Years:	2023 to 2025											
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2023	173.971	177.654	181.089	183.017	182.853	182.308	182.349	184.472	185.960	186.003	186.818	139.150
2024	185.407	184.497	188.595	190.737	193.286	192.404	191.779	191.398	193.904	194.141	196.721	141.280
2025	194.671	196.715	202.179	201.201								

Subtract Annual Index Value Year One (185.422) from Annual Index Value Year Two (195.238) to calculate the PPI increase (9.185).

A)	Average Solid waste collection PPI as of April, Annual Index Value Year Two	195.238
B)	Average Solid waste collection PPI as of April, Annual Index Value Year One	185.422
C)	Annual Index Value Change (A - B)	9.815
D)	Annual Percentage Change (C / B)	5.294%
E)	Franchisee PPI Price Adjustment (100% of line D)	5.294%

To determine the allowable percentage of unit price adjustment:

Divide the PPI Increase (9.185) by Annual Index Value Year One (185.422) to calculate the allowable percentage of unit price adjustment amount. In this case, this amount would be 5.294%

F)	Franchisee per Exhibit A (Base Fees)	\$5.00
G)	Franchisee PPI Price Adjustment	5.294%
H)	Rate Increase (Decrease) (F * G)	\$0.26
New Franchisee Price – New Franchisee Rate Schedules		\$5.26



Fwd: Sunshine Disposal - Lewiston Franchise agreement amendment

1 message

Dustin Johnson <djohnson@cityoflewiston.org>

Fri, Jan 16, 2026 at 2:16 PM

To: Lauren Grijalva <lgrijalva@cityoflewiston.org>, Haley Kelley <hkelly@cityoflewiston.org>

----- Forwarded message -----

From: **Brian Coddington** <BrianC@sunshinedisposal.com>

Date: Fri, Jan 16, 2026 at 2:13 PM

Subject: RE: Sunshine Disposal - Lewiston Franchise agreement amendment

To: Dustin Johnson <djohnson@cityoflewiston.org>

Dustin,

Here's the one-pager we'd like to include in the packet. Thanks for the opportunity. Let me know if you have any questions.

Brian

A request for critical adjustments

Sunshine Disposal & Recycling, through conversation with the City Council and City staff over the past several months, is requesting adjustments to the franchise agreement with the City to continue providing outstanding solid waste services to its residents.

A decades-long partnership

Sunshine has provided garbage services to the residents of Lewiston on behalf of the City for more than five decades. In recent years, Sunshine worked alongside the City to pivot from a contractual relationship to a franchise agreement due to changes in legal precedent. Through that nearly year-long process, Sunshine helped the City evaluate different hauling and recycling options and costs, transfer station operational alternatives, and billing approaches to keep service standards high and costs affordable to customers.

Unforeseen changes in circumstances

That conversation resulted from significant and unforeseen changes in circumstances, similar to the global health event that fundamentally changed the marketplace for everyone.

Sunshine was hopeful the adjustments would be a blip that saw an eventual return to previous levels. However, as the City experienced with its operations, labor, equipment, and fuel costs increased rapidly and reset at a much higher floor over the past three-plus years. Annual inflation really took off in 2022 and 2023 before moving toward more historic 30-year average levels in the past year. The supply chain is still recovering, and the continued scarcity of equipment and parts drove costs higher.

As a result, collection rates fell significantly behind the actual costs of doing business in each of the past three full years and continues to lag, bringing Sunshine to respectfully request to revisit the terms of the franchise agreement to provide some relief.

Maintaining predictability for the ratepayer

For those reasons, Sunshine is requesting to change the annual rate adjustment calculation to 100% of the Solid Waste Collection Producer Price Index on the non-fuel portion of the calculation; a one-time adjustment to the rate of 18.5% this year; and other administrative items of mutual interest to the City, its residents, and Sunshine. The request is made under Section IV.5.F, an increase in Base Fees for collection of Solid Waste, Yard Waste, and Recyclable Materials and other services under this Agreement for reasonable, actual increased costs resulting from: (1) An Event of Force Majeure defined in the contract as an event beyond the reasonable control of a Party (in this case disease) and not attributable to such Party's neglect or nonfeasance.

The proposed CPI calculation is consistent with the City's current composting contract, and the rate request compares closely with recent adjustments in other communities in northern Idaho, including Nez Perce County, and eastern Washington.

Memo

To: Mayor Johnson
Lewiston City Council

From: Dustin Johnson, PE, Public Works Director

Copy: Lauren Wilson, Public Works Financial Functions Coordinator
Haley Kelley, Public Works Specialist

Date: January 16, 2026

Subject: **Ordinance 4956 - Sunshine Disposal & Recycling Franchise Agreement Amendment**

Amendment Overview/History

At the June 2nd, 2025 City Council Work Session City staff presented to City Council a possible amendment to the Franchise Agreement with Sunshine Disposal & Recycling, Inc (SDI). SDI representatives were present to outline why they were requesting these amendments. The City Council instructed staff to proceed ahead with negotiating amendments and to bring them back for their consideration at a future date. The Amendment implements several changes to the “Franchise Agreement for Collection, Hauling and Tipping of Residential and Commercial Solid Waste, Yard Waste, and Recyclable Materials.” Ordinance 4956 represents the terms that have been negotiated between SDI and city staff.

Some key changes to the agreement include:

- A one-time rate increase of 18.5% to the “Minimum Fees” as contained in Exhibit B.
- Amending the annual rate adjustment indexes and language. These adjustments to the Base Fees would begin 10/1/26.
- Updating the requirement for a local office.
- Clarifying language regarding the necessary roll-off containers as well as residential totes.
- Clarifying language regarding yard waste disposal receptacles.

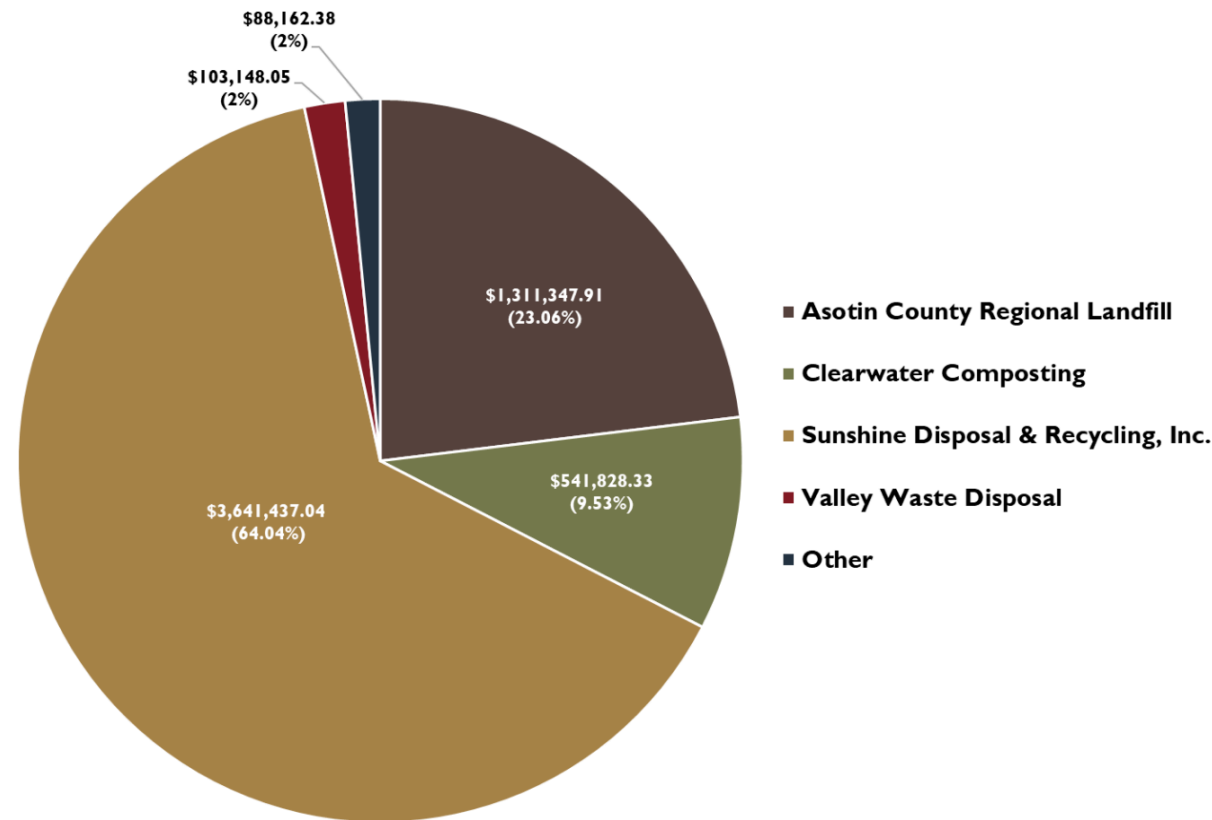
Ordinance 4956 was introduced to the City Council at their January 12th, 2026 meeting. The Ordinance has been published in the Tribune, copies have been made available at City Hall, and has been posted on the City’s website for public view for 30 days. The Ordinance will be read and considered at following City Council meetings:

- January 26, 2026 - First Reading.
- February 9, 2026 - Second Reading.
- February 23, 2026 - Third Reading and possible adoption.

Sanitation Utility - Contracted Services

The majority of the Sanitation Utility’s expenses are due to services provided by Asotin County Regional Landfill (“ACRL”), Clearwater Composting (“CC”), Sunshine Disposal & Recycling, Inc. (“SDI”), and Valley Waste Disposal (“VWD”). Each year, the City appropriates funds for these contracted services within the Sanitation Administration’s contracted services budget.

The historical expenses provided in this memo are from FY22 (October 2021 to September 2022) through FY25 (October 2024 to September 2025). The Sanitation Administration budget’s average cost for contracted services is approximately \$6,000,000 per year.



Asotin County Regional Landfill

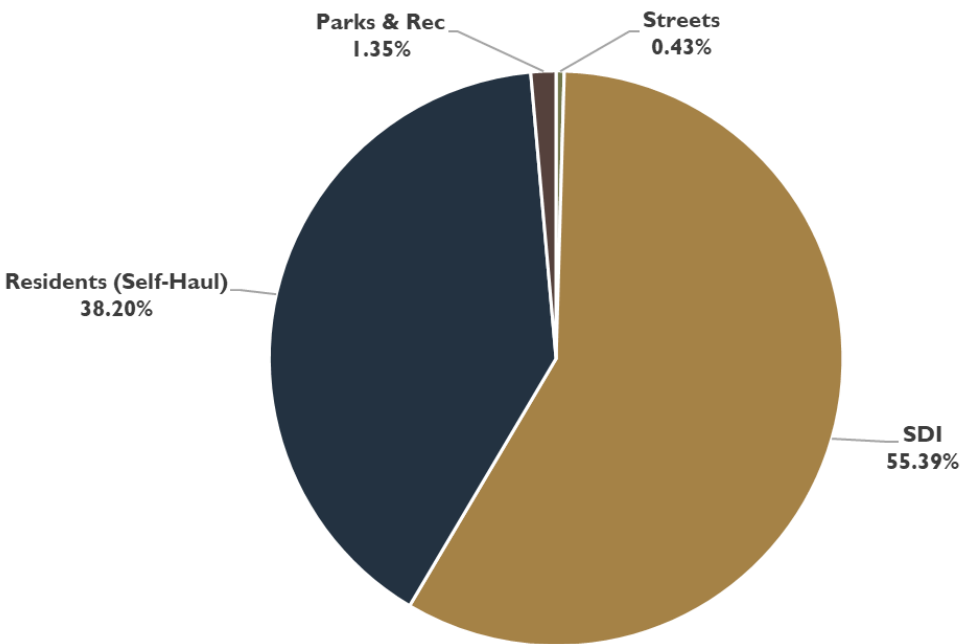
The garbage that Sunshine Disposal & Recycling, Inc. collects through the City of Lewiston is hauled to ACRL for disposal. The City’s average cost for ACRL’s services is approximately \$1,312,000 per year.

Clearwater Composting

CC accepts all clean yard waste including grass clippings, tree trimmings, Christmas trees, hay, straw, manure, and garden waste. The City's average cost for CC's services is approximately \$516,000 per year for the following:

City Contractor	Sunshine Disposal & Recycling, Inc. (SDI)	Transports the food waste, food-soiled paper, and yard debris collected from curbside yard waste carts.
Self-Haul	Street Maintenance Division	Transports vegetation (excluding leaf litter from fall cleanup) gathered from the public right-of-way including tree trimming from routine work and downed trees and/or branches.
	Parks & Recreation Department	Transports vegetation collected during routine maintenance which cannot be repurposed for mulch/bark to be used in the parks.
	Lewiston Residents ¹	Independently transports yard waste and, upon presenting their utility bill or tax assessment as verification of their residence, shall not be charged a self-haul or gate fee.

Among these services, the most expense can be attributed to the curbside yard waste collected by SDI



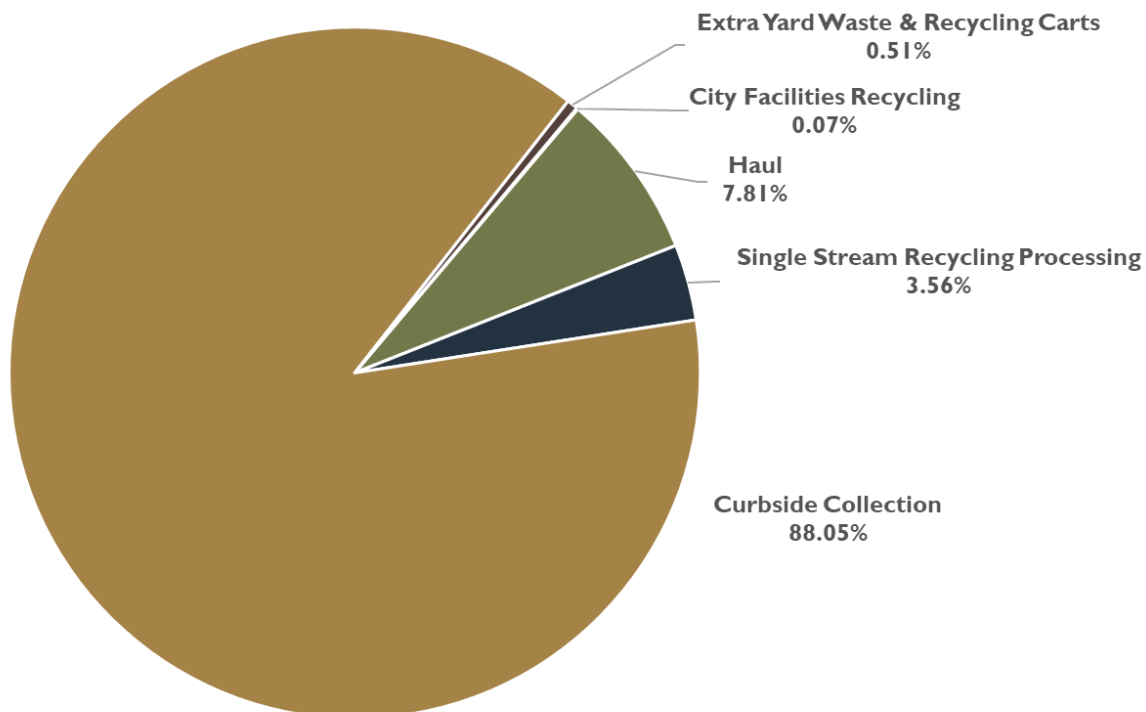
¹ Beginning in April 2021, CC began to bill the City for individual self-haul services for Lewiston Residents *and* Nez Perce County (NPC) Residents. The City currently pays the total monthly cost for services and includes the NPC Residents individual self-haul expense as a line item on the monthly shared solid waste services reimbursement request to NPC.

Sunshine Disposal & Recycling, Inc.

Each year, the Sanitation Utility budgets for garbage, recycling, and solid waste collection services with Sunshine Disposal & Recycling, Inc. ("SDI") within the Sanitation Administration Contracted Services budget. The City's average cost for SDI's services is approximately \$3.64 million per year for the following services:

City Facilities	Single Stream Recycling	Curbside collection for the Police Station, Community Center, City Hall, Wastewater Collections Shop, Service Center, Water Distribution Shop, Traffic Shop, and Fire Department (Station 1, Burrell, and Grelle).
	Cardboard Recycling	Curbside collection for the Wastewater Treatment Plant, Fire Station 1, and Airport.
Customers	Curbside Collection	Curbside collection of garbage, yard waste, and recycling from residential and commercial customers.
	Haul	Garbage that is hauled from the Transfer Station to the Asotin County Regional Landfill for disposal.
	Extra Yard Waste & Recycling Carts	Monthly reconciliation between SDI and Utility Billing to balance carts throughout the year.
	Single Stream Recycling Processing	Cost to process single stream recycling in lieu of sending it to the landfill.

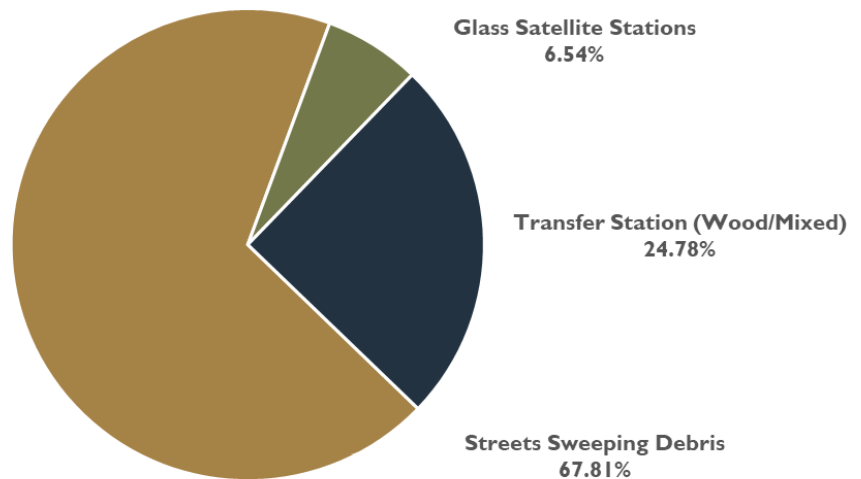
Among these services, the most expense can be attributed to curbside collection.



Valley Waste Disposal

VWD accepts all of the street sweeping debris collected by the Street Maintenance Division, glass satellite stations (Rosauers, Transfer Station, and A&B Foods), and wood/mixed debris collected at the Transfer Station. The City's average cost for VWD's services is approximately \$103,000 per year.

Among these services, the most tonnage and expense can be attributed to the debris collected by the Street Maintenance Division.



Budget Impact of Proposed Amendment

The FY 2026 Sanitation Budget considered the proposed amendment in its expenses, so no budget amendment will be necessary if the contract amendment is accepted. The 18.5% increase to SDI's rates equates to roughly \$500,000 in additional expenses. These expenses would be covered by the Sanitation Division's reserves. The current balance within the Sanitation Division's reserves is approximately \$6.3 Million. Looking forward into FY 2027 and beyond the follow operational and capital expenditures can be expected:

- Ordinance 4956 - SDI Franchise amendment.
- Asotin County Landfill renewed contract - Tipping fee expected to increase from \$49.73/ton to \$63.06/ton starting 1/1/27.
- Design and Contract administration for Transfer Station Floor - \$104,000.
- Reconstruction of Transfer Station access road and construction of Wild Dove Way cul-de-sac - Cost to be determined.
- Construction of Transfer Station Floor replacement - Cost to be determined.
- Valley Waste - Increased tipping fee.

January 12, 2026

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in 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 (6:04 p.m.); Councilor Kassee Forsmann; Councilor Jessica Klein (Zoom 6:08 p.m.); Councilor Kathy Schroeder; Councilor John Spickelmire; Councilor Matt Wright.

INCOMING COUNCILOR: Councilor Bryan Moree;

II. PLEDGE OF ALLEGIANCE

Councilor Forsmann's son led the recital of the Pledge of Allegiance.

III. CITIZENS COMMENTS

John Stern, a Lewiston resident, spoke in support of allowing prayer at council meetings.

Connie Overall, a Lewiston resident, also spoke in support of offering prayer before council meetings.

IV. PRESENTATIONS

Mayor Johnson called a brief recess at 6:07 p.m. to allow Councilor Klein a chance to join the meeting via zoom. Councilor Klein joined the meeting via zoom at 6:08 p.m.

A. INTRODUCTION OF ORDINANCE 4956: Introduction of proposed Ordinance No. 4956 relating to the amendment of the City's Franchise Agreement with Sanitary Disposal, Inc., doing business as Sunshine Disposal & Recycling in accordance with Idaho Code § 50-329 prior to publication and public hearing on the same (Public Works Director Johnson)

V. CONSENT AGENDA - OLD BUSINESS

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

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

Lewiston City Council
Regular Meeting Minutes
January 12, 2026 – 6:00 p.m. – Page 1 of 7

- A. **CITY COUNCIL MINUTES:** Considering approval of the December 22, 2025 meeting minutes - Action Item
- B. **VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 12/12/2025 - 12/23/2025 in the amount of \$1,926,228.95 - Action Item

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

VII. **OUTGOING COUNCILOR COMMENTS AND ADJOURNMENT OF THE 2022-2026 LEWISTON CITY COUNCIL - SINE DIE**

Councilor Schroeder spoke regarding her time on the Council and that it has been a pleasure to work with everyone. Mayor Johnson then presented Councilor Schroeder with a plaque of appreciation.

VIII. **ADMINISTRATION OF THE OATH OF OFFICE TO RE-ELECTED MAYOR DANIEL JOHNSON**

City Clerk Tanya Brocke administered the Oath of Office to re-elected Mayor Daniel Johnson.

IX. **ADMINISTRATION OF THE OATH OF OFFICE TO ELECTED CITY COUNCILORS**

City Clerk Brocke administered the Oath of Office to re-elected Councilors Kasee Forsmann and Matthew Wright, and to incoming Councilor Bryan Moree.

X. **PRESENTATION OF CERTIFICATES OF ELECTION TO MAYOR AND CITY COUNCILORS**

City Clerk Brocke presented the Certificates of Election to Mayor Johnson, Councilor Forsmann, Councilor Moree, and Councilor Wright.

XI. **ELECTION OF A CITY COUNCIL PRESIDENT - Action Item**

City Clerk Brocke called for the nomination of a City Council President.

Councilor Kleeburg nominated himself

Councilor Forsmann nominated herself.

There being no further nominations, City Clerk Brocke closed the nominations.

ROLL CALL VOTE: VOTING FOR KLEEBURG: Kleeburg; Wright; Moree; Spickelmire; Klein. VOTING FOR FORSMANN: Forsmann.

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

- A. **PUBLIC HEARING FOR ZA-05-25:** Accepting testimony on Zoning Amendment ZA-05-25, (Parking Lots), which proposes amendments to Lewiston City Code

Chapter 37, Zoning Code, Sections 37-3, 37-146, 37-147, 37-151 and 37-153 to improve clarity, resolve inconsistencies, redundancies, and conflicts, and eliminate provisions that are unnecessary and overly burdensome - Action Item (Assistant Planner Hollingshead)

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

Assistant Planner Katie Hollingshead provided the staff report, after which Mayor Johnson asked for public testimony. No public testimony was offered, and Councilors then asked questions related to exemptions, dust, and enforcement.

There being no further questions, Mayor Johnson closed the public hearing.

- B. FIRST READING OF ORDINANCE 4959:** Considering amending Lewiston City Code Section 37-3 relating to the definition of "parking lot"; amending Lewiston City Code Sections 37-146, 37-149, 37-151, and 37-153 relating to parking lots; and repealing and reserving Lewiston City Code Section 37-147 - Action Item (Assistant Planner Hollingshead)

Council President Kleeburg and Councilor Wright moved and seconded, respectively, to approve the first reading of Ordinance 4959.

Councilor Wright made a motion to amend Ordinance 4959 by changing all references of five (5) spaces to eight (8) spaces, and the 2,400 square feet to 3,840 feet. Councilor Forsmann seconded. The motion passed 4-2 with Council President Kleeburg and Councilor Forsmann opposed.

The main motion failed 3-3 with Councilors Kleeburg, Spickelmire, and Forsmann opposed.

XIII. ACTIVE AGENDA

- A. ALCOHOL BEVERAGE LICENSE RENEWALS:** Considering approval of the following renewal licenses:

Retail Liquor, Retail Wine by the Drink and Bottle, Retail Beer On and Off Premises:

- Alibi / Sports Edition, 1702 Main St
- Applebee's, 2235 Thain Gr
- Bojacks Broiler, 311 Main St
- Bravas / Brocks, 504 Main St
- Bryden Canyon Public Golf Course, 445 O'Connor Rd

- Canter's Inn, 416 Thain Rd
- Corner Villa, 2110 14th Ave
- Eagles Lodge, 1304 Main St
- Elks Lodge, 3444 Country Club Dr
- Ernies Steakhouse, 2305 Nez Perce Dr
- Hells Canyon Grand Hotel, 621 21st St
- Hops & Vine, 527 Main St., Ste. 2
- Jollymore's, 1516 Main St
- Lewiston Golf & Country Club, 3985 Country Club Dr
- Mandarin Pine, 833 21st St
- Pals, 301 Main St, Ste. L1
- Shooters, 1618 Main St
- Strike & Spare Bar and Grill, 244 Thain Rd
- Wrangler, 750 21st St
- Zany's, 2004 19th Ave

Recommended approval on the below subject to submittal of required paperwork:

- Boomer's / Zone 208, 0301 2nd St
- Boomtown, 516 Main St
- El Sombrero, 405 Thain Rd
- The Zoo, 2138 13th Ave

- Action Item (Community Development Office Supervisor Ortiz)

Councilors Wright and Spickelmire moved and seconded, respectively, to approve the renewal licenses for retail liquor, retail wine by the drink and bottle, and retail beer on and off premises for the 20 businesses listed on the agenda. The motion passed 6-0.

Council President Kleeburg and Councilor Spickelmire moved and seconded, respectively, to approve the renewal licenses for retail liquor, retail wine by the drink and bottle, and retail beer on and off premise, as applicable, for the four (4) businesses listed on the agenda, subject to submittal of the required paperwork. The motion passed 6-0.

- B. COUNCIL LIAISONS TO CITY BOARDS AND COMMISSIONS:** Considering the appointment of City Councilors as Council liaisons to the following City boards and commissions: Audit Committee, Cemetery and Urban Forestry Advisory Commission, Code Board of Appeals, Compensation Review Committee, Development Impact Fee Advisory Committee, Disability Advisory Commission, Emergency Medical Services Advisory Board, Historic Preservation Commission, Library Board of Trustees, Parks and Recreation Advisory

Commission, and Public Works Advisory Commission - Action Item (Mayor Johnson)

Mayor Johnson moved to appoint Council President Kleeburg and Councilor Klein as the Council liaisons to the Audit Committee. Council President Kleeburg seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Wright as the Council liaison to the Cemetery and Urban Forestry Advisory Commission. Councilor Forsmann seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Moree as the Council liaison to the Code Board of Appeals. Council President Kleeburg seconded, and the motion passed 6-0.

Mayor Johnson skipped appointing a Council liaison to the Compensation Review Committee, as the Committee would not meet until 2027.

Mayor Johnson moved to appoint Councilor Wright as the Council liaison to the Development Impact Fee Advisory Commission. Councilor Forsmann seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Wright as the Council liaison to the Disability Advisory Commission. Council President Kleeburg seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Council President Kleeburg as the Council liaison to the Emergency Medical Services Advisory Board. Council President Kleeburg seconded, and the motion passed 6-0.

Mayor Johnson noted he would appoint a Council liaison to the Historic Preservation Commission at the next Council meeting.

Mayor Johnson moved to appoint Council President Kleeburg as the Council liaison to the Library Board of Trustees. Councilor Forsmann seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Spickelmire as the Council liaison to the Parks and Recreation Advisory Commission. Councilor Wright seconded, and the motion passed 5-1 with Councilor Forsmann opposed.

Mayor Johnson moved to appoint Councilors Wright and Klein as the Council liaisons to the Public Works Advisory Commission. Councilor Forsmann seconded, and the motion passed 6-0.

- C. APPOINTMENTS TO OTHER ORGANIZATIONS:** Considering the appointment of City Councilors, the Mayor, or City employees (as applicable), as City representatives and/or members (as applicable) to the following organizations: Lewis-Clark Valley Metropolitan Planning Organization (three elected officials or their designee(s)), Valley Vision, Lewiston-Nez Perce County Airport Authority Board, Nez Perce County-City of Lewiston Emergency Communications Joint Powers Board, Association of Idaho Cities, and Clearwater Economic Development Association (one member and one alternate) - Action Item (Mayor Johnson)

Mayor Johnson moved to appoint Councilors Klein and Kleeburg as the City's representatives to the Lewis-Clark Valley Metropolitan Planning Organization. Council President Kleeburg seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Spickelmire as the City's representative to Valley Vision. Councilor Spickelmire seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Wright as the City's representative to the Lewiston-Nez Perce County Airport Authority Board. Councilor Wright seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Moree as the City's representative to the Nez Perce County - City of Lewiston Emergency Communications Joint Powers Board. Councilor Spickelmire seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Forsmann as the City's representative to the Association of Idaho Cities. Council President Kleeburg seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Moree as the City's representative to the Clearwater Economic Development Association. Councilor Moree seconded, and the motion passed 6-0.

Mayor Johnson moved to appoint Councilor Forsmann as the City's alternate representative to Clearwater Economic Development Association. Council President Kleeburg seconded, and the motion passed 6-0.

- D. URBAN RENEWAL AGENCY CITY REPRESENTATIVE APPOINTMENT:** Considering the appointment of a City Councilor to the Urban Renewal Agency of the City of Lewiston, Idaho - Action Item (Mayor Johnson)

Mayor Johnson moved to appoint Councilor Forsmann as the City Council representative to the Urban Renewal Agency of the City of Lewiston, Idaho. Councilor Forsmann seconded, and the motion passed 6-0.

- E. **URBAN RENEWAL AGENCY CITY ALTERNATE REPRESENTATIVE APPOINTMENT:** Considering the appointment of an alternate City Councilor to the Urban Renewal Agency of the City of Lewiston, Idaho - Action Item (Mayor Johnson)

Mayor Johnson moved to appoint Councilor Wright as the City Council alternate representative to the Urban Renewal Agency of the City of Lewiston, Idaho. Councilor Forsmann seconded, and the motion passed 6-0.

- F. **URBAN RENEWAL AGENCY NEZ PERCE COUNTY REPRESENTATIVE APPOINTMENT:** Considering the appointment of Doug Havens to the Urban Renewal Agency of the City of Lewiston, Idaho as the Nez Perce County's representative - Action Item (Mayor Johnson)

Mayor Johnson moved to appoint Doug Havens as Nez Perce County's representative to the Urban Renewal Agency of the City of Lewiston, Idaho. Councilor Spickelmire seconded, and the motion passed 4-2 with Council President Kleeburg and Councilor Forsmann opposed.

XIV. 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. **MAYOR COMMENTS**
- C. **AGENDA TOPICS:** - Action Item

XV. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Council President Kleeburg and Councilor Moree moved and seconded, respectively, to adjourn the January 12, 2026 Regular Meeting. The motion carried 6-0 and the meeting adjourned at 7:13 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

Lewiston City Council
Regular Meeting Minutes
January 12, 2026 – 6:00 p.m. – Page 7 of 7

December 09, 2025

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, December 09, 2025, at Lewiston City Hall. Chairperson Sheila Bond called the meeting to order at 12:00 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: Sheila Bond, Chairperson; Tim Switzer, Vice Chair; Jim Kleeburg; A.L. "Butch" Alford; Joe Anderson;

BOARD MEMBERS EXCUSED: None.

STAFF MEMBERS PRESENT: Katie Hollingshead, URA Director;

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

II. CITIZEN COMMENTS

None.

III. ACTIVE AGENDA (ACTION ITEM)

A. **Approval of Minutes, November 13, 2025 – Action Item**

Chair Bond asked the board if there were any questions. There were none. Board members Alford and Anderson moved and seconded, respectively, to approve. Motion carried 5-0.

B. **Approval of Invoices – Action Item**

1. **O' Sullivan Legal PLLC, Legal Services, November 2025, \$265.50**

Chair Bond asked if there were any questions. There were none. Board member Anderson and Vice Chair Switzer moved and seconded, respectively, to approve. Motion carried 5-0.

C. **East Orchards Sewer Phase 3 construction project, Merrick contract amendment request, \$44,404.00 – Action Item**

Director Hollingshead introduced Joe Kaufman to provide a construction update and some explanation on why contract amendments were being requested. Mr. Kaufman provided a map and photos of the sewer construction to the board (attached to these minutes). Mr. Kaufman reviewed the map and construction completed to date. He then reviewed the photos of the work along 20th Street that reveals an unexpected material condition which resulted in collapses in the trenches, requiring additional work to complete these sections.

Board member Alford asked if the additional time needed to complete the work meant the work was more expensive.

Mr. Kaufman answered, yes, and that additional backfill material was needed to correctly shore up the road section.

Director Hollingshead asked Mr. Kaufman if he could explain to the board what the collapses and additional backfill material and work time meant for each of the contract amendment requests. Specifically, what Merrick has to provide and what M.L. Albrights has to provide when situations like this occur.

Mr. Kaufman reviewed for the board the additional engineering inspection time needed by Merrick to make sure that separation between the sewer line, water lines and gas lines was maintained and that structural fill was correctly placed in the sections where the collapses were occurring. M.L. Albright has to spend additional time to remove material each time a collapse occurs and then place additional material to recreate the road bed because of the larger area created each time a collapse occurs.

City Engineer, Luke Antonich, also added that the basalt rock in the area was tricky because there is no way of knowing how the basalt rock will react to being broken up and in this section of the road, the basalt rock was harder and it was more difficult to break it up into smaller pieces to remove from the trench.

Board member Alford asked Mr. Kaufman if he thought the proposed increases to dollar amount and number of days were reasonable.

Mr. Kaufman stated that yes, he felt they had come to a reasonable agreement on the increase in days and dollars for the project.

Chair Bond asked if the board had any additional questions and there were none. Vice Chair Switzer and Board member Anderson moved and seconded, respectively, to approve the contract amendment for Merrick in the amount of \$44,404.00. Motion carried 5-0.

D. East Orchards Sewer Phase 3 construction project, M.L. Albrights change order request, \$48,924.85 – Action Item

Chair Bond asked if the board had any additional questions for Mr. Kaufman, and there were none. Board members Alford and Anderson moved and seconded, respectively, to approve the contract amendment for M.L. Albright in the amount of \$48,924.85. Motion carried 5-0.

E. Review of Financial Summary – Information Item

1. October 2025

Director Hollingshead reviewed the October financial summary and reminded the board that there was still approximately \$1 million dollars outstanding in reimbursement to the city for the M.L. Albright contract for East Orchards Sewer phase 3 construction.

IV. UNFINISHED AND NEW BUSINESS

A. Board Member Comments

Board member Anderson let the board know that Port Commissioner Klemm was retiring and the Port would be conducting interviews in January for his replacement.

B. Staff Comments

Director Hollingshead stated that the next regular meeting is January 13 and asked if anyone was unable to attend. All board members stated they were available to attend.

Director Hollingshead stated that the board still has an at-large seat available and asked the board members to please share with their networks as the normal advertising and outreach have not been successful.

V. **ADJOURN (ACTION ITEM)**

There being no further business, Board members Switzer and Kleeburg moved and seconded, respectively, to adjourn. The motion carried 5-0 and the Urban Renewal Agency Board adjourned at approximately 12:30 p.m.

RESPECTFULLY SUBMITTED,



KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:



URBAN RENEWAL AGENCY CHAIR

Approved this 13 day of JANUARY, 2025



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
ADVANCED AUTO GLASS	121799	1/8/2026	FLTMAINT	BPO- FLEET- REPAIR PARTS & OSL	\$360.00
ADVANCED CONTROL SYSTEMS, LLC	121800	1/8/2026	WATER	BPO-PW-WTP SCADA TROUBLESHOOTING/REPAIRS	\$2,793.90
			WSTWTR	BPO-PW-WWA-SCADA TROUBLESHOOTING	\$4,859.06
				WW034BPO- LOSD LIFT STATIONS-SCADA TROUBLESHOOTIN	\$290.63
AERZEN USA CORP	400994	1/8/2026	WSTWTR	PW-WWTP-BLOWER MAINTENANCE; QUOTE ATTACHED	\$12,541.95
AG-PRO	121801	1/8/2026	WSTWTR	PW-WWCOLL-BPO TRUCK REPLACEMENT PARTS	\$81.93
AIRBRIDGE BROADBAND LLC	121803	1/8/2026	INFOSYSTMS	BPO - ISS - INTERNET SERVICE	\$285.00
				WIRELESS ROUTER	\$70.00
AMAZON CAPITAL SERVICES	121804	1/8/2026	COMDEV	BPO-CD-OFFICE SUPPLIES-PAPER, PENS, RECEIPT PAPER	\$185.63
			FIRE	AMAZON-STATION AND OFFICE SUPPLIES	\$95.70
				FIRE - AMAZON - CALL LIGHT	\$43.92
				FIRE - AMAZON - DYMO PRINTER	\$248.23
				FIRE - AMAZON - TOOLS-COVERALLS	\$381.15
			FLTMAINT	BPO- FLEET- REPAIR PARTS & OFFICE SUPPLIES	\$271.92
			FLTMAINT	BPO- FLEET- REPAIR PARTS & OFFICE SUPPLIES	\$34.68
			HR	CHARGING PORTS FOR ELECTRONIC DEVICES	\$33.55
			INFOSYSTMS	BATTERIES, CHARGER, SSD, MEMORY, NETWORK CARD	\$388.95
				NVME DRIVES, NVME CLONER, RAM, BATTERY CHARGER	\$1,331.16
			LIBRARY	LIB - ADULT NONFIC BOOKS NRPA GRANT ORDER	\$135.50
			POLICE	PD-NEW SWAT PANTS FOR KNIGGE	\$186.74
				PD-TWO FIRST AID KITS-1 FOR DISPATCH AND 1 FOR PAT	\$35.16
			TRNSPN	PW - 2026 CALENDAR ORDER	\$47.71
				PW - ENG - TRIMBLE R12I GPS BATTERIES (2-PK)	\$148.66
				PW-GIS-PANDAS MANUAL, MOUSE (3), STYLUS (2) ETC	\$135.49
			WATER	PW - 2026 CALENDAR ORDER	\$11.93
				PW-WD-RETRACTABLE CORD REEL AND CERTIFICATE HOLDE	\$82.19
				PW-WTP-COMPUTER ADAPTER	\$12.97
			WSTWTR	PW - 2026 CALENDAR ORDER	\$23.83
				PW-WWC-RV SEWER HOSE "Y" 2-PK	\$19.65



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
AMAZON CAPITAL SERVICES	121804	1/8/2026	WSTWTR	PW-WWC-TOOL KITS; ONE OFFICE; THREE FOR VEHICLES	\$122.56
ANATEK LABS INC	400996	1/8/2026	WATER	PW-WTP-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$765.00
			WSTWTR	BPO-PW-IPT-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$70.00
ASSOCIATION OF IDAHO CITIES	121802	1/8/2026	LEGAL	2026 IMA Winter Conf Reg & Dues; 1/23/26; Tengono	\$200.00
	400995	1/8/2026	TRNSPN	PW-ADMIN-REG 2026 WATER SUMMIT 1/28/26; D JOHNSON	\$100.00
ATLAS SAND & ROCK	121805	1/8/2026	TRNSPN	BPO - ST - DUTHIE MAG ROCK	\$6,724.67
AVISTA	121806	1/8/2026	CEMETERY	1/2/26 BILL DATE	\$347.78
			COMDEV	1/2/26 BILL DATE	\$1,059.69
			LIBRARY	1/2/26 BILL DATE	\$2,211.26
			PARKSFAC	1/2/26 BILL DATE	\$18,042.84
			POLICE	1/2/26 BILL DATE	\$20.62
			RECREATION	1/2/26 BILL DATE	\$743.75
			SANITATION	1/2/26 BILL DATE	\$518.73
			TRANSITOP	1/2/26 BILL DATE	\$163.20
			TRNSPN	1/2/26 BILL DATE	\$46,448.14
			WATER	1/2/26 BILL DATE	\$37,994.86
			WSTWTR	1/2/26 BILL DATE	\$31,575.13
BAINBRIDGE ASSOCIATE LLC DBA BAINBRIDGE ASSOCIATES	121807	1/8/2026	WSTWTR	PW-WWC-CRETEX MANHOLE RINGS; QUOTE ATTACHED	\$5,593.45
BALL & BALL LLC DBA ROTO ROOTER	121864	1/8/2026	PARKSFAC	FAC - ROTO ROOTER - DRAIN CLEANING	\$260.00
BINGMAN ENTERPRISES INC DBA KNB FIRE	121838	1/8/2026	FLTMAINT	OSL/ REPL AERIAL SWIVEL #021 ENGINE	\$9,748.45
BLUE RIBBON LINEN SUPPLY INC	121759	12/31/2025	FIRE	BPO FIRE - BLUE RIBBON - LAUNDRY SERVICE	\$1,026.24
	121808	1/8/2026	POLICE	BPO PD RUG CLEANING FEES FOR FRONT LOBBY	\$25.00
			WATER	PW-WTP/DISTR BPO LAUNDRY & JANITORIAL SUPPLIES	\$582.78
			WSTWTR	PW-WWTP-BPO JANITORIAL SUPPLIES	\$239.62
BOB'S GARAGE DOORS LLC	400997	1/8/2026	PARKSFAC	BPO - FAC - BOB'S GARAGE DOORS - SERVICE CALLS	\$42.40
BOB'S TROPICAL FISH & PET SHOP INC DBA BOB'S PET & POND	121809	1/8/2026	LIBRARY	BPO - LIB - FISH TANK CLEANING	\$145.98
BOYS & GIRLS CLUBS OF THE LEWIS CLARK VALLEY INC	121880	1/8/2026	LEGISLATIV	FY26 SERVICES AGREEMENT	\$4,500.00
BRIAN BIRDSSELL	121768	12/31/2025	INFOSYSTMS	MEALS & PARKING REIMB B. BIRDSSELL INTERFACE SPOKAN	\$44.37



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
BRIAN E WARD DBA GUMBY ENTERPRISES INC	121866	1/8/2026	FLTMAINT	BPO- FLEET- TOOLS & SUPPLIES	\$230.30
CASEY STRONG	121791	1/8/2026	FIRE	C. STRONG NFSA SPRINKLER CLASSES SPOKANE	\$80.00
CASSIE FRARY DBA SNAKE RIVER FOUR PAWS, LLC	121865	1/8/2026	POLICE	BPO PD BOARDING SERVICES FOR K9 ZIVA AND K9 QUINCY	\$155.00
CDW GOVERNMENT LLC	121810	1/8/2026	INFOSYSTMS	OFFICE365 LICENSES	\$470.47
CED - CONSOLIDATED ELECTRICAL DISTRIBUTORS	400998	1/8/2026	PARKSFAC	BPO - FAC - CED/CONSOLIDATED ELEC - ELECTRIC SUP	\$35.50
CENTRAL MACHINERY SALES INC	121811	1/8/2026	FLTMAINT	REPL STEP STRAP FOR #452 LOADER	\$188.86
CENTRAL ORCHARDS SEWER DISTRICT	121815	1/8/2026	PARKSFAC	DECEMBER 2025 UTILITY CHARGES	\$305.50
CINTAS CORPORATION #606	121812	1/8/2026	FLTMAINT	BPO- FLEET- UNIFORM RENT & LAUNDRY	\$332.25
			PARKSFAC	BPO - PKS - CINTAS - UNIFORMS AND CLEANING SUPP.	\$65.58
CITY OF LEWISTON EMPLOYEE BENEFIT-CAFETERIA PLAN	121778	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$9,035.94
CLEARWATER CLEANING SERVICES CORP	400999	1/8/2026	PARKSFAC	BPO-FAC - CLEARWATER CLEANING SERVICE	\$4,245.00
CLEMENTS BROWN & MCNICHOLS	401000	1/8/2026	LEGAL	OUTSIDE LEGAL COUNCIL; CB&M-PROFITT V. COL; FY26	\$15,330.00
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	121813	1/8/2026	CEMETERY	CP-0339397 BILL DATE 12/14/25	\$31.66
			COMDEV	CP-0339397 BILL DATE 12/14/25	\$137.64
			FIRE	CP-0339397 BILL DATE 12/14/25	\$1,435.97
			FLTMAINT	BPO- FLEET- LUBE PRODUCTS & CAR WASHES	\$441.01
			FLTMAINT	BPO- FLEET- LUBE PRODUCTS & CAR WASHES	\$24.00
			PARKSFAC	CP-0339397 BILL DATE 12/14/25	\$622.49
			POLICE	CP-0339397 BILL DATE 12/14/25	\$1,453.76
			SANITATION	BPO - SAN - FY26 FUEL FOR SDI HAUL	\$1,872.03
				BPO - TS - FUEL	\$201.89
			STMWTR	CP-0339397 BILL DATE 12/14/25	\$137.75
			TRANSITOP	CP-0339397 BILL DATE 12/14/25	\$1,080.69
			TRNSPN	CP-0339397 BILL DATE 12/14/25	\$1,337.08
			WATER	CP-0339397 BILL DATE 12/14/25	\$56.75
			WSTWTR	CP-0339397 BILL DATE 12/14/25	\$597.21
				PW-WWTP-BPO LUBE FOR MAINTENANCE & MOBILE OIL	\$123.69



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
COLLIER ELECTRIC LLC	121814	1/8/2026	WATER	PW-WTP-BPO WATER-ON-CALL ELECTRICAL SRVS	\$198.18
			WSTWTR	PW-WWC CITY LIFT STATION ELECTRICAL CALL-OUTS	\$695.23
COMMERCIAL TIRE INC	401001	1/8/2026	FLTMAINT	BPO- FLEET- TIRE REPAIRS & DISPOSAL	\$206.00
CUES INC	121816	1/8/2026	WSTWTR	PW-WWC-GRANITENET OFFICE ANNUAL SUPPORT PLAN	\$9,640.00
DAN JOHNSON	121792	1/8/2026	LEGISLATIV	D. JOHNSON PORT OF PORTLAND TOUR TERMINAL 6 PORTLA	\$86.00
DARTAGNAN ROMERO-MCKENZIE	121793	1/8/2026	POLICE	D. ROMERO-MCKENZIE NIC POLICE ACADEMY CDA	\$4,793.00
DAVIS COMMUNICATIONS LLC	401002	1/8/2026	POLICE	PD-INSTALL RADIO/EQUIPMENT INTO MORBECK VEHICLE	\$550.00
DIGLINE INC	121817	1/8/2026	WATER	PW-W/WW BPO LOCATE SERVICES	\$131.62
			WSTWTR	PW-W/WW BPO LOCATE SERVICES	\$131.63
DWAYNE PAIRS	121794	1/8/2026	FIRE	D. PAIRS NFSA SPRINKLER CLASSES SPOKANE	\$80.00
EFTPS	3729	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$175,145.04
ELM USA INC	121818	1/8/2026	LIBRARY	BPO - LIB DISC CLEANING SUPPLIES	\$79.95
EMPOWER TRUST COMPANY LLC	3731	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$42,005.96
ERB'S ACE HARDWARE LLC	121819	1/8/2026	WATER	BPO-PW-WD OPERATING SUPPLIES: TOOLS & HARDWARE	\$56.08
				BPO-PW-WTP OPERATING SUPPLIES: TOOLS & HARDWARE	\$46.15
			WSTWTR	BPO-PW-WWCOLL SUPPLIES AND EQUIPMENT: PAINT, TA	\$73.13
ERIC MAY	121769	12/31/2025	TRNSPN	CDL SKILLS TEST REIMBURSMENT	\$72.75
FASTENAL COMPANY	121820	1/8/2026	PARKSFAC	BPO - PKS - FASTENAL - VENDING SUPPLIES @ SS	\$100.73
FATBEAM LLC	401004	1/8/2026	LIBRARY	BPO - LIB - PUBLIC INTERNET FEES	\$885.00
FEDEX	121821	1/8/2026	WATER	PW-WTP-BPO SHIPPING	\$86.79
FERGUSON ENTERPRISES #3011	121822	1/8/2026	WATER	WR079 SRV LINE REPLACEMENT - SRV LINE/SETTING	\$1,848.15
			WSTWTR	PW-WWCOLL- BPO MISC SUPPLIES; SUCH AS GASKETS A	\$722.93
FOP LEWIS CLARK LODGE #10	121779	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$1,929.96
GATEWAY MATERIALS	121823	1/8/2026	FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$59.80
GMCO CORPORATION	121824	1/8/2026	TRNSPN	BPO - ST - FY26 LIQUID DEICER	\$567.00
GRAINGER	401005	1/8/2026	WATER	PW-WTP-BPO MOTORS/PUMPS/TOOLS/FITTINGS	\$632.30
GUARDIAN PLUMBING, HEATING & A/C INC	121760	12/31/2025	PROPIMPR	FAC - GUARDIAN HEATING/AIR - PD HVAC PROJECT	\$4,294.79



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
H & H BUSINESS SYSTEMS	121825	1/8/2026	COMDEV	BPO-CD-COPIER MAINTENANCE COLOR AND B&W FOR IMAGE	\$184.20
			EXECUTIVE	EXEC BPO: FY 26 RICOH MAINT/COPY COST PER COPY	\$112.67
			LEGAL	BPO-LEGAL-H & H MONTHLY COPY FEES; FY26	\$14.95
			RECREATION	BPO - REC - H & H - COPIER MAINTENANCE CONTRACT	\$76.42
			WSTWTR	PW-WWTP-BPO COPIER MAINTENANCE	\$4.46
HAHN SUPPLY	121761	12/31/2025	FINANCE	RETURN CHECK FEE FOR AP PROCESSING ERROR	\$20.00
			PARKSFAC	BPO - FAC - HAHN - HVAC FILTERS	\$1,857.50
	121826	1/8/2026	PARKSFAC	BPO - FAC - HAHN - MAINTENANCE TOOLS	\$41.58
				FAC - HAHN SUPPLY - LAV & KITCHEN SINK	\$164.27
HALME CONSTRUCTION INC	401006	1/8/2026	WATER	WR050 RAW INTAKE SITE C INTAKE RECON PHASE 1	\$233,094.22
HENRY SCHEIN	121827	1/8/2026	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$883.44
HMH ENGINEERING	121828	1/8/2026	CAPITAL PROJECTS	TR070 BURRELL;THAIN-14TH S/W INFILL - PROJ. DEV.	\$30,856.11
HOME DEPOT CREDIT SERVICES	121829	1/8/2026	FIRE	BPO FIRE - HOME DEPOT - ST. SUPPLIES	\$167.90
			FLTMANT	BPO- FLEET- SHOP SUPPLIES	\$385.69
			LIBRARY	BPO - LIB - BUILDING SUPPLIES	\$100.48
			PARKSFAC	BPO - FAC - HOME DEPOT - MAINTENANCE SUPPLIES	\$3.93
			POLICE	PD-3-3M OV/P100 ODOR/PARTICULATE REUSEABLE RESPIRA	\$208.04
			TRANSITOP	BPO- TRANSIT TOOLS/HARDWARE, CLEANING SUPPLIES	\$27.46
			WSTWTR	PW-WWTP-BPO SUPPLIES, POWER AND HAND TOOLS	\$53.92
HYDRO FLOW PRODUCTS LLC DBA THE HOSE MONSTER COMPANY	121830	1/8/2026	WATER	WR200 ANNUAL HYDRANT REPL- SMART MONSTER TEST KIT	\$15,475.00
I A F F - LOCAL #1773	121780	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$3,283.00
IDAHO CHILD SUPPORT RECEIPTING	121783	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$270.00
IDAHO DEPT OF ENVIRONMENTAL QUALITY	121775	12/31/2025	WSTWTR	IPDES 2025 ANNUAL ASSESSMENT 10/1/24-09/30/25	\$22,440.78
IDAHO ICE	121831	1/8/2026	LEGAL	BPO-LEGAL-WATER FOR CITY ATTY'S OFFICE-FY26	\$22.56
			SANITATION	BPO - TS - IDAHO ICE	\$8.35



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
IDAHO RURAL WATER ASSOCIATION	12183 2	1/8/2026	WATER	PW-WTP-ONLINE MATH CERT REVIEW; SHEARS/STUFFIELD	\$250.00
IDAHO STATE TAX COMMISSION	12178 2	1/8/2026	LIBRARY	2025 DECEMBER SALES TAX	\$39.68
			RECREATION	2025 DECEMBER SALES TAX	\$87.46
			SANITATION	2025 DECEMBER SALES TAX	\$2,056.12
	12178 4	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$30,064.00
	12178 5	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$688.88
INGRAM LIBRARY SERVICES	40100 7	1/8/2026	LIBRARY	BPO - LIB - SECOND FLOOR ADULT NONFICTION	\$18.80
				BPO - LIB - ADULT BOOKMOBILE BOOK ORDERS	\$20.89
				BPO - LIB - ADULT FICTION	\$190.72
				BPO - LIB - FIRST FLOOR ADULT NONFICTION	\$139.86
				BPO - LIB - JUVENILE BOOKMOBILE BOOK ORDERS	\$69.12
				BPO - LIB - JUVENILE FICTION	\$15.45
				BPO - LIB - JUVENILE NON FICTION ORDERS	\$22.68
				BPO - LIB - LARGE PRINT BOOK ORDERS	\$60.86
				BPO - LIB - TEEN FICTION	\$72.77
INK TECHNOLOGIES PRINTER SUPPLIES LLC DBA INK TECHNOLOGIES.COM	12183 3	1/8/2026	FIRE	INKTECH - TONER FOR ADMIN	\$243.00
			LEGAL	BPO-LEGAL-INK TECHNOLOGIES-PRINTER INK-FY26	\$52.50
INLAND FASTENER INC	40100 8	1/8/2026	WSTWTR	BPO-PW-WWTP EQUIPMENT SUPPLIES	\$6.86
JEDA MEDIA GROUP LLC	12183 5	1/8/2026	TRNSPN	MJ024 MAIN ST INFRASTRUCTURE BOND; PE&O VIDS	\$4,000.00
JOE HALL FORD	40100 9	1/8/2026	FIRE	FIRE - JOE HALL - REPAIRS	\$911.50
			FLTMAINT	BPO- FLEET- REPAIR PARTS & OSL	\$102.11
			INSTRUST	REPAIRS TO #630 AMB	\$24,715.68
JOHN'S SAW SERVICE	40101 0	1/8/2026	PARKSFAC	BPO - PKS - JOHN'S SAW - REPAIRS/OIL	\$110.58
				PKS - JOHNS SAW - CHAINSAW	\$859.99
JOSHUA JUAN RUSSELL DBA J RUSSELL EXCAVATION & CONCRETE LLC	12183 4	1/8/2026	WATER	WR071 LOW RES ROOF REPAIR- CONTRACT ATTACHED	\$38,147.00
J-U-B ENGINEERS	40101 1	1/8/2026	WATER	WR071 RESERVOIRS EVALS & RECOATS; OWNERS AGEN	\$1,373.40
				WR085 WATER SYSTEMS FACILITY PLAN	\$7,127.50
KASS MCLAUGHLIN	12177 0	12/31/2025	POLICE	K. MCLAUGHLIN TACTICAL DISPATCH POST FALLS	\$169.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
KELLER ASSOCIATES INC	121836	1/8/2026	CAPITAL PROJECTS	TR064 17TH ST S/W; 13TH-15TH AVE - SUPP. #1 CE&I	\$2,830.46
KEVIN CARPENTER	121762	12/31/2025	RECREATION	BASKETBALL OFFICIATING 12/7-12/14 5 GAMES	\$175.00
KITTELSON & ASSOCIATES INC	121837	1/8/2026	CAPITAL PROJECTS	TR073 EAST LEWISTON NETWORK ANALYSIS; PSA	\$21,164.24
KLEEN SWEEP JANITORIAL	401012	1/8/2026	WATER	BPO-PW WD MONTHLY JANITORIAL SRV AT 2605 16TH AVE	\$355.00
LACAL EQUIPMENT INC	401013	1/8/2026	FLTMAINT	REPL CURTAIN KITS FOR 465 & 467 SWEEPERS	\$674.38
LAWSON PRODUCTS INC	121839	1/8/2026	FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$593.62
LES SCHWAB TIRE CENTER	121840	1/8/2026	FLTMAINT	4 REPL TIRES FOR #226	\$827.84
				BPO- FLEET- REPAIR PARTS & OSL	\$55.40
				OSL/ REPL 4 DRIVE TIRES FOR #287 TV TRUCK	\$911.84
LEWIS CLARK ANIMAL SHELTER	121841	1/8/2026	POLICE	BPO PD ANIMAL SHELTER CONTRACT FEES	\$7,036.67
LINC WAY	121777	12/31/2025	RECREATION	BASKETBALL OFFICIATING 12/14-12/21 5 GAMES	\$175.00
MAEGAN REISDORPH	121771	12/31/2025	POLICE	M. REISDORPH ILETS FULL INQUIRY & FULL ACCESS	\$169.00
MAVERICK DATA SYSTEMS	121843	1/8/2026	POLICE	PD-WARRANT BUILDER PRO SOFTWARE RENEWAL FOR INVEST	\$2,000.00
MERCURY MEDICAL	121844	1/8/2026	FIRE	BPO FIRE - MERCURY MEDICAL - EMS SUPPLIES	\$333.10
MIDWEST TAPE LLC	121845	1/8/2026	LIBRARY	BPO - LIB - ADULT DVD ORDERS	\$82.46
				BPO - LIB - JUVENILE DVD ORDERS	\$53.97
MILLER MENDEL INC	401014	1/8/2026	POLICE	PD-CREDIT REPORTS FOR HANLIN, CARRILLO	\$9.00
				PD-ESOPH SUBSCRIPTIONS FOR 10 ENTRIES WITH 5 CREDIT	\$1,290.00
MISC CUSTOMER REFUND	121763	12/31/2025	STMWTR	UB 2000296457 1815 POWERS	\$22.03
	121764	12/31/2025	STMWTR	UB 2000982083 1733 ALDER	\$31.67
	121765	12/31/2025	STMWTR	UB 2000849146 337 STEWART	\$86.37
	121766	12/31/2025	POLICE	J. HENSLEY JR PD PARKING TICKET LATER DISMISSED	\$50.00
	121767	12/31/2025	WATER	UB 1304012556 412 4TH	\$111.52
	121786	1/8/2026	SANITATION	UB 1900015504 523 BURRELL	\$73.58
	121787	1/8/2026	STMWTR	UB 1900550434 910 GRELLE	\$3,135.33
	121788	1/8/2026	ECONDEV	CD-CDBG-FINAL INVOICE FOR DOORS, PAINTING & PERMIT	\$8,254.89
	121789	1/8/2026	SETTLEMENT	SETTLEMENT AGREEMENT - PROFITT V. CITY OF LEWISTON	\$345,000.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
MISC CUSTOMER REFUND	121790	1/8/2026	SANITATION	UB 0809020745 2956 MAYFAIR RDG	\$135.75
MORETON & COMPANY	121846	1/8/2026	INSTRUST	2026 WORKER COMP BOND	\$17,159.00
MOTION AUTO SUPPLY	401015	1/8/2026	FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$41.88
			FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$0.00
MOTION INDUSTRIES INC	121847	1/8/2026	FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$3.87
NAPA AUTO PARTS	121848	1/8/2026	FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$675.02
			FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$592.77
			WSTWTR	BPO-PW-WWTP BATTERIES; VEHICLE ITEMS	\$95.67
NATIONAL COMMUNITY DEVELOPMENT ASSOCIATION	121850	1/8/2026	ECONDEV	CD-CDBG-MEMBERSHIP DUES FOR 7/1/2025-6/30/2026	\$550.00
NATIONAL SAFETY INC	121849	1/8/2026	WSTWTR	PW-WWTP-GLOVES AND HARNESES; QUOTE ATTACHED	\$802.21
NATIONWIDE RETIREMENT	3727	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$13,019.97
NATIONWIDE-RESERVE	3730	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$3,198.42
NCPERS GROUP LIFE INS	121796	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$1,584.00
NEZ PERCE COUNTY	121851	1/8/2026	LEGAL	BPO-LEGAL-NPC-COL FY26 PROSECUTION SERVICES	\$12,805.05
NEZ PERCE COUNTY SHERIFF	121797	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$610.27
NOBLE-T ARBOR LLC	121852	1/8/2026	PARKSFAC	BPO/UF - NOBLE T - REMOVAL OF TREES B/C WINDSTORM	\$11,850.00
			TRNSPN	PW-STs-TREE TRIMMING/REMOVAL SRVS FOR 12/17/25	\$10,000.00
NORCO INC	401016	1/8/2026	FIRE	BPO FIRE - NORCO - OXYGEN SUPPLIES	\$628.02
NORTH 40 OUTFITTERS	121853	1/8/2026	PARKSFAC	BPO - PKS - NORTH 40 - MISC SUPPLIES, CITY PARKS	\$164.24
			SANITATION	BPO - TS - PERSONAL PROTECTIVE EQUIPMENT	\$240.95
				PW - TS - SAFETY SHOES: DUSTIN LAND	\$225.00
			STMWTR	PW - STMW - SAFETY SHOES: JACOB SQUIRES	\$284.99
			TRNSPN	PW-TR-SAFETY SHOES; M KELLEY	\$174.99
				PW-TR-SAFETY SHOES; T WILLIAMSON	\$199.99
			WATER	PW-WTP-BPO OPERATING SUPPLIES	\$156.80
			WSTWTR	BPO-PW-WWTP-OPERATING SUPPLIES: TOOLS & HARDWAR	\$177.68



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
NORTH 40 OUTFITTERS	121853	1/8/2026	WSTWTR	PW-WWCOLL-BPO OPERATING SUPPLIES: TOOLS & HARDW	\$484.14
ODOO INC	121855	1/8/2026	INFOSYSTMS	ODOO LICENSE UPGRADE	\$1,093.12
ODP BUSINESS SOLUTIONS LLC	121856	1/8/2026	POLICE	BPO PD OFFICE SUPPLIES TO INCLUDE PENS, PAPER, FIL	\$71.65
			RECREATION	BPO - REC - ODP - ADMIN OFFICE SUPPLIES	\$64.54
			TRNSPN	BPO - PW OFFICE - OPERATING/OFFICE SUPPLIES	\$36.72
OMEGA RAIL MANAGEMENT INC	121857	1/8/2026	WATER	PW-WTR-RAILROAD LEASES	\$1,379.17
O'REILLY AUTO PARTS	121854	1/8/2026	FLTMAINT	BPO- FLEET- REPAIR PARTS & SUPPLIES	\$580.68
OXARC	121858	1/8/2026	WATER	BPO-PW-WTP-CALCIUM THIOSULFATE FOR WATER TREATMEN	\$1,743.45
				BPO-PW-WTR- SODIUM HYPOCHLORITE	\$4,473.60
			WSTWTR	BPO-PW-WWTP- PERSONNEL SAFETY SUPPLIES; GLOVES,	\$119.58
PERSI	3728	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$194,894.75
PEYTON TEEVENS	121773	12/31/2025	RECREATION	BASKETBALL OFFICIATING 12/28 4 GAMES	\$140.00
PORT OF LEWISTON	121859	1/8/2026	INFOSYSTMS	BPO - FIBER CONNECTIONS	\$945.00
PRINCRAFT PRINTING	401017	1/8/2026	POLICE	BPO PD BUSINESS CARDS	\$45.00
			TRANSITOP	TRANSIT CITY OF LEWISTON PRINTED ENVELOPES 500CT	\$160.00
QUAD COUNTY FIRE CHIEFS ASSOCIATION	121860	1/8/2026	FIRE	FIRE-QUAD COUNTY FIRE CHIEFS ASSOC - MEMBERSHIP	\$250.00
RICOH USA INC	121861	1/8/2026	LIBRARY	BPO - LIB - LEASE FEES	\$280.86
			POLICE	BPO PD COPIER RENTAL FOR COPY ROOM MACHINE	\$133.65
	121862	1/8/2026	SANITATION	BPO - PW - MPC4503 COPIER MAINTENANCE	\$6.52
			STMWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$6.52
			TRNSPN	BPO - PW - MPC4503 COPIER MAINTENANCE	\$153.21
			WATER	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.62
			WSTWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.63
ROGERS MOTORS LLC DBA ROGERS CHRYSLER JEEP DODGE RAM LLC	121863	1/8/2026	FLTMAINT	BPO- FLEET- REPAIR PARTS & REPAIRS	\$271.52
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	401020	1/8/2026	SANITATION	BPO - SAN - FY26 ANNUAL CURBSIDE COLLECTION	\$287,638.19
				BPO - SAN - FY26 PROCESSING SINGLE STREAM RECY	\$7,401.90



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
SANITARY DISPOSAL INC	40102	1/8/2026	SANITATION	BPO - SAN - FY26 TONNAGE HAUL	\$29,132.54
SCHUMANN ENTERPRISES INC DBA EMPIRE PRESSURE WASH	401003	1/8/2026	TRANSITOP	BPO- TRANSIT BUS WASHING	\$145.00
SHAWN SPENCER	121774	12/31/2025	RECREATION	BASKETBALL OFFICIATING 12/14 2 GAMES	\$70.00
SHYANN RINEHART	121772	12/31/2025	POLICE	S. RINEHART ILETS FULL INQUIRY & FULL ACCESS	\$169.00
SPLASH CARWASH & DETAILING	121867	1/8/2026	FLTMAINT	BPO- FLEET- CAR WASHES	\$12.00
			POLICE	BPO PD CAR WASH FOR PATROL, UNDERCOVER, AND DEPART	\$564.00
STANTEC CONSULTING SERVICES INC	401018	1/8/2026	WATER	WR086 WATER TREATMENT PLANT (WTP) ALKALINITY	\$10,161.50
STERLING BATTERY COMPANY	121869	1/8/2026	FLTMAINT	BPO- FLEET- VEHICLE BATTERIES	\$263.99
STRUCTURAL ENGINEERING SERVICES	401019	1/8/2026	CEMETERY	CM002-CEM-ALFRED SANCHEZ- COLUMBARIUM FOUNDATION	\$8,400.00
T BAILEY INC	121870	1/8/2026	WATER	WR071 RESERVOIR EVAL & RECOATING - DESIGN/BUIL	\$24,040.00
TELUS COMMUNICATIONS INC	121872	1/8/2026	TRNSPN	BPO - ST - SNOW PLOW/SWEEPER MONTHLY GPS SERVICE	\$576.00
THATCHER COMPANY INC	121873	1/8/2026	WATER	BPO-PW-WTP-ACH FOR WATER TREATMENT	\$16,606.55
THE MASTER'S TOUCH LLC	121842	1/8/2026	FINANCE	BPO - UB - MONTHLY PRINTING & MAILING-STATEMENTS	\$6,697.05
THE UPS STORE	121878	1/8/2026	FLTMAINT	BPO- FLEET- SHIPPING	\$38.41
			POLICE	BPO PD MAIL SERVICE	\$94.42
THOMAS K THOMPSON DBA SPORT TRUCK CENTER	121868	1/8/2026	FIRE	FIRE - SPORT TRUCK CENTER - SHOP 077	\$2,070.00
THOMSON REUTERS - WEST	121874	1/8/2026	LEGAL	BPO-LEGAL-WESTLAW CHARGES FY26	\$1,204.66
T-MOBILE	121776	12/31/2025	INFOSYSTMS	BPO - FLEX FIRST RESPONDER DEVICES	\$33.60
			POLICE	BPO - FLEX FIRST RESPONDER DEVICES	\$33.60
T-MOBILE USA INC	121871	1/8/2026	POLICE	PD-SEARCH WARRANT FOR PHONE. CASE 25-L15951. DET A	\$50.00
TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC	121875	1/8/2026	POLICE	BPO TLO ACCESS FEES FOR INVESTIGATIONS	\$125.00
TRIBUNE PUBLISHING CO	401021	1/8/2026	COMDEV	BPO-CD-PLANNING AND ZONING COMMISSION-PUBLISHED N	\$154.16
			PROPIMPR	PF036-BERT LIPPS POOL LINER AD	\$153.32
TWIN COUNTY UNITED WAY	121876	1/8/2026	SETTLEMENT	CD-OPIOID SETTLEMENT-NPC DRUG TREATMENT COURTS	\$1,905.00
TYLER KNIGGE	121795	1/8/2026	HR	T. KNIGGE 1000 TUITION REIMB 100 BOOK REIMB	\$1,100.00
UNIFORMS2GEAR INC	401022	1/8/2026	FIRE	FIRE - UNIFORMS2GEAR - UNIFORMS	\$506.64



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
UNITED RENTALS (NORTH AMERICA), INC.	12187 7	1/8/2026	WATER	BPO-PW-WD- SPECIALTY EQUIPMENT/TOOLS/ REPAIR SRV	\$59.70
			WSTWTR	BPO-PW-WWC- MISC EQUIPMENT RENTAL	\$29.92
URM STORES INC	40102 3	1/8/2026	FLTMAINT	BPO- FLEET - SHOP SUPPLIES	\$19.56
			LIBRARY	BPO - LIB - OFFICE SUPPLIES	\$63.51
			RECREATION	BPO SNR NUTR - URM - DAILY FOOD RUNS	\$380.04
			WSTWTR	BPO-PW-WWTP OPERATING/BREAKROOM/CLEANIN G SUPPLIES	\$19.56
US FOODS - SPOKANE	12187 9	1/8/2026	RECREATION	BPO - REC - SNR NUTR - FOOD SUPPLY FOR MEAL PROGR	\$2,572.34
VALLEY WASTE DISPOSAL LLC	12188 1	1/8/2026	SANITATION	BPO - SAN - FY26 NON-MUNICIPAL SW DISPOSAL	\$10,014.24
VERIZON WIRELESS	3710	12/31/2025	WSTWTR	NEW IPHONE REPLACE LOST - NATE SMITH	\$249.99
	3711	12/31/2025	PARKSFAC	NEW IPAD - JUSTIN GLENN	\$199.99
	3712	12/31/2025	COMDEV	BILL DATE 12/12/25 UTILITY CHARGES	\$331.17
			FIRE	BILL DATE 12/12/25 UTILITY CHARGES	\$1,095.92
			GOLFCRS	BILL DATE 12/12/25 UTILITY CHARGES	\$0.02
			HR	BILL DATE 12/12/25 UTILITY CHARGES	\$38.73
			INFOSYSTMS	BILL DATE 12/12/25 UTILITY CHARGES	\$609.17
			LEGISLATIV	BILL DATE 12/12/25 UTILITY CHARGES	\$80.08
			PARKSFAC	BILL DATE 12/12/25 UTILITY CHARGES	\$123.52
			POLICE	BILL DATE 12/12/25 UTILITY CHARGES	\$2,239.73
			TRANSITOP	BILL DATE 12/12/25 UTILITY CHARGES	\$159.41
			TRNSPN	BILL DATE 12/12/25 UTILITY CHARGES	\$1,006.74
			WATER	BILL DATE 12/12/25 UTILITY CHARGES	\$1,380.43
			WSTWTR	BILL DATE 12/12/25 UTILITY CHARGES	\$1,125.47
WALTER E NELSON SUPPLIES	12188 2	1/8/2026	PARKSFAC	BPO - FAC - WALTER NELSON - CUSTODIAL SUPPLIES	\$376.00
				FAC - WALTER E NELSON - CUSTODIAL SUPPLIES	\$11.40
WASHINGTON STATE SUPPORT REGISTRY	12179 8	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$358.86
WESTERN RECYCLERS INC	40102 4	1/8/2026	FINANCE	BPO- FIN- WESTERN RECYCLERS- SHREDDING	\$34.66
			FIRE	BPO FIRE - WESTERN RECYCLERS	\$52.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
WESTERN RECYCLERS INC	401024	1/8/2026	HR	BPO- FIN- WESTERN RECYCLERS-SHREDDING	\$17.34
			LIBRARY	BPO - LIB - RECYCLING SERVICES	\$52.00
			POLICE	BPO PD SHREDDING SERVICES	\$52.00
WESTERN STATES EQUIPMENT	121883	1/8/2026	WSTWTR	PW-WWC-GENERATOR MAINT; CHAPMAN/FEDEX/AIRPORT	\$3,236.55
				PW-WWTP-PREVENT MAINT & BATT; GEN 3,4,S SHORE	\$4,312.38
WHITNEY EQUIPMENT CO INC	121884	1/8/2026	WSTWTR	PW-WWTP-NEW GAS MONITOR SENSORS	\$1,871.88
WITMER PUBLIC SAFETY GROUP INC	401025	1/8/2026	FIRE	FIRE - WITMER - DUTY BOOTS	\$393.62
				FIRE - WITMER - STRUCTURE BOOTS	\$8,110.44
WSCFF EMPLOYEE BENEFIT TRUST DBA IAFF MERP	121781	1/8/2026	ADMSVC	Payroll Run 1 - Warrant 010826	\$5,200.00
ZIEGLER BUILDING CENTER	121885	1/8/2026	PARKSFAC	PKS - ZIGGYS - ROOFING	\$429.70
			WATER	BPO-PW-WD OPERATING/CONSTRUCTION SUPPLIES	\$373.22
Total					\$2,025,216.90



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE FINAL PLAT — CANYON CREST SOUTH ADDITION PHASE 1B	AGENDA NO. VI. D. AGENDA DATE: January 26, 2026
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) At their September 13, 2023, regular meeting, the City of Lewiston Planning and Zoning Commission considered the Canyon Crest South Addition Preliminary Plat, and voted unanimously to recommend approval of the plat contingent upon the approval of the Bryden Avenue vacation petition (VA-02-2023), to the Lewiston City Council. On September 25, 2023, the Council heard the staff report and public comments regarding VA-02-2023, and after deliberation, voted to deny the vacation request. With the denial of VA-02-2023, the Council was forced to deny the Canyon Crest South Addition preliminary plat, due to portions of the proposed Bryden Avenue vacation area being included within the proposed preliminary plat boundary. At the Council's work session meeting on October 2, 2023, the applicant addressed the City Council, and asked that the Council consider having an additional public hearing to allow for additional public comment regarding the vacation. The Council voted to approve the applicant's request for an additional public hearing. On October 23, 2023, the City Council conducted an additional public hearing, and following comments from staff clarifying City Code, and hearing additional testimony from the applicant and the public, voted to conditionally approve VA-02-2023, with the condition that the associated vacation resolution will not be filed for record until the applicant has dedicated an alternate public right-of-way in the final plat of the Canyon Crest South Addition that connects 18th Street to the remaining portion of Bryden Avenue not vacated, in a location satisfactory to the City Engineer. With the conditional approval of VA-02-2023, the City Council then re-considered the Canyon Crest South Addition preliminary plat and voted at their November 13, 2023 meeting to approve the Canyon Crest South Addition preliminary plat with conditions attached for portions of the plat affected by the Bryden Avenue vacation decision. An additional vacation petition by a different party for the entire Bryden Avenue right-of-way between 18th and 19th Streets was later approved by the City Council, making the vacation conditions contained in the original preliminary plat moot, but preserving the validity of the remainder of the preliminary plat. The Canyon Crest South Addition to the City of Lewiston, Phase IB final subdivision plat proposes to plat approximately 1.60 acres of undeveloped property located north of Clark Fork Lane and east of Glacier Drive, into 12 residential development lots. In accordance with Section 32-19(4) of the Subdivision Code, this plat represents the second phase of the proposed multi-phase Canyon Crest South development. All of the proposed lots in the subdivision will be "standard" lots which have frontage on an improved public street that meets or exceeds the minimum required lot width for the zone. The current R-3 zoning designation	

allows lots to be developed utilizing the Small Lot Development Standard per LCC Sec. 37-33, which contains provisions for zero lot line common-wall dwellings (commonly called townhouses). This second phase of the development is all adjacent to and serviced by public improvements constructed for the original Phase IA development. Existing City sewer main will provide sanitary sewer service, and existing L.O.I.D. water mains will provide potable water service for the associated lots. Avista Utilities and Sparklight have also agreed in writing to provide utility service to the development. CenturyLink/Lumen has elected to not provide service for this development.

The subject property is zoned R-3, and the proposed lot configurations adhere to the requirements of the R-3 zone, as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.

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

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

Approval of this final subdivision plat may result in future impacts on Public Works' staff and budgets due to the increased demand and use of associated existing public improvements.

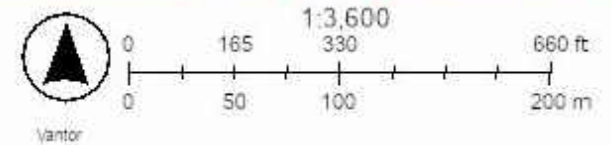
ACTION PROPOSED

City staff recommend that the Lewiston City Council accept and approve the Canyon Crest South Addition to the City of Lewiston - Phase IB final subdivision plat as presented. A draft reasoned statement incorporating information from the staff report has been provided for your consideration or use at your discretion.

City of Lewiston



1/5/2026, 2:08:13 PM



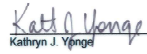
DEDICATION

DK Holdings, LLC, an Idaho limited liability company, as its sole and separate property, being the owner of the land and premises in the accompanying plat, have caused said land to be subdivided and platted as shown upon said Plat as an addition to the City of Lewiston, Idaho, to be known as Canyon Crest South Addition to the City of Lewiston - Phase IB. Said undersigned owners do herewith declare their intentions to include the land located within the boundaries of said plat and they hereby dedicate to the City of Lewiston, unless identified as a private easement, all of the public easements and rights-of-way as shown upon said plat.

IN WITNESS WHEREOF We do hereby set our hands.

This 5th day of January, 2025

 Managing Member
Daniel T. Yonge

 Managing Member
Kathryn J. Yonge

ACKNOWLEDGMENT

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

On this 5th day of January, 2025, before Sarah Tennant, a Notary Public in and for the aforesaid state, personally appeared before me Daniel T. Yonge and Kathryn J. Yonge, to me known to be the persons whose names are subscribed on the foregoing dedication and acknowledged to me that they executed the same as their free and voluntary act for the purposes therein mentioned.

 Lewiston, ID
Notary Public Residing in
My Commission Expires 4-12-2030



DEEDED DESCRIPTION

Warranty Deed Instrument No. 854280 (see Boundary Description for the legal description of the portion of this parcel being subdivided by this plat)

Lots 1, 2, 3, 4, 5, 6 and 7, Block 94, Lots 1, 2 and 3, Block 95, and Lots 3 and 4, Block 97, Lewiston Orchards Tract No. 12, according to the recorded plat thereof, records of Nez Perce County, Idaho, measurements being from the centerline of adjacent streets and alleys.

BOUNDARY DESCRIPTION

Canyon Crest South Addition to the City of Lewiston - Phase IB

A tract of land located in the NW 1/4 Section 14, T. 35 N., R. 5W., B.M., Nez Perce County, City of Lewiston, Idaho, within Lots 3 and 4, Block 97, Lewiston Orchards Tract No. Twelve according to the recorded plats thereof, records of Nez Perce County, Idaho, more particularly describes as follows:

(Block 1)

Commencing at the Northwest corner of said Section 14 and running thence S0°49'37"W 1338.25 feet along the west Section line to the intersection of the centerlines of 18th Street and Bryden Avenue; thence S89°44'07"E 30.00 feet to a point on the easterly right-of-way line of 18th Street; thence continuing along said easterly right-of-way line of 18th Street S0°50'07"W 262.00 feet to the TRUE POINT OF BEGINNING for this Description;
thence S89°44'07"E 476.00 feet to a point on the westerly right-of-way line of Glacier Drive;
thence continuing along said westerly right-of-way line of Glacier Drive S0°50'07"W 64.20 feet;
thence continuing along said westerly right-of-way line of Glacier Drive along a curve to the right having a radius of 20.00 feet, a central angle of 89°25'46" and a chord length of 28.14 feet bearing S45°33'00"W to a point on the northerly right-of-way line of Clark Fork Lane;
thence continuing along said northerly right-of-way line of Clark Fork Lane N80°44'07"W 436.00 feet;
thence continuing along said northerly right-of-way line of Clark Fork Lane along a curve to the right having a radius of 20.00 feet, a central angle of 90°34'14" and a chord length of 28.42 feet bearing N44°27'00"W to a point on said easterly right-of-way line of 18th Street;
thence continuing along said easterly right-of-way line of 18th Street N0°50'07"E 83.80 feet to the TRUE POINT OF BEGINNING.
Said Tract contains 1.13 Acres, more or less.

ALSO INCLUDING (Block 2):

Commencing at the Northwest corner of said Section 14 and running thence S0°49'37"W 1338.25 feet along the west Section line to the intersection of the centerlines of 18th Street and Bryden Avenue; thence S89°44'07"E 30.00 feet to a point on the easterly right-of-way line of 18th Street; thence continuing along said easterly right-of-way line of 18th Street S0°50'07"W 262.00 feet; thence S89°44'07"E 476.00 feet to a point on the westerly right-of-way line of Glacier Drive; thence continuing along said westerly right-of-way line of Glacier Drive N0°50'07"E 10.33 feet; thence S89°09'53"E 54.00 feet to a point on the easterly right-of-way line of said Glacier Drive and the TRUE POINT OF BEGINNING for this Description;
thence S89°09'53"E 99.99 feet to a point on the easterly line of Lot 3, Block 97 of the Lewiston Orchards Tract No. 12;
thence continuing along said easterly line of Lot 3, Block 97 of the Lewiston Orchards Tract No. 12, S0°50'07"W 200.00 feet to the northeasterly corner of Canyon Crest South Addition to the City of Lewiston - Phase IA;
thence continuing along the northerly boundary of said Canyon Crest South Addition to the City of Lewiston - Phase IA N89°09'53"W 99.99 feet to a point on said easterly right-of-way line of Glacier Drive;
thence continuing along said easterly right-of-way line of Glacier Drive N0°50'07"E 206.00 feet to the TRUE POINT OF BEGINNING.
Said Tract contains 0.47 Acres, more or less.

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 apprise themselves of all development requirements. These requirements may or may not have been identified during the subdivision process and may or may not be shown on the plat. The City of Lewiston is not responsible for any losses, financial or otherwise, resulting from the unsuitability of a lot for a specific use.

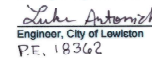
CITY CLERKS CERTIFICATE

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 _____ 2025.

City Clerk, City of Lewiston Date

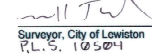
CITY ENGINEER'S CERTIFICATE

I hereby certify that I have examined this plat and that it complies with the Subdivision Ordinance of The City of Lewiston, Idaho

 1/12/26
Engineer, City of Lewiston Date
P.E. 18362

CITY SURVEYOR'S CERTIFICATE

I hereby certify that I have examined this plat and that it complies with the requirements of Title 50, Chapter 13, Idaho Code.

 1-13-2026
Surveyor, City of Lewiston Date
P.L.S. 10504

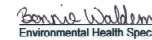
COUNTY TREASURER'S CERTIFICATE

I hereby certify that all ad valorem taxes and assessments for the property hereon described have been paid for the year 2025 and preceding years.

 1/5/26
Nez Perce County Treasurer Date

PUBLIC HEALTH - IDAHO NORTH CENTRAL DISTRICT

Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13 have been satisfied 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 shelter requiring drinking water or sewer/septic facilities shall be allowed.

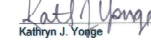
 12-30-25
Environmental Health Specialist Date

WATER SYSTEM CERTIFICATE

All of the lots described in this plat will be eligible to receive water service from Lewiston Orchards Irrigation District (I.O.I.D.). I.O.I.D. has agreed in writing to serve all the lots in this subdivision.

DK Holdings, LLC

 Managing Member
Daniel T. Yonge

 Managing Member
Kathryn J. Yonge

SURVEYOR'S CERTIFICATE

I, Jack S. Hammond, Professional Engineer and Professional Land Surveyor in the State of Idaho, hereby certify that I have surveyed the Canyon Crest South Addition to the City of Lewiston - Phase IB as herein drawn and described and that the streets, lots, distances and monuments have been measured and located as herein shown.

Witness my hand and seal this 22nd day of December, 2025.

 Jack S. Hammond Idaho License No. 2102



NARATIVE

The purpose of this survey is to subdivide the overall parcels into multiple residential lots and right-of-ways, as required by the City of Lewiston. The Boundary of the parent parcels are controlled by the Warranty Deed, the Lewiston Orchards Tract No. Twelve, and the found monuments as shown on this Plat map.

Public Record Documents used in This Survey (Records of Nez Perce County, ID):
Lewiston Orchards Tract No. Twelve - Instr. No. 62427 (Cab. 134A)
Corner Perpetuation and Filing Record - Instr. No. 761100
-The Estates at Canyon Crest Phase I - Instr. No. 745919
-Cahill Addition - Instr. No. 905680
-Gaspell Addition - Instr. No. 915082
-Warranty Deed - Instr. No. 854280
-Canyon Crest South Addition to the City of Lewiston - Phase IA - Instr. No. 916461



HAMMOND ENGINEERING & DEVELOPMENT CO.
23020 Penny Lane, Juliaetta, Idaho 83435
(208) 843-8303

CANYON CREST SOUTH ADDITION
TO THE CITY OF LEWISTON - PHASE IB
LEWISTON, IDAHO
LOT 3 & 4, BLOCK 97,
LEWISTON ORCHARDS TRACT NO. TWELVE
NW 1/4 S. 14, T. 35 N., R. 5 W., B.M.

SCALE

DRAWN BY MEE	CHECKED BY JSH
DATE 12-22-25	JOB # 2516
SHEET 2 OF 2	DRAWING # 2516-FP2

**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:**
SUBF25-0002
- II. APPLICANT'S NAME AND ADDRESS:**
DK Holdings, LLC
626 Thain Road, Suite A
Lewiston ID, 83501
- III. IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:**
1.60 acres of undeveloped land located north of Clark Fork Lane, and east of Glacier Drive, Lewiston, Idaho.
- IV. IDENTIFICATION OF ZONING DISTRICT AND FUTURE LAND USE DESIGNATION OF SUBJECT PROPERTY:**
Medium Density Residential (R-3) Zone, Neighborhood Residential
- V. DATE OF CONSIDERATION:**
January 26, 2026
- 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 SUBF25-0002 (Canyon Crest South Addition to the City of Lewiston – Phase IB).**

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 Canyon Crest South Addition to the City of Lewiston , Phase IB final subdivision plat proposes to plat approximately 1.60 acres of undeveloped property located north of Clark Fork Lane and east of Glacier Drive, into 12 residential development lots. In accordance with Section 32-19(4) of the Subdivision Code, this plat represents the second phase of the proposed multi-phase Canyon Crest South development. All of the proposed lots in the subdivision will be “standard” lots which have frontage on an improved public street that meets or exceeds the minimum required lot width for the zone. The current R-3 zoning designation allows lots to be developed utilizing the Small Lot Development Standard per LCC Sec. 37-33, which contains provisions for zero lot line common-wall dwellings (commonly called townhouses). This second phase of the development is all adjacent to and serviced by public improvements constructed for the original Phase IA development. Existing City sewer main will provide sanitary sewer service, and existing L.O.I.D. water mains will provide potable water service for the associated lots. Avista Utilities and Sparklight have also agreed in writing to provide utility service to the development. CenturyLink/Lumen has elected to not provide service for this development.

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

The proposed subdivision is in conformance with the Lewiston Comprehensive Plan which includes the subject property in the Neighborhood Residential - Future Land Use Designation area. The proposed subdivision promotes the desired Neighborhood Residential characteristics by providing a relatively low intensity residential neighborhood with adequate street 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-3 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-3 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 second phase of the approved multi-phase plat of Canyon Crest South, approved by the Lewiston City Council on November 13, 2023

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

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

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

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

8. The proposed subdivision **does not** have, in whole or in part, terrain having an average slope exceeding ten percent (10%). 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 November 13, 2023

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

All proposed lots front existing improved public streets, so no additional public improvements were required to service the lots contained in the current phase IB subdivision

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 January 12, 2026.

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 January 13, 2026.

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 FINAL PLAT — CANYON CREST WEST ADDITION PHASE 1A SOUTH	AGENDA NO. VI. E. AGENDA DATE: January 26, 2026
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) At their August 28, 2024 regular meeting, the City of Lewiston Planning and Zoning Commission considered the Canyon Crest West Addition to the City of Lewiston– Phase IA, Preliminary Plat, and voted unanimously to recommend approval of the plat as presented to the Lewiston City Council. On September 9, 2024, The Lewiston City Council accepted the recommendation of the City of Lewiston Planning and Zoning Commission and voted to approve the Canyon Crest West Addition to the City of Lewiston – Phase IA, preliminary plat. On February 10, 2025, The Lewiston City Council voted to approve the Canyon Crest West Addition to the City of Lewiston – Phase IA-North final subdivision plat. The Canyon Crest West Addition to the City of Lewiston - Phase IA–South final subdivision plat proposes to plat approximately 3.84 acres of undeveloped property located along the west side of 18th Street, and south of the existing Canyon Crest West Addition to the City of Lewiston - Phase IA-North subdivision, into 15 lots. In accordance with Section 32-12 of the Subdivision Code, this subdivision is the second phase of a proposed multi-phase development described in a Development Master Plan submitted in August of 2023. Thirteen (13) of the proposed lots in the subdivision will be “standard” lots which have frontage on an improved public street that meets or exceeds the minimum required lot width for the zone. The remaining two (2) lots comply with the requirements of Section 37-124 of City Code describing the standards for flag lot development. Several of the proposed lots are configured to abut 18th Street on the east side of the subdivision. Transportation plans assign 18th Street as a major collector in the future and indicate that 18th Street should be protected from congestion caused by direct residential approaches. To eliminate the undesired residential congestion, building lots along 18th avenue will require reverse frontage, with access control, in the form of a screening easement which will restrict direct access to abutting parcels from 18th Street. City Code Section 32-32(f) suggests this type of lot configuration with access control to “preserve the traffic function of the arterial route”. Construction of approximately 707 lineal feet of new public streets and associated public improvements has been completed, and the approved subdivision plat will dedicate those new streets to the public. The proposed southerly extension of Parkridge Way was constructed to the residential collector standard. The proposed new east-west street within the subdivision (to be named Painted Rock Court) was constructed to the Local Residential Street standard, and incorporates a cul-de-sac turn-around, which conforms to the requirements of the Lewiston Fire Department’s Standard Operating Procedure #906 for Fire Apparatus Access Roads, at its easterly terminus.	

Frontage improvements along approximately 272 lineal feet of existing 18th street, east of the proposed subdivision, have also been constructed. An existing C.O.S.D. sewer main already existed in the location of the Parkridge Way extension. Additional sewer mains were extended eastward from Parkridge Way to serve the remainder of the proposed subdivision. L.O.I.D. has agreed to provide potable water service for the proposed subdivision. Avista Utilities and Sparklight will also provide utility services for the development. CenturyLink/Lumen Technologies elected to not provide service for the proposed development.

The subject property is zoned R-2, and the proposed lot configurations adhere to the requirements of the R-2 zone, as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.

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

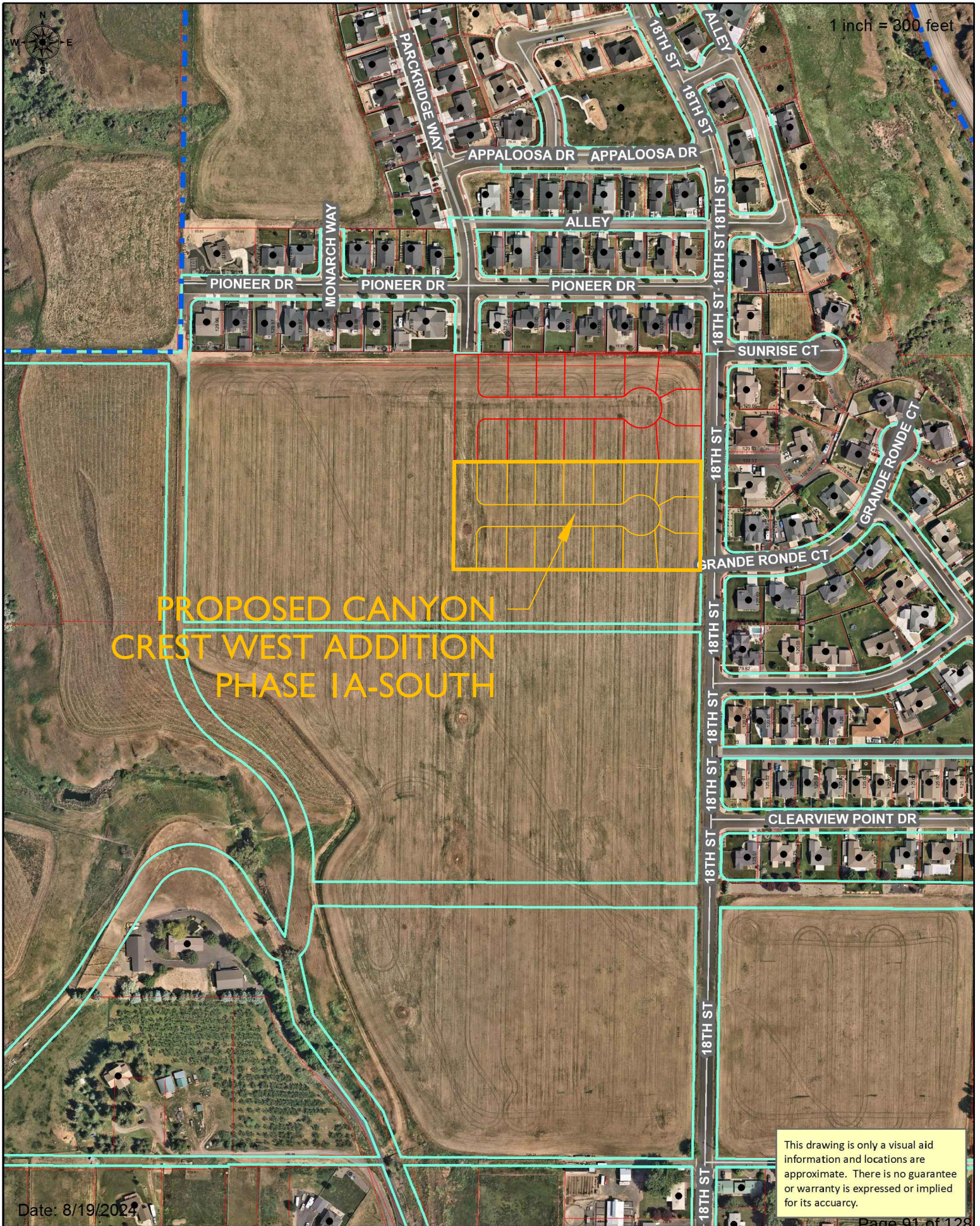
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources)

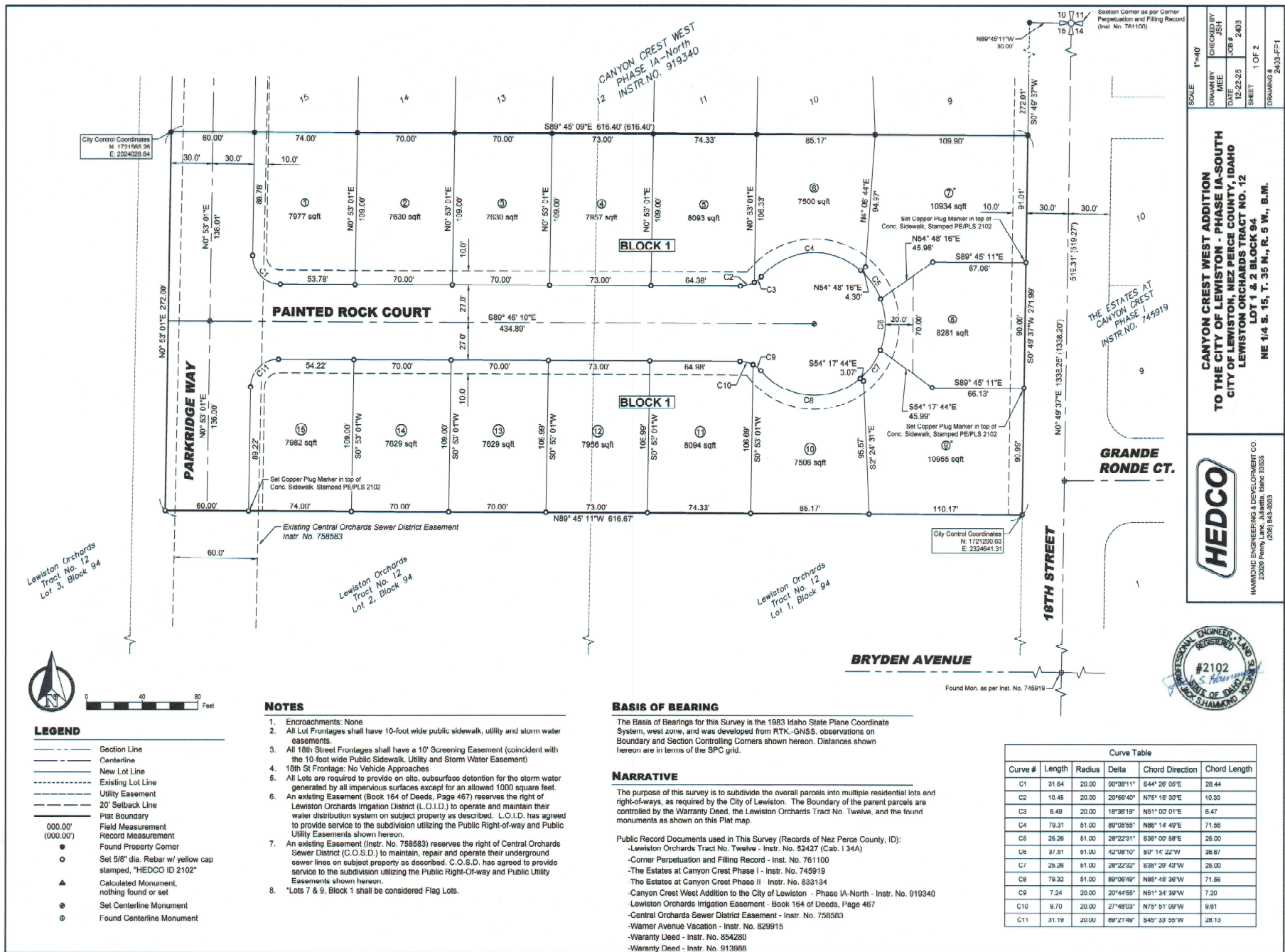
Approval of this final subdivision plat will result in future impacts on Public Works' staff and budgets due to the required maintenance associated with public improvements constructed as part of the proposed development.

ACTION PROPOSED

Staff recommends that the Lewiston City Council accept and approve the Canyon Crest West Addition to the City of Lewiston – Phase IA-South, final 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.

City of Lewiston





DEDICATION

DK Holdings, LLC, an Idaho limited liability company, as its sole and separate property, being the owner of the land and premises in the accompanying plat, have caused said land to be subdivided and platted as shown upon said Plat as an addition to the City of Lewiston, Idaho, to be known as Canyon Crest West Addition to the City of Lewiston - Phase IA-South. Said undersigned owners do herewith declare their intentions to include the land located within the boundaries of said plat and they hereby dedicate to the City of Lewiston, unless identified as a private easement, all of the public easements and rights-of-way as shown upon said plat.

IN WITNESS WHEREOF We do hereby set our hands.

This 5th day of January, 2026

[Signature] Managing Member
Daniel T. Yonge

[Signature] Managing Member
Kathryn J. Yonge

ACKNOWLEDGMENT

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

On this 5th day of January, 2026, before Sarah Tennant a Notary Public in and for the aforesaid state, personally appeared before me Daniel T. Yonge and Kathryn J. Yonge, to me known to be the persons whose names are subscribed on the foregoing dedication and acknowledged to me that they executed the same as their free and voluntary act for the purposes therein mentioned.

[Signature] Lewiston, ID
Notary Public Residing in
My Commission Expires 4-13-2030



DEEDED DESCRIPTION

(see Boundary Description for the legal description of the portion of this parcel being subdivided by this plat)

Warranty Deed Instrument No. 854280

Lots 1, 2, 3, 4, 5, 6 and 7, Block 94, Lots 1, 2 and 3, Block 95, and Lots 3 and 4, Block 97, Lewiston Orchards Tract No. 12, according to the recorded plat thereof, records of Nez Perce County, Idaho, measurements being from the centerline of adjacent streets and alleys.

BOUNDARY DESCRIPTION

Canyon Crest West Addition to the City of Lewiston - Phase IA-South

A tract of land located in the NE 1/4 Section 15, T. 35 N., R. 5W., B.M., Nez Perce County, City of Lewiston, Idaho, within Lots 1 and 2, Block 94, Lewiston Orchards Tract No. Twelve according to the recorded plats thereof, records of Nez Perce County, Idaho, more particularly describes as follows:

Commencing at the Northeast Corner of Section 15 and running thence N89°45'11"W 30.00 feet to a point on the westerly right-of-way line of 18th Street, also being the northeasterly corner of Canyon Crest West Addition to the City of Lewiston - Phase IA-North; thence continuing along said right-of-way line S0°49'37"W 272.01 to the southeasterly corner of said Canyon Crest West Addition to the City of Lewiston - Phase IA-North and the TRUE POINT OF BEGINNING for this description.

thence continuing along said westerly right-of-way line of 18th Street S0°40'37"W 271.00 feet;
thence N89°45'11"W 616.67 feet;
thence N0°53'01"E 272.00 feet to the southwesterly corner of said Canyon Crest West Addition to the City of Lewiston - Phase IA-North;
thence continuing along the southerly boundary line of said Canyon Crest West Addition to the City of Lewiston - Phase IA-North S89°45'09"E 616.40 feet to a point on said westerly right-of-way line of 18th Street and the TRUE POINT OF BEGINNING for this description.

Said Parcel contains 3.84 Acres, more or less.

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 apprise themselves of all development requirements. These requirements may or may not have been identified during the subdivision process and may or may not be shown on the plat. The City of Lewiston is not responsible for any losses, financial or otherwise, resulting from the unsuitability of a lot for a specific use.

CITY CLERKS 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 _____, 2025.

City Clerk, City of Lewiston Date

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

[Signature] 1/12/26
Engineer, City of Lewiston Date
P.E. 18362

CITY SURVEYOR'S CERTIFICATE

I hereby certify that I have examined this plat and that it complies with the requirements of Title 50, Chapter 13, Idaho Code.

[Signature] 1-13-2026
Surveyor, City of Lewiston Date
P.L.S. 10504

COUNTY TREASURER'S CERTIFICATE

I hereby certify that all ad valorem taxes and assessments for the property hereon described have been paid for the year 2025 and preceding years.

[Signature] 1/5/26
Nez Perce County Treasurer Date

PUBLIC HEALTH - IDAHO NORTH CENTRAL DISTRICT

Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13 have been satisfied 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 shelter requiring drinking water or sewer/septic facilities shall be allowed.

[Signature] 12-30-25
Environmental Health Specialist Date

WATER SYSTEM CERTIFICATE

All of the lots described in this plat will be eligible to receive water service from Lewiston Orchards Irrigation District (L.O.I.D.). L.O.I.D. has agreed in writing to serve all the lots in this subdivision.

DK Holdings, LLC
[Signature] Managing Member
Daniel T. Yonge

[Signature] Managing Member
Kathryn J. Yonge

SURVEYOR'S CERTIFICATE

I, Jack S. Hammond, Professional Engineer and Professional Land Surveyor in the State of Idaho, hereby certify that I have surveyed the Canyon Crest West Addition to the City of Lewiston - Phase IA-South as herein drawn and described and that the streets, lots, distances and monuments have been measured and located as herein shown.

Witness my hand and seal this 22nd day of December, 2025.

[Signature]
Jack S. Hammond Idaho License No. 2102



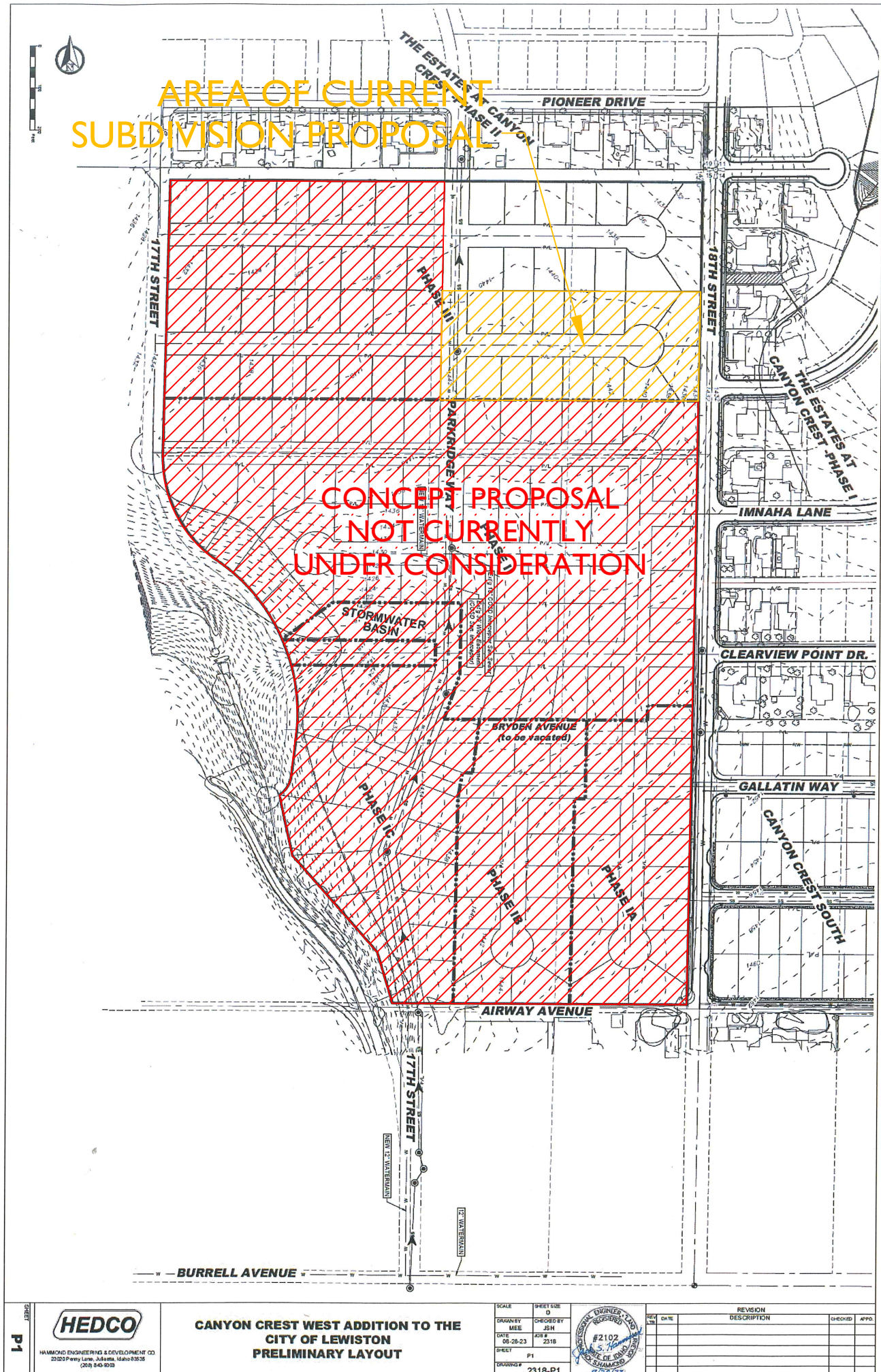
HAMMOND ENGINEERING & DEVELOPMENT CO.
23020 Penny Lane, Juliaetta, Idaho 83505
(208) 843-9303

**CANYON CREST WEST ADDITION
TO THE CITY OF LEWISTON - PHASE IA-SOUTH**
CITY OF LEWISTON, NEZ PERCE COUNTY, IDAHO
LEWISTON ORCHARDS TRACT NO. 12
LOT 1 & 2 BLOCK 94
NE 1/4 S. 15, T. 35 N., R. 5 W., B.M.

DRAWN BY MEE	CHECKED BY JSH
DATE 12-22-25	JOB # 2403
SHEET 2 OF 2	
DRAWING # 2403-FP2	

AREA OF CURRENT
SUBDIVISION PROPOSAL

CONCEPT PROPOSAL
NOT CURRENTLY
UNDER CONSIDERATION



HEDCO HAMMOND ENGINEERING & DEVELOPMENT CO. 23120 Perry Lane, Ada, Idaho 83208 (208) 543-8028	CANYON CREST WEST ADDITION TO THE CITY OF LEWISTON PRELIMINARY LAYOUT		SCALE ORIGINATOR DATE SHEET ORIGINATOR	SHEET SIZE CHECKED BY DATE SHEET ORIGINATOR	REGISTERED ENGINEER #2102 S. HAMMOND STATE OF IDAHO 8/28/23	REVISION DESCRIPTION CHECKED APPD.

**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:**
SUBF25-0001
- II. APPLICANT'S NAME AND ADDRESS:**
DK Holdings, LLC
626 Thain Road, Suite A
Lewiston ID, 83501
- III. IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:**
A 3.84 Acre parcel of land located at West of 18th Street, and south of the existing Canyon Crest West Addition to the City of Lewiston - Phase IA-North subdivision, in Lewiston, Idaho.
- IV. IDENTIFICATION OF ZONING DISTRICT AND FUTURE LAND USE DESIGNATION OF THE SUBJECT PROPERTY:**
Low Density Residential (R-2) Zone, Neighborhood Residential.
- V. DATE OF CONSIDERATION:**
January 26, 2026
- 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 SUB25F-0001 (Canyon Crest West Addition to the City of Lewiston – Phase IA-South).**

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 Canyon Crest West Addition to the City of Lewiston - Phase IA – South subdivision plat proposes to plat approximately 3.84 acres of undeveloped property located along the west side of 18th Street, and south of the existing Canyon Crest West Addition to the City of Lewiston - Phase IA – North subdivision, into 15 lots. In accordance with Section 32-12 of the Subdivision Code, this subdivision is the second phase of a proposed multi-phase development described in a Development Master Plan submitted in August of 2023. Thirteen (13) of the proposed lots in the subdivision will be “standard” lots which have frontage on an improved public street that meets or exceeds the minimum required lot width for the zone. The remaining two (2) lots comply with the requirements of Section 37-124 of City Code describing the standards for flag lot development. Several of the proposed lots are configured to abut 18th Street on the east side of the subdivision. Future transportation plans assign 18th Street as a major collector in the future and indicate that 18th street should be protected from congestion caused by direct residential approaches. To eliminate the undesired residential congestion, building lots along 18th avenue will require reverse frontage, with access control, in the form of a screening easement which will restrict direct access to abutting parcels from 18th Street. City Code Section 32-32(f) suggests this type of lot configuration with access control to “preserve the traffic function of the arterial route”. Construction of approximately 707 lineal feet of new public streets and associated public improvements has been completed, and the approved subdivision plat will dedicate those new streets to the public. The proposed southerly extension of Parkridge Way was constructed to the

residential collector standard. The proposed new east-west street within the subdivision (to be named Yellowstone Court) was constructed to the Local Residential Street standard, and incorporates a cul-de-sac turn-around, which conforms to the requirements of the Lewiston Fire Department's Standard Operating Procedure #906 for Fire Apparatus Access Roads, at its easterly terminus. Frontage improvements along approximately 272 lineal feet of existing 18th street, east of the proposed subdivision, have also been constructed. An Existing C.O.S.D sewer main already existed in the location of the Parkridge Way extension. Additional sewer mains were extended eastward from Parkridge Way to serve the remainder of the proposed subdivision. L.O.I.D. has agreed to provide potable water service for the proposed subdivision. Avista Utilities, and Sparklight will also provide utility services to the development. CenturyLink/Lumen Technologies elected to not provide service for the proposed development.

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

The proposed subdivision is in conformance with the Lewiston Comprehensive Plan which includes the subject property in the Neighborhood Residential - Future Land Use Designation area. The proposed subdivision promotes the desired Neighborhood Residential characteristics by providing a relatively low intensity residential neighborhood with adequate street 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-2 Zone which were established to promote the orderly development of the city according to the comprehensive plan; to conserve and stabilize the value of property; and otherwise to promote the public health, safety, and general welfare.

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-2 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 second phase of the multi-phase development described in a Development Master Plan submitted in August of 2023.

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

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

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

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

8. The proposed subdivision **does not** have, in whole or in part, terrain having an average slope exceeding ten percent (10%). 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 September 9, 2024

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

Construction of approximately 707 lineal feet of new public streets and associated public improvements has been completed, and the approved subdivision plat will dedicate those new streets to the public. The proposed southerly extension of Parkridge Way was constructed to the residential collector standard. The proposed new east-west street within the subdivision (to be named Painted Rock Court) was constructed to the Local Residential Street standard, and incorporates a cul-de-sac turn-around, which conforms to the requirements of the Lewiston Fire Department's Standard Operating Procedure #906 for Fire Apparatus Access Roads, at its easterly terminus. Frontage improvements along approximately 272 lineal feet of existing 18th street, east of the proposed subdivision, have also been constructed. An Existing C.O.S.D sewer main already existed in the location of the Parkridge Way extension. Additional sewer mains were extended eastward from Parkridge Way to serve the remainder of the proposed subdivision. L.O.I.D. has agreed to provide potable water service for the proposed subdivision. Avista Utilities, and Sparklight will also provide utility services to the development. CenturyLink/Lumen Technologies elected to not provide service for the proposed development.

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 January 12, 2026.

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 January 13, 2026.

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 RFP-26-005 AWARD - NORMAL HILL COLUMBARIUM	AGENDA NO. VII. C. AGENDA DATE: January 26, 2026
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The City solicited proposals for the design and construction of a columbarium at Normal Hill Cemetery, including an alternate for the addition of three (3) matching granite benches, to expand interment options and address current and future community needs. This project supports the continued use and long-term planning of the cemetery. Staff solicited proposals from three companies: Eickhof Columbaria Inc., Garlinghouse Memorials, and Mahoney Memorials-Wilbert Precast. Two proposals were received in response to the solicitation, Eickhof Columbaria Inc. and Mahoney Memorial - Wilert Precast. Proposals were reviewed and evaluated based on qualifications, experience, materials, project understanding and approach, schedule and delivery, and overall value to the City. Following evaluation, Mahoney Memorials-Wilbert Precast was determined to be the highest-ranked proposer, with a total proposal amount of \$143,430.20, including three (3) granite benches. Staff issued an Intent to Award to both proposers on December 8, 2025. Eickhof Columbaria Inc. subsequently submitted a protest of the award to Mahoney Memorials-Wilbert Precast, which was rejected as untimely.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) An amount of \$230,000 for a columbarium, benches, and associated site work is included in the FY26 budget for cemetery improvements.	
ACTION PROPOSED Staff recommends the award of the Normal Hill Cemetery columbarium contract to Mahoney Memorial - Wilbert Precast in the amount of \$143,430.20, and authorize the Mayor to execute the Agreement.	

**CONSTRUCTION AGREEMENT BETWEEN
CITY OF LEWISTON AND WILBERT PRECAST, INC.**

THIS CONSTRUCTION AGREEMENT ("Agreement") is entered into by and between the City of Lewiston, an Idaho municipal corporation, whose address is 1134 F Street, P.O. Box 617, Lewiston, ID 83501 ("Owner"), and Wilbert Precast, a foreign business corporation, whose address is 403 Diagonal St., Clarkston, WA 99403 ("Contractor"). Owner and Contractor may also individually be referred to as "Party" or collectively as "Parties."

**I.
DUTIES OF CONTRACTOR**

A. SCOPE OF SERVICES: Contractor shall furnish all materials, labor, tools, equipment, the design, production, delivery, and installation of a Columbarium and benches to the Normal Hill Cemetery located at 1122 7th St., Lewiston, ID 83501.

B. INSURANCE/BONDS: Contractor shall, at its sole expense, procure and maintain in full force and effect Worker's Compensation, Commercial General Liability, and other insurance in accordance with the requirements set forth in Exhibit A, attached hereto and incorporated herein. In addition to Contractor, the City of Lewiston shall be named as an additional insured on the policy, with coverage extending through the Final Completion date; and (b) performance and payment bonds equal to 100% of the contract value.

C. CONDITIONS PRECEDENT: In accordance with Idaho Code § 63-1502, Contractor shall be authorized to do business in the State of Idaho, and Contractor shall furnish satisfactory evidence that Contractor has paid or secured to the satisfaction of the taxing units all taxes for which Contractor or Contractor's property is liable then due or delinquent.

D. LICENSES: Contractor represents that Contractor possesses the skills and experience necessary and all licenses required to perform the Project. Contractor further represents, in accordance with Idaho Code § 67-2310, that all subcontractors, if any, possess the appropriate licenses or certificates of competency issued by the State of Idaho covering the contractor work classifications in which the subcontractors are named.

E. LAWS: Contractor, in performance of this Agreement, shall comply with all applicable federal, state, and local laws and regulations, including, but not limited to, all equal employment opportunity requirements, federal wage and labor requirements, and handicap accessibility requirements.

F. EMPLOYMENT OF IDAHO RESIDENTS: In accordance with Idaho Code § 44-1002, Contractor shall employ ninety-five percent (95%) bona fide Idaho residents as employees on the Project; except where Contractor employs fifty (50) or less persons, then Contractor shall employ ninety percent (90%) bona fide Idaho residents as employees on the Project. In all cases, preference in employment must be of bona fide Idaho residents; provided that, in contracts involving the expenditure of federal aid funds, this provision shall not be enforced in such a manner as to conflict with or be contrary to federal statutes prescribing a labor preference to honorably discharged soldiers, sailors, and marines, prohibiting as unlawful any other preference or discrimination among citizens of the United States.

G. LIMIT ON SUBCONTRACTING: In accordance with Idaho Code § 54-1902, Contractor shall not subcontract in excess of eighty percent (80%) of the work under this Agreement according to the contract prices herein set forth, unless otherwise provided in the specifications.

H. INDEPENDENT CONTRACTOR: The Parties agree that Contractor is an independent contractor, with no employment relationship with Owner.

I. EQUIPMENT AND SUPPLIES: Contractor shall supply, at Contractor's sole expense, all equipment, tools, materials, and/or supplies needed to accomplish the Project.

J. WARRANTY: Contractor warrants that any materials and/or goods supplied pursuant to this Agreement shall be of good merchantable quality, and that all services will be performed in a good workmanlike manner. Contractor shall be liable for any breach of this warranty.

K. INDEMNIFICATION: Contractor shall defend, indemnify, and hold Owner, its officers, agents, and employees harmless for all claims, losses, actions, damages, judgments, costs, expenses, and/or injuries to persons or property arising out of or in connection with any activities, acts, or omissions of Contractor, its officers, agents or employees. In the event Owner is alleged to be liable on account of any activities, acts, or omissions of Contractor, its officers, agents or employees, then Contractor shall defend such allegations through counsel chosen by Contractor, and Contractor shall bear all costs, fees, and expenses of such defense, including, but not limited to, all attorney fees and expenses, court costs, and expert witness fees and expenses. This provision does not impose on Contractor liability for injury or damage caused by Owner or its employees. This duty shall survive the termination or expiration of this Agreement.

L. PROJECT COMPLETION: Contractor shall complete the Project by September 30, 2026. Contractor shall notify Owner in writing of completion of the Project. In order for any portion of the Project to be deemed "complete," Owner must accept such portion of the Project.

II. DUTIES OF CITY

A. PAYMENT: City agrees to pay Contractor the Contractor's bid amount \$143,430.20. In accordance with Idaho Code § 54-1926, Owner may withhold from Contractor or any subcontractor up to five percent (5%) of the total amount payable as retainage. Owner shall release to Contractor any retainage for those portions of the Project accepted by Owner as complete within thirty (30) days after such acceptance.

B. PAYROLL TAXES: Neither Federal, State, or local income taxes, nor payroll taxes of any kind shall be withheld and paid by City on behalf of Contractor or Contractor's employees. Contractor shall not be treated as an employee of City with respect to the services performed pursuant to this Agreement for Federal or State tax purposes. Contractor understands that Contractor is responsible to pay, according to law, Contractor's income tax. Contractor further understands that Contractor may be held liable for self-employment (Social Security) tax to be paid by Contractor according to law.

III. GENERAL PROVISIONS

A. BREACH OF CONTRACT: In the event that Contractor breaches any material provision of this Agreement, City may, in addition to any other remedies provided by law, terminate this Agreement and cause the Project to be completed either by City's forces or by other contractors, without incurring any liability to Contractor therefor. Upon termination of this Agreement as provided in this provision, Contractor shall forfeit all sums that have not been paid to Contractor by City.

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

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

D. 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.

E. 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.

F. MODIFICATIONS: This Agreement may be modified or amended only by a writing duly executed by both Parties.

G. 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.

H. 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.

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

J. PUBLIC RECORDS: The Parties herein understand and acknowledge that this Agreement and its attachments are subject to the Idaho Public Records Act, I.C. §§ 9-337, *et seq.*, the Idaho Open Meetings Act, I.C. §§ 67-2340, *et seq.*, and other applicable federal and state laws, and might be public records.

K. MERGER AND INTEGRATION: This Agreement and the bid documents incorporated herein embody 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.

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

1. Pursuant to Idaho Code § 67-2359, Contractor certifies that Contractor is not a company currently owned or operated by the government of China and will not for the duration of this Contract be owned or operated by the government of China. The terms "company" and "government of China" shall have the meanings ascribed to them in Idaho Code § 67-2359.

2. Pursuant to Idaho Code § 67-2802A, for contracts in excess of ten thousand dollars (\$10,000), Contractor certifies that Contractor does not maintain or provide for Contractor's employees any segregated facility at any of Contractor's establishments, and that Contractor does not permit employees to perform their services at any location, under Contractor's control, where segregated facilities are maintained. Contractor certifies further that Contractor will not maintain or provide for employees any segregated facilities at Contractor's establishments, and Contractor will not permit employees to perform their services at any location under Contractor's control where segregated facilities are maintained.

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

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

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

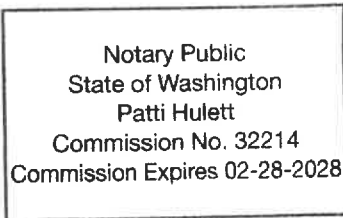
DATED this _____ day of _____ 2026.

City of Lewiston

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk



[Contractor]

Wilbert Precast, Inc.

By: Derek Blomquist-Worley

Title: Controller

Washington
STATE OF ~~IDAHO~~)
Spokane) ss.
County of ~~Nez Perce~~)

On this 14 day of Jan. 2026, before me, a Notary Public, personally appeared Derek Blomquist-Worley known or identified to me as the Controller of Wilbert Precast, Inc., and stated he or she has the authority to execute this instrument on behalf of Wilbert Precast, Inc., and did execute this instrument on behalf of Wilbert Precast, Inc..

Patti Hulett
Notary Public for the State of ~~Idaho~~ Washington, Spokane County,
Commission Expires 02-28-2028

RFP-26-005 NORMAL HILL COLUMBARIUM AWARD

The mission of the Parks and Recreation Department is to provide a comprehensive program of high-quality parks, places, and activities for a broad range of ages, interests, and abilities.

*Creating Community Through Programs,
Parks, and Facilities*



Get out & play!!

DISCUSSION

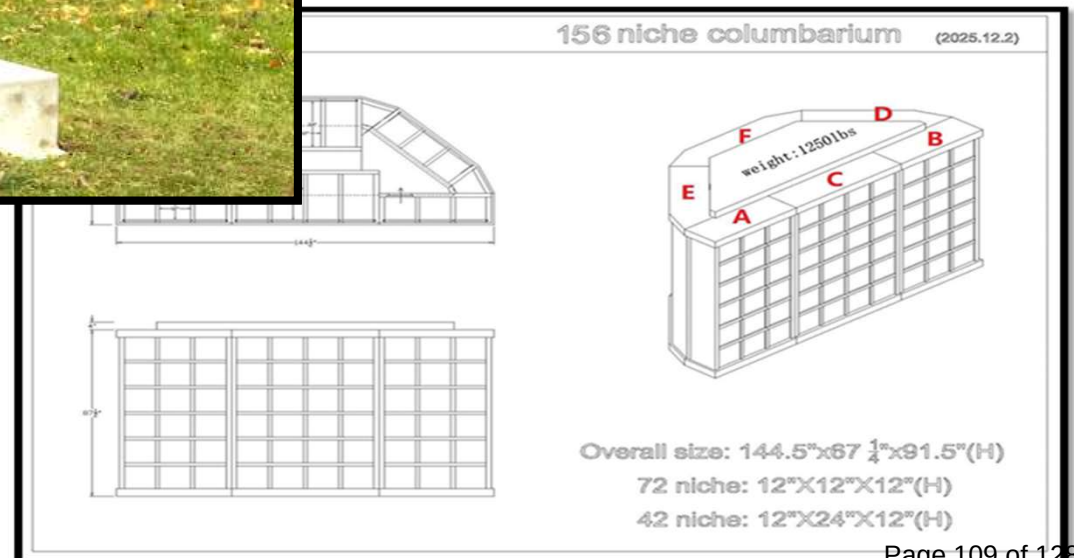
- Parks and Recreation solicited proposals for a new columbarium at Normal Hill Cemetery, intent to award was issued 8 Dec 2025, seeking approval to execute **\$143,430.20** for purchase
- Project is included in the FY26 budget for cemetery improvements totaling **\$230,000**

Normal Hill Cemetery currently has ~237 available burial options



What is a Columbarium?

- It is a structure with small compartments (niches) designed to hold urns containing the cremated remains (ashes) of the deceased, providing a **dignified, space-efficient, and more affordable** alternative to traditional burial



CONCEPT INTO ACTION

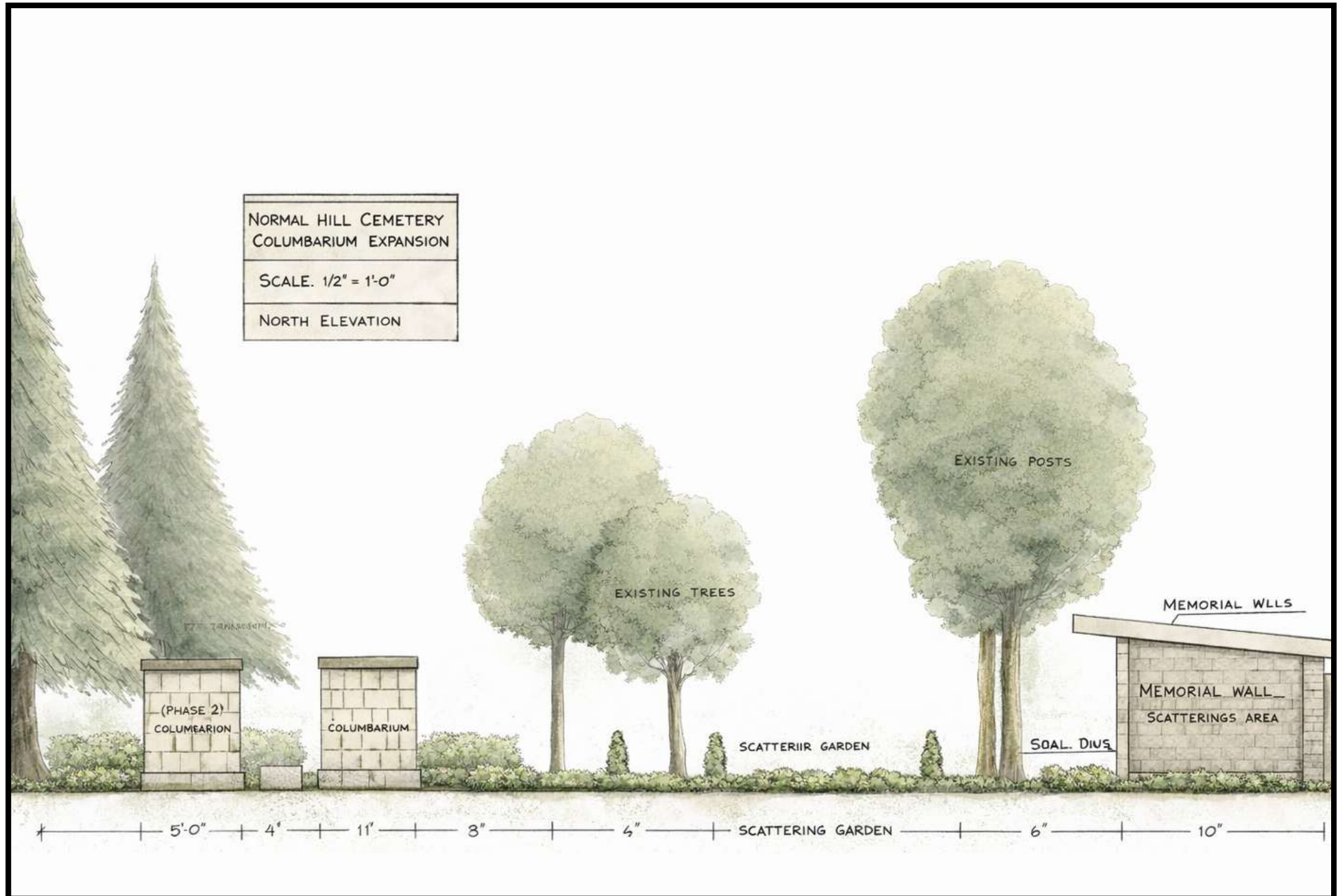
- The Normal Hill Cemetery Master Plan (2015), recognized a need for additional cremation and burial options. **Ten years later**, the City is putting that plan into action
- Cemetery and Urban Forestry Commission supported creation of a **scattering garden** west of the main office building as well as **phased development** of the south end of the cemetery
- Anticipate increased capacity of **4,000+ burial options**, ensuring a resting place for future generations

CONCEPTUAL PLAN RECOMMENDATIONS

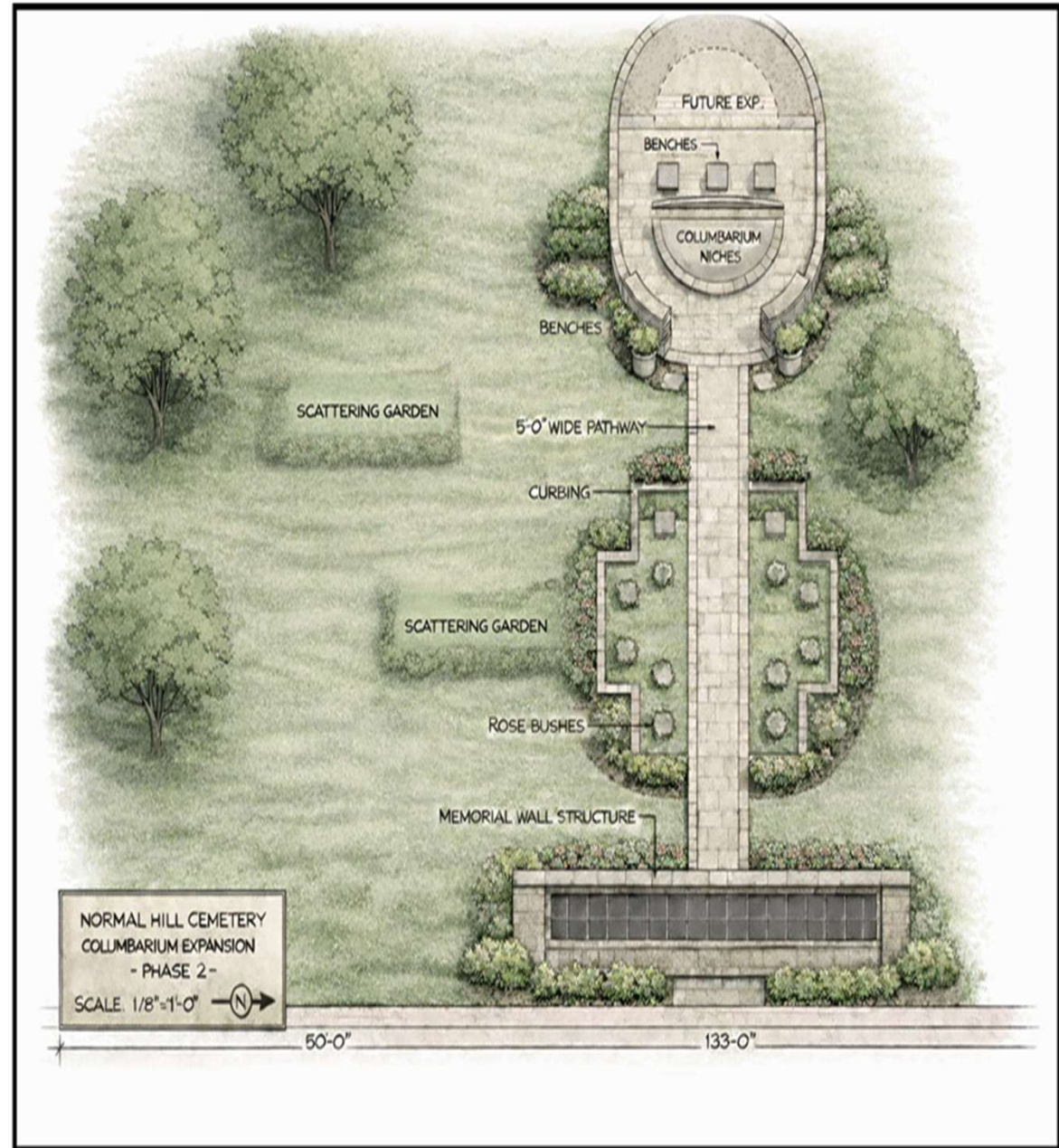
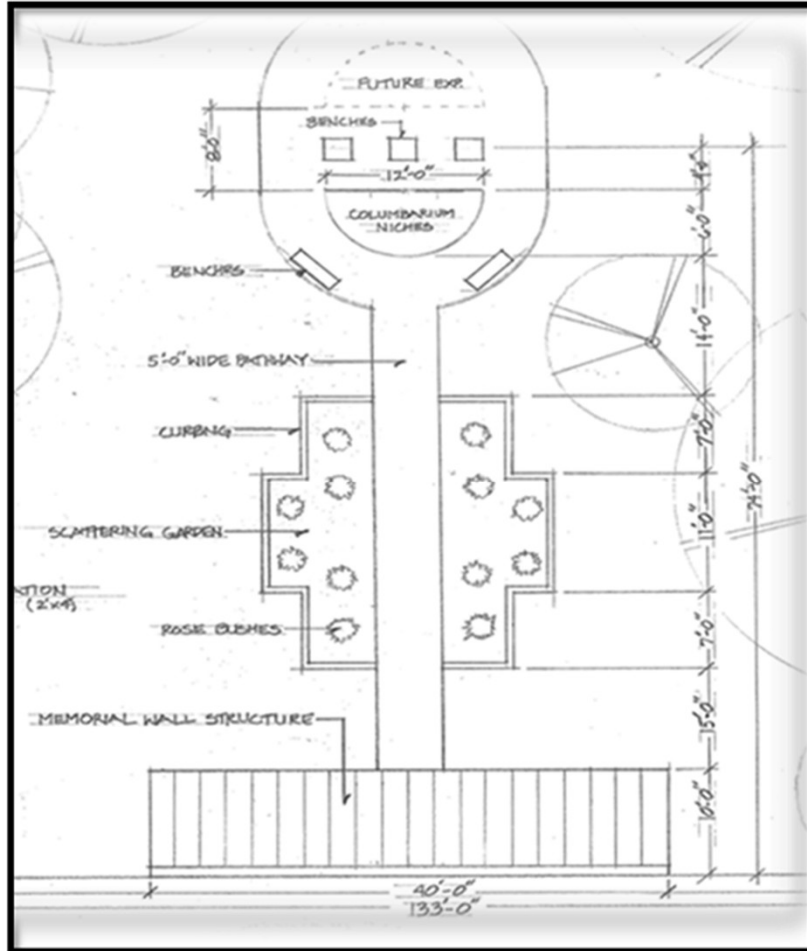
- Implement the 4-phase cemetery expansion on the undeveloped lands to the south;
- Provide in-ground casket burial, cremation interment and columbaria unit niches options in each phase of development;
- Create a central gathering space at center of expansion lands, and
- ~~Reserve space for future relocation of the Administration Building and Operations Yard to the expansion lands.~~



SITE PLAN AND MODERNIZATION



SITE PLAN AND MODERNIZATION



ACTION PROPOSED

- Staff recommends the award of the Normal Hill Cemetery columbarium contract to Mahoney Memorial - Wilbert Precast (local business) in the amount of \$143,430.20 and authorize the Mayor to execute the Agreement



QUESTIONS?





CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE TASK ORDER NO. 2026-1 GREATWEST ENGINEERING, INC.	AGENDA NO. VII. F. AGENDA DATE: January 26, 2026
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The City's Transfer Station was constructed in 2001. The structure is a pre-engineered metal building with an overall size of 133' wide (east-west dimensions) by 90' deep (north-south dimensions). It is a two-level structure with the basement having an eco-block retaining wall design for the back-in of transfer trailers into the loading bay. The main level has an open front for vehicles to back in and unload (dump) on the tipping floor. Waste is stockpiled in the middle of the floor and then pushed by a front-end loader from east to west towards the loading chute, where a trailer is parked below to allow for top loading of waste into the trailer. The tipping floor is a concrete slab-on-ground with dimensions of approximately 80 feet wide (east-west) by 90 feet wide (north-south). The original concrete for the tipping floor was specified to have a minimum strength of 6,000 psi, and to be 6"-thick, reinforced concrete slab, according to the as-built drawings. In 2011, approximately 2850 square feet of the tipping floor was replaced in the general heavy wear area in front of the loading chute. In the Spring of 2023, after an unsuccessful bid for scale rehabilitation, the City hired GreatWest Engineering to review the bid documents along with providing a "Tipping Floor Rehabilitation Options Assessment." The assessment reported signs of concrete surface wear on the tipping floor where aggregate is now exposed in approximately 5,000 square feet (SF), with heavy wear of about 2,000 SF in the immediate zone of the chute opening. The alternatives for repair from the assessment are Description, Cost¹, Expected Life², which are the following: • Demo and Replacement (High-Strength Concrete), Cost \$242,000, Life 10 Years • Natural Aggregate Topping, Cost \$522,000, Expected Life 7.5 Years • Iron Floor Overtopping, Cost \$723,000, Expected Life 15 Years • Asphalt Overlay, Cost \$74,000, Expected Life 2 Years	

Greatwest's assessment recommendation, considering the various factors of the alternatives presented, demolition and replacement of the floors would appear to be the best alternative to meet the City's desire for long-term, cost-effective solution, while also achieving a satisfactory level of performance and wear longevity. The Public Works Director and Sanitation Manager agree that this is the best option to move forward with.

It is being presented to Council that GreatWest Engineering, selected from the Professional Services Master Agreement Roster to prepare the Transfer Station Floor Design, along with assisting the City to facilitate the solicitation for bids, and provide support and technical expertise through the successful completion of the project. GreatWest was selected under Category 12 – Other General Engineering Needs, and this will be Task Order No. 2026-1 to GreatWest's signed Professional Services Master Agreement dated December 3, 2025.

¹The opinion of Probable Cost is in 2013 dollars and is the summation of the Direct Construction Cost (including 15% contingency and 6% sales tax on materials and equipment – estimated at 50% of the construction cost) plus Engineering Design and Construction Administration Services, which are assumed to vary at different percentages of the Direct Construction Cost depending on the level of design and oversight that is needed for the option.

²The Expected Life is the amount of time anticipated for replacements for each of the options. For example, Natural Aggregate Topping is anticipated to last for 7.5 years between replacements. To achieve 30 years of life, a total of 4 replacements are needed – Year 0, Year 7.5, Year 15, Year 22.5.

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

This professional services agreement will be funded by the Sanitation User rates. There was \$100,000, budgeted in FY26 for design and consulting services. The estimate came in at \$4,600 more than originally anticipated. That amount will be included in the FY26 budget amendment list. The construction cost will be programmed in Sanitation's Capital budget in FY27.

ACTION PROPOSED

Staff recommends Council approving allowing the Mayor to execute Task Order No. 2026-1 with GreatWest Engineering for the Transfer Station Floor Design in the amount of \$104,600.

TASK ORDER NO. 2026-1

Pursuant to the

MASTER AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN CITY OF LEWISTON, IDAHO AND GREATWEST ENGINEERING

This Task Order is made this _____ day of _____, 20____, and entered into by and between the City of Lewiston, a municipal corporation of the State of Idaho (hereinafter "CITY"), and accepted by **GreatWest Engineering** (hereinafter "ENGINEER"), pursuant to the mutual promises, covenant and conditions contained in the Professional Services Master Agreement (Category 1 2 / Other General Engineering Needs) between the above mentioned parties dated the 3rd day of December 2025. The Project Name for this Task Order **2026-1** is as follows:

CITY OF LEWISTON

Transfer Station Floor Design

PROJECT UNDERSTANDING

The City of Lewiston's solid waste transfer station has significant deterioration in the tipping floor. It is the consultants' understanding that they will be responsible for preparing design documents, which will include both plans and technical specifications. The documents will assist the City in developing the necessary contract materials and facilitating the solicitation of competitive bids from qualified contractors. During both bidding and the subsequent construction phase, GreatWest will continue to provide support and technical expertise to ensure the successful completion of the project.

Please refer to Attachment 1 for additional Project Understanding.

SCOPE OF WORK

Please refer to Attachment 1 for Scope of Work

ASSUMPTIONS

Please refer to Attachment 1 for Assumptions

TIME OF COMPLETION and COMPENSATION SCHEDULE

The following schedule is based on a Notice to Proceed (NTP) from the CITY by January 27, 2026, and resulting in Final Design to be completed by July 31, 2026. An NTP issued on a different date will change the schedule accordingly.

COMPENSATION AND COMPLETION SCHEDULE			
Task	Description	Due Date	Compensation
1	Project Initiation	■ Jan/Feb	\$12, 700
2	Design & Permitting	■ Jul	\$22,500
3	Bidding Support	■ Aug/Sep	\$5,600
4	Services During Construction	■ Oct/Nov	\$63,800
		■	
TASK ORDER TOTAL: \$104,600			

The Not-To-Exceed amount to complete all services listed above for this Task Order No. 2026-1 is One Hundred Four Thousand Six Hundred dollars (\$104,600). No compensation will be paid over the Not-To-Exceed amount without prior written approval by the CITY in the form of a Change Order. Monthly invoices shall be billed as a percentage of work completed. Any and all travel will only be reimbursed if pre-approved by the Project Manager. Reimbursable expenses will be paid at cost and only if pre-approved by the Project Manager and accompanied by an itemized receipt. Any travel and/or reimbursables paid will be paid as part of the Not-To-Exceed Task Order Total per the Compensation and Completion Schedule above.

APPROVAL AND ACCEPTANCE

Approval and Acceptance of this Scope of Work shall incorporate this Task Order No. 2026-1 as part of the Agreement.

IN WITNESS WHEREOF, the Parties have executed this Task Order No. 2026-1 as of the date last signed below.

CONSULTANT

GreatWest
Engineering

Name and Title

Dated: _____

CITY

City of Lewiston, Idaho

Name and Title

Dated: _____

ATTEST:



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE CHANGE ORDER #2 FOR IFB-25-010 12TH STREET, WARNER AVENUE TO AIRWAY AVENUE (TR059)	AGENDA NO. VII. G. AGENDA DATE: January 26, 2026
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The City Council approved, and the Mayor executed an agreement in the amount of \$629,359.50 with Knife River Corporation – Mountain West on May 12, 2025 to construct curb and gutter, sidewalks, and pedestrian ramps on the west side of 12 th Street between Warner Ave and Airway Avenue and on the north side of Bryden Avenue between 11 th Street and 12 th Street. On July 17, 2025, the Public Works Director signed change order No. 1. This change order revised the construction start date to August 11, 2025. On January 16, 2026, change order #2 was prepared for final quantity adjustments. Final quantity adjustments reflect all work completed. The adjustments are generally attributed to additional pavement replacement, increased driveway widths, and the matching existing grades at the back of sidewalks and driveways. Completion of the additional work required 11 working days, which are incorporated into this change order as additional days. The price increase for change order No. 2 & Final is \$69,359.50. This increase per the City's Purchasing Policy requires Council's approval and the Mayor's signature to execute.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) This project was funded in the FY25 budget, however it has carried forward into FY26, and will be on the FY26 budget amendment list, including the increase to the contract. A portion of this project was funded by the Children Pedestrian Safety (CPS) Program in the amount of \$250,000. The remaining amount is paid using Transportation Impact Analysis (TIA) funds and Fee-in -Lieu of (FILO) funds. The TIA amount is \$391,128 and the FILO amount is \$58,078, in which both have sufficient funds.	
ACTION PROPOSED Staff recommends Council to approve the Mayor to execute Change Order No. 2 & Final in the amount of \$69,359.50, for IFB-25-010 12 th Street, Warner Ave to Airway Ave (TR059) to Knife River Corporation – Mountain West, increasing the total contract amount to \$699,206.00.	

CHANGE ORDER NO.: 2 & Final

Owner: City of Lewiston
Engineer: Alannah Bailey
Contractor: Knife River Corporation - Mountain West
Project: IFB-25-010 12th Street, Warner Ave to Airway Ave (TR059)
Date Issued: January 16, 2026 Effective Date: Signature date of Authorized Owner

The Contract is modified as follows upon execution of this Change Order:

Description:

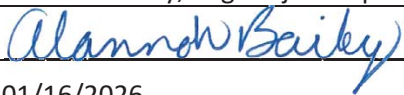
Final quantities have been adjusted as reflected in DRAFT Pay Estimate No. 4. The adjustments are attributable to additional pavement replacement, increased driveway widths, and the need to match existing grades at sidewalks and driveways. Completion of the additional work required 11 additional working days, which are incorporated into this change order.

Attachments:

1) Pay Estimate: Four - DRAFT, January 16, 2026

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>629,359.50</u>	Original Contract Times: Substantial Completion: <u>65 Working Days</u> Ready for final payment: <u>75 Working Days</u>
Unchanged from previously approved Change Orders No. 1 to No. 1: \$ <u>0</u>	Unchanged from previously approved Change Orders No. 1 to No. 1: Substantial Completion: <u>65 Working Days</u> Ready for final payment: <u>75 Working Days</u>
Contract Price prior to this Change Order: \$ <u>629,359.50</u>	Contract Times prior to this Change Order: Substantial Completion: <u>65 Working Days</u> Ready for final payment: <u>75 Working Days</u>
Increase this Change Order: \$ <u>69,846.50</u>	Increase this Change Order: Substantial Completion: <u>11 Working Days</u> Ready for final payment: <u>11 Working Days</u>
Contract Price incorporating this Change Order: \$ <u>699,206.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>76 Working Days</u> Ready for final payment: <u>86 Working Days</u>

Recommended by Engineer

By: Alannah Bailey, Eng Project Supervisor
Signature: 
Date: 01/16/2026

Accepted by Contractor

Bobby Tannehil, Project Manager

Authorized by Owner

By: Daniel G. Johnson, Mayor
Signature: _____
Date: _____

Project:12TH ST SIDEWALK; WARNER AVE TO AIRWAY AVE (TR059) (IFB-25-010)

Pay Estimate:Four - DRAFT

Date:January 16, 2026

ITEM NO.	ISPWC ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE	ESTIMATE TO DATE		THIS ESTIMATE		Percent Complete
							QUANTITY	AMOUNT	QUANTITY	AMOUNT	
1	201.4.1.B.1	Clearing & Grubbing	LS	1	25,000.00	\$25,000.00	1.00	\$25,000.00	0.0	\$0.00	100.0%
2	201.4.1.C.1	Removal of Obstructions	LS	1	3,665.00	\$3,665.00	1.00	\$3,665.00	0.0	\$0.00	100.0%
3	201.4.1.D.1	Removal of Bituminous Surface	SY	1,130	16.50	\$18,645.00	1,515.00	\$24,997.50	865.0	\$14,272.50	134.1%
4	201.4.1.D.1	Removal of Concrete	SY	71	27.00	\$1,917.00	116.00	\$3,132.00	45.0	\$1,215.00	163.4%
5	201.4.1.E.1	Removal of Curb & Gutter	LF	16	27.00	\$432.00	16.00	\$432.00	0.0	\$0.00	100.0%
6	201.4.1.F.1.	Removal of Tree (> 8" Dia)	EA	5	310.00	\$1,550.00	7.00	\$2,170.00	0.0	\$0.00	140.0%
7	201.4.1.F.1	Removal of Catch Basin	EA	4	315.00	\$1,260.00	4.00	\$1,260.00	0.0	\$0.00	100.0%
8	206.4.1.K.1	Seeding, Class B	SY	506	5.75	\$2,909.50	506.00	\$2,909.50	506.0	\$2,909.50	100.0%
9	706.4.1.A.4	Standard 3" Rolled Curb & Gutter (City Std Dwg 2-7)	LF	10	137.00	\$1,370.00	36.00	\$4,932.00	0.0	\$0.00	360.0%
10	706.4.1.A.5	Standard 6" Vertical Curb & Gutter (City Std Dwg 2-7)	LF	2,360	43.00	\$101,480.00	2,334.00	\$100,362.00	0.0	\$0.00	98.9%
11	706.4.1.A.13	Pedestrian Curb (City Std Dwg 2-9)	LF	50	82.50	\$4,125.00	80.00	\$6,600.00	68.0	\$5,610.00	160.0%
12	706.4.1.A.15	Inlet Apron(City Std Dwg 2-3)	EA	38	358.00	\$13,604.00	37.00	\$13,246.00	25.0	\$8,950.00	97.4%
13	706.4.1.E.1	Concrete Sidewalk, Thickness 4" (City Std Dwg 2-8)	SY	995	107.50	\$106,962.50	896.00	\$96,320.00	191.0	\$20,532.50	90.1%
14	706.4.1.F.1	Concrete Driveway Approach, Thickness 6"	SY	703	130.50	\$91,741.50	853.00	\$111,316.50	308.0	\$40,194.00	121.3%
15	706.4.1.H.1	Pedestrian Curb Ramp w/Detectable Warning Domes	EA	9	2,500.00	\$22,500.00	9.00	\$22,500.00	4.0	\$10,000.00	100.0%
16	802.4.1.A.1	Crushed Aggregate Base, 3/4" Type 1 (4" Thickness)	CY	263	79.00	\$20,777.00	646.00	\$51,034.00	396.0	\$31,284.00	245.6%
17	802.4.1.A.1	Crushed Aggregate for Base, 3/4" Type 1 (7.5" Thickness)	CY	471	66.00	\$31,086.00	512.00	\$33,792.00	112.0	\$7,392.00	108.7%
18	810.4.1.A.3	Plant Mix Pavement, 1/2" SP3(3" Thickness)	SY	2,268	26.50	\$60,102.00	2,645.00	\$70,092.50	2,645.0	\$70,092.50	116.6%
19	810.4.1.A.3	Plant Mix Pavement, 1/2" SP3(2" Thickness)	SY	8	535.00	\$4,280.00	8.00	\$4,280.00	8.0	\$4,280.00	100.0%
20	1001.4.1.A.1	Sediment Control	LS	1	590.00	\$590.00	1.00	\$590.00	0.0	\$0.00	100.0%
21	1103.4.1.A.1	Construction Traffic Control	LS	1	12,000.00	\$12,000.00	1.17	\$14,040.00	0.37	\$4,440.00	117.0%
22	1105.4.1.E.1	Remove & Reset Sign	EA	5	390.00	\$1,950.00	5.00	\$1,950.00	5.0	\$1,950.00	100.0%
23	2010.4.1.A.1	Mobilization	LS	1	45,000.00	\$45,000.00	1.00	\$45,000.00	0.0	\$0.00	100.0%
24	2030.4.1.A.1	Manhole, Wastewater, Adjust to Grade	EA	3	1,720.00	\$5,160.00	3.00	\$5,160.00	3.0	\$5,160.00	100.0%
25	2030.4.1.B.1	Storm Drain Structure, Catch basin, Adjust to Grade	EA	1	760.00	\$760.00	1.00	\$760.00	0.0	\$0.00	100.0%
26	2030.4.1.C.1	Valve Box, Water, Adjust to Grade	EA	2	985.00	\$1,970.00	0.00	\$0.00	0.0	\$0.00	0.0%
27	2030.4.1.D.1	Irrigation Box Cover, Adjust to Grade	EA	2	765.00	\$1,530.00	5.00	\$3,825.00	5.0	\$3,825.00	250.0%
28	SP-1	Construction Surveying	LS	1	15,000.00	\$15,000.00	1.00	\$15,000.00	0.1	\$1,500.00	100.0%
29	SP-2	Landscape Rock	SY	732	39.00	\$28,548.00	805.00	\$31,395.00	405.0	\$15,795.00	110.0%
30	SP-3.1	Relocate Mailbox (1) (City Std Dwg 1-11)	EA	4	265.00	\$1,060.00	4.00	\$1,060.00	4.0	\$1,060.00	100.0%
31	SP-3.2	Relocate Mailbox (2) (City Std Dwg 1-11)	EA	7	265.00	\$1,855.00	7.00	\$1,855.00	7.0	\$1,855.00	100.0%
32	SP-3.3	Relocate Mailbox (3) (City Std Dwg 1-11)	EA	2	265.00	\$530.00	2.00	\$530.00	2.0	\$530.00	100.0%
TOTAL CONTRACT AMOUNT					\$629,359.50		\$699,206.00		\$252,847.00		111.1%



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE ORDINANCE 4959	AGENDA NO. VII. H. AGENDA DATE: January 26, 2026
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Ordinance 4959 makes various amendments to Chapter 37 regarding parking lot code amendments (ZA-05-25).	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) None.	
ACTION PROPOSED Approve Ordinance 4959.	

CITY ORDINANCE NO. 4959

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING LEWISTON CITY CODE SECTION 37-3 RELATING TO THE DEFINITION OF "PARKING LOT"; AMENDING LEWISTON CITY CODE SECTIONS 37-146, 37-149, 37-151, AND 37-153 RELATING TO PARKING LOTS; REPEALING AND RESERVING LEWISTON CITY CODE SECTION 37-147; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code § 37-3 is hereby amended as follows:

Sec. 37-3. - Definitions.

As used in this chapter:

...

Parking lot means a two thousand four hundred (2,400) square feet or more area ~~parcel~~ of land devoted to parking spaces for more than five (5) motor vehicles.

...

SECTION 2: Lewiston City Code § 37-146 is hereby amended as follows:

Sec. 37-146. - General provisions, off-street parking and loading.

The general provisions for off-street parking and loading shall be as follows:

- (1) The provision and maintenance of off-street parking and loading spaces is a continuing obligation of the property owner. No building ~~or other permit, parking lot construction permit, or parking lot reconstruction permit~~ shall be issued until plans are presented which show property that is and will remain available for exclusive use as off-street parking and loading space. The subsequent use of property for which the building permit, ~~parking lot construction permit, or parking lot reconstruction permit~~ is issued shall be conditional upon the ~~unqualified continuance and continual~~ availability of the amount of parking and loading space required by this chapter. Should the owner or occupant of any lot or building change the use to ~~which the lot or building is put, thereby increasing off-street parking or loading requirements~~ a use which requires more parking than the immediately previous use, according to Sec. 37-149 of this article, it shall be a violation of this chapter to begin or maintain such altered use until such time as the increased off-street parking or loading requirements are complied with.

The construction, reconstruction or expansion of any parking lot within the City of Lewiston or the installation of impervious surfaces in excess of ~~five two thousand four hundred (5,0002,400)~~ five two thousand four hundred (2,400) square feet shall require approval of a parking ~~or storage~~ lot construction permit issued by the community development department. All said

construction, reconstruction or expansion of parking lots shall comply with the provisions of this article and city standards and construction of all other impervious surfaces shall comply with city standards. In addition thereto, a dust palliative is required on all preexisting unpaved parking lots. The owner shall apply a dust palliative approved by the city engineer prior to June 1 of each year.

Application for said parking ~~or storage~~ lot construction permit shall be accompanied by a parking lot permit review fee as provided by resolution of the city council, except when said construction is a part of the construction or reconstruction of a structure permitted under a valid building permit issued by the department.

...

~~(9) Unless otherwise provided, required parking and loading spaces shall not be located in a yard required by this chapter.~~

SECTION 3: Lewiston City Code § 37-147 is hereby repealed and reserved for future use.

SECTION 4: Lewiston City Code §37-149 is hereby amended as follows:

Sec. 37-149. - Parking requirements based on land use.

Parking shall be provided according to the use of the structure or land. When square feet are specified, then the area measured shall be the gross floor area of the building, but shall exclude any space within a building devoted to off-street parking or loading. When the number of employees is specified, persons counted shall be those working on the premises, including proprietors, during the largest shift at peak session. For both new and existing developments, except within central business district described in section 37-145 of this chapter, the minimum number of parking spaces required shall be fifty (50) percent ~~and the maximum number of parking spaces allowed shall be one hundred (100) percent~~ of the following in accordance with section 37-123.1, except that there shall be no maximum off-street parking for a single-family dwelling.

...

SECTION 5: Lewiston City Code § 37-151 is hereby amended as follows:

Sec. 37-151. - Design requirements for parking lots.

- (a) Except for parking of five (5) or fewer contiguous parking spaces, ~~P~~parking required by section 37-149 of this Code and associated driveways and vehicle maneuvering areas shall be surfaced with asphalt, concrete, brick, other impermeable surface or other permeable pavers or other surface system of materials manufactured and designed specifically for vehicular parking and constructed so as to uphold the weight of firefighting apparatus. A gravel surface, compacted or not, shall not qualify as a permeable surface system of materials manufactured and designed specifically for vehicular parking. Parking spaces required under this Code shall be striped. Wheel stops shall be provided for any required parking that abuts a public or private sidewalk or path improved and intended for people to walk, except where such sidewalk or walking path is six (6) feet or more in width. Required parking shall meet the dimensional and other currently adopted design

standards for the development of parking areas established by the public works department of the city, including storm water runoff and ingress/egress.

...

SECTION 6: Lewiston City Code § 37-153 is hereby amended as follows:

Sec. 37-153. - Landscaping.

...

- (b) Landscaping shall be required for all off-street parking areas for more than five (5) vehicles, which is two thousand four hundred (2,400) square feet or more of parking, except for those uses enumerated in subsection (j~~h~~) of this section and to provide landscaped buffers between public rights-of-way and parking lots ~~areas~~, subject to the following provisions:

...

Vehicular surface area	Percent of interior landscaping
2,5400—6,999 square feet	3%
7,000—49,999 square feet	5%
50,000—149,000 square feet	8%
150,000 or larger	10%

Interior plantings are to include trees with a minimum size of one and one-half-inch caliper. To ensure proper growth of vegetation, all interior planting beds shall have a minimum dimension of six (6) feet at the narrowest point with a soil depth appropriate for the trees selected. See City of Lewiston tree planting standards and techniques for proper tree planting procedures. No shrub landscaping is required for interior planting. Required shade trees will be of such species and canopy shape to provide a predicted fifty (50) percent canopy cover of the parking lot area after a ten-year growth period. All tree species shall be classified by the City Tree Selection Guide as drought, insect and disease resistant. Exceptions may be approved by the community development director upon the recommendation of the city forester. Preservation of healthy trees existing on the site before construction may be used to satisfy species and landscaping requirements.

- (4) An irrigation system shall be provided for all required landscaping.

- ~~(c) In the commercial (C), manufacturing (M) zones, airport (A) and port (P) zone, all required front yard setbacks shall be landscaped. Landscaping shall consist of a minimum of one (1) tree of one and one half inch caliper and five (5) shrubs per thirty five (35) linear feet.~~

- ~~(d)~~ (e) In the commercial (C), manufacturing (M), airport (A), and port (P) zones, when abutting a residential zone, the required side and rear yards, which share a common property line with the residential zone, shall be landscaped or fenced except as provided for in this section. Landscaping shall consist of a minimum of sixty (60) percent coniferous plants, a minimum of six (6) feet in height at the time of planting, spaced in a manner to create a

complete visual screen between the abutting land uses within three (3) years from time of planting. Fencing shall consist of six-foot-tall wood, slatted chained link or masonry panels. Prior to installation of the landscaping or fencing, the adjacent residential property owner shall be contacted and asked for input whether the buffer will be landscaping or fencing. The adjacent residential owner may also waive the buffer. The adjacent residential property owner shall be given fifteen (15) days to indicate their preference. If no response is provided within fifteen (15) days, the nonresidential property owner may install fencing or landscaping as described above.

(~~ed~~) Trees and shrubs may be arranged to achieve the desired effect provided the required number is provided.

(~~f~~) ~~A performance bond may be required to ensure compliance with this section and to cover maintenance for a period not to exceed one (1) year after time of planting.~~

(~~gc~~) An occupancy permit shall not be issued by the community development department until the required landscaping is completed. Occupancy of a building is not allowed unless the following condition applies:

(1) If, due to seasonal weather considerations, it is not feasible to install required landscaping, a temporary certificate of occupancy may be issued ~~after a performance bond or other security instrument acceptable to the city attorney has been posted with the city in the amount of one hundred twenty-five (125) percent of the value of the required improvements~~ upon showing by the property owner of a written commitment to install the required landscaping by a date certain not greater than six (6) months from the issuance of the occupancy permit and contacting the community development department for inspection thereof.

(~~hf~~) It is not the intent of this chapter to inhibit creative solutions to land use problems. An alternative design or modification of these requirements may be allowed with the approval of the community development director. This is not a variance of or waiver of existing standards and the proposed alternative must meet or exceed existing requirements. Requirements may be modified when:

...

(~~ig~~) In all manufacturing and commercial zones, all undeveloped land areas that were disturbed during the construction phase, excluding the building footprints and parking areas, shall be leveled to grade, removing all surface irregularities, weed growth and construction debris in preparation for installation of approved erosion control measures. All areas that were previously disturbed during the construction phase and subsequently prepared for seeding, must be properly planted with specified grass during the first seasonally appropriate planting period. All areas which will not be seeded with grasses shall be stabilized with approved erosion control measures prior to issuance of a certificate of occupancy for the primary structure.

(h) Exemptions:

- (1) Single-family residential off-street parking areas;
- (2) Properly licensed auto and vehicle dealers are exempt from providing landscaping within the interior of the sales and display area.
- (3) Parking areas for five (5) or fewer contiguous parking spaces.

SECTION 7: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk