



**Lewiston City Council
REGULAR MEETING AGENDA**

August 14, 2023 - 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 Facebook page or the City's website at cityoflewiston.org.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

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

IV. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING: PUBLIC WORKS WATER FEES, WASTEWATER FEES, SOLID WASTE FEES AND OTHER PUBLIC WORKS FEES, INCLUDING ENCROACHMENT PERMIT FEES:** Accepting testimony on fees for water, wastewater, solid waste and other Public Works fees, including encroachment permit fees (Dustin Johnson)
- B. RESOLUTION 2023-37:** Considering restating, amending and removing fees for water, effective October 1, 2023 - Action Item (Dustin Johnson)
- C. RESOLUTION 2023-38:** Considering restating and amending wastewater fees, effective October 1, 2023 - Action Item (Dustin Johnson)
- D. RESOLUTION 2023-39:** Considering restating, amending and removing fees for solid waste, yard waste and recycling, effective October 1, 2023 - Action Item (Dustin Johnson)
- E. RESOLUTION 2023-41:** Considering restating, amending and establishing fees for vacations of public rights-of-way, easements, and plats; encroachment permits; right-of-way permits; subdivision filings; applications for wireless communication facilities located in public rights-of-way; appeals of written orders or decisions of the Public Works Department or Public Works Director; and parade and public assembly applications; effective October 1, 2023 - Action Item (Dustin Johnson)
- F. PUBLIC HEARING: STORMWATER DRAINAGE SYSTEM SERVICE FEES:** Accepting testimony on a proposal to establish stormwater drainage system user fees, other fees associated with stormwater drainage system services and the fee to appeal written orders or decisions by the

Stormwater Coordinator, effective January 1, 2024 (Dustin Johnson)

- G. RESOLUTION 2023-43:** Considering establishing fees for stormwater drainage system services, effective January 1, 2024 - Action Item (Dustin Johnson)
- H. PUBLIC HEARING: FISCAL YEAR 2023 BUDGET AMENDMENTS:** Accepting testimony on the potential amendment of the Fiscal Year 2023 budget to receive unanticipated revenues received during the fiscal year and authorizing their expenditures (Aimee Gordon)
- I. ORDINANCE 4892 - FIRST READING:** Considering amending Ordinance 4858, the Annual Appropriation Ordinance for the Fiscal Year beginning October 1, 2022 and ending September 30, 2023, appropriating additional monies that are to be received by the City of Lewiston, Idaho in the sum of twenty-five million five hundred twenty-one thousand eight hundred ten dollars (\$25,521,810) - Action Item (Aimee Gordon)
- J. PUBLIC HEARING: FISCAL YEAR 2024 BUDGET:** Accepting testimony on the proposed budget for the fiscal year commencing October 1, 2023 and ending September 30, 2024 (Aimee Gordon)
- K. ORDINANCE 4894 - FIRST READING:** To be termed the "2024 Annual Appropriation Ordinance," considering appropriating sums of money authorized by law and deemed necessary for all general and special municipal purposes of the City of Lewiston for the fiscal year commencing October 1, 2023 and ending September 30, 2024 - Action Item (Aimee Gordon)
- L. PUBLIC HEARING: BRYDEN CANYON GOLF COURSE FEES:** Accepting testimony on a proposal to restate, amend, remove, and establish fees for the Bryden Canyon Golf Course, effective October 1, 2023 (Tim Barker)
- M. RESOLUTION 2023-40:** Considering restating, amending, removing, and establishing City of Lewiston Parks & Recreation Department fees for Bryden Canyon Golf Course, effective October 1, 2023 - Action Item (Tim Barker)
- N. PUBLIC HEARING: NORMAL HILL CEMETERY FEES:** Accepting testimony on the restating and amending of fees for the Normal Hill Cemetery, effective October 1, 2023 (Tim Barker)
- O. RESOLUTION 2023-42:** Considering restating and amending fees for the Normal Hill Cemetery, effective October 1, 2023 - Action Item (Tim Barker)

V. CONSENT AGENDA

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

- A. CITY COUNCIL MINUTES:** 6/29/23 Budget #6; 7/24/23 Regular - Action Item
- B. ADVISORY BOARD & COMMISSION MINUTES:** 5/24/23 Planning & Zoning Commission; 6/21/23 Library Board; 6/1/23 and 6/12/23 Historic Preservation Commission - Action Item

- C. **VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 07/14/2023 through 07/28/2023 in the amount of \$1,388,747.77 - Action Item

VI. ACTIVE AGENDA

- A. **RESOLUTION 2023-35:** Considering restating and amending Community Development Department fees, effective October 1, 2023 - Action Item (Shannon Grow)
- B. **RESOLUTION 2023-44:** Considering conveying ownership of a Genesis Hydraulic Extrication Tool, 60 feet of hydraulic hose, and a Honda Hydraulic Pump to the City of Asotin, Washington - Action Item (Gregory Rightmier)
- C. **RESOLUTION 2023-49:** Considering restating and amending Emergency Medical Services fees, effective October 1, 2023 - Action Item (Gregory Rightmier)
- D. **RESOLUTION 2023-47:** Considering declaring that the real property and building located at 805 6th Avenue in Lewiston, Idaho, commonly known as the Anne Bollinger Performing Arts Center, is surplus to the City of Lewiston's needs and not used for public purposes; declaring a minimum purchase price of \$67,000 and directing the City Clerk to schedule a public hearing regarding the proposed sale of such property - Action Item (Dan Johnson)
- E. **ORDINANCES**
1. **FIRST READING**
- a. **ORDINANCE 4895:** Considering fixing and establishing the tax certification on all taxable properties situated within the corporate limits of the City of Lewiston for the fiscal year commencing October 1, 2023, and ending September 30, 2024, for the purpose of providing and raising monies for municipal and corporate purposes; providing for the tax certification to the Board of County Commissioners of Nez Perce County, Idaho in the amount of \$23,476,970; providing a certified copy of the 2024 Annual Appropriation Ordinance to the Board of County Commissioners of Nez Perce County, Idaho, as adopted by the City of Lewiston for the 2023-2024 Fiscal Year - Action Item (Aimee Gordon)

VII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

VIII. UNFINISHED AND NEW BUSINESS

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

IX. ADJOURNMENT - Action Item

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact City Clerk Kari Ravencroft at least forty-eight (48) hours in advance of the meeting at 208-746-3671, ext. 6203.



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE PUBLIC HEARING: PUBLIC WORKS WATER FEES, WASTEWATER FEES, SOLID WASTE FEES AND OTHER PUBLIC WORKS FEES, INCLUDING ENCROACHMENT PERMIT FEES	AGENDA NO. IV. A. AGENDA DATE: August 14, 2023																								
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) All fees are established by resolution of the City Council. Pursuant to Idaho Code § 63-1311A, the City must give notice of the public hearing by running an advertisement in the Lewiston Tribune once each week for the two (2) weeks preceding the week during which the hearing will be held. The Lewiston Tribune scheduled the first and second public hearing notices to be published on August 5th and August 12th, respectively.																									
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. The Water fees, Wastewater fees, Solid Waste (Sanitation) Fees, and Public Works Other Fees were presented to City Council earlier during the City's budget work sessions for fiscal year 2024. Adjustments to Public Works Other Fees are typically based off of actual cost of services and/or the consumer price index (CPI). The following table compares user fees across the Water, Wastewater, and Sanitation utilities from Fiscal Year 2000 to the proposed Fiscal Year 2024 fees. Please note: the table does not detail the adjustments specific to Water and Wastewater equity buy-in fees, only service charges.																									
<table><tr><th colspan="4">Utility Service Charges Comparison Fiscal Year 2000 - Fiscal Year 2024*</th></tr><tr><th>Fiscal Year</th><th>Water</th><th>Wastewater</th><th>Sanitation</th></tr><tr><td>2000</td><td>6%</td><td>5%</td><td>0% (Resolution 1999-58)</td></tr><tr><td>2001</td><td>5%</td><td>5%</td><td>2.4% (Resolution 2000-55)</td></tr><tr><td>2002</td><td>3%</td><td>5%</td><td>2.48% (Resolution 2001-60)</td></tr><tr><td>2003</td><td>0%</td><td>5%</td><td>0.98% (Resolution 2002-66)</td></tr></table>		Utility Service Charges Comparison Fiscal Year 2000 - Fiscal Year 2024*				Fiscal Year	Water	Wastewater	Sanitation	2000	6%	5%	0% (Resolution 1999-58)	2001	5%	5%	2.4% (Resolution 2000-55)	2002	3%	5%	2.48% (Resolution 2001-60)	2003	0%	5%	0.98% (Resolution 2002-66)
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Fiscal Year	Water	Wastewater	Sanitation																						
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2004	0%	5%	1.73% (Resolution 2003-62)
2005	0%	5%	1.58% (Resolution 2004-63)
2006	0%	5%	0% (No resolution brought to Council)
2007	0%	5%	0% (No resolution brought to Council)
2008	0%	5%	1.61% (Resolution 2007-91)
2009	2.5% (Resolution 2008-16)	5% (Resolution 2008-16)	0% (Resolution 2008-56)
2010	0% (No resolution brought to Council)	4% (Resolution 2009-39)	0% (Resolution 2009-82)
2011	3% (Resolution 2010-57)	0% (Resolution 2010-57)	0% (Resolution 2010-52)
2012	3% (Resolution 2011-49)	3% (Resolution 2011-49)	0% (No resolution brought to Council)
2013	0% (Resolution 2012-37)	0% (Resolution 2012-37)	0% (No resolution brought to Council)
2014	15% (Resolution 2013-38)	11% (Resolution 2013-38)	0% (Resolution 2013-38)
2015	5% (Resolution 2014-51)	3% (Resolution 2014-51)	No resolution brought to Council
2016	5% (Resolution 2015-52)	3% (Resolution 2015-52)	0% (Resolution 2015-52)
2017	5% (Resolution 2016-60)	5% (Resolution 2016-60)	5% (Resolution 2016-60)
2018	5% (Resolution 2017-53)	5% (Resolution 2017-54)	5% (Resolution 2017-55)
2019	Varied up to 40% (Resolution 2018-32)	Varied up to 40% (Resolution 2018-56)	3% (Resolution 2018-54)
2020	1.5% (Resolution 2019-34)	0% (Resolution 2019-39)	4.75% (Resolution 2019-36)
2021	5.25% (Resolution 2020-31)	2% (Resolution 2020-32)	3% (Resolution 2020-33)
2022	5.25% (Resolution 2021-26)	3.5% (Resolution 2021-27)	3% (Resolution 2021-29)
2023	3.25% (Resolution	2% (Resolution	2% (Resolution 2022-32)

	2022-26)	2022-40)	
2024	5.25% (Resolution 2023-37)	0% (Resolution 2023-38)	0% (Resolution 2023-39)
*Water and Wastewater service charges were adjusted with updates to Chapter 36 of City Code until Resolution 2008-16			
BUDGET IMPACT			
The proposed Fiscal Year 2024 Budget was built around the rates presented in these resolutions.			
ACTION PROPOSED			
Staff is requesting that City Council hold a public hearing to receive testimony on the following resolutions:			
Resolution 2023-37: Water Fees			
Resolution 2023-38: Wastewater Fees			
Resolution 2023-39: Solid Waste Fees			
Resolution 2023-41: Public Works Other Fees			



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-37	AGENDA NO. IV. B. AGENDA DATE: August 14, 2023		
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Adjustments for all utilities (Water, Sewer, Sanitation, and Stormwater Drainage System) service fees are established by resolution of the City Council. The fees, rates, and charges are based on operation and maintenance costs and planned Capital Improvements for each utility. The fees, rates, and charges are collected and deposited into each utility’s corresponding Enterprise Fund. Outside of awarded projects/grants, the Water Utility's revenue sources consist of the service charges and equity buy-in (EBI) fees outlined in this resolution. EBI fees are charges for connections made to new customers desiring to connect to the water and wastewater systems. These charges are assessed to recover costs over and above the direct costs associated with connecting a new service to the system. EBI fees reflect the expected demand that a new customer will place upon that system and the current depreciated value for the replacement of the system. The charges are reviewed and updated per the annual audit of the system and represent the reasonable prorated share of the value of the system that has been constructed for the new customer's use. All EBI fees collected are deposited into a specific revenue account are to be used only for the replacement of the capacity of the water and wastewater system and not for any other use.			
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. The Public Works department is recommending a 5.25% increase in monthly customer rates, a revision to the billing method, an increase to water service connection fees, and an adjustment to equity buy-in (EBI) fees per Resolution 2021-40 the "City of Lewiston Equity Buy-In Study" authored by FCS Group and adopted by City Council on November 8, 2021. A summary of proposed changes can be found below:			
Reference	Fee(s)	Adjustment	Justification
2023-37 Section 1(1) (Page 1)	Per cubic foot	Billing Method	Ordinance No. 4885 was adopted by City Council on June 26, 2023 which changed the method of

			billing from 100 cubic feet to 1 cubic foot
2023-37 Section 1(3) (Page 2 - 5)	All equity buy-in fees	Increase	The recommendation for FY24 in Resolution 2021-40 for Waster EBIs is further defined in <i>Exhibit 9: Waster 5-Year Phase-In Strategy</i>
2023-37 Section 1(4) (Page 3)	All Water service connection fees	Increase	Adjusted for actual costs

BUDGET IMPACT

The proposed Fiscal Year 2024 Budget for the Waster Utility was built around these proposed rates.

ACTION PROPOSED

Staff recommends that City Council approves Resolution 2023-37 with an effective date of October 1, 2023.

RESOLUTION 2023-37

A RESOLUTION RESTATING, AMENDING, AND REMOVING FEES FOR WATER, EFFECTIVE OCTOBER 1, 2023

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

SECTION 1: Water service fees shall be as follows:

(1) Water usage:

Description	Prior Fee	New Fee
Per 400 cubic feet <u>foot</u>	\$3.40	\$0.032628

(2) Water meter, per month:

Size of Meter	Prior Fee	New Fee
3/4"	\$33.68	\$35.45
3/4" Fire Hydrant Meter	\$65.20	\$68.62
3/4" – Utility Assistance Program	\$25.25	\$26.58
1"	\$40.64	\$42.77
1" – Utility Assistance Program	\$30.47	\$32.07
1 1/2"	\$87.08	\$91.65
1 1/2" – Utility Assistance Program	\$65.30	\$68.73
2"	\$145.12	\$152.74
2" Fire Hydrant Meter	\$240.16	\$252.77
2" – Utility Assistance Program	\$108.85	\$114.56
3"	\$255.40	\$268.81
3" – Utility Assistance Program	\$191.55	\$201.61
4" standard or compound	\$371.49	\$390.99
6" standard or compound	\$888.12	\$934.75
8" standard or compound	\$1,242.18	\$1,307.39
10" standard or compound	\$1,715.63	\$1,805.70

Intentionally left blank

- (3) Water equity buy-in (EBI) fee, per connection to City water system:

Description	Prior Fee	New Fee
Single Family	\$2,586	\$2,902
Duplex	\$3,605	\$4,053
Multifamily, first unit	\$2,586	\$2,902
Multifamily, per additional unit	\$1,020	\$1,151
Commercial – size of meter		
3/4"	\$2,586	\$2,902
1"	\$4,083	\$4,685
1 1/2"	\$6,933	\$8,548
2"	\$11,117	\$13,693
3"	\$30,063	\$33,784
4"	\$56,200	\$61,023
6"	\$117,598	\$131,402
8"	\$136,594	\$153,881
10"	\$171,512	\$204,643

- (a) All EBI fees shall be paid at the time the service connection is requested.
- (b) For condominium, duplex, and townhouse developments consisting of no more than two (2) units per building, separate water meters for each unit shall be required and the single family EBI fee shall apply to each unit.
- (c) For condominium and townhouse developments consisting of three (3) or more units per building with one (1) water meter, the multifamily per unit EBI fee shall apply. Condominium and townhouse developments with one (1) water meter shall be considered one (1) account for utility billing purposes. The condominium or townhouse association shall be responsible for the utility billing and assessment of the individual owners within the complex.

Intentionally left blank

(4) Water service connection fee, per service connection within City:

(a) New installation, not stubbed into property:

Meter Size	Prior Fee	New Fee
3/4"	\$3,067	\$3,628
1"	\$3,269	\$3,959
1 1/2"	\$5,441	\$5,773
2"	\$5,997	\$6,973
3"	\$9,466	
4"	\$9,985	
Other	TBD ¹	TBD ¹

(b) New installation, stubbed into property:

Meter Size	Prior Fee	New Fee
3/4"	\$1,670	\$1,921
1"	\$1,771	\$2,186
Other	TBD ¹	TBD ¹

(c) New installation, meter only in new subdivisions:

Meter Size	Prior Fee	New Fee
3/4"	\$372	\$503
1"	\$441	\$610
1 1/2"	\$814	\$1,046
2"	\$1,054	\$1,342
3"	\$1,673	
4"	\$3,051	
Other	TBD ¹	TBD ¹

(d) Change in meter size, not requiring street cuts:

Meter Size	Prior Fee	New Fee
5/8" to 3/4"	\$1,670	
3/4" to 1"	\$1,771	
All	TBD ¹	TBD ¹

¹ To be determined by the Water Systems Manager based on the actual cost of labor, equipment, and materials plus ten percent (10%) for administrative costs.

- (i) Changes in meter sizes that require street cuts shall be determined by the Water Systems Manager based on the actual cost of labor, equipment, and materials plus ten percent (10%) for administrative costs.
- (ii) All service connection charges shall be paid at the time the service connection is requested.
- (iii) All charges for pipe incidental to the installation and connection of water service shall be calculated as if the water main were in the center of the street in order that a uniform charge may be made to property abutting on opposite sides of the street.
- (iv) A person making a request for a change in the size of a service connection or meter shall pay to the City, before such change in any service, the actual cost of labor, equipment, and materials used in the installation thereof plus ten percent (10%) for administrative costs.

(5) Private fire lines and automatic sprinkler systems, per month:

Size of Connection	Prior Fee	New Fee
2" or less	\$3.49	\$3.67
3"	\$5.81	\$6.12
4"	\$7.66	\$8.06
6"	\$15.50	\$16.31
8"	\$24.79	\$26.09
10"	\$41.21	\$43.37

These fees shall apply in all cases where automatic sprinklers are installed and where fire gates and other outlets are sealed. No charge will be made for water used in extinguishing a fire.

Intentionally left blank

(6) Tapping into a City water main for the installation of a fire line:

Fire Line Size	Main Size	Prior Fee	New Fee
4" Fire Line	4"	Requires a Tee	Requires a Tee
	6"	\$1,264	\$1,330.36
	8"	\$1,264	\$1,330.36
	10"	\$1,264	\$1,330.36
	12"	\$1,529	\$1,609.27
	14"	\$1,529	\$1,609.27
	16"	\$1,529	\$1,609.27
6" Fire Line	4"	Requires a Tee	Requires a Tee
	6"	Requires a Tee	Requires a Tee
	8"	\$1,529	\$1,609.27
	10"	\$1,529	\$1,609.27
	12"	\$1,802	\$1,896.61
	14"	\$1,802	\$1,896.61
	16"	\$1,802	\$1,896.61
10" Fire Line	4"	Requires a Tee	Requires a Tee
	6"	Requires a Tee	Requires a Tee
	8"	Requires a Tee	Requires a Tee
	10"	Requires a Tee	Requires a Tee
	12"	\$1,802	\$1,896.61
	14"	\$1,802	\$1,896.61
	16"	\$2,108	\$2,218.67
	18"	\$2,108	\$2,218.67
12" Fire Line	12"	Requires a Tee	Requires a Tee
	14"	\$2,398	\$2,523.90
	16"	\$2,398	\$2,523.90
	18"	\$2,398	\$2,523.90
	20"	\$2,687	\$2,828.07
	22"	\$2,687	\$2,828.07
	24"	\$3,022	\$3,180.66

(7) Other water fees:

Description	Prior Fee	New Fee
Hydrant, each use	\$100 ²	\$100 ²
Use of hydrant without permission:		
1 st offense within a calendar year	\$500	\$500
2 nd offense within a calendar year	\$750	\$750
3 rd offense within a calendar year	\$1,000	\$1,000
Removal or tampering with backflow or filing fraudulent forms:		
1 st offense within a calendar year	\$500	\$500
2 nd offense within a calendar year	\$750	\$750
3 rd offense within a calendar year	\$1,000	\$1,000
Shut off for unpaid water or City Code violation	\$75	\$75
Shut off or turn on after hours	\$100	\$100
Special meter read	\$50	\$50
Annual inspection of backflow for commercial	\$60	\$60
Special meter read after hours	\$50 ³	\$50 ³
Meter test, upon customer request	\$50 ⁴	\$50 ⁴
Water meter tampering	\$100 ⁵	\$100 ⁵
Bacterial testing	\$39.29	\$41.35
Water line disinfection, per lineal foot	\$0.50	\$0.50
Late fee for unpaid bills, single family	\$15.00	\$15.00
Late fee for unpaid bills, all others	\$25.00	\$25.00
Outside City limits: all fees and consumption	1.5 times	1.5 times

SECTION 2: All fees established by this resolution shall remain in effect until modified by resolution of the City Council.

SECTION 3: Upon the effective date of this resolution, this resolution shall supersede Resolution 2022-26 in its entirety.

² Customer must also pay for the cost of water used and an Eight Hundred Dollar (\$800) deposit.

³ Customer must also pay the actual cost of two (2) hours labor and equipment.

⁴ Customer must also pay the actual cost of labor and equipment. This fee will be assessed only when a customer requests a special meter read and the meter read results in an error of less than one percent (1%).

⁵ Customer must also pay the actual cost of labor, material, and equipment needed to repair or replace such meter, plus ten percent (10%) for administrative costs.

SECTION 4: This resolution shall take effect on October 1, 2023.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-38	AGENDA NO. IV. C. AGENDA DATE: August 14, 2023		
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Adjustments for all utilities (Water, Sewer, Sanitation, and Stormwater Drainage System) service fees are established by resolution of the City Council. The fees, rates, and charges are based on operation and maintenance costs and planned Capital Improvements for each utility. The fees, rates, and charges are collected and deposited into each utility’s corresponding Enterprise Fund. Outside of awarded projects/grants, the Wastewater Utility's revenue sources consist of the service charges and equity buy-in (EBI) fees outlined in this resolution. EBI fees are charges for connections made to new customers desiring to connect to the water and wastewater systems. These charges are assessed to recover costs over and above the direct costs associated with connecting a new service to the system. EBI fees reflect the expected demand that a new customer will place upon that system and the current depreciated value for the replacement of the system. The charges are reviewed and updated per the annual audit of the system and represent the reasonable prorated share of the value of the system that has been constructed for the new customer's use. All EBI fees collected are deposited into a specific revenue account are to be used only for the replacement of the capacity of the water and wastewater system and not for any other use.			
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. The Public Works department is recommending a 0% increase in monthly customer rates, a revision to the billing method, and an adjustment to equity buy-in (EBI) fees per Resolution 2021-40 the "City of Lewiston Equity Buy-In Study" authored by FCS Group and adopted by City Council on November 8, 2021. A summary of proposed changes can be found below:			
Reference	Fee(s)	Adjustment	Justification
2023-38 Section 1(1) (Page 1)	Hospitals, laundromats, small industry, car washes, RV Parks, restaurants and taverns, commercial establishments not otherwise	Billing Method	Ordinance No. 4885 was adopted by City Council on June 26, 2023 which

	designated in this section: Each additional cubic foot of water used		changed the method of billing from 100 cubic feet to 1 cubic foot
2023-38 Section 1(2) (Page 2 - 3)	All equity buy-in fees	Increase	The recommendation for FY24 in Resolution 2021-40 for Wastewater EBIs are further defined in <i>Exhibit 10: Wastewater Collection 5-Year Phase In Strategy</i> and <i>Exhibit 11: Wastewater Treatment 5-Year Phase-In Strategy</i> (Page 11)

BUDGET IMPACT

The proposed Fiscal Year 2024 Budget for the Wastewater Utility was built around these proposed rates.

ACTION PROPOSED

Staff recommends that City Council approves Resolution 2023-38 with an effective date of October 1, 2023.

RESOLUTION 2023-38

A RESOLUTION RESTATING AND AMENDING WASTEWATER FEES, EFFECTIVE OCTOBER 1, 2023

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

SECTION 1: Wastewater fees shall be as follows:

(1) Wastewater service, per month:

Description	Prior Fee	New Fee
Single residences, including mobile homes located on individual lots	\$49.61	\$49.61
Single residences, including mobile homes located on individual lots – Utility Assistance Program	\$37.21	\$37.21
Duplex and triplex residences, per unit	\$49.61	\$49.61
Duplex and triplex residences, per unit – Utility Assistance Program	\$37.21	\$37.21
Apartment houses or similar types of multiple dwellings, per unit	\$49.61	\$49.61
Hotels, motels, mobile home parks, mobile home tourist facilities, and rooming houses:		
First unit	\$49.61	\$49.61
Each additional unit	\$35.90	\$35.90
Schools:		
Each month school not in session	\$60.38	\$60.38
Each month school in session, per each 100 persons within the school facility	\$123.07	\$123.07
Home Occupation (residential and business)	\$50.36	\$50.36
Hospitals, laundromats, small industry, car washes, RV Parks, restaurants and taverns, and commercial establishments not otherwise designated in this section:		
Base Fee (1 to 1,000 cubic feet)	\$49.61	\$49.61
Each additional 100 cubic feet <u>foot</u> of water used	\$4.96	\$0.0496
Businesses may, upon approval of the Public Works Department, install an effluent meter station to measure their actual effluent discharge. ¹		
Each 1,000 cubic feet of metered effluent	\$49.61	\$49.61
Minimum monthly charge	\$56.25	\$56.25
Commercial establishments with no commercial kitchen or industrial water use	\$49.61	\$49.61

¹ The meter station shall be installed, owned, and maintained by such business. Meter readings shall be taken and charges assessed in the same manner as established for water meter readings.

Description	Prior Fee	New Fee
Sewer districts, Nez Perce Tribe, other governmental agencies: ²		
Each 1,000 cubic feet of metered effluent	\$49.61	\$49.61
Minimum monthly charge	\$56.25	\$56.25

(2) Wastewater equity buy-in (EBI) fees:

(a) Wastewater collection lines EBI, per connection:

Description	Prior Fee	New Fee
Single family	\$1,323	\$1,540
Duplex	\$2,222	\$2,666
Multifamily (first unit)	\$1,323	\$1,540
Multifamily (per additional unit)	\$899	\$1,126
Commercial – size of meter		
¾”	\$1,323	\$1,540
1”	\$2,063	\$2,473
1 ½”	\$3,593	\$4,589
2”	\$5,760	\$7,351
3”	\$15,085	\$17,736
4”	\$25,432	\$30,119
6”	\$49,901	\$62,888
8”	\$63,515	\$77,450

(b) Wastewater treatment plant EBI, per connection:

Description	Prior Fee	New Fee
Single family	\$2,080	\$2,322
Duplex	\$3,397	\$3,948
Multifamily (first unit)	\$2,080	\$2,322
Multifamily (per additional unit)	\$1,377	\$1,666
Commercial – size of meter		
¾”	\$2,080	\$2,322
1”	\$3,212	\$3,700
1 ½”	\$5,465	\$6,761
2”	\$8,764	\$10,830
3”	\$23,636	\$26,667
4”	\$44,809	\$48,574

² These fees shall govern unless the City has entered into a binding written agreement with such an entity establishing different fees.

6"	\$84,336	\$98,303
8"	\$110,269	\$123,384

(c) Connection and inspection fee:

Description	Prior Fee	New Fee
Per connection	\$589.76	\$589.76

(3) Septage hauler discharge, based on measured or estimated volume:

Description	Prior Fee	New Fee
Per load	\$43.88	\$43.88
Per gallon	\$0.22	\$0.22

(4) Other wastewater fees:

Description	Prior Fee	New Fee
Late fee for unpaid bills, single family	\$15.00	\$15.00
Late fee for unpaid bills, all others	\$25.00	\$25.00
Outside City Limits: All fees	1.5 times	1.5 times

SECTION 2: All fees established by this resolution shall remain in effect until modified by resolution of the City Council.

SECTION 3: Upon the effective date of this resolution, this resolution shall supersede Resolution 2022-40 in its entirety.

SECTION 4: This resolution shall take effect on October 1, 2023.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-39	AGENDA NO. IV. D. AGENDA DATE: August 14, 2023		
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Adjustments for all utilities (Water, Sewer, Sanitation, and Stormwater Drainage System) service fees are established by resolution of the City Council. The fees, rates, and charges are based on operation and maintenance costs and planned Capital Improvements for each utility. The fees, rates, and charges are collected and deposited into each utility’s corresponding Enterprise Fund. The Sanitation Utility's primary revenue source consists of the service charges outlined in this resolution. The Sanitation Utility <u>does not</u> have an equity buy-in (EBI) fee.			
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. The Public Works department is recommending a 0% increase to all Sanitation rates except for the following:			
Reference	Fee(s)	Adjustment	Justification
2023-39 Section 1(3) (Page 2)	10 cubic yard: ACI 20 cubic yard: ACI 30 cubic yard: ACI Daily rent (all sizes): ACI	Remove	These fees were removed because solid waste services are not provided by the City to customers outside of City limits.
2023-39 Section 1(6) (Page 4)	Additional Yard Waste Cart Service - per month	Increase	The City currently pays the Collection Contractor (Sunshine Disposal & Recycling, Inc.) more than the City's adopted rate for additional yard waste carts. The proposed rate is \$3.00; a \$1.83 increase from FY23.
2023-39 Section 1(6) (Page 4)	Additional Yard Waste Cart Rent - per month	Decrease	A two-percent (2%) increase for FY23 fees was adopted with Resolution 2022-32 but Public Works Administration

			staff failed to identify a calculation error for this fee at that time. This decrease corrects the error and brings this fee back in line with the two-percent (2%) increase originally proposed.
2023-39 Section 1(6) (Page 4)	Yard Waste Program Fee - per month, additional weeks	Consolidate	The "Yard Waste Cart" and "New Yard Waste Cart" fees have been combined to mirror what is presented on the customer's monthly utility bill.

BUDGET IMPACT

The proposed Fiscal Year 2024 Budget for the Sanitation Utility was built around this proposed rate.

ACTION PROPOSED

Staff recommends that City Council approves Resolution 2023-39 with an effective date of October 1, 2023.

RESOLUTION 2023-39

A RESOLUTION RESTATING, AMENDING, AND REMOVING FEES FOR SOLID WASTE, YARD WASTE, AND RECYCLING, EFFECTIVE OCTOBER 1, 2023

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

SECTION 1: Solid waste, yard waste, and recycling fees shall be as follows:

(1) Residential mobile carts (includes solid waste, yard waste, and recycling), per month¹:

Description	Prior Fee	New Fee
32 Gallon Cart Service	\$14.55	\$14.55
32 Gallon Cart Rent	\$0.90 + Idaho sales tax	\$0.90 + Idaho sales tax
32 Gallon Cart Service – Utility Assistance Program	\$8.76	\$8.76
32 Gallon Cart Rent – Utility Assistance Program	\$0.90 + Idaho sales tax	\$0.90 + Idaho sales tax
64 Gallon Cart Service	\$22.45	\$22.45
64 Gallon Cart Rent	\$1.03 + Idaho sales tax	\$1.03 + Idaho sales tax
64 Gallon Cart Service – Utility Assistance Program	\$16.85	\$16.85
64 Gallon Cart Rent – Utility Assistance Program	\$1.03 + Idaho sales tax	\$1.03 + Idaho sales tax
96 Gallon Cart Service	\$28.18	\$28.18
96 Gallon Cart Rent	\$0.77 + Idaho sales tax	\$0.77 + Idaho sales tax
96 Gallon Cart Service – Utility Assistance Program	\$21.14	\$21.14
96 Gallon Cart Rent – Utility Assistance Program	\$0.77 + Idaho sales tax	\$0.77 + Idaho sales tax

The minimum residential account charge is ~~\$14.55~~ \$14.55 per month, unless customer qualifies for the utility assistance program.

(2) Commercial accounts using mobile carts (for solid waste), per month²:

Description	Prior Fee	New Fee
32 Gallon Cart Service	\$14.55	\$14.55
32 Gallon Cart Rent	\$0.90 + Idaho sales tax	\$0.90 + Idaho sales tax
64 Gallon Cart Service	\$22.45	\$22.45
64 Gallon Cart Rent	\$1.03 + Idaho sales tax	\$1.03 + Idaho sales tax
96 Gallon Cart Service	\$28.18	\$28.18
96 Gallon Cart Rent	\$0.77+ Idaho sales tax	\$0.77+ Idaho sales tax

The minimum commercial account charge is ~~\$14.55~~ \$14.55 per month.

¹ Additional garbage carts of same size at multiplier of single rate. See Section 1.

² Additional garbage carts of same size at multiplier of single rate. See Section 2.

(3) Drop boxes/dumpsters (for solid waste):

Description		Service (per dump)	Monthly Rent ³	Total (minimum)
10 cubic yard	Prior fee	\$192.75	\$311.41 + Idaho sales tax	\$504.16
	New fee	\$192.75	\$311.41 + Idaho sales tax	\$504.16
20 cubic yard	Prior fee	\$252.79	\$431.72 + Idaho sales tax	\$684.51
	New fee	\$252.79	\$431.72 + Idaho sales tax	\$684.51
25 cubic yard	Prior fee	\$301.95	\$510.62 + Idaho sales tax	\$812.57
	New fee	\$301.95	\$510.62 + Idaho sales tax	\$812.57
30 cubic yard	Prior fee	\$373.61	\$576.33 + Idaho sales tax	\$949.94
	New fee	\$373.61	\$576.33 + Idaho sales tax	\$949.94
40 cubic yard: ACI	Prior fee	\$327.51	N/A	\$327.51
20 cubic yard: ACI	Prior fee	\$541.72	N/A	\$541.72
30 cubic yard: ACI	Prior fee	\$737.94	N/A	\$737.94
Daily rent (all sizes): ACI	Prior fee	\$25.02	N/A	\$25.02

(4) Roll-off compaction containers (customer owned, for solid waste):

Description	Prior Fee	New Fee
4 cubic yard – wet load (one dump per week)	\$702.72/month	\$702.72/month
10 cubic yard – wet load	\$355.94/dump	\$355.94/dump
10 cubic yard – dry load	\$319.87/dump	\$319.87/dump
15 cubic yard – wet load	\$446.10/dump	\$446.10/dump
15 cubic yard – dry load	\$392.00/dump	\$392.00/dump
20 cubic yard – wet load	\$536.25/dump	\$536.25/dump
20 cubic yard – dry load	\$464.14/dump	\$464.14/dump
25 cubic yard – wet load	\$626.41/dump	\$626.41/dump
25 cubic yard – dry load	\$536.25/dump	\$536.25/dump
30 cubic yard – wet load	\$756.49/dump	\$756.49/dump
30 cubic yard – dry load	\$648.68/dump	\$648.68/dump
40 cubic yard – wet load	\$956.56/dump	\$956.56/dump
40 cubic yard – dry load	\$821.29/dump	\$821.29/dump

³ Daily rent not available.
RESOLUTION 2023-39
Page 2 of 5

(5) Commercial accounts using standard commercial containers (for solid waste), per month:

		Number of Pickups per week						
Size		Rent/month	1	2	3	4	5	6
1	Prior fee	\$19.32	\$85.50	\$157.89	\$233.81	\$338.56	\$427.93	\$524.49
yard	New fee	\$19.32	\$85.50	\$157.89	\$233.81	\$338.56	\$427.93	\$524.49
2	Prior fee	\$25.74	\$131.98	\$240.92	\$355.22	\$512.82	\$647.35	\$791.43
yards	New fee	\$25.74	\$131.98	\$240.92	\$355.22	\$512.82	\$647.35	\$791.43
3	Prior fee	\$32.18	\$191.00	\$344.96	\$519.73	\$753.79	\$966.69	\$1,199.49
yards	New fee	\$32.18	\$191.00	\$344.96	\$519.73	\$753.79	\$966.69	\$1,199.49
4	Prior fee	\$38.62	\$212.38	\$411.32	\$681.69	\$1,005.10	\$1,295.75	\$1,609.19
yards	New fee	\$38.62	\$212.38	\$411.32	\$681.69	\$1,005.10	\$1,295.75	\$1,609.19
6	Prior fee	\$45.06	\$298.82	\$572.41	\$951.28	\$1,394.58	\$1,865.62	\$2,326.77
yards	New fee	\$45.06	\$298.82	\$572.41	\$951.28	\$1,394.58	\$1,865.62	\$2,326.77
8	Prior fee	\$64.36	\$382.81	\$747.89	\$1,246.73	\$1,914.10	\$2,604.02	\$3,279.94
yards	New fee	\$64.36	\$382.81	\$747.89	\$1,246.73	\$1,914.10	\$2,604.02	\$3,279.94

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(6) Other fees for solid waste, yard waste, and recycling:

Description	Prior Fee	New Fee
Change in cart size, after 2 nd request	\$20.00	\$20.00
Purchase/replacement of cart	\$100.00	\$100.00
Residential add service: per bag, bundle, box	\$6.92	\$6.92
Commercial add service: per bag, bundle, box	\$9.40	\$9.40
Additional Yard Waste Cart Service – per month	\$1.17	\$3.00
Additional Yard Waste Cart Rent – per month	\$0.37 + Idaho sales tax	\$0.30 + Idaho sales tax
Additional Recycling Cart Service – per month	\$4.23	\$4.23
Additional Recycling Cart Rent – per month	\$0.31 + Idaho sales tax	\$0.31 + Idaho sales tax
Yard Waste Cart Program Fee – per month, additional weeks ⁴ (Yard Waste Program)	\$0.22	\$0.71
New Yard Waste Cart (Implemented 2018) – per month	\$0.49	
Transfer station tire fee: per tire without rim	\$5.00	\$5.00
Transfer station appliance fee: per appliance with refrigerant	\$15.00	\$15.00
Additional service roll-off: disconnect/reconnect/prepare	\$35.98	\$35.98
Transfer station excess haul: per cubic yard ⁵	\$25.00	\$25.00
Bale of Cardboard	\$25.00	\$25.00
Commercial additional solid waste: per cubic yard	\$28.35	\$28.35
Glass: per five (5) gallon bucket	\$3.00	\$3.00
Transfer station excess haul: per cubic yard, ACI	\$25.00	\$25.00
Clean out of dumpsters/commercial containers: per hour	\$69.25	\$69.25
Commercial yard waste: per cart	\$14.89	\$14.89
Late fee for unpaid bill - single family	\$15.00	\$15.00
Late fee for unpaid bill - all others	\$25.00	\$25.00
Solid waste return cart fee for unpaid bills	\$25.00	\$25.00
Outside City limits: all fees	1.5 times, unless otherwise indicated	1.5 times, unless otherwise indicated

SECTION 2: All fees established by this resolution shall remain in effect until modified by resolution of the City Council.

SECTION 3: Upon the effective date of this resolution, this resolution shall supersede Resolution 2022-32 in its entirety.

SECTION 4: This resolution shall take effect on October 1, 2023.

Signature page to follow

⁴ Fee per month in addition to the yard waste cart service and rental rates set forth in Table 1.

⁵ Up to twelve (12) yards per fiscal year included with solid waste service.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-41	AGENDA NO. IV. E. AGENDA DATE: August 14, 2023	
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) These fees, colloquially named "Public Works Other Fees", are reviewed on an annual basis and established by resolution of the City Council. Revenue collected from these fees is deposited into the Transportation Fund which is specifically designated for expenses related to transportation needs such as Street Maintenance, Engineering, Construction Management, and Geographic Information System (GIS) services.		
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. The City Engineer presented the proposed rates for Fiscal Year 2024 (FY24) during the May 22, 2023 Work Session which included a 2.5% increase to Right-of-Way Permit fees and Subdivision Filing fees. Since that presentation, two (2) new fees have been added to the proposed rates for City Council consideration:		
Reference	Fee(s)	Justification
2023-41 Section 1(4) (Page 1)	Encroachment Permit associated with a parklet	Ordinance No. 4889 and Resolution 2023-29 City of Lewiston Parklet Design Standards were adopted by City Council on June 12, 2023. Ordinance No. 4889 establishes a fee for an encroachment permit associated with parklets as set by resolution of the City Council (Lewiston City Code § 31-77.c).
2023-41 Section 1(5) (Page 1)	Encroachment Permit	A separate ordinance to amend Chapter 31 of the Lewiston City Code to specifically reference when a general encroachment permit and the associated encroachment permit fee are required is being assembled and shall be brought to City Council for consideration before the October 1, 2023 effective date of the proposed rates before you now.

BUDGET IMPACT

These rates affect the proposed Fiscal Year 2024 Budget for the Transportation Fund.

ACTION PROPOSED

Staff recommends that City Council approves Resolution 2023-41 with an effective date of October 1, 2023.

RESOLUTION 2023-41

A RESOLUTION RESTATING, AMENDING, AND ESTABLISHING FEES FOR VACATIONS OF PUBLIC RIGHTS-OF-WAY, EASEMENTS, AND PLATS; ENCROACHMENT PERMITS; RIGHT-OF-WAY PERMITS; SUBDIVISION FILINGS; APPLICATIONS FOR WIRELESS COMMUNICATION FACILITIES LOCATED IN PUBLIC RIGHTS-OF-WAY; APPEALS OF WRITTEN ORDERS OR DECISIONS OF THE PUBLIC WORKS DEPARTMENT OR PUBLIC WORKS DIRECTOR; AND PARADE AND PUBLIC ASSEMBLY APPLICATIONS; EFFECTIVE OCTOBER 1, 2023

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

SECTION 1: Fees for vacations of public rights-of-way, easements, and plats, as well as fees for encroachment permits, shall be as follows:

- (1) The initial fee for filing a notice of intent to vacate a public right-of-way or plat shall be Four Hundred Dollars (\$400), which fee is non-refundable.
- (2) The fee for filing a petition to vacate a public right-of-way or plat shall be One Hundred Dollars (\$100) if the area to be vacated is less than ten thousand (10,000) square feet, or Six Hundred Dollars (\$600) if the area to be vacated is ten thousand (10,000) square feet or more. Such fees are non-refundable.
- (3) The fee for filing a petition to vacate an easement shall be Two Hundred Fifty Dollars (\$250), which fee is non-refundable.
- (4) The fee for an encroachment permit associated with a parklet shall be Two Hundred Dollars (\$200), which fee is non-refundable.
- (5) The fee for any other encroachment permit shall be Seventy-Five Dollars (\$75), which fee is non-refundable.

SECTION 2: Right-of-way permit fees shall be as follows:

Description	Prior Fee	New Fee
Aerial	\$0.11	\$0.11
Base fee	\$90.34	\$92.60
Bellhole (each)	\$1.72	\$1.76
Curb and Gutter Install/Removal per lineal foot	\$0.37	\$0.38
Sidewalk Install/Removal per lineal foot	\$0.37	\$0.38
Other cuts or uses misc.	\$1.72	\$1.76
Push/Plow/Bore per lineal foot	\$0.11	\$0.11
Stub Out/Laterals	\$1.72	\$1.76
Survey, Design, and Staking	\$75.46	\$77.35
Trench/Street Cut per lineal foot	\$0.37	\$0.38
Vibratile plow-in per lineal foot	\$0.11	\$0.11

SECTION 3: Subdivisions filing fees shall be as follows:

Description	Prior Fee	New Fee
Administrative Plat Base Fee	\$831.84	\$852.64
Plus Administrative Plat per lot	\$19.56	\$20.05
Preliminary Plat Base Fee	\$503.28	\$515.86
Plus Preliminary Plat per lot	\$19.56	\$20.05
Final Plat Base Fee	\$503.28	\$515.86
Plus Final Plat per lot	\$19.56	\$20.05

SECTION 4: The City of Lewiston Public Works Department's application fees for wireless communication facilities proposed to be located in public rights-of-way shall be as follows; provided, however, that such fees may exceed the fees listed below based on cost studies conducted by the City that are specifically related to a licensee's and/or other providers' applications:

Type of Application (proposed location in public rights-of-way)	Prior Fee	New Fee
Type 1: Application for small wireless facilities	\$500 for up to five (5) sites and \$100 for each site thereafter	\$500 for up to five (5) sites and \$100 for each site thereafter
Type 2: Application for a new pole intended to support small wireless facilities	\$1,000	\$1,000
Type 3: Application for wireless communication facilities other than small wireless facilities	\$750	\$750
Type 4: Application for a new tower intended to support something other than small wireless facilities	\$1,250	\$1,250

a. Such application fees include all related City of Lewiston permit fees, including building permit fees and fees associated with a request for an alternative use permit or a waiver to a standard, if applicable.

b. No fee in addition to those set forth in this Section 4 shall be charged for: (a) an application for an alternative use permit or a waiver to a standard, or (b) an appeal of a decision of the Public Works Director regarding an application for an alternative use permit or a waiver to a standard.

SECTION 5: The fee to appeal a written order or decision of the Public Work's Department or Public Works Director shall be Two Hundred Dollars (\$200).

SECTION 6: Fees for parade and public assembly applications shall be as follows:

Type of Application	Prior Fee	New Fee
Application for first time parade or public assembly, or parade or public assembly that requires a new or modified traffic control plan	\$200	\$200
Application for recurring parade or public assembly that does not require a new or modified traffic control plan	\$60	\$60

a. Fees for late applications shall be calculated on the above amounts, as set forth in Chapter 35, Article IX of the Lewiston City Code.

SECTION 7: All fees established by this resolution shall remain in effect until modified by resolution of the City Council.

SECTION 8: Upon the effective date of this resolution, this resolution shall supersede Resolution 2022-38 in its entirety.

SECTION 9: The resolution shall take effect on October 1, 2023.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE PUBLIC HEARING: STORMWATER DRAINAGE SYSTEM SERVICE FEES	AGENDA NO. IV. F. AGENDA DATE: August 14, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) The service fees for all utilities (Water, Sewer, Sanitation, and Stormwater Drainage System) are established by resolution of the City Council. Resolution 2023-43 establishes user fees for the Stormwater Drainage System Utility and requires a public hearing. Pursuant to Idaho Code § 63-1311A, the City must give notice of the public hearing by running an advertisement in the Lewiston Tribune once each week for the two (2) weeks preceding the week during which the hearing will be held. The Lewiston Tribune scheduled the first and second public hearing notices to be published on August 5th and August 12th, respectively.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. The Public Works department began presenting information to City Council regarding the City's existing stormwater infrastructure, program funding, and the need for a utility over a year ago. The broader public outreach and education efforts began in January 2023. A brief timeline of this public information sharing is as followed: 2/2/22 Work Session - Topic is first introduced to Council 4/18/22 Work Session - City's existing stormwater program is presented in detail to City Council along with recommended next steps including establishing a user fee approach. 4/25/22 Regular Session - Resolution 2022-17 "Lewiston User Fee Study" adopted by City Council. 5/9/22 Regular Session - Director Johnson updated City Council on the status of the utility formation and notified them that utility rate options would be presented to them during a summer City Council session. 8/1/22 Work Session - Director Johnson provided Council with six utility rate options informed by Resolution 2022-17, an update to the Stormwater Capital Improvement Projects (CIP), and compliance with the Municipal Separate Storm Sewer System (MS4) Permit. Director Johnson requested that City Council provide staff with a direction to begin forming the utility; City Council directed staff to proceed with the rate option that would ensure full compliance and full	

Capital funding.

This is the proposed rate in Resolution 2023-43.

1/4/23 Special Work Session - Director Johnson provided a progress update on the utility to City Council, receive feedback, and discuss findings with meetings with impacted public agencies including Lewis -Clark State College, Lewiston School District, Port of Lewiston, Lewiston Orchards Irrigation District, Nez Perce County, and Idaho Transportation Department.

The proposed rate in Resolution 2023-43 was included in this presentation.

4/25/23 - A flyer explaining the what, why, and how of the utility accompanied the monthly utility bill for April. The flyer included a survey for public input on prioritizing the top five projects for improving the City's stormwater drainage system, a hotline, and the location of the dedicated utility page on the City website.

5/1/23 Work Session - Director Johnson introduced Ordinance No. 4882 to City Council for discussion and feedback. Ordinance No. 4882 establishes stormwater drainage system user fees to fund the provision of proprietary stormwater services by the City to property owners but does not set a rate.

5/10/23 PWAC - Director Johnson introduced Ordinance No. 4882 to the Public Works Advisory Commission (PWAC) for discussion and feedback.

5/18/23 - The *Summer Magazine and Program Guide, Issue #2* of the City's Living Lewiston magazine included an informational spread on the utility.

5/22/23 Regular Session - The Public Hearing and First Reading of Ordinance No. 4882.

5/25/23 Public Works Expo - The Stormwater staff's "Only Rain Down The Drain" booth had copies of the April utility bill insert flyer and Living Lewiston magazine available as well as opportunities for public comment.

6/12/23 Regular Session - Ordinance No. 4882 was amended to incorporate feedback from the Public Works Advisory Commission. The Second and Third Readings are approved; Ordinance. No. 4882 is adopted by City Council.

6/14/23 PWAC - Jeff Wiemer, Stormwater Coordinator, introduced the *Stormwater Drainage System Utility Fee Structure & Credit Policy* to the Public Works Advisory Commission (PWAC) for discussion and feedback.

6/27/23 Work Session - The Public Works Department FY24 budget proposal included estimated revenue and expenses for the Stormwater Drainage System Utility.

The proposed rate in Resolution 2023-43 was included in this presentation.

8/1/23 - The City's Public Information Office published the FY24 City Budget Guide which included a two-page spread providing more information about the proposed rates and the necessity of the utility. The hotline was updated with an option which allowed callers to listen to an automated message which explained the Stormwater Drainage System Utility and notified them of the date, time, and location of the August 14th Public Hearing for the proposed rates.

The proposed rate in Resolution 2023-43 was included in this guide.

BUDGET IMPACT

The proposed Fiscal Year 2024 Budget for the Stormwater Drainage System Utility was built 12-months of estimated expenses and 9-months of estimated revenue to reflect the January 1, 2024 effective date.

ACTION PROPOSED

Staff is requesting that City Council hold a public hearing to receive testimony on Resolution 2023-43.



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-43	AGENDA NO. IV. G. AGENDA DATE: August 14, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Adjustments for all utilities (Water, Sewer, Sanitation, and Stormwater Drainage System) service fees are established by resolution of the City Council. The fees, rates, and charges are based on operation and maintenance costs and planned Capital Improvements for each utility. The fees, rates, and charges are collected and deposited into each utility's corresponding Enterprise Fund. Outside of awarded projects/grants, the Stormwater Drainage System Utility's revenue source shall primarily consist of service charges.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. The City's existing stormwater drainage system has gone without a dedicated revenue source for decades which has resulted in deteriorated stormwater infrastructure throughout the City. In addition, the City is facing federal regulatory requirements to comply with the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer System (MS4) Permit issued in 2020. The Public Works Director most recently presented these proposed rates at the June 27, 2023 Work Session.	
BUDGET IMPACT The proposed Fiscal Year 2024 Budget for the Stormwater Drainage System Utility was built twelve (12) months of estimated expenses and nine (9) months of estimated revenue to reflect the January 1, 2024 effective date.	
ACTION PROPOSED Staff recommends that City Council approves Resolution 2023-43 with an effective date of January 1, 2024.	

RESOLUTION 2023-43

A RESOLUTION ESTABLISHING FEES FOR STORMWATER DRAINAGE SYSTEM SERVICES, EFFECTIVE JANUARY 1, 2024

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

SECTION 1: User fees for stormwater drainage system services shall be as follows:

(1) Residential properties, per month:

Description	New Fee
Service Area 1 fee per ERU ¹	\$10.60
Service Area 1 fee per ERU – Utility Assistance Program	\$7.94
Service Area 2 fee per ERU	\$7.74
Service Area 2 fee per ERU – Utility Assistance Program	\$5.80

(2) Commercial properties, per month:

Description	New Fee
Service Area 1 fee per ERU	\$10.60
Service Area 2 fee per ERU	\$7.74

The City of Lewiston is separated into two Service Areas: Service Area 1 is predominantly piped areas, and Service Area 2 is predominantly surface drainage/infiltration areas. A map delineating such Service Areas is set forth in the “Stormwater User Fee Basis, Rate Structure, and Policy Memorandum” prepared by Aspect Consulting, LLC and adopted by the City Council through Resolution 2022-17.

The “Stormwater Drainage System Utility Fee Structure & Credit Policy,” as established by the Stormwater Coordinator pursuant to Ordinance No. 4882, defines residential properties, commercial properties, the fee structure, and credit eligibility criteria to further individualize user fees.

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¹ One (1) Equivalent Residential Unit (ERU) is equal to four thousand five hundred (4,500) square feet of Impervious Surface Area (ISA), which is defined in Ordinance No. 4882 as material that resists or blocks the passage of water into soils as would occur under natural conditions (e.g., rooftops, roads, alleys, parking lots, sidewalks, patios, decks, graveled areas, and swimming pools). The monthly user fee is determined by the number of ERUs per property.

SECTION 2: Other fees associated with stormwater drainage system services shall be as follows:

Description	New Fee
Late fee for unpaid bills - single family	\$15.00
Late fee for unpaid bills - all others	\$25.00

Such fees shall apply to both Service Area 1 and Service Area 2.

SECTION 3: A customer who thinks that their monthly user fee is based on an incorrect calculation of ISA; that the subject property, or portions thereof, does not receive any drainage services from the City's Stormwater Drainage System; or that their user fee is otherwise incorrect shall submit a written recalculation application to the Stormwater Coordinator, as described in Ordinance No. 4882.

SECTION 4: The fee to appeal a written decision by the Stormwater Coordinator regarding credit eligibility or user fee corrections, as described in Ordinance No. 4882, shall be Two Hundred Dollars (\$200).

SECTION 5: All fees established by this resolution shall remain in effect until modified by resolution of the City Council.

SECTION 6: This resolution shall take effect on January 1, 2024.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk

CITY ORDINANCE NO. 4892

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING ORDINANCE NO. 4858, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023, APPROPRIATING ADDITIONAL MONIES THAT ARE TO BE RECEIVED BY THE CITY OF LEWISTON, IDAHO IN THE SUM OF TWENTY-FIVE MILLION FIVE HUNDRED TWENTY-ONE THOUSAND EIGHT HUNDRED TEN DOLLARS (\$25,521,810); AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Ordinance No. 4858, the Annual Appropriation Ordinance of the City of Lewiston, Idaho for the fiscal year commencing October 1, 2022 and ending September 30, 2023, is hereby amended as follows:

The additional sum of Twenty-Five Million Five Hundred Twenty-One Thousand Eight Hundred Ten Dollars (\$25,521,810) shall be appropriated out of the following revenues:

Proposed Revenues

General Fund - Contributions	31,000
General Fund - Reserves - Golf Course Improvements	119,000
General Fund - Reserves - Golf Course Equipment Purchase	250,000
General Fund - Reserves - Golf Fund Closure	279,140
General Fund - Contributions - Golf Fund Closure	558,610
General Fund - Police Dept - Reserves - FY22 Carryforward	4,800
General Fund - Police Dept - AIC ODP Grant - Radio Ads	2,000
General Fund - Police Dept - K-9 Donation	4,600
General Fund - Police Dept - Reimbursements	24,770
General Fund - Police Dept - STEP Grant	40,000
General Fund - Police Dept – Federal Grant	43,880
General Fund - Fire Dept - State EMS Grant	19,550
General Fund - Fire Dept - Donations	1,200
General Fund - Fire Dept - Reserves - FY22 Carryforward	14,720
General Fund - Opioid Settlement Funds	10,000
Capital Fund - Parks - Donations	710,000
Capital Fund - Airport Improvements	2,500,000
Capital Fund - Transportation - 2022 HB354	613,090
Capital Fund - Transportation - Street Preservation Reserves	1,114,660
Capital Fund - Transportation - ADA/FILO Reserves	40,000
Capital Fund - Transportation - 2022 Children Pedestrian Safety Program	285,250

ORDINANCE NO. 4892

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Capital Fund - Transportation - Contributions	22,750
Capital Fund - Transportation - Stormwater Reserves	22,750
Workers Comp Fund - Reserves	200,000
Water Fund - Federal Grant - Idaho DEQ ARPA - WTP Design & Construction	300,000
Water Fund - SRF Financing - WTP Design & Construction	9,333,970
Water Fund - Reserves - Carryforward FY22 Vehicles	55,970
Water Fund – Contributions Pub Sources - WR100 ITD Waterline	1,450,000
Water Fund - IDEQ - Emergency Funding Assistance	225,000
Water Fund - Reserves - High Reservoir Emergency	2,775,000
Water Fund - Reserves - SRF Interest	285,000
Wastewater Fund – SRF Financing – WWTP Upgrade	3,284,920
Golf Fund - CourseCo Contract	68,000
Golf Fund - Reserves - Golf Fund Closure	549,730
Transportation Fund- Contributions - Blue Cross Grants	9,520
Transportation Fund - Reimbursements	59,750
Library Fund - State Grants	7,000
Library Fund - Federal Grants	4,000
Library Fund - Reserves - CARES Funds	27,300
Fleet Services Fund – Reimbursements - Insurance Patrol SUV	19,580
Fleet Services Fund - Reserves - Patrol SUV	29,760
Fleet Services Fund - Reserves - Floor and Hoist	32,810
Fleet Services Fund - Reserves – FY 22 Carryforward	79,390
Fleet Services Fund - Reserves - Water Dist. Pickup	8,500
Information System Fund - Reserves - FY22 Carryforward	4,840

Total Revenues \$25,521,810

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

Proposed Expenditures

General Fund - Community Development - Comprehensive Plan Design	30,000
General Fund - Contributions - Parks ADA Equip	1,000
General Fund - Police Dept - PO 22201559 Patrol Tablets	4,800
General Fund - Police Dept - AIC ODP Grant - Radio Ads	2,000
General Fund - Police Dept - K-9	4,600
General Fund - Police Dept - Training	7,630
General Fund - Police Dept - Radio Repeaters	17,140
General Fund - Police Dept - Seekins Rifles	40,000
General Fund - Police Dept –Tower Combiner	43,880
General Fund - Fire Dept – Gurney & EMS Supplies	19,750
General Fund - Fire Dept - Fire Stn 4 Equipment	1,000
General Fund - Fire Dept - FY22 Carryforward	14,720
General Fund - Golf Course Improvements	119,000

General Fund - Golf Course Equipment Purchase	250,000
General Fund - Golf Fund Closure	837,750
General Fund - Opioid Funds - Police Cordico Wellness App	10,000
Capital Fund - Parks - Canyon Crest Park & Line Painting Robot	710,000
Capital Fund - Airport Improvements	2,500,000
Capital Fund - Transportation - 21st St Fiber Preservation Project	1,263,000
Capital Fund - Transportation - Emergency Street Repairs	500,000
Capital Fund - Transportation - 2022 Children Pedestrian Safety Program	290,000
Capital Fund - Transportation - SM008 Hall Ford Stormwater	45,500
Workers Comp Fund - Self Insurance Claims	200,000
Water Fund – WTP Design & Construction	9,633,970
Water Fund – FY22 Vehicle Replacements	55,970
Water Fund - WR100 ITD Waterline	1,450,000
Water Fund - High Reservoir Emergency	3,000,000
Water Fund - SRF Interest	285,000
Wastewater Fund - WWTP Upgrade WW044	3,284,920
Golf Fund - CourseCo Contract	42,000
Golf Fund - Golf Fund Closure	575,730
Transportation Fund - Pedestrian Crossing Improvements	9,520
Transportation Fund – Repair Damaged Light Poles/Signal Base	59,750
Library Fund - Grant Expenditures	38,300
Fleet Services Fund - Floor and Hoist Repair	32,810
Fleet Services Fund - FY22 Vehicle Replacements	79,390
Fleet Services Fund - Patrol SUV Replacement	49,340
Fleet - Purchase Pickup from Water	8,500
Information System Fund – Patrol Tablets	4,840

Total Expenditures.....\$25,521,810

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

SECTION 2: All of the above sums are revenues from sources not anticipated at the time of adoption of Ordinance No. 4858 and are not from *ad valorem* tax revenues.

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

Signature page to follow

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk

	L-2 Form 2022	Final L-2 2023	Proposed Budget 2024	
Property Tax Base:	\$ 22,836,152	\$ 23,432,493	\$ 23,606,787	
Budget Base Growth (allowed up to 3%)	435,081	-	-	
Percentage Increase	1.91%	0.000%	0%	
Rounding	-	265		
New Construction	128,835	162,357	142,245 *	
New Annexations	32,425	11,672	26,704 *	
Total Property Tax Budget	\$ 23,432,493	\$ 23,606,787	\$ 23,775,736	
Less: State personal property tax replacement	294,493	298,767	298,767	
Total Property Tax Levy	\$ 23,138,000	\$ 23,308,020	\$ 23,476,969	
			tax certification	
ALLOCATION:				Change
General Fund *	\$ 16,334,770	\$ 16,287,680	\$ 16,688,050	\$ 400,370
General Fund Building Reserve Fund:	1,900,000	1,650,000	1,650,000	-
Capital Fund (See details below)	1,562,000	1,510,500	1,372,680	(137,820)
Library Fund	1,318,000	1,375,500	1,473,500	98,000
Cemetery Fund	160,000	150,000	150,000	-
Transportation Fund	1,860,000	2,314,600	2,123,000	(191,600)
Public Transportation	325,000	318,500	318,500	-
Police Retirement	-	-	-	-
Budgeted Amounts	\$ 23,459,770	\$ 23,606,780	\$ 23,775,730	\$ 168,950
Budget vs Actual	(27,277)	-	-	
	\$ 23,432,493	\$ 23,606,780	\$ 23,775,730	
CAPITAL FUND SUMMARY:				
Parks	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
Transportation	1,375,500	1,375,500	1,131,000	(244,500)
Library	51,500	-	-	-
Public Transportation (Transit)	35,000	35,000	141,680	106,680
Budgeted for Capital	\$ 1,562,000	\$ 1,510,500	\$ 1,372,680	\$ (137,820)

\$ 708,203.60
\$ 708,204.00 Foregone

Use of Unassigned Fund Balance (Reserves) - General Fund

Utility Assistance Program	\$ 65,000
Legal Fees	100,000
Deferred Maintenance	250,000
LC Valley Boys & Girls Club	18,000
Valley Vision	40,000
Beautiful Downtown Lewiston	30,000
Civi Theatre	30,000
North Central Health Dist	10,000
Comprehensive Plan FY23	150,000
Airport Operations	350,000
Airport Capital	200,000
LPD Generator	246,000
Driving Range Poles & Netting	36,690
New Cart Barn - Golf Course	132,000
Tractor - Golf Course	63,340
Top Dresser - Golf Course	15,070
Surrounds Mower - Golf Course	46,590
Lumen Refund	25,000
Unrestricted Reserves	\$ 1,807,690

583 Funds	\$ 40,770.00
Opioid Funds	150,000
Restricted Reserves	\$ 190,770
Total Reserves Budgeted	\$ 1,998,460

Summary of Unassigned Fund Balance	
9/30/2022 - Audited	13,445,192
	164 days
FY23 Original Budget:	-23 days
FY23 Projection	-6 days
9/30/2023 - Projected	158 days
FY24 Proposed Budget:	-22 days

CITY ORDINANCE NO. 4894

AN ORDINANCE OF THE CITY OF LEWISTON, TO BE TERMED THE “2024 ANNUAL APPROPRIATION ORDINANCE,” APPROPRIATING SUMS OF MONEY AUTHORIZED BY LAW AND DEEMED NECESSARY FOR ALL GENERAL AND SPECIAL MUNICIPAL PURPOSES OF THE CITY OF LEWISTON, IDAHO, FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with Idaho Code § 50-1002, the City Council of the City of Lewiston, Idaho has prepared and tentatively approved an annual budget, including an estimate of total revenues anticipated and expenditures necessary for the fiscal year commencing October 1, 2023 and ending September 30, 2024;

WHEREAS, pursuant to public notice, as required by law, a public hearing on the aforesaid proposed budget was held on August 14, 2023; and

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

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

SECTION 1: This ordinance shall be known as the 2024 Annual Appropriation Ordinance.

SECTION 2: The following sums of money, or as much thereof as may be authorized by law, needed or deemed necessary to defray all expenses and liabilities of the City of Lewiston, Idaho, are hereby appropriated for the general and special municipal and corporate purposes of the City of Lewiston as hereinafter specified for the fiscal year commencing October 1, 2023 and ending September 30, 2024.

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For general and special municipal and corporate purposes:

A. <u>GENERAL GOVERNMENT FUNDS</u>	<u>AMOUNT APPROPRIATED</u>
GENERAL FUND	
Legislative	\$ 1,056,270
Executive	527,120
Human Resources	570,710
Legal Services	674,430
Parks & Facilities	3,491,710
Police Protection	9,827,470
Fire Protection	9,893,290
Community Development	1,813,930
Recreation	734,400
Finance	1,585,320
Contingency	150,000
Public Safety	50,000
Property Preservation Account	470,000
Golf	588,130
Uncollectible Account	200,000
Building Reserve Fund	8,050,000
Settlement	175,000
Insurance Trust	<u>406,820</u>
TOTAL GENERAL FUND	\$ 40,264,600
OTHER GOVERNMENT FUNDS	
Worker's Compensation Fund	\$ 601,000
Cemetery Fund	335,670
Transportation Fund	4,475,280
Library Fund	1,609,270
Fleet Maintenance Fund	1,742,940
Information Systems Fund	1,176,850
Police Retirement Fund	1,288,000
Public Transportation	2,480,060
Perpetual Care Fund	<u>54,000</u>
TOTAL OTHER GOVERNMENT FUNDS	\$ 13,763,070
TOTAL GOVERNMENT FUNDS	<u>\$ 54,027,670</u>

B. ENTERPRISE FUNDS

Water Fund	\$ 6,244,180
Wastewater Fund	6,676,890
Stormwater Fund	1,248,890
Sanitation Fund	6,973,770
TOTAL ENTERPRISE FUNDS	<u>\$ 21,143,730</u>

C. CAPITAL FUNDS

Capital Projects Fund	\$ 2,693,030
Water Fund	11,233,000
Wastewater Fund	10,875,820
Stormwater	670,000
Sanitation Fund	317,500
Economic Development Fund	3,888,190
Fleet Maintenance Fund	2,144,000
Information Systems Fund	200,000
TOTAL CAPITAL FUNDS	<u>\$ 32,021,540</u>

D. SPECIAL ASSESSMENT FUND

Business Improvement District	\$ 200,000
SUBTOTAL	<u>\$ 107,392,940</u>
DOUBLE BUDGETING	
Less Transfers	(50,000)
Less Depreciation	<u>(5,770,190)</u>
GRAND TOTAL	<u><u>\$ 101,572,750</u></u>

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

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk

PUBLIC HEARING NOTICE
RESTATING, AMENDING, REMOVING, AND ESTABLISHING FEES FOR BRYDEN CANYON GOLF
COURSE, EFFECTIVE OCTOBER 1, 2023

NOTICE IS HEREBY GIVEN, that the City Council of the City of Lewiston will hold a public hearing for consideration of restating, amending, removing, and establishing new fees for Bryden Canyon Golf Course for Fiscal Year 2024, which begins October 1, 2023, and ends September 30, 2024. Said hearing will be held on the second floor of the Lewiston City Library, 411 D Street, Lewiston, Idaho, at 6:00 p.m., on August 14, 2023.

The proposed fees include increases by more than five (5%) for annual season passes, daily fees, yearly cart fees and trail fees, daily cart fees, cart storage fees, range passes, range balls, and corporate passes. The proposed fees also include establishing fees for daily Finn Scooter use, a daily junior rate fee, cart storage in the portable barns, and cart storage in the parking lot.

All citizens are invited to attend a public hearing on the Parks and Recreation proposed new and amended fees for the Bryden Canyon Golf Course on August 14, 2023, at 6:00 p.m., at the location stated above. For more information, or for specific fee amounts, please contact Parks and Recreation at 208-746-2313; or 1424 Main Street, Lewiston, Idaho, 83501. Dated this ____ day of July 2023. Kari J. Ravencroft, City Clerk.



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-40	AGENDA NO. IV. M. AGENDA DATE: August 14, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Enclosed is Resolution 2023-40 that creates fees to be charged at Bryden Canyon Golf Course. Prior to Fiscal year 2023, the fees at the golf course were established by the lease holder and operator at the course. On October 1, 2022, the city established and the council adopted Resolutions 2022-42 and Resolution 2022-46, fee structures that were to be in place until a management company was selected to assist in the course operations. Through coordination with CourseCo, the selected company, and in review of operating costs and market research, there is a new fee structure being proposed for fiscal year 2024.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. Resolution 2023-40 amends Bryden Canyon Golf Course fees that were established through Resolution 2022-42 and Resolution 2022-46 that would take effect on October 1, 2023. The purpose of this resolution is to create new fees that will allow the city and the management company, CourseCo, to cover the costs to operate the course. Proposed fee amendments include rates for daily and annual season passes for golf course play, golf cart/scooter rental, golf cart storage, range balls and corporate passes. These fees shall stay in place through the 2023-2024 season.	
BUDGET IMPACT Increased fees will help with covering an increase in operating expenses and allow for the course to rely less on general fund support while still being competitive with the local market.	
ACTION PROPOSED Staff recommends that following the public hearing on August 14 th , 2023, City Council should consider approval of Resolution 2023-40, establishing fees to be charged at Bryden Canyon Golf Course, which would go into effect on October 1, 2023.	

RESOLUTION 2023-40

A RESOLUTION RESTATING, AMENDING, REMOVING, AND ESTABLISHING CITY OF LEWISTON PARKS AND RECREATION DEPARTMENT FEES FOR BRYDEN CANYON GOLF COURSE

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

SECTION 1: The following City of Lewiston Parks and Recreation Department fees for Bryden Canyon Golf Course shall be as follows:

(1) Annual Season Passes:

Description	Prior Fee	New Fee
Adult Season Pass	\$1,030	\$1,130
Young Adult (Under 39)	\$585	\$685
Senior Pass (Over 65)	\$985	\$1,055
Junior Pass (17 & Under)	\$135	\$135
College Student w/ID	\$225	\$300
9 Holes w/Cart	\$1,010	\$1,075
Players Card	\$80	\$100
Family Pass	\$1,270	\$1,470

(2) Daily Fees:

Description	Prior Fee	New Fee
Adult 18 Hole Green Fee	\$30	\$32
Adult 9 Hole Green Fee	\$19	\$20
Military (Tuesdays Only) w/Cart	\$25	\$26
LCSC Student/Faculty w/ID	\$6	
College Student Rate w/ID	\$14	\$15
Junior Rate (17 & Under)		\$12
Junior (17 & Under) w/Paid Adult	Free	\$1
Rental Clubs	\$15	

(3) Yearly Cart Fees and Trail Fees:

Description	Prior Fee	New Fee
Yearly Rental 2 Seats	\$980	\$1,025
Yearly Rental 1 Seat	\$670 (18 holes per day w/\$10 replay)	\$700 (18 holes per day w/\$10 replay)
Yearly Rental 1 Seat	\$795 (unlimited daily play)	
Yearly Trail Fee	\$160	\$175
Daily Trail Fee	\$7	\$8

(4) Daily Cart Fees:

Description	Prior Fee	New Fee
18 Holes	\$16/Seat	\$18/Seat
9 Holes	\$10/Seat	\$12/Seat
Pull Cart	\$5	\$5

(5) Daily Finn Scooter Fees:

Description	New Fee
18 Holes	\$24
9 Holes	\$16

(6) Cart Storage Fees:

Description	Prior Fee	New Fee
Old Barn – w/Electricity	\$400	\$450
New Barn	\$525	
Outside	\$270	
Portable Barns – w/Electricity		\$550
Parking Lot – Gas Carts Only		\$525

(7) Range Passes:

Description	Prior Fee	New Fee
Without Season Pass	\$300	\$325
With Season Pass	\$175	\$200

(8) Range Ball Fees:

Description	Prior Fee	New Fee
Small Basket	\$5	\$5
Large Basket	\$8	\$9

(9) Corporate Passes:

Description	Prior Fee	New Fee
300 Individual Passes	\$2,750	\$3,250
Daily Pass w/Dates	\$2,500	\$3,000

SECTION 2: All fees established by this resolution shall remain in effect until modified by resolution of the City Council.

SECTION 3: Upon the effective date of this resolution, this resolution shall supersede Resolution 2022-42 and Resolution 2022-46 in their entirety.

SECTION 4: This resolution shall become effective as of October 1, 2023.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk

**PUBLIC HEARING NOTICE
ESTABLISHING FEES FOR THE NORMAL HILL CEMETERY
FOR FISCAL YEAR 2024**

NOTICE IS HEREBY GIVEN, that the City Council of the City of Lewiston will hold a public hearing for consideration and deliberation of restating and amending fees for the Normal Hill Cemetery, which are proposed to increase by 5 percent or more, to impose several new fees, and to explain the reasons for such action regarding the following fees and charges: grave fees, opening and closing fees, monument site staking fee, a Saturday service fee, Sunday service fee, quit claim fee, and a cremation disinterment fee, all effective October 1, 2023. Said hearing will be held on the second floor of the Lewiston City Library, 411 D Street, Lewiston, Idaho, at 6:00 p.m., on August 14, 2023.

All citizens are invited to attend a public hearing on the restated and amended fees on August 14, 2023, at 6:00 p.m., at the location stated above. For more information, or for specific fee amounts, please contact Parks and Recreation at 208-746-2313; or 1424 Main Street, Lewiston, Idaho, 83501. Dated this ____ day of July, 2023. Kari J. Ravencroft, City Clerk.

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 anticipating needed any type of accommodation or have questions about the physical access provided at this meeting, please contact the meeting coordinator at least 48 hours in advance of the meeting at 208-746-3671, ext. 6203.



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-42	AGENDA NO. IV. O. AGENDA DATE: August 14, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Designated as Lewiston's cemetery in 1888, Normal Hill Cemetery now has nearly 19,000 people buried in more than 40 acres of ground located in the residential area of Normal Hill, just south of Lewis-Clark State College. Rich in history, Normal Hill is the only city-operated cemetery in the city of Lewiston. The cemetery has served citizens as a burial ground and public open space for over 125 years. Over the years, the site has been expanded as needed, but without an approved plan until the Master Plan was adopted in December of 2015. Within that plan, the consultant made recommendations to the rate structure to keep competitive with the local, regional and national market.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. Resolution 2023-42 restates and amends fees for the Normal Hill Cemetery. The current rate structure was approved by council through Resolution 2006-50 and 2016-57. The last approved increase in fees occurred and took effect in fiscal year 2017. The proposed restating and amending of fees includes fees for the purchase and perpetual care of graves, niches and crypts and for opening and closing services provided by Wilbert Precast. The restating of fees reflects what is currently being charged at the cemetery for grave fees that have been increased at a rate below 5% since Resolution 2016-57 was approved. Fee increases proposed for fiscal year 2024 reflect changes in what is being charged by Wilbert's for their opening and closing services. The new fees will keep Normal Hill Cemetery competitive with surrounding cemeteries and all other fees will continue to be monitored annually based on inflation and operating costs.	
BUDGET IMPACT Increased revenues to help offset operating costs with an intent to rely less on general fund support.	

ACTION PROPOSED
Staff recommends that following the public hearing on August 14 th , 2023, City Council should consider approval of Resolution 2023-42, restating and amending fees to be charged at Normal Hill Cemetery, which would go into effect on October 1, 2023.

RESOLUTION 2023-42

A RESOLUTION RESTATING AND AMENDING FEES FOR THE NORMAL HILL CEMETERY, EFFECTIVE OCTOBER 1, 2023

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

SECTION 1: The City of Lewiston Normal Hill Cemetery Fee Schedule shall be as follows:

(1) **GRAVE FEES**

Description	Prior Fee	New Fee
Single Depth Adult	\$1,220	\$1,220
Double Depth Adult	\$1,505	\$1,505
Infant and Cremains	\$360	\$360
Mausoleum Crypts		
Rows 1-4	\$2,009	\$2,009
Rows 5-6	\$1,501	\$1,501
Niches – Single	\$1,085	\$1,085
Niches – Double	\$1,848	\$1,848

(2) **OPENING AND CLOSING FEES**

Description	Prior Fee	New Fee
Single Depth Adult	\$793	\$1,133
Second Right of Internment for Cremains		
Without Graveside Service	\$724	\$741
With Graveside Service	\$824	\$1,049
Double Depth Adult		
1 st Burial	\$898	\$1,318
2 nd Burial	\$793	\$1,133
Infant or Cremains Grave		
Without Graveside Service	\$413	\$430
With Graveside Service	\$513	\$738
Mausoleum Crypt	\$533	\$590
— Without Graveside Service	\$421	
— With Graveside Service	\$533	
Mausoleum Niche		
Without Graveside Service	\$373	\$400
With Graveside Service	\$408	\$520

(3) **MONUMENT SITE STAKING FEE**

Description	Prior Fee	New Fee
City	\$54	\$60

(4) **SATURDAY SERVICE**

Description	Prior Fee	New Fee
Wilbert's Vault	\$140	\$280

(5) **SUNDAY SERVICE**

Description	Prior Fee	New Fee
Wilbert's Vault	\$220	\$420

(6) **QUIT CLAIM FEE**

Description	Prior Fee	New Fee
City Fee	\$27	\$30

(7) **CREMATION DISINTERMENT FEE**

Description	Prior Fee	New Fee
City Fee	\$206	\$220

SECTION 2: All fees established by this resolution shall remain in full force and effect until modified by resolution of the City Council.

SECTION 3: Upon the effective date of this resolution, this resolution shall supersede Resolution 2006-50 and 2016-57 in their entirety.

SECTION 4: This resolution shall take effect on October 1, 2023.

Signature page to follow

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk

June 29, 2023

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Special Budget Session #6 at the Bell Building Second Floor Conference Room at 215 D Street. Mayor Johnson called the meeting to order at 5:23 p.m.

I. CALL TO ORDER

COUNCIL MEMBERS PRESENT: Mayor Johnson; Council President Liedkie (via Zoom); Councilor Forsmann; Councilor Schroeder; Councilor Spickelmire

COUNCIL MEMBERS EXCUSED: Councilor Kleeburg; Councilor Tousley

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

III. CITIZEN COMMENTS

No citizen comments were provided.

IV. BUDGET ITEMS

A. PARKS (INCLUDING CAPITAL); RECREATION; FACILITIES

Parks and Recreation Director Barker reported there are four main divisions within the Parks and Recreation Department that will be keyed in on, which include Golf, Parks, Recreation and Facilities. Mr. Barker then reviewed the highlights and project requests of each division for fiscal year 2024.

B. FINANCE

Finance Director Gordon presented the finance department budget and requests, which included the general accounting, purchasing, utility billing and fleet services divisions.

C. BUDGET WRAP-UP

Finance Director Gordon reviewed the general fund revenues, investment income, property taxes, reserve spending, and personnel requests.

Lewiston City Council
SPECIAL BUDGET MEETING
June 29, 2023 - 3:00 p.m. - Page 1

D. REVIEW SCHEDULE OF BUDGET DOCUMENTS, PUBLIC HEARING NOTICES, PUBLIC HEARING AND ORDINANCE READINGS

Finance Director Gordon explained there will be three ordinances and one resolution for the budget that will be on the August agenda for Council's consideration.

E. CLOSING COMMENTS

Council President Liedkie appreciated Ms. Gordon's thoroughness, requested to see the vacancies in each division, and thanked the Mayor and staff.

Councilor Forsmann asked about putting the information on social media for citizens. Ms. Gordon said the budget guide is sent out as an insert in the paper and posted to the city website. Ms. Gordon also said she would work with the Public Information Officer to get the information out to citizens.

Mayor Johnson spoke to each department successfully tightening their budgets and continuing to explore other potential savings.

V. UNFINISHED AND NEW BUSINESS

A. CITY COUNCILOR COMMENTS

Council President Liedkie thanked staff for providing information and commended the Public Works Department for the work they are doing to complete various projects.

Councilor Forsmann thanked staff for their hard work providing information so Council can make informed decisions.

B. MAYOR COMMENTS

Mayor Johnson thanked the Councilors for their time and effort put into the meetings during the budget process.

VI. ADJOURNMENT

There being no further business to come before the Lewiston City Council, Councilors Forsmann and Schroeder moved and seconded, respectively, to adjourn the June 29, 2023, special budget meeting. The motion carried 6-0 and the meeting adjourned at 7:22 p.m.

July 24, 2023

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

City Council meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston/events/3725902>

COUNCIL MEMBERS PRESENT: Mayor Johnson; Council President Liedkie; Councilor Forsmann; Councilor Kleeburg (via Zoom); Councilor Schroeder; Councilor Spickelmire; Councilor Tousley.

I. CALL TO ORDER

Mayor Johnson called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

Council President Liedkie led the Pledge of Allegiance.

III. CITIZENS COMMENTS

John Crawford spoke to the January reservoir rupture, noting that the house of his daughter and Shawn Miller at 2413 11th Avenue was completely flooded. There was no warning of anything impending, and alarms associated with any potential failure did not work. The water broke out the windows of their basement and brought three feet of water into their bedroom, pinning the door closed and completely destroying the inside of the home. There was no flood insurance, so there is no coverage provided by homeowner's insurance. The company who came to mitigate the mud and mold charged \$35,000, forcing the kids to sell their camper just to pay the bill. Mr. Crawford spoke to the city's \$500,000 stop loss for coverage per event, noting that if 20 people experienced damages, they would only receive \$20,000 each. He expressed concern that staff has not stopped by, sent anything in the mail, or consoled the residents in any way. Mr. Crawford said the city should be ashamed of itself for the way it has treated its citizens.

David Funke, Lewiston, said it is an insult to the citizens to remove the capability for them to comment on City of Lewiston social media posts and believes it is uncalled for.

Kathy Dickenson thanked the Fire Department for their quick response to a large fire at Sunset Park on July 2, 2023. Secondly, she provided examples of rotten wood that came from the same reservoir that she heard was in great condition for being 100 years old, adding she doesn't understand how it could have been structurally sound. Ms. Dickenson encouraged the Council to spend funding for a new reservoir before they spend any more on a new park.

Rick Eldredge expressed concern with Joe Gish's potential appointment to the Urban Renewal Agency being brought back up again on another agenda after the Council already voted in opposition. He encouraged staff to advertise the vacancy if there is a problem with finding applicants. Mr. Eldredge then addressed the need to cut back to essential spending only, adding that seniors have to decide if they will pay a bill or buy food.

Ada Eldredge also addressed the potential appointment of Joe Gish to the URA after the Council already voted it down. She said that just putting him on this very important board just because he was the only one who applied is not right. spoke to Joe Gish for URA for the second time. Don't understand why this is back up when you already voted it down. Don't agree with him being on the URA. Was told that the URA has suggested him being put on there. Mayor told somebody that nobody else has applied. Would think that something this important should not just be given to him because only one who has applied. This will make an unfair voting system as they will use the money to help what the Airport Authority wants. Schroeder said that Gish had threatened litigation against the city. That is the truth. He did a lot of horrible things to the city. Threatened a lot.

City Clerk Ravencroft announced that she would soon be retiring after 36 years and read a letter thanking the City of Lewiston for a great career.

IV. PRESENTATIONS

- A. **FINANCIAL REPORT - JUNE 2023:** *Financial report for June 2023, in accordance with Idaho Code 50-208 (Aimee Gordon)*

Finance Director Gordon presented the third quarter financial report for FY'23, which is now 75 percent through the fiscal year that ends on September 30th. As was the case in March, both the Worker's Compensation Fund and the Water Fund are beyond budget and amendments will be forthcoming during August budget meetings. The Golf Fund was closed out and contributions of assets will be realized in the General Fund, and there were three payrolls in the month of June, so these dollar amounts look higher than normal.

Council President Liedkie commended staff for doing a great job of keeping track of the city's finances.

V. CONSENT AGENDA

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

Councilors Tousley and Schroeder moved and seconded, respectively, adoption of the Consent Agenda. **ROLL CALL VOTE:** *VOTING AYE: Liedkie; Forsmann; Kleeburg; Schroeder; Spickelmire; Tousley. VOTING NAY: None.*

- A. **LEWISTON CITY COUNCIL MEETING MINUTES:** *07/10/23 Regular; 07/10/23 Work Session; 07/11/23 Joint Session*

- B. VOUCHERS PAYABLE:** *Considering approval of the Vouchers Payable dated 06/30/23 through 07/13/23 in the amount of \$3,065,761.57*

VI. ACTIVE AGENDA

- A. RFP-23-011 – FINANCIAL AUDIT SERVICES:** *Considering award of RFP-23-011 to Presnell Gage, PLLC to engage Presnell Gage, PLLC, as the city's auditing firm (also to be recommended for the Lewiston Urban Renewal Agency and the City of Lewiston Employee Benefit Plan Trust audit) as recommended by the City Evaluation Committee for the agreement term 09/30/23 audit with a 4-year annual option through FY'27 (Aimee Gordon)*

In response to a question raised by Council President Liedkie regarding receiving only one proposal, Ms. Gordon explained that staff reached out to prior proposers to let them know it was being advertised, yet only one RFP was submitted.

Councilor Schroeder moved to award RFP-23-011 to Presnell Gage, PLLC. The motion was seconded by Councilor Kleeburg. **ROLL CALL VOTE: VOTING AYE:** Liedkie; Forsmann; Kleeburg; Schroeder; Spickelmire; Tousley. **VOTING NAY:** None.

- B. RESOLUTION 2023-33:** *Considering adopting the Stormwater Policy and Design Manual (D. Johnson)*

It was explained by Public Works Director Johnson that the draft Stormwater Policy & Design Manual was developed in 2009 in preparation for a stormwater permit expected to be issued by the EPA any year. The MS4 permit was issued in 2020.

Continuing, Mr. Johnson noted that this Stormwater Policy and Design Manual will replace Resolution 80-100, which contains the city's current policies. Staff and designers have been utilizing the Draft Policy and Stormwater Design Manual at will since 2009 because it exceeds the requirements of Ordinance 80-100 and further safeguards the public. The adoption of this manual is the next step in complying with the Municipal Separate Storm Sewer System (MS4) permit.

Mr. Johnson said that the draft policy and design manual was presented to City Council at the July 10, 2023, regular meeting to solicit feedback, wherein none was received. After adoption, the DEQ will review the documents for compliance, staff will include any necessary revisions and plan to present the revised document to the Public Works Advisory Commission for feedback, and bring the final document back to the Council.

Council President Liedkie asked if the final report was provided to the Council as the document they received was dated October 2010. Mr. Johnson replied that it was drafted in expectation of the MS4 permit. The preference is to keep this date so that any future changes will be set on a new date.

A motion and second were provided by Councilors Schroeder and Kleeburg, respectively, to approve Resolution 2023-33.

Councilor Spickelmire asked if the existing stormwater system will be compliance with the new manual. Mr. Johnson explained that the Resolution only applies to future development or construction from this date forward.

Councilor Kleeburg offered kudos to staff, adding that he has been in full support of this Plan for many years.

Councilor Schroeder offered a friendly amendment to approve Resolution 2023-33 with a correction to the adoption date within the Master Plan. Councilor Kleeburg seconded the motion. *ROLL CALL VOTE: VOTING AYE: Liedkie; Forsmann; Kleeburg; Schroeder; Spickelmire; Tousley. VOTING NAY: None.*

VII. ITEMS MOVED FROM THE CONSENT AGENDA

None.

VIII. UNFINISHED AND NEW BUSINESS

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

Councilor Forsmann stated that the Sound of Freedom is a great movie and encouraged people to see it.

Councilor Tousley commended City Clerk Ravencroft for always treating him as if he were an old friend and with respect, adding that he will miss her. He then announced that it would be best for him to resign his position as the liaison to the Urban Renewal Agency. He said that he believes the members involved have extremely good intentions of pursuing projects that will make the city and county that much better. However, Mr. Tousley said he doesn't believe he has the knowledge base to work through the trials and tribulations that happen from time to time.

Kleeburg said he talked to Tousley about this the other day. He asked if I would be willing to step and serve as Council representative on URA. Been a little while since I've dealt with URA issues, but I can refresh my memory. At pleasure of council I would be happy to do that.

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

Councilor Schroeder said she is glad to serve as Council liaison to the Public Works Advisory Committee. The group is made up of a diverse group of people and they cover a great deal of topics. Councilor Forsmann agreed, reporting that they will soon be discussing speed limits. Additionally, she stated that she recently attended the open house event at Community Park wherein she learned about the future plans for the park and hopefully will one day come to fruition.

Councilor President Liedkie provided a brief update on the Disability Advisory Commission's FY'24 budget. She commended the group for coming to the table with very differing views, but always a common goal in mind. She encouraged others to watch and learn from this Committee.

C. MAYOR COMMENTS

Mayor Johnson asked the councilors to reach out to the City Clerk's office to ensure that their contact information is correct for the city's website.

Secondly, Mayor Johnson announced there is will be a Pacific Northwest Fish Symposium on August 17, 2023, from 8:30 to 5:00 at the Walla Walla Community College for those interested.

Mr. Johnson thanked the library staff for continually updating their art within the library to make it a nice place for everyone.

Regarding the URA, Mayor Johnson noted that Councilor Kleeburg currently serves as the alternate Council liaison. He said he would bring Mr. Kleeburg's nomination as Council liaison back to the next council meeting for consideration.

Lastly, the Mayor thanked the citizens for their comments this evening. He noted there are many opportunities for individuals to serve in some capacity and the more applications that are submitted, the bigger selection the Council has.

D. ADVISORY BOARD OR COMMISSION APPOINTMENTS

1. **URBAN RENEWAL AGENCY:** *Considering the appointment of Joe Gish to a three-year term.*

Mayor Johnson offered a motion to appoint Joe Gish to a three-year term. The motion was seconded by Council President Liedkie.

Councilor Kleeburg said that having an appointment brought before the Council two meetings in a row is odd.

Councilor Forsmann agreed, stating that it makes her feel that the decision formerly made by the Council wasn't respected and it seems underhanded and sneaky.

Councilor Tousley said that he previously voted against the appointment. However, he indicated that he would be supportive as there has been a vacancy for months with no others coming forward.

Councilor Spickelmire noted that there were some accusations made at a previous meeting that may have swayed the vote. He stated that Mr. Gish would be a great addition to the Board and he will support the appointment.

Councilor Schroeder indicated that the URA is made up of elected officials from the City, County and Port and other at-large members. Both monies within the URA and projects administered by this group are predominantly City. If the Board is heavy in one segment of the community, it creates an undue influence on how the URA Board functions, and the appointment of Mr. Gish would make it heavy on the County side.

The motion to appoint Joe Gish to a three-year term carried 4 to 2, with Councilors Schroeder and Forsmann voting nay.

E. AGENDA TOPICS

Council President Liedkie asked that preliminary report on projects and how they are currently being managed by the URA be scheduled for a future meeting.

Councilor Tousley then asked that the Council revisit a potential warming facility or homeless shelter at a future work session and to invite the appropriate entities involved to assist in the discussion.

IX. ADJOURNMENT

There being no further business to come before the Lewiston City Council, Councilors Schroeder and Forsmann moved and seconded, respectively, adjournment of the July 24, 2023, Regular meeting at 7:13 p.m.

May 24, 2023

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

Planning & Zoning meetings are recorded live. To view the full video, go to <https://livestream.com/accounts/11220190> and select Planning & Zoning.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Michael Busch, Chair; Gabriel Iacoboni, Vice Chair; Kevin Kelly; Kathy Branson; Cynthia Ball; Justin Merwin

COMMISSIONERS EXCUSED: Maureen Anderson;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Aaron Butler, IT; Jennifer Tengono, Assistant City Attorney;

II. CITIZEN COMMENTS

None

III. APPROVAL OF APRIL 26, 2023 MEETING MINUTES (ACTION ITEM)

Commissioners Kelly and Branson moved and seconded, respectively, approval of the April 26, 2023 meeting minutes. The motion carried 6-0.

IV. UPDATE ON COMPREHENSIVE PLANE REWRITE FROM LOGAN SIMPSON:

Staff from Logan Simpson introduced themselves and provided summary of items they would be covering. Commissioners introduced themselves. Joe with Logan and Simpson provided a verbal presentation on the progress made so far with the Comprehensive Plan rewrite. There was a group discussion on what is working well is not in the current Comprehensive Plan.

V. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for June 12, 2023 meeting.

There being no new land use applications or pertinent business, the June 12, 2023 meeting will be cancelled.

VI. ADJOURN

There being no further business, Commissioners Merwin and Branson moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Planning and Zoning Commission adjourned at approximately 6:49 p.m.

RESPECTFULLY SUBMITTED,

Dawn Ortiz

Dawn Ortiz,
Recording Secretary

Mike Busch

Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this 12 day of July, 2023.

**Lewiston City Library
Library Board of Trustees
Regular Meeting | June 21, 2023
Community Room**

1. Call to Order: Meeting was called to order at 5:42 PM by Chair Diana Ames
Trustees Present: Chair Diana Ames, Andy Hanson, Rebecca Snodgrass
Trustees Absent: Josh Brown, Trisha Decker
Councilor Liaison Absent: Rick Tousley
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino
2. Recognition of Visitors
 - a. Dennis Ohrtman - Lewiston Library Foundation President
3. Approval of additions and deletions to agenda, if any
4. Public Comment and correspondence
 - a. None
5. City of Lewiston Council Report
 - a. No report
6. Library Foundation Report
 - a. D. Ohrtman reported that the Foundation sold over 200 plus tickets for the annual gala.
7. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings: May 17, 2023 & April 20, 2023 Art Committee Minutes
 - b. Review of statistical report
 - c. Approval of statement of expenses
 - i. Andy Hanson moved to approve the consent agenda and Rebecca Snodgrass seconded. All in favor. Motion passed.
8. Committee Reports
 - a. Art Committee
 - i. D. Ames noted that the upcoming Art Committee meeting will be canceled due to the Director attending a conference.
9. Director's Report
 - a. City of Lewiston Social Media Policy
 - i. L. Johnson presented the new social media policy that the city will be implementing. Discussion was held regarding the impact on the library, goals for increased marketing and promotion and engagement with patrons.
 - b. Grants

- i. Capital Grant - an application was submitted to the Idaho Commission for Libraries, the agency managing the funds, the first week of June by the director. The amount requested was \$147,000 and award notifications are expected to be made by the end of July according to ICFL staff.
- c. Lewiston City Council Budget Hearing Dates
 - i. A discussion was held regarding the upcoming budget hearing dates in August and L. Johnson asked for board member attendance.

10. Unfinished Business

- a. Interlibrary Loan Policy Review
 - i. L. Johnson presented the policy that had recently been reviewed by staff. Discussion about the reason behind clarifying interlibrary loan versus within consortium loans was held. The director will meet with the city attorney for further review.
- b. Library Code of Conduct Policy
 - i. L. Johnson presented the board members in attendance and the policy and suggested changes to language that had been refined through staff collaboration. Board members made additional suggestions. The policy will be sent over to the city attorney for review and follow up discussion with the director.
- c. Unattended Children and Vulnerable Adults Policy
 - i. L. Johnson presented the board in attendance the policy for review. Discussion centered around “custody and control” language and whether an exemption needs to be stated for library programs or whether parents are expected to attend with their children. L. Johnson will further review the draft policy with staff to clarify and refer it to the city attorney’s office for legal review.
- d. Items Moved from Consent Agenda - Action Item

11. New Business

- a. Fall Staff Training Date & Closure - Action Item
 - i. Andy Hanson moved to approve the closure and training day on the Tuesday following Labor day, Tuesday September 5th and Rebecca Snodgrass seconded the motion. All in favor. Motion carried.

12. Schedule of Upcoming Meetings

- a. Regular Meeting: July 19, 2023
- b. Regular Meeting: August 16, 2023

13. Adjournment

- a. The meeting was adjourned at 6:57 PM
 - i. Andy Hanson moved to adjourn the meeting and Rebeca seconded the motion. All were in favor.

June 1, 2023

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Chair Follett called the meeting to order at 10:01 a.m.

Historic Preservation meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston> and select City Events/Miscellaneous Events.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Greg Follett, Chair; Ed King, Vice Chair (at 10:04 am); Laurinda Riggs; Lisa Hasenoehrl (via zoom); Kayleigh Philippi (via zoom); Leah Boots; Dennis Ohrtman;

COMMISSIONERS EXCUSED: Peggy Heuskinveld;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Aaron Butler, IT;

CITY COUNCIL LIAISON PRESENT: None

GUESTS: Michell Radamaker, Clever Fox Architecture; Daniel & Cindy Mader; Thomas Brainerd

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. APPROVAL OF MAY 4, 2023 REGULAR MEETING MINUTES

Commissioners Riggs and Boots moved and seconded, respectively, to approve the May 4, 2023 Regular meeting minutes. The motion passed 6-0 (Commissioner King arrived after the vote).

2. CERTIFICATE OF APPROPRIATENESS, WEST END HISTORIC DISTRICT. AN APPLICATION BY MICHELL RADAMAKER OF CLEVER FOX ARCHITECTURE ON BEHALF OF DANIEL MADER FOR A PARKLET TO BE LOCATED IN THE PUBLIC RIGHT-OF-WAY IN FRONT OF THE OSMERS BUILDING AT 816 MAIN STREET:

Commissioner Hasenoehrl told the Commission that she would be abstaining from voting on this application as her employer, Keltic Engineering, is working on the design for the project and she has a financial conflict of interest.

Staff Hollingshead reviewed the application for the Commission and stated that the applicant, Daniel Mader and his architect, Michell Radamaker, were present to answer any questions.

Chair Follett walked the Commission through the Design Guidelines review sheet for the project. The Commission found that the project complied with Design Guidelines L-10 and L-13 and that all other guidelines were not applicable to the project. Commissioner Ohrtman moved that the Certificate of Appropriateness for the parklet at 816 Main Street, be approved, pending the approval of the Ordinance by City Council. Commissioner Boots provided the second. Motion passed 6-0-1, with Commissioner Hasenoehrl abstaining.

3. CERTIFICATE OF APPROPRIATENESS, WEST END HISTORIC DISTRICT. AN APPLICATION BY MICHELL RADAMAKER OF CLEVER FOX ARCHITECTURE ON BEHALF OF DANIEL MADER FOR AN INTERIOR ILLUMINATED WALL SIGN, AT 816 MAIN STREET.

Staff Hollingshead reviewed the application for the Commission and stated that the applicant, Daniel Mader and his architect, Michell Radamaker, were present to answer any questions.

Chair Follett walked the Commission through the Design Guidelines review sheet for the project. The Commission found that the project complied with Design Guidelines L-3 and L-5 and that all other guidelines were not applicable to the project. Commissioner Ohrtman moved that the Certificate of Appropriateness for the interior illuminated wall sign at 816 Main Street, be approved. Commissioner Boots provided the second. Motion passed 7-0.

4. CERTIFICATE OF APPROPRIATENESS, NORMAL HILL HERITAGE OVERLAY ZONE. AN APPLICATION BY THOMAS BRAINERD ON BEHALF OF CRAIG EMERSON AT 222 PROSPECT BLVD, DEMOLITION OF EXISTING ACCESSORY GARAGE AND REPLACEMENT WITH A LARGER ACCESSORY STRUCTURE.

Chair Follett walked the Commission through the Normal Hill Heritage Overlay Review sheet for the project. The Commission found that the project complied with

factors 1, 3, 4, 5, 6 and 7 and that factor 2 did not apply. Commissioner Riggs moved that the Certificate of Appropriateness be approved for the proposed accessory structure at 222 Prospect Blvd. Commissioner King provided the second. Motion passed 7-0.

5. CONSIDER THE RECOMMENDATION FOR REMOVAL OF COMMISSIONER HEUSINKVELD FROM THE HISTORIC PRESERVATION COMMISSION, TO THE MAYOR AND CITY COUNCIL, PURSUANT TO LEWISTON CITY CODE SECTION 2-45 - ABSENTEEISM.

Staff Hollingshead reviewed Chapter 2 of City Code regarding Boards and Commissions and the attendance requirements. Staff reminded the Commission that Commissioner Heusinkveld had not attended a meeting since December 2022 and was not responding to any attempts by staff to contact her via phone or email. Commissioners Ohrtman and King moved and seconded, respectively, to recommend removal of Commissioner Heusinkveld to the Mayor. Motion passed 7-0.

IV. OLD BUSINESS

None.

V. COMMISSIONER COMMENTS:

None.

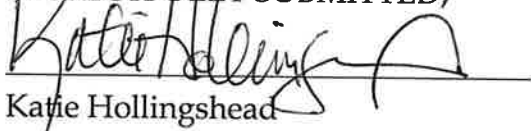
VI. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead let the Commission know she had sent out approximately 230 letters to property owners in the Normal Hill Heritage Overlay Zone soliciting applications for new Commissioners. Staff let the Commission know that 15 of the 23 plaques had been installed and she was hopeful to have the remaining 8 installed prior to the June 12 talk being given by Garry Bush at the library on the project. Staff asked for a show of hands for attendance at the July 6, 2023 meeting. All Commissioner's in attendance said they would be able to attend.

VII. ADJOURN

There being no further business, Commissioners King and Boots moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 10:50 a.m. Motion passed 7-0.

RESPECTFULLY SUBMITTED,



Katie Hollingshead
Recording Secretary



Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 3 day of August, 2023.

June 12, 2023

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Staff Liaison Hollingshead called the meeting to order at 2:18 p.m.

Historic Preservation meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston> and select City Events/Miscellaneous Events.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Laurinda Riggs; Lisa Hasenoehrl (via zoom); Kayleigh Philippi; Leah Boots; Dennis Ohrtman;

COMMISSIONERS EXCUSED: Peggy Heuskinveld; Greg Follett, Chair; Ed King, Vice Chair;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Aaron Butler, IT;

CITY COUNCIL LIAISON PRESENT: None

GUESTS: Michell Radamaker, Clever Fox Architecture; Mr. Mader;

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. APPOINTMENT OF A TEMPORARY CHAIR PERSON

Staff Hollingshead told the Commission that in the absence of Chair Follett and Vice Chair King, a temporary chair person would need to be elected to run the meeting. Commissioner Riggs nominated Commissioner Ohrtman as temporary chair person. Commissioner Boots provided the second. Motion passed 5-0.

2. CERTIFICATE OF APPROPRIATENESS, WEST END HISTORIC DISTRICT. AN APPLICATION BY MICHELL RADAMAKER OF CLEVER FOX ARCHITECTURE ON BEHALF OF DANIEL MADER FOR A NEW EXTERIOR DOOR, EXTERIOR WINDOW AND EXTERIOR AWNING AT 816 MAIN STREET:

Staff Hollingshead reviewed the application for the Commission and stated that the applicant's son, Mr. Mader and his architect, Michell Radamaker, were present to answer any questions.

Temporary Chair Ohrtman walked the Commission through the Design Guidelines review sheet for the project. The Commission found that the project complied with Design Guidelines D-3, F-2 and H-1 and that all other guidelines were not applicable to the project. Temporary Chair Ohrtman asked how long the proposed awning would be and the applicant answered 58 inches long, same as the width of the windows. Commissioner Riggs moved that the Certificate of Appropriateness for the exterior door, exterior window and exterior awning at 816 Main Street, be approved. Commissioner Boots provided the second. Motion passed 5-0.

IV. OLD BUSINESS

None.

V. COMMISSIONER COMMENTS:

None.

VI. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead reminded the Commission that Garry Bush would be giving a presentation at 4 pm at the Library regarding the Plaques Project and invited them to attend.

VII. ADJOURN

There being no further business, Commissioners Boots and Philippi moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 2:39 p.m. Motion passed 5-0.

RESPECTFULLY SUBMITTED,



Katie Hollingshead
Recording Secretary



Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 3rd day of August, 2023.



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
AG-PRO	110265	7/27/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$203.70
AIRBRIDGE BROADBAND LLC	110179	7/20/2023	INFOSYSTMS	BPO - IT - INTERNET SERVICE	\$200.00
ALLWEST TESTING & ENGINEERING	110266	7/27/2023	FLTMAINT	SERVICE CENTER CONCRETE TESTING	\$652.50
ALWAYS TOWING LLC	110267	7/27/2023	POLICE	BPO - PD - TOW SERVICE	\$400.00
AMAZON CAPITAL SERVICES	110180	7/20/2023	FINANCE	CHAIRS - BALDUS, PEARSON	\$299.97
			INFOSYSTMS	FIBER PATCH CABLES	\$45.19
				POLY VOYAGER CHARGING CASES	\$149.95
	110268	7/27/2023	LIBRARY	BPO - LIB - DVD ORDERS	\$213.04
			FINANCE	ADJUSTABLE OFFICE CHAIR - LEWIS	\$149.63
			LIBRARY	BPO - LIB - DVD ORDERS	\$40.23
				BPO - LIB - JUVENILE DVD ORDERS	\$90.94
			PARKSFAC	PHONE CASE FOR CORKY FAZIO	\$26.99
				PHONE	
				TREE WATERING BAGS	\$325.98
			POLICE	PD - IPHONE CHARGING CORDS FOR	\$83.50
				PATROL VEHICLES	
			WATER	PW-WTR-VEHICLE CHARGES FOR	\$70.20
				HT1250 RADIOS (2)	
			WSTWTR	PW-WWC-BATTERY BACKUPS FOR TV	\$359.98
				TRUCK (2)	
ANATEK LABS INC	110269	7/27/2023	WATER	BPO PW WTP/TOC/COLIFORM	\$360.00
				SAMPLING ANALYSIS	
AQUATIC INFORMATICS INC	110270	7/27/2023	WATER	BPO PW WTR CROSS CONNECTION	\$377.00
				PROGRAM	
ATLAS SAND & ROCK	110271	7/27/2023	TRNSPN	BPO - STREETS - SAND & ROCK	\$1,296.46
			WATER	BPO PW DISTRIB GRAVEL	\$41.38
AUTUMN CANN	110184	7/20/2023	RECREATION	TONY PEREZ SOFTBALL TOURNEY	\$1,850.00
				DIRECTOR GRAND TOTAL	
AVISTA	110181	7/20/2023	CEMETERY	07/07/23 BILL DATE: UTILITY CHARGES	\$926.42
			COMDEV	07/07/23 BILL DATE: UTILITY CHARGES	\$1,172.10
			LIBRARY	07/07/23 BILL DATE: UTILITY CHARGES	\$2,564.28
			PARKSFAC	07/07/23 BILL DATE: UTILITY CHARGES	\$15,057.36
			RECREATION	07/07/23 BILL DATE: UTILITY CHARGES	\$1,413.98
			SANITATION	07/07/23 BILL DATE: UTILITY CHARGES	\$270.41
			TRNSPN	07/07/23 BILL DATE: UTILITY CHARGES	\$38,965.24
			WATER	07/07/23 BILL DATE: UTILITY CHARGES	\$35,001.94
			WSTWTR	07/07/23 BILL DATE: UTILITY CHARGES	\$27,923.63
B & B POOLS LLC	110272	7/27/2023	PARKSFAC	POOL SUPPLIES	\$83.88
BANNER BANK-ADM SVCS	110219	7/27/2023	COMDEV	BPO - URA MONTHLY INTUIT	\$30.00
				QUICKBOOKS SUBSCRIPTION	
BANNER BANK-COMMUNITY DEV	110218	7/27/2023	COMDEV	PLASKON-AMERICAN PLANNING	\$668.00
				ASSOCIATION MEMBERS	
BANNER BANK-FIRE 1	110220	7/27/2023	FIRE	FIRE - AR500 ARMOR	\$833.37
				FIRE - HAMPTON INN	\$358.00
				FIRE - SPECIALTY CASES	\$516.82
				FIRE - USPS	\$7.78



Voucher's Payable

BANNER BANK-FIRE 2	110221	7/27/2023	FIRE	FIRE - DELL	\$118.00
BANNER BANK-FIRE TRNG 2	110222	7/27/2023	FIRE	FIRE - TRAVEL - STRONG - FIRE INVESTIGATION TRNG	\$296.18
BANNER BANK-GRANT MANAGER	110223	7/27/2023	COMDEV	CD - M. ROSE TRAINING - IDAHO BROWNSFIELD BUILDIN	\$493.00
BANNER BANK-HUMAN RESOURCES	110224	7/27/2023	EXECUTIVE	BPO - EXEC - FACEBOOK AD CAMPAIGN	\$99.94
			HR	LEWIS CLARK STATE COLLEGE JOB FAIR PARTICIPATION F	\$300.00
			WATER	PW-WTR-FACEBOOK AD RE: IRRIGATION RESTRICTIONS	\$79.72
BANNER BANK-IT	110225	7/27/2023	INFOSYSTMS	BPO - IT - NETWORK/SECURITY HARDWARE	\$258.17
				CREDIT CARD SWIPER CIVICREC	\$232.72
				FAXSIPIT FAX SERVICE	\$470.35
				ODOO STORAGE EXPANSION	\$29.02
				PDQ DEPLOY	\$1,275.00
				WATER	REFUND: OUTDOOR ROUTER (\$1,087.70)
BANNER BANK-LIBRARY	110226	7/27/2023	LIBRARY	10 YEAR ANNIVERSARY REFRESHMENTS	\$96.38
				CANVA PRO RENEWAL	\$119.99
				LIB - AED FOR LIBRARY	\$1,482.76
				SNIFE-IT RENEWAL	\$399.99
				TRAVEL-ALA CONFERENCE-JOHNSON	\$1,685.10
BANNER BANK-MAYOR	110227	7/27/2023	LEGISLATIV	GAS FOR VEHICLE DRIVEN BY MAYOR	\$64.62
				REFUND: VARIOUS BUSINESS MEETINGS - MAYOR JOHNSON	(\$37.50)
BANNER BANK-PARKS & REC 1	110228	7/27/2023	PARKSFAC	CERTIFICATION FOR 8 LIFEGUARDS AND 3 RECERTIFICAT	\$462.00
				OFFICE SUPPLIES FROM STAPLES	\$58.04
			RECREATION	STAR SPANGLED CELEBRATION SUPPLIES	\$76.40
BANNER BANK-PARKS & REC 2	110229	7/27/2023	PARKSFAC	SUMMER MOVIE DOWNLOADS	\$7.98
BANNER BANK-PARKS & REC 2	110229	7/27/2023	PARKSFAC	PLUMBING PART FOR ORCHARDS POOL GIRLS SHOWER	\$91.88
BANNER BANK-POLICE 1	110230	7/27/2023	FINANCE	CLERICAL ENTRY ERROR BY BB: CHECK# 109796	\$0.20
			POLICE	PD - ANNUAL FEES FOR VENNGAGE PROGRAM	\$191.71
				PD - AXON AUTO TAGGING SOFTWARE (LOGICITY LITE) AN	\$10.00
				PD - CAKE FOR MASSEY RETIREMENT (ALBERTSONS)	\$32.99
				PD - CREDIT CHECK RAYMOND	\$17.00
				PD - HOTEL FOR KLONE (FAIRMONT HOT SPRINGS), DEPOS	\$98.00
				PD - LIFELOC MOUTHPIECES (LIFELOC.COM)	\$82.47
				REGISTRATION FOR KLONE (FBINAA); FBINAA MONTANA/ID	\$295.00
				HOTEL FOR KUZIK AND BIRDSSELL (HOTEL 43 - 2 ROOMS);	\$669.40
BANNER BANK-POLICE 3	110231	7/27/2023	POLICE	PD - LODGING FOR EYLAR AND THOMAS (AIRBNB); ICAC 1	\$512.89
BANNER BANK-POLICE 4	110232	7/27/2023	POLICE	PD - DEPT COINS WITH APPLICATION INFO FOR RECRUITM	\$175.00



Voucher's Payable

BANNER BANK-PUBLIC INFO OFCR	110233	7/27/2023	EXECUTIVE	3CMA SAVVY AWARDS ENTRY	\$95.00
BANNER BANK-PUBLIC WORKS	110234	7/27/2023	WATER	WR701 HIGH RES INTERIM; FIRE HOSE (5 QTY)	\$3,502.50
BANNER BANK-PUBLIC WORKS TRAVEL	110235	7/27/2023	TRNSPN	MISC - JOHNSON - 2023 AIC ANNUAL CONFERENCE	\$85.20
			UNDEFINED	THE CHANGING POINT: OVERCHARGED TRAINING	\$2,225.00
			WATER	IRWA CITY MEMBERSHIP DUES - ANNUAL	\$130.00
BANNER BANK-SANITATION	110236	7/27/2023	TRNSPN	PW - ENG - PSEVERANCE LICENSE RENEWAL	\$156.50
BANNER BANK-SERVICE CTR	110237	7/27/2023	FLTMaint	INV/ TRANSIT BUS TIRES	\$2,882.10
			FLTMaint	REPL HOSE REEL PARTS #257 JETTER	\$81.87
				TRAVEL-WA FIRE MECHANICS CONFERENCE-WENATCHEE	\$2,020.00
BANNER BANK-TRANSIT	110238	7/27/2023	TRANSITOP	BPO - TRANSIT - LANDS END UNIFORMS	\$135.93
				TRANSIT AIRFARE FOR USHER WSTA CONF 8/14-15	\$282.31
				TRANSIT REGISTRATION WA STATE TRANSIT CONFERENCE	\$950.00
				BPO PW WWTP DOORKING INC	\$41.95
BANNER BANK-WATER/WASTEWATER	110239	7/27/2023	WSTWTR		
BEAUTIFUL DOWNTOWN LEWISTON	110182	7/20/2023	SPECASSMT	BID ASSESSMENT COLLECTIONS WK ENDING 07/15/23	\$1,753.93
	110240	7/27/2023	SPECASSMT	BID ASSESSMENT COLLECTIONS WK ENDING 07/22/23	\$881.35
BLUE RIBBON LINEN SUPPLY INC	110273	7/27/2023	PARKSFAC	TOILET PAPER AND GARBAGE BAGS FOR PARKS	\$2,147.25
BLUE TO GOLD LLC	110274	7/27/2023	POLICE	ON-SITE TRAINING FOR SWORN PERSONNEL; REPORT WRITI	\$14,250.00
BRADY COMPANIES LLC DBA BRADY INDUSTRIES OF IDAHO LLC	110275	7/27/2023	PARKSFAC	CLEANING SOLUTION AND GLOVES	\$335.62
BRANOM OPERATING COMPANY LLC	110276	7/27/2023	WATER	PW-WTP-SIEMENS MAG 5000 TRANSMITTER	\$2,052.89
BRETTON S WATSON DBA ABLE LOCKSMITH	110264	7/27/2023	CEMETERY	KEYS MADE FOR MAUSOLEUM	\$75.00
			PARKSFAC	BPO P&R LOCK REPAIRS	\$80.00
			SANITATION	PW - TS - PADLOCK	\$38.95
BRIAN E WARD DBA GUMBY ENTERPRISES INC	110353	7/27/2023	FLTMaint	BPO - FLEET - TOOLS & SUPPLIES	\$38.25
BRIDGEPAY NETWORK SOLUTIONS LLC	1368	7/20/2023	FINANCE	BRIDGEPAY MONTHLY TRANSACTION	\$342.30
	1369	7/20/2023	FINANCE	BRIDGEPAY MONTHLY TRANSACTION	\$351.20
BRYAN BERGLUND	110183	7/20/2023	RECREATION	MAY/JUN '23 M&W LEAGUE: 3 GAMES @\$30/GAME	\$90.00
CANON FINANCIAL SERVICES INC	110277	7/27/2023	COMDEV	BPO - CD: COPIER RENTAL	\$253.63
CARA ENTERPRISES INC	110278	7/27/2023	POLICE	PD - FCC LICENSE RENEWAL FOR PATROL	\$200.00
CENTURYLINK	110241	7/27/2023	INFOSYSTMS	07/16/23 BILL DATE: UTILITY CHARGES	\$28.81
	110279	7/27/2023	COMDEV	07/10/23 BILL DATE: UTILITY CHARGE	\$110.81
			FIRE	07/10/23 BILL DATE: UTILITY CHARGE	\$487.95
			FLTMaint	07/10/23 BILL DATE: UTILITY CHARGE	\$174.58
			HR	07/10/23 BILL DATE: UTILITY CHARGE	\$41.65



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			INFOSYSTMS	07/10/23 BILL DATE: UTILITY CHARGE	\$1,207.55
			LIBRARY	07/10/23 BILL DATE: UTILITY CHARGE	\$51.65
			PARKSFAC	07/10/23 BILL DATE: UTILITY CHARGE	\$1,362.84
			POLICE	07/10/23 BILL DATE: UTILITY CHARGE	\$997.02
			SANITATION	07/10/23 BILL DATE: UTILITY CHARGE	\$41.65
			TRANSITOP	07/10/23 BILL DATE: UTILITY CHARGE	\$166.51
			WATER	07/10/23 BILL DATE: UTILITY CHARGE	\$249.88
			WSTWTR	07/10/23 BILL DATE: UTILITY CHARGE	\$504.09
CHRIS REESE	110202	7/20/2023	POLICE	FOOD FOR K9 ZIVA- PETCO 07/17/23	\$69.43
CHS INC DBA PRIMELAND	110280	7/27/2023	FLTMaint	INV/ DRUM OF 520 MOTOR OIL	\$914.65
CINTAS CORPORATION #606	110185	7/20/2023	PARKSFAC	BPO P&R CLEANING SUPPLIES AND UNIFORM CLEANING	\$35.38
	110281	7/27/2023	FLTMaint	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$166.71
			PARKSFAC	BPO P&R CLEANING SUPPLIES AND UNIFORM CLEANING	\$35.38
CITY OF LEWISTON EMPLOYEE BENEFIT PLAN TRUST	110242	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$417,833.27
				Payroll Run 9 - Warrant 0727M	(\$2,056.82)
CITY OF LEWISTON EMPLOYEE BENEFIT-CAFETERIA PLAN	110243	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$8,504.88
				Payroll Run 9 - Warrant 0727M	\$30.77
CIVICPLUS LLC	110282	7/27/2023	INFOSYSTMS	CIVICCLERK	\$4,578.00
CLARK COMMUNICATIONS	110186	7/20/2023	WATER	CABLE REPAIR	\$442.00
CLEARWATER FINANCIAL LLC	110283	7/27/2023	PARKSFAC	PUBLIC ENGAGEMENT AND EDUCATION SERVICES	\$4,436.01
CLEARWATER HYDRAULICS LLC	110284	7/27/2023	FLTMaint	BPO/ FLEET REPAIR PARTS & OSL	\$128.76
				OSL/ REBUILD ANGLE CYL #405 GRADER	\$676.06
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	110285	7/27/2023	CEMETERY	CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$34.43
			COMDEV	CP-0003295- 07/09/2023 BILL DATE: FUEL CHARGES	\$235.73
				CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$83.34
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$272.72
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$272.72
			FIRE	CP-0000338- 07/02/2023 BILL DATE: FUEL CHARGES	\$351.54
				CP-0003295- 07/09/2023 BILL DATE: FUEL CHARGES	\$1,295.58
				CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$1,351.28
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$1,164.27
			FLTMaint	BPO/ FLEET/ LUBE PRODUCTS & CAR WASHES	\$78.25
			FLTMaint	CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$139.85
			HR	CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$70.89
			LIBRARY	CP-0003295- 07/09/2023 BILL DATE: FUEL CHARGES	\$53.84
			PARKSFAC	CP-0003295- 07/09/2023 BILL DATE: FUEL CHARGES	\$969.78
				CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$1,346.82
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$1,200.23
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$1,200.23



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			POLICE	CP-0000338- 07/02/2023 BILL DATE: FUEL CHARGES	\$490.41
				CP-0003295- 07/09/2023 BILL DATE: FUEL CHARGES	\$2,650.22
				CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$2,911.91
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$2,364.21
			RECREATION	CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$64.76
			SANITATION	CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$47.63
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$87.86
			TRANSITOP	CP-0000338- 07/02/2023 BILL DATE: FUEL CHARGES	\$106.45
				CP-0003295- 07/09/2023 BILL DATE: FUEL CHARGES	\$1,430.52
				CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$1,558.59
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$1,746.54
			TRNSPN	CP-0003295- 07/09/2023 BILL DATE: FUEL CHARGES	\$1,983.35
				CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$1,391.88
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$2,360.79
			WATER	BPO PW WTP OIL FOR PUMPS	\$800.29
				CP-0003295- 07/09/2023 BILL DATE: FUEL CHARGES	\$422.55
				CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$194.44
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$434.29
			WSTWTR	BPO PW WWTP LUBE SPLYS MAINT P/M/	\$454.70
				CP-0003295- 07/09/2023 BILL DATE: FUEL CHARGES	\$420.08
				CP-0005972- 07/16/2023 BILL DATE: FUEL CHARGES	\$637.94
				CP-0007540- 07/23/2023 BILL DATE: FUEL CHARGES	\$481.76
CONSOLIDATED ELECTRICAL DISTRIBUTORS	110286	7/27/2023	PARKSFAC	BATHROOM FAN UPGRADES FOR OCH	\$248.00
CONTINENTAL AMERICAN INSURANCE COMPANY DBA AFLAC GROUP	110217	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$1,385.55
CONTROL SYSTEM TECHNOLOGY INC	110287	7/27/2023	WATER	WR043 - BOOSTER STATIONS PLC UPGRADED	\$8,500.00
			WSTWTR	PW-WWC-911 WIN WORK	\$750.00
DARREN TRAINOR	110211	7/20/2023	RECREATION	UMPIRED 2 GAMES FOR M&W LEAGUE @ \$30/GAME	\$60.00
DAVID EVANS AND ASSOCIATES INC	110187	7/20/2023	CAPITAL PROJECTS	TR036 BRYDEN AVE RECONSTRUCTION - FINAL DESIGN	\$97,791.88
DAY MANAGEMENT CORPORATION DBA DAY WIRELESS SYSTEMS	110289	7/27/2023	FIRE	FIRE - DAYWIRELESS - RADIO REPAIR	\$370.00
DELL MARKETING LP	110290	7/27/2023	INFOSYSTMS	CHROMEBOOKS - FACILITIES	\$2,193.75
				DELL THUNDERBOLT DOCKS	\$755.52



Voucher's Payable

DYLAN MADER	110188	7/20/2023	RECREATION	UMPIRED 3 GAMES FOR M&W LEAGUE @ \$30/GAME	\$90.00
EFTPS	1373	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$156,472.15
	1375	7/27/2023	ADMSVC	Payroll Run 9 - Warrant 0727M	\$2,085.50
	1376	7/27/2023	ADMSVC	Payroll Run 9 - Warrant 727MM	\$83.20
EMS MANAGEMENT & CONSULTANTS INC	110291	7/27/2023	FIRE	BPO - FIRE - EMSMC - AMBULANCE BILLING	\$1,217.51
ERB'S ACE HARDWARE LLC	110292	7/27/2023	FIRE	BPO - FIRE - ERB HARDWARE	\$57.99
			WATER	BPO PW DISTRIB SPLYS	\$129.25
				BPO PW WTP SUPPLIES	\$152.18
			WSTWTR	BPO PW WW COLL SUPPLIES	\$18.69
				BPO PW WWTP SUPPLIES	\$110.16
EZEKIEL H ULREY	110189	7/20/2023	RECREATION	UMPIRED 6 GAMES FOR M&W LEAGUE @ \$30/GAME *1ST 1/2	\$180.00
FARONICS TECHNOLOGIES USA INC	110190	7/20/2023	INFOSYSTMS	SCADA SECURITY	\$416.00
FASTENAL COMPANY	110293	7/27/2023	PARKSFAC	BPO P&R VENDING MACHINE AND SAFETY SUPPLIES	\$305.95
			WSTWTR	BPO PW WW COLL SUPPLIES	\$10.47
FEDEX	110294	7/27/2023	FIRE	FIRE - FED EX - POSI CHECK	\$169.19
FERGUSON ENTERPRISES #3011	110295	7/27/2023	WATER	INVENTORY - SADDLES	\$1,161.45
			WATER	BPO PW DISTRIB MAINT SPLYS	\$367.06
			WSTWTR	BPO PW WW COLL SUPPLIES	\$294.97
				BPO PW WWTP P/M/M MAINT SUPPLIES	\$18.51
FERGUSON ENTERPRISES LLC #3325	110345	7/27/2023	WATER	BPO PW DISTRIB SPLYS	\$1,771.30
				WR701 HIGH RES INTERIM REPAIR; BLACKLINE PUMP VFD	\$6,329.55
FOP LEWIS CLARK LODGE #10	110244	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$1,825.64
FURNITURE WHOLESALERS LTD	110296	7/27/2023	POLICE	PD - OFFICE CHAIRS FOR THOMAS AND ERICKSON	\$477.98
GRAINGER	110297	7/27/2023	PARKSFAC	FIRE RETARDANT FOR WALL AT STATION 4	\$101.10
			WATER	BPO PW WTP P/M/M SPLYS	\$385.40
			WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	\$300.60
GUARDIAN PLUMBING, HEATING & A/C INC	110191	7/20/2023	PARKSFAC	WORK ON THE CHILLER AT CITY HALL	\$1,157.95
	110298	7/27/2023	PARKSFAC	WORK ON CHILLER AT CITY HALL	\$3,025.74
H & H BUSINESS SYSTEMS	110299	7/27/2023	COMDEV	CD- COPIER MAINTENANCE	\$201.71
HAHN RENTAL CENTER	110300	7/27/2023	RECREATION	DUNK TANK - STAR SPANGLED CELEBRATION	\$520.00
HAHN SUPPLY	110301	7/27/2023	PARKSFAC	BPO P&R HVAC TOOLS	\$29.11
				BPO P&R TOOLS AND CONSTRUCTION SUPPLIES	\$38.96
			WATER	BPO PW WTP P/M/M MAINT SPLYS	\$243.12
			WSTWTR	BPO PW WWTP SUPPLIES	\$76.45
HAMILTON MICHAELSON & HILTY LLP	110302	7/27/2023	WATER	WR051 WTP RETROFIT	\$110.00
HELLS CANYON ELECTRIC LLC	110303	7/27/2023	INFOSYSTMS	MOUNT RADIOS	\$1,523.93
HOME DEPOT CREDIT SERVICES	110192	7/20/2023	WSTWTR	BPO PW WWTP SUPPLIES	\$74.36
	110304	7/27/2023	INFOSYSTMS	BPO - IT - SUPPLIES - HOME DEPOT	\$1,109.00
			PARKSFAC	BPO P&R CONSTRUCTION AND HVAC SUPPLIES	\$55.12



Voucher's Payable

				BPO P&R CONSTRUCTION AND HVAC SUPPLIES*DUP PAYMENT	(\$203.99)
			POLICE	BPO - PD - OFFICE AND VEHICLE SUPPLIES	(\$67.21)
			RECREATION	SEAPORT RIVER RUN SUPPLIES	\$18.80
			TRNSPN	BPO - STREETS - SPLYS	\$39.98
			WATER	BPO PW WTP SPLYS	\$65.10
			WSTWTR	BPO PW WW COLL SUPPLIES	\$42.92
				BPO PW WWTP SUPPLIES	\$57.39
I A F F - LOCAL #1773	110245	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$2,904.00
IDAHO CHILD SUPPORT RECEIPTING	110246	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$730.24
IDAHO DEPT OF LABOR ATTN: CASHIER	110247	7/27/2023	INSTRUST	BPO FY 2023 UNEMPLOYMENT	\$3,192.00
IDAHO DIVISION OF OCCUPATIONAL AND PROFESSIONAL	110305	7/27/2023	WSTWTR	C STICKLEY - WW COLLECTION OIT APPLICATION	\$100.00
IDAHO ICE	110306	7/27/2023	PARKSFAC	BPO FOR DRINKING WATER AT POOLS *LESS TAX OF \$1.22	\$24.24
IDAHO INDUSTRIAL COMMISSION	110194	7/20/2023	INSTRUST	SEMI ANNUAL PREMIUM TAX	\$5,296.12
IDAHO STATE TAX COMMISSION	110248	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$27,125.00
				Payroll Run 9 - Warrant 0727M	\$350.00
				Payroll Run 9 - Warrant 727MM	\$74.00
	110249	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$780.49
IDAHO TRUCK SALES CO	110307	7/27/2023	FLTMANT	REPL WATER PUMP & THERMOSTAT #400 MOWER	\$1,361.42
INGRAM LIBRARY SERVICES	110308	7/27/2023	LIBRARY	BPO - LIB - ADULT BOOKMOBILE: ORG INV# 76167946	(\$18.56)
				BPO - LIB - ADULT FICTION	\$292.21
				BPO - LIB - ANF 1ST FLOOR BOOKS	\$454.34
				BPO - LIB - AUDIOBOOKS	\$102.64
				BPO - LIB - JUVENILE FICTION	\$676.08
				BPO - LIB - JUVENILE FICTION ORG INVOICE#76659080	(\$11.01)
				BPO - LIB - JUVENILE NON FICTION	\$336.33
				BPO - LIB - LARGE PRINT	\$367.14
				BPO - LIB - TEEN FICTION	\$253.07
				SUMMER SUPPORT GRANT BOOKS	\$94.30
				SUMMER SUPPORT GRANT BOOKS *ORG INVOICE# 76659079	(\$7.92)
				THAT ALL MAY READ GRANT	\$870.64
INLAND FASTENER INC	110309	7/27/2023	FLTMANT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$2.67
INTERMOUNTAIN CLAIMS INC	110310	7/27/2023	INSTRUST	BPO-JUNE INTERMOUNTAIN INVOICE BOI328468	\$2,478.00
	110311	7/27/2023	INSTRUST	INTERMOUNTAIN CLAIMS- REIMB	\$14,272.61
INTERNATIONAL ASSOCIATION OF ARSON INVESTIGATORS	110193	7/20/2023	FIRE	FIRE - IAAI - MEMBERSHIP DUES	\$103.00
INTERNATIONAL CITY MANAGEMENT ASSOCIATION DBA MISSIONSQUARE RETIREMENT	1372	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$5,286.87
JACK D FLERCHINGER DBA JD'S AUTO BODY	110312	7/27/2023	FLTMANT	PAINT & BODY REPAIR #163 (NON-ACCIDENT)	\$1,064.50



Voucher's Payable

JAMIE MOWERY	110255	7/27/2023	FIRE	DEPT CARD WOULD NOT ALLOW PURCH OVER \$80 @WLMRT	\$289.98
JEFF KNAPP	110195	7/20/2023	RECREATION	UMPIRED 6 GAMES FOR MUSHBALL @ \$30/GAME	\$180.00
JOHN J VANTREASE	110214	7/20/2023	RECREATION	UMPIRED 22 GAMES FOR M&W LEAGUE @ \$30/GAME	\$660.00
JOHN'S SAW SERVICE	110313	7/27/2023	FIRE	FIRE - JOHNS SAW	\$299.92
			PARKSFAC	BPO P&R SMALL ENGINE REPAIR	\$37.94
				HEDGE TRIMMER REPAIR	\$47.18
JONES EXCAVATION LLC	110314	7/27/2023	WSTWTR	PW-WWC-619 24TH ST; LINE REPAIR	\$4,475.00
J-U-B ENGINEERS	110315	7/27/2023	WATER	WR060 COMMUNITY DR RESERVOIR (FKA SE RESERVOIR)	\$14,533.30
KATIE WHITLOCK	110256	7/27/2023	POLICE	MEALS: ADVANCED SRO: 08/06/23	\$208.00
KELLER ASSOCIATES INC	110317	7/27/2023	TRNSPN	TR066 21ST ST;7TH -19TH FIBERSEAL (OA SERVICES)	\$1,310.00
			WSTWTR	WW052 - WWTP WATERLINE EXT - DESIGN/BIDDING SRVS	\$10,298.00
KENT D BRUCE COMPANY LLC	110196	7/20/2023	POLICE	PD - CHARGE GUARDS FOR PATROL VEHICLES	\$1,428.36
	110316	7/27/2023	FLTMANT	IMPLEMENTS FOR FIRE'S #011 RESCUE PICKUP	\$1,379.06
KING'S THRONES & PUMPING SERVICE LLC	110318	7/27/2023	PARKSFAC	BPO P&R PORTABLE TOILETS IN THE PARKS	\$103.00
L N CURTIS & SONS	110319	7/27/2023	FIRE	FIRE - LN CURTIS	\$1,209.43
				FIRE - LN CURTIS - AIR SAMPLES	\$465.80
LEGACY PAVING AND CONSTRUCTION LLC	110197	7/20/2023	WATER	BPO PW W DISTRIB EMERGENCY PATCHES	\$1,150.00
	110321	7/27/2023	WATER	BPO PW W DISTRIB EMERGENCY PATCHES	\$2,400.00
LES SCHWAB TIRE CENTER	110322	7/27/2023	FLTMANT	BPO/ FLEET REPAIR PARTS & OSL	\$251.97
LEWIS CLARK STATE COLLEGE	110320	7/27/2023	TRNSPN	REG - SCHARNHORST & DAWSON - FLAGGER TRAINING	\$158.00
LEWISTON MOTOR COMPANY LLC DBA LEWISTON CHEVROLET BUICK GMC	110323	7/27/2023	FLTMANT	BPO/ REPAIR PARTS & SUPPLIES	\$188.00
LOID	110325	7/27/2023	PARKSFAC	07/17/23 BILL DATE: UTILITY CHARGES	\$4,059.90
LUPER AUTOMOTIVE INC	110326	7/27/2023	FLTMANT	BPO/ FLEET REPAIR PARTS & OSL	\$79.86
MATTHEW BENDER & CO INC	110324	7/27/2023	LEGAL	ID CODE 2023 SUPP & 2023 COURT RULES; 3 SETS	\$1,859.13
MATTHEW HERSH	110257	7/27/2023	UNDEFINED	PAYCHECK RETURNED VIA ACH- EMP CLOSED BANK ACCT	\$1,177.11
MEDLOCK LAWN TREE & LANDSCAPE LLC	110327	7/27/2023	PARKSFAC	PRUNE TREES AT CITY HALL	\$500.00
MERCURY MEDICAL	110328	7/27/2023	FIRE	FIRE - MERCURY MEDICAL AIRTRAQS	\$884.42
MERRICK & COMPANY	110329	7/27/2023	TRNSPN	SM008 HALL FORD-19TH AVE REHAB; PSA AMENDMENT	\$6,751.75
MISC CUSTOMER REFUND	110198	7/20/2023	POLICE	REFUND: HANDICAPPED PARKING DISPUTE	\$100.00
	110199	7/20/2023	PARKSFAC	PARK RES REFUND, NOT ALCOHOL PERMIT (PERMIT #2100)	\$85.00
	110200	7/20/2023	PARKSFAC	REFUND: CANCELED TOURNAMENT	\$320.00
	110201	7/20/2023	PARKSFAC	REFUND: PIONEER PARK DBL BOOKED. MOVED EVENT.	\$85.00
	110250	7/27/2023	COMDEV	OVERPAYMENT OF BUSINESS LICENSE RENEWAL	\$3.00



Voucher's Payable

	110251	7/27/2023	RECREATION	CIVIC REC PRGRM DID NOT GIVE EARLY BIRD DISCOUNT	\$50.00
	110252	7/27/2023	COMDEV	APPLICANT CANCELED PERMIT PROJECT BP23-000222	\$121.99
	110253	7/27/2023	RECREATION	CIVIC REC PRGRM DID NOT GIVE EARLY BIRD DISCOUNT	\$50.00
	110254	7/27/2023	COMDEV	OVERPAYMENT OF BUSINESS LICENSE RENEWAL	\$1.00
MOSAIC COMMUNITY PLANNING LLC	110330	7/27/2023	ECONDEV	CD - CDBG 2023-2027 CONSOLIDATED PLAN	\$10,536.80
MOTION AUTO SUPPLY	110331	7/27/2023	FLTMAINT	BPO/ REPAIR PARTS & SUPPLIES	\$53.96
MOTION INDUSTRIES INC	110332	7/27/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$96.73
NAPA AUTO PARTS	110333	7/27/2023	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$266.24
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$1,460.83
			WATER	BPO PW DISTRIB SPLYS	\$14.54
				BPO PW WTP SPLYS	\$157.00
				BPO PW WTP SPLYS *RTN FROM INVOICE# 340254	(\$18.00)
			WSTWTR	BPO PW WWTP SUPPLIES	\$56.08
NATIONAL BUSINESS FURNITURE	110334	7/27/2023	FIRE	FIRE - NATL BUSINESS FURNITURE - DESK FOR PARIS	\$586.00
NATIONWIDE RETIREMENT	1370	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$6,953.22
NATIONWIDE-RESERVE	1374	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$1,324.48
NICHOLAS MASTERS	110203	7/20/2023	RECREATION	UMPIRED 3 GAMES FOR M&W LEAGUE @ \$30/GAME	\$90.00
NORCO INC	110335	7/27/2023	FIRE	BPO - FIRE - NORCO	\$146.11
			WATER	PW-WTR-DIS-BPO PERSONNEL SUPPLIES	\$19.33
				PW-WTR-DIS-BPO SUPPLIES	\$12.72
NORTH 40 OUTFITTERS	110204	7/20/2023	WATER	BPO PW WTP SPLYS	\$39.96
	110336	7/27/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$69.98
			PARKSFAC	BEE SPRAY FOR THE PARKS	\$66.96
				BPO P&R IRRIGATION, CONSTRUCTION SUPPLIES	\$194.25
			TRNSPN	SAFETY SHOE - D MURRILL	\$200.00
			WATER	BPO PW DISTRIB PERSONNEL EQUIP *LESS TAX OF \$0.42*	\$6.99
				BPO PW DISTRIB SPLYS	\$91.73
				BPO PW WTP SPLYS	\$118.81
			WSTWTR	BPO PW WWTP SUPPLIES	\$478.84
				SAFETY SHOE - B GRIESER	\$174.99
				SAFETY SHOE - K ROSE	\$164.99
NUANCE COMMUNICATIONS INC	110337	7/27/2023	POLICE	BPO - PD - SOFTWARE LICENSES FOR DRAGON DICTATION	\$1,250.00
ODP BUSINESS SOLUTIONS LLC	110205	7/20/2023	EXECUTIVE	EXEC - BPO: PAPER FOR CITY HALL COPIER **DAMAGE**	(\$50.00)
			FINANCE	BPO - FIN - OFFICE SUPPLIES	\$35.99
			LIBRARY	BPO - LIB - OPERATING SUPPLIES	\$82.09
			POLICE	BPO - PD - OFFICE SUPPLIES	\$51.91
			WATER	BPO PW DISTRIB OFFICE SPLYS	\$82.12
			WSTWTR	BPO PW WW COLL OFFICE SUPPLIES	\$58.56



Voucher's Payable

	110339	7/27/2023	EXECUTIVE	BPO - EXEC - OFFICE SUPPLIES FOR CLERK'S ORIGINAL PO 22302895 ORG INVOICE# 318613981001 ORIGINAL PO 22302895 RTN INVOICE# 321511434001	\$91.84 (\$23.99) \$23.99
			POLICE	BPO - PD - OFFICE SUPPLIES	\$284.33
OHIO LUMEX CO INC	110340	7/27/2023	FIRE	FIRE - OHIO LUMEX - AIR SPECTROMETER CALIBRATION	\$1,390.00
ORCHARDS PET HOSPITAL	110341	7/27/2023	POLICE	PD - VET CHARGES FOR K9 ZIVA	\$361.61
O'REILLY AUTO PARTS	110338	7/27/2023	FLTMAINT	BPO- DTV/ REPAIR PARTS ORGNL INVOICE# 2522-463134 BPO- DTV/ REPAIR PARTS RTRN INVOICE# 2522-464809 BPO/ FLEET REPAIR PARTS	(\$42.20) \$42.20 \$6.30
OVERDRIVE INC	110342	7/27/2023	LIBRARY	BPO - LIB - ADULT OVERDRIVE ORDERS BPO - LIB - JUV OVERDRIVE ORDERS	\$865.81 \$751.90
OWEN EQUIPMENT	110343	7/27/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$195.25
			INSTRUST	BOOM ROLLER SUPPORT & HOSE ASSEMBLY FOR #354 JETVA	\$3,412.70
			WSTWTR	PW-WW COLL - LEVER GATE VALVE, O-RING; SHIPPING	\$2,263.53
OXARC	110344	7/27/2023	PARKSFAC	BPO POOL CHEMICALS	\$1,325.29
			WATER	BPO SODIUM HYPOCHLORITE FOR WELLS	\$2,775.91
			WSTWTR	BPO PW WW COLL PERSONNEL EQUIPMENT	\$26.08
PERSI	1371	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$207,862.33
PORT OF LEWISTON	110206	7/20/2023	INFOSYSTMS	BPO - IT - FIBER	\$756.00
PRECISION SIGNS	110346	7/27/2023	POLICE	PD - DECALS FOR UTV	\$140.00
PRINTCRAFT PRINTING	110347	7/27/2023	COMDEV	BPO - CD: ENVELOPES, LETTERHEAD, BUSINESS CARDS F	\$10.00
			LIBRARY	LIB - MAILING ENVELOPES	\$225.00
			POLICE	PD - RESTRICTED ACCESS SIGNS FOR GATES	\$125.00
PROVE IT POLYGRAPH	110348	7/27/2023	POLICE	PRE EMPLOYMENT POLYGRAPHS RAYMOND AND WILBERT	\$400.00
RACOM CORPORATION	110207	7/20/2023	POLICE	PD - RADIO FOR K9 UNIT	\$2,259.98
RAMIE PRITCHETT	110258	7/27/2023	POLICE	MEALS: APCO CONFERENCE: 08/04/23	\$396.00
RELIANCE STANDARD LIFE INSURANCE COMPANY	110261	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$8.06
RICOH USA INC	110208	7/20/2023	PARKSFAC	BPO P&R COPY CONTRACT AND COPIES	\$167.73
			WSTWTR	PW-WWCOLL-RICOH IM C4500 LEASE PAYMENT	\$158.18
	110209	7/20/2023	SANITATION	BPO - PW - MPC4503 COPIER MAINTENANCE	\$20.35
			TRNSPN	BPO - PW - MPC4503 COPIER MAINTENANCE	\$218.70
			WATER	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.35
			WSTWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$12.15
	110349	7/27/2023	EXECUTIVE	BPO - EXEC - FY23 C.H. COPIER RENT FOR IMC6000	\$226.83



Voucher's Payable

			POLICE	BPO - PD - COPIER RENTAL	\$199.87
				BPO - PD - DISPATCH COPIER RENTAL	\$133.65
	110350	7/27/2023	PARKSFAC	BPO P&R B&W AND COLORED COPIES	\$173.59
ROACH CONSTRUCTION	110210	7/20/2023	ECONDEV	21.027 WR0600 ARPA DWNTNW MAIN REPLACEMENT-SOIL	\$1,500.00
ROBERT KENT	110259	7/27/2023	POLICE	MEALS: BASIC SRO: 08/06/23	\$326.00
SHERWIN WILLIAMS CO	110351	7/27/2023	PARKSFAC	PAINT FOR LEGACY BENCH	\$76.97
SITEONE LANDSCAPE SUPPLY LLC	110352	7/27/2023	PARKSFAC	BPO P&R IRRIGATION SUPPLIES	\$303.06
				IRRIGATION SUPPLIES	\$1,089.28
SPARKLIGHT	110354	7/27/2023	TRNSPN	BPO PW SURVEY STATION	\$38.85
			WATER	BPO PW SURVEY STATION	\$38.85
			WSTWTR	BPO PW SURVEY STATION	\$38.85
STERLING BATTERY COMPANY	110355	7/27/2023	FLTMAINT	BPO - FLEET - VEHICLE BATTERIES	\$192.10
SWANK MOTION PICTURES INC	110357	7/27/2023	RECREATION	MUTS AND DIVE AND DRIVE MOVIES	\$575.00
TAMMI L SMITH DBA THE COUNTRY STITCH	110288	7/27/2023	FIRE	FIRE - COUNTRY STITCH - SEWING	\$14.07
THE HOME DEPOT PRO	110356	7/27/2023	PARKSFAC	CUSTODIAL SUPPLIES	\$45.84
				CUSTODIAL SUPPLIES FOR THE CITY PARKS	\$38.10
THE UPS STORE	110365	7/27/2023	INFOSYSTMS	BPO - IT - SHIPPING	\$126.18
THOMAS DEAN & HOSKINS OF IDAHO INC	110358	7/27/2023	PARKSFAC	STATION 4 EGRESS WINDOW	\$800.00
TREATMENT EQUIPMENT COMPANY	110212	7/20/2023	WSTWTR	PW-WW-REBUILD OVIVO BAND SCREENS	\$15,000.00
TRIBUNE PUBLISHING CO	110213	7/20/2023	COMDEV	BPO - CD - P&ZC PUBLISHED NOTICES FOR PUBLIC HEA	\$139.48
			EXECUTIVE	BPO - EXEC - PUBLISHING COSTS	\$69.28
	110361	7/27/2023	EXECUTIVE	BPO - EXEC - PUBLISHING COSTS	\$69.28
TRI-STATE HEALTH SERVICES	110359	7/27/2023	TRANSITOP	BPO - TRANSIT- DRIVER DOT PHYSICALS	\$450.00
TRI-STATE MEMORIAL HOSPITAL	110360	7/27/2023	POLICE	PD - PRE EMPLOYMENT PHYSICALS RAYMOND AND WILBERT	\$180.00
TW ENTERPRISES INC	110362	7/27/2023	WATER	PW-WTP-INTAKE GENERATOR EMER REPAIR	\$1,322.58
TYLER TECHNOLOGIES INC	110363	7/27/2023	FINANCE	UB FORMS MODIFICATIONS	\$350.00
UNIFORMS2GEAR INC	110364	7/27/2023	POLICE	BPO - PD - UNIFORMS/NEW HIRE	\$127.19
				BPO - PD - UNIFORMS/PATROL	\$103.70
				PD - BALLISTIC VESTS AND PANELS	\$11,537.64
URM STORES INC	110366	7/27/2023	PARKSFAC	COMMUNITY PARK NPR CELEBRATION SUPPLIES	\$272.57
				ICE CREAM FOR SALE AT THE POOLS	\$290.58
			RECREATION	BPO P&R SENIOR NUTRITION FOODS	\$556.31
			WATER	BPO PW WTP SPLYs	\$34.83
			WSTWTR	BPO PW WW COLL SUPPLIES	\$22.83
				BPO PW WWTP SUPPLIES	\$217.81
US FOODS - SPOKANE	110367	7/27/2023	RECREATION	BPO P&R SENIOR NUTRITION FOOD	\$2,429.52
VERIZON WIRELESS	110368	7/27/2023	COMDEV	7/12/23 BILL DATE: UTILITY CHARGES	\$758.39
			EXECUTIVE	7/12/23 BILL DATE: UTILITY CHARGES	\$74.00
			FIRE	7/12/23 BILL DATE: UTILITY CHARGES	\$1,385.29
			FLTMAINT	7/12/23 BILL DATE: UTILITY CHARGES	\$68.62
			HR	7/12/23 BILL DATE: UTILITY CHARGES	\$95.23



Voucher's Payable

			INFOSYSTMS	7/12/23 BILL DATE: UTILITY CHARGES	\$1,189.15
			LEGISLATIV	7/12/23 BILL DATE: UTILITY CHARGES	\$319.27
			LIBRARY	7/12/23 BILL DATE: UTILITY CHARGES	\$231.19
			PARKSFAC	7/12/23 BILL DATE: UTILITY CHARGES	\$799.32
			POLICE	7/12/23 BILL DATE: UTILITY CHARGES	\$2,390.88
			SANITATION	7/12/23 BILL DATE: UTILITY CHARGES	\$33.99
			TRANSITOP	7/12/23 BILL DATE: UTILITY CHARGES	\$61.72
			TRNSPN	7/12/23 BILL DATE: UTILITY CHARGES	\$2,091.28
			WATER	7/12/23 BILL DATE: UTILITY CHARGES	\$2,328.23
			WSTWTR	7/12/23 BILL DATE: UTILITY CHARGES	\$1,347.80
VICTORIA BROWN	110260	7/27/2023	POLICE	MEALS: APCO CONFERENCE: 08/04/23	\$396.00
WA-ID VOLUNTEER CENTER INC	110369	7/27/2023	TRANSITOP	TRANSIT WA/ID VOL HEALTH & WELLNESS FAIR REGISTRA	\$200.00
WASHINGTON STATE SUPPORT REGISTRY	110262	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$358.86
WESMAR AUTOMOTIVE DBA WESMAR PRODUCTS	110370	7/27/2023	FLTMAINT	BPO - FLEET - BRAKE&CARB CLEANER	\$84.00
WILSON WAKWAK	110215	7/20/2023	RECREATION	UMPIRED 12 GAMES FOR M&W LEAGUE @ \$30/GAME	\$360.00
WSCFF EMPLOYEE BENEFIT TRUST	110263	7/27/2023	ADMSVC	Payroll Run 1 - Warrant 072723	\$300.00
WSF LLC DBA WESTERN SYSTEMS & FABRICATION	110371	7/27/2023	FLTMAINT	BPO - FLEET - REPAIR PARTS	\$578.23
ZIEGLER BUILDING CENTER	110372	7/27/2023	WATER	BPO PW DISTRIB OP SPLYS	\$3.96
ZOOM VIDEO COMMUNICATIONS, INC	110373	7/27/2023	INFOSYSTMS	ZOOM ONE LICENSES	\$865.99
ZUMAR INDUSTRIES INC	110216	7/20/2023	TRANSITCAP	TRANSIT N LEWISTON BUS STOP SIGNAGE	\$10,895.16
Total					\$1,388,747.77



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-35	AGENDA NO. VI. A. AGENDA DATE: August 14, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Past resolutions for Community Development Fees have included language that automatically increased fees by the CPI. Each year, staff presents what the fees will be with the CPI increase and the Council considers the fee increases. In 2022, staff recommended a 2.5% increase instead of the CPI increase of 8.7%. This year, the CPI is 5%. Staff presented the Council with options for setting fees for FY2024 which included a 0% increase, a 5% increase, a 2.5% increase, or a hybrid increase on fees that are not also calculated by utilizing valuations.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. Resolution 2023-35 increases planning and zoning fees by 5%, has a 0% increase on all other Community Development fees, combines all Community Development fees (i.e. Planning and Zoning, Business Licensing, and Building related) into one resolution, and removes the language for the automatic CPI increase in the future. After researching other jurisdictions, staff found that Lewiston building fees were on the higher side, whereas planning and zoning fees were much lower in many cases. The language for future CPI increases was removed to be consistent with other fees in the City. Fees associated with Alcohol Licensing are set by the State of Idaho and the City is currently charging the maximum amount allowed, therefore, there is no increase on Alcohol Licensing fees.	
BUDGET IMPACT	
ACTION PROPOSED Consider Resolution 2023-35; approve as presented or change as desired.	

RESOLUTION 2023-35

A RESOLUTION RESTATING AND AMENDING COMMUNITY DEVELOPMENT DEPARTMENT FEES

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

SECTION 1: The City of Lewiston Community Development Department's Business and Occupation Fee Schedule is hereby restated as follows:

(1) Business and Occupation License – Licensed Per Location or Per Business With No Physical Location

All Commercial/General Businesses, Home Occupations, Child Care/Preschool Facilities, Pawn Brokers, Junk Dealers, and Taxicab Companies:

Number of Employees	Current Fee
0-5 employees	\$94
6 employees	\$108
7 employees	\$129
8 employees	\$143
9 employees	\$164
10 employees	\$180
11 employees	\$196
12 employees	\$216
13 employees	\$232
14 employees	\$253
15 employees	\$270
16 employees	\$285
17 employees	\$306
18 employees	\$320
19 employees	\$338
20 or more employees	\$358

Type	Current Fee
Exhibit, Fair, or Market (Special Event)	\$61 per event

(2) **Special Licenses**

Type	Current Fee
Bar Patio Approval (part of business license)	No Fee
Transfer of Bar Patio Approval	No Fee
Restaurant Patio Approval	
Per Location:	
Application	\$109
Transfer of Restaurant Patio Approval	No Fee
Temporary Vendors License Per Location	\$94

(3) **Background Study**

Type	Current Fee
Lewiston Police Department (LPD) (no fingerprints)	No Fee
FBI Check by City	\$70

(4) **Inspection Per Vehicle**

Type	Current Fee
Taxicab/Vehicle for Hire Review of Inspection	\$50
Taxicab/Vehicle for Hire Review of Re-Inspection	\$18

(5) **Other**

Type	Current Fee
Commercial Tree Pruners License	\$52

Intentionally left blank

(6) **Alcohol Beverage Licenses¹**

Type	Current Fee
Liquor by the Drink License	\$562.50
Renewal of Liquor by the Drink License	\$562.50
Wine by the Drink License	\$200
Transfer of Wine by the Drink License	\$10
Renewal of Wine by the Drink License	\$200
Retail Wine License	\$200
Transfer of Retail Wine License	\$10
Renewal of Retail Wine License	\$200
Retail Beer License – Off Premises	\$50
Transfer of Retail Beer License – Off Premises	\$5
Renewal of Retail Beer License – Off Premises	\$50
Retail Beer License – On Premises	\$200
Transfer of Retail Beer License – On Premises	\$5
Renewal of Retail Beer License – On Premises	\$200
Alcohol Catering Permit – per day	\$20 per day

(7) **Copies and Certifications**

Type	Current Fee
Business License Copy (mailed)	\$1
Certification of Copies	\$5
Lost Business License	\$5
Business Name Change	\$5

(8) **Business Premises Inspection Fee**

	Current Fee
Business Premises Inspection Fee	\$224

(9) **Appeal Fee**

	Current Fee
Fee to appeal a written decision of the Business Licensing Coordinator or Community Development Director under Chapter 21 of the Lewiston City Code (Business Licenses)	\$78

¹ Alcohol beverage license fees, except transfer fees for a Retail Wine License or Wine by the Drink License, are established by the State of Idaho.

SECTION 2: In the event a person operates a business without a license and then subsequently seeks to obtain a business license from the City of Lewiston, that person shall be charged double the regular license fee, as set forth above.

SECTION 3: If an applicant submits a written request to the City of Lewiston Business Licensing Coordinator to withdraw a business license application, then a refund shall be granted, minus an Eight Dollar (\$8) processing fee. However, if an investigation of the business premises was conducted or a license was issued, then no refund of any amount shall be granted.

SECTION 4: The Community Development Department's first year business license fee for new businesses located in the City of Lewiston shall be One Dollar (\$1), except as provided in Section 5. New businesses shall be those businesses that have never been previously licensed in the City of Lewiston. New businesses shall not include existing businesses licensed by the City of Lewiston that have a change of ownership or location.

SECTION 5: Fees associated with background checks, alcohol, or business premises inspections shall still apply and are not subject to Section 4.

SECTION 6: The Community Development Department filing fees for planning and zoning actions are hereby amended and restated as follows:

Type	Prior Fee	New Fee
Annexation Petition	\$463 (one acre or less) plus \$17 for each additional acre	\$486 (one acre or less) plus \$17 for each additional acre
Appeal of Community Development Decision	\$80	\$84
Appeal of Planning and Zoning Commission Decision	Fee equal to original filing fee	Fee equal to original filing fee
Comprehensive Plan Map Amendments	\$463 (one acre or less) plus \$17 for each additional acre	\$486 (one acre or less) plus \$17 for each additional acre
Conditional Use Permit	\$310	\$325
Parking Lot	\$306	\$321
Nonconforming Use, change	\$310	\$325
Planned Unit Development (PUD)	\$463 (one acre or less) plus \$17 for each additional acre	\$486 (one acre or less) plus \$17 for each additional acre
Planned Unit Development (PUD) amendment	\$217	\$227

Setback Exception Requests	\$234	\$245
Variance, standard	\$234	\$245
Variance, administrative	\$234	\$245
Zone Change	\$463 (one acre or less) plus \$17 for each additional acre	\$486 (one acre or less) plus \$17 for each additional acre
Zoning Letters	\$166	\$174

When an applicant files for multiple actions at one time, the action of the greatest value shall be charged at full price, and any additional actions shall be charged at half price.

SECTION 7: The City of Lewiston Community Development Department's Building Permit Fee Schedule, Electrical Fee Schedule, Mechanical Fee Schedule, Plumbing Fee Schedule, Fire Fee Schedule, and Special Permit Fee Schedule are hereby restated as follows:

(1) **Building Permit Fee Schedule**

(a) **Commercial Buildings**

Total Value of Project²	Current Fee
Up to \$500	\$40.10
\$501 to \$2,000	\$40.10 for the first \$500 plus \$6.31 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$134.89 for the first \$2,000 plus \$24.19 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$684.33 for the first \$25,000 plus \$17.30 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$1,116.89 for the first \$50,000 plus \$11.98 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,715.48 for the first \$100,000 plus \$9.59 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$5,553.58 for the first \$500,000 plus \$9.21 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$10,162.40 for the first \$1,000,000 plus \$6.34 for each additional \$1,000 or fraction thereof
Plan Review Fee: Sixty-Five Percent (65%) of Commercial Building Permit Fee (Commercial Building Permit Fee x 0.65)	

² Total Value of Project shall be calculated pursuant to Section 109.3 of the International Building Code pertaining to building permit valuations, as adopted and amended by the City of Lewiston.

	Current Fee
Inspections outside of normal Community Development Department business hours (minimum charge – 2 hours)	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
Re-inspection fees assessed under Section 109.5 of the International Building Code, as adopted and amended by the City of Lewiston	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
Inspections for which no fee is specifically indicated – “Special” and “Real Property”	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
Additional plan review required by changes, additions, or revisions to plans	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
For use of outside consultants for plan checking and inspections, or both	Actual costs**

*Actual cost shall include supervision, overhead, equipment, hourly wages, and benefits of the City of Lewiston employees involved.

**Fees for use of outside consultants are set by the outside consultant, not the City of Lewiston, and may be adjusted by the outside consultant. However, the actual costs for use of outside consultants includes any administrative and overhead costs incurred by the City of Lewiston.

(b) **Residential Buildings**

Total Value of Project³	Current Fee
Up to \$500	\$28.14
\$501 to \$2,000	\$28.14 for the first \$500 plus \$3.95 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$87.61 for the first \$2,000 plus \$17.19 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$483.01 for the first \$25,000 plus \$12.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$795.69 for the first \$50,000 plus \$8.66 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,228.78 for the first \$100,000 plus \$6.92 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$4,000.72 for the first \$500,000 plus \$5.81 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6,910.39 for the first \$1,000,000 plus \$4.66 for each additional \$1,000 or fraction thereof
Plan Review Fee: Sixty-Five Percent (65%) of Residential Building Permit Fee (Residential Building Permit Fee x 0.65)	

³ Total Value of Project shall be calculated pursuant to Section 109.3 of the International Building Code pertaining to building permit valuations, as adopted and amended by the City of Lewiston.

	Current Fee
Inspections outside of normal Community Development Department business hours (minimum charge – 2 hours)	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
Re-inspection fees assessed under Section 109.5 of the International Building Code, as adopted and amended by the City of Lewiston	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
Inspections for which no fee is specifically indicated – “Special and Real Property”	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
Additional plan review required by changes, additions, or revisions to plans	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
For use of outside consultants for plan checking and inspections, or both	Actual costs**

*Actual cost shall include supervision, overhead, equipment, hourly wages, and benefits of the City of Lewiston employees involved.

**Fees for use of outside consultants are set by the outside consultant, not the City of Lewiston, and may be adjusted by the outside consultant. However, the actual costs for use of outside consultants includes any administrative and overhead costs incurred by the City of Lewiston.

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(2) Electrical Fee Schedule

(a) Residential Electrical Fees

	Current Fee
Temporary Construction Services Only (200 amp or less, one location)	\$72.20
New: Single Family Dwelling, including all buildings with wiring being constructed on each property. Based on living space ⁴ .	Up to 1,500 square feet: \$216.56 Over 1,500 square feet: \$216.56 plus \$72.20 for each additional 1,000 square feet, or portion thereof
New: Multi-Family Dwelling	Duplex Apartment: \$433.11 Three or more multi-family units: Fee is determined in accordance with “Fees for Other Installations, Including Commercial, Industrial, and Alternative Energy,” set forth below.
Existing Residence	\$72.20 plus \$11.10 per <u>additional</u> branch circuit, up to the maximum of the corresponding square feet of the building (one circuit is included in the \$72.20)
Modular, Manufactured, or Mobile Homes	\$72.20 plus \$11.10 per <u>additional</u> branch circuit, up to the maximum of the corresponding square feet of the building (one circuit is included in the \$72.20)
Detached Shop	\$72.20 plus \$11.10 per <u>additional</u> branch circuit, up to the maximum of the corresponding square feet of the building (one circuit is included in the \$72.20)
Residential Spas, Hot Tubs, Hydro Massage Tubs, and Swimming Pools	\$72.20 for each trip to inspect (For non-residential installations, the fee is determined in accordance with “Fees for Other Installations, Including Commercial, Industrial, and Alternative Energy,” set forth below.)
Signs/Outline Lighting	Signs: \$72.20 per sign Outline Lighting: \$72.20 per occupancy
Requested Inspection or Miscellaneous Inspections	\$72.20 per hour

(b) Fees for Other Installations, Including Commercial, Industrial, and Alternative Energy

The fees listed in this Section (2)(b) shall apply to any and all electrical installations not specifically mentioned elsewhere in Section (2)(a) above. This shall include all labor, materials, equipment, overhead, and profit, as well as all labor, materials, and equipment supplied by others. The project value cannot be reduced by labor, material, or equipment that is donated or supplied by others. At the time of “final” inspection, the scope of work, valuation, and permit fees will be verified.

⁴ Living space is space within a dwelling unit utilized for living, sleeping, eating, cooking, bathing, washing, and/or sanitation purposes.

Total cost of electrical system (Job value amount)⁵	Current Fee
Up to \$10,000	(Total cost of system x 0.032) + \$66.63
Between \$10,001 and \$100,000	(Total cost of system - \$10,000) x 0.028 + \$288.74
Over \$100,001	(Total cost of system - \$100,000) x 0.015 + \$1,288.24

(c) **Plan Review Fee:** \$39.77 or 25% of electrical permit fee, whichever is greater.

(3) Mechanical Fee Schedule

(a) Residential Mechanical Fees

	Current Fee
New: Single Family Dwelling, including all buildings with wiring being constructed on each property. Based on living space.	Up to 1,500 square feet: \$216.56 Over 1,500 square feet: \$216.56 plus \$72.20 for each additional 1,000 square feet, or portion thereof
New: Multi-Family Dwelling	Duplex Apartment: \$433.11 Three or more multi-family units: Fee is determined in accordance with “Fees for Other Installations, Including Commercial, Industrial, and Alternative Energy,” set forth below.
Existing Residence	\$72.20 plus \$11.10 per piece of <u>additional</u> HVAC equipment being installed up to the maximum of the corresponding square feet of the building (one piece of HVAC equipment is included in the \$72.20)
Modular, Manufactured, or Mobile Homes	\$72.20 plus \$11.10 per piece of <u>additional</u> HVAC equipment being installed up to the maximum of the corresponding square feet of the building (one piece of HVAC equipment is included in the \$72.20)
Detached Shop	\$72.20 plus \$11.10 per piece of <u>additional</u> HVAC equipment being installed up to the maximum of the corresponding square feet of the building (one piece of HVAC equipment is included in the \$72.20)
Gas Line	\$72.20
Kitchen Range Hoods	\$72.20
Solid Fuel/Gas Fuel Appliance	\$72.20 per inspection
Hydronic Heating	\$72.20 + (\$11.10 multiplied by the number of zones)
Requested Inspection or Miscellaneous Inspections	\$72.20 per hour

(b) Fees for Other Installations, Including Commercial, Industrial, and Alternative Energy

The fees listed in this Section (3)(b) shall apply to any and all HVAC installations not specifically mentioned elsewhere in Section (3)(a) above. This shall include all labor, materials, equipment, overhead, and profit, as well as all labor, materials, and equipment supplied by others. The project value cannot be reduced by labor, material, or equipment that is donated

⁵ Total cost of electrical system (job value amount) is determined by the electrical contractor.

or supplied by others. At the time of “final” inspection, the scope of work, valuation, and permit fees will be verified.

Total cost of mechanical system (Job value amount)⁶	Current Fee
Up to \$10,000	(Total cost of system x 0.032) + \$66.63
Between \$10,001 and \$100,000	(Total cost of system - \$10,000) x 0.028 + \$288.74
Over \$100,001	(Total cost of system - \$100,000) x 0.015 + \$1,288.24

(c) **Plan Review Fee:** \$39.77 or 25% of mechanical permit fee, whichever is greater.

(4) Plumbing Fee Schedule

(a) Residential Plumbing Fees

	Current Fee
New: Single Family Dwelling, including all buildings with wiring being constructed on each property. Based on living space.	Up to 1,500 square feet: \$216.56 Over 1,500 square feet: \$216.56 plus \$72.20 for each additional 1,000 square feet, or portion thereof
New: Multi-Family Dwelling	Duplex Apartment: \$433.11 Three or more multi-family units: Fee is determined in accordance with “Fees for Other Installations, Including Commercial, Industrial, and Alternative Energy,” set forth below.
Existing Residence	\$72.20 plus \$11.10 per <u>additional</u> fixture, up to the maximum of the corresponding square feet of the building (one fixture is included in the \$72.20)
Detached Shop	\$72.20 plus \$11.10 per <u>additional</u> fixture, up to the maximum of the corresponding square feet of the building (one fixture is included in the \$72.20)
Sewer Line	\$72.20
Water Line	\$72.20
Sewer and Water Lines (if inspected at the same time)	\$72.20
Sewer turnaround/Domestic water (change from septic to City, water re-pipe under house)	\$72.20
Lawn Sprinklers	\$72.20
Modular, Manufactured, or Mobile Homes	\$72.20 for sewer and water stub connections
Requested Inspection or Miscellaneous Inspection	\$72.20 per hour

⁶ Total cost of mechanical system (job value amount) is determined by the electrical contractor.

(b) **Fees for Other Installations, Including Commercial, Industrial, and Alternative Energy**

The fees listed in this Section (4)(b) shall apply to any and all plumbing installations not specifically mentioned elsewhere in Section (4)(a) above. This shall include all labor, materials, equipment, overhead, and profit, as well as all labor, materials, and equipment supplied by others. The project value cannot be reduced by labor, material, or equipment that is donated or supplied by others. At the time of “final” inspection, the scope of work, valuation, and permit fees will be verified.

Total cost of plumbing system (Job value amount)⁷	Current Fee
Up to \$10,000	(Total cost of system x 0.032) + \$66.63
Between \$10,001 and \$100,000	(Total cost of system - \$10,000) x 0.028 + \$288.74
Over \$100,001	(Total cost of system - \$100,000) x 0.015 + \$1,288.24

(c) **Plan Review Fee:** \$39.77 or 25% of plumbing permit fee, whichever is greater.

(5) **Fire Fee Schedule**

(a) **Residential, Commercial, and Industrial Fire Fees**

	Current Fee
Fire Sprinklers	New System: \$222.10 plus \$2.22 per head Repair or Modification: \$111.05 plus \$2.22 per head
Fire Alarm System	New System: \$222.10 plus \$2.22 per device (detection and notification) Repair or Modification: \$111.05 plus \$2.22 per additional device
Fire Lines	New Line: \$111.04 plus \$1.10 per linear foot
Chemical Suppression System (Hood Suppression, Paint Booth, Clean Agent, etc.)	New System: \$111.04 plus 3% of value of work Repair or Modification: \$55.52

(b) **Plan Review Fee:** \$39.77 or 25% of fire fee, whichever is greater.

(6) **Special Permit Fee Schedule**

- (a) The building permit fee for barrier removal in existing buildings, solely to enhance building accessibility for the disabled, and not associated with any other work, shall be One Dollar (\$1).
- (b) The building permit fee for energy efficiency upgrades in existing buildings, such as lighting or insulation, and not associated with any other work, shall be One Dollar (\$1).
- (c) The fee for repair or replacement of permitted work performed under warranty shall be One Dollar (\$1).

⁷ Total cost of plumbing system (job value amount) is determined by the electrical contractor.

(d) Other fees, including the establishment of fees related to park lodging:

Permit	Current Fee
Demolition (does not include bond)	\$144.36
Swimming Pools	\$181.13
Foundation Only (Residential)	\$52.19
Foundation Only (Commercial)	\$296.52
Conditional Certificate of Occupancy	\$346.87

Park Lodging	Current Fee
Buildings not on a permanent foundation (RV parks, tiny house villages, transitional housing villages)	\$100 per unit
Manufactured homes and tiny homes on a permanent or standard set foundation in a manufactured home park or tiny house village	1 section: \$162.76 2 sections: \$261.01 3 sections: \$358.90
Manufactured homes and tiny homes on a permanent or standard set foundation on a private lot	1 section: \$261.01 2 sections: \$391.42 3 sections: \$521.98

	Current Fee
Inspections outside of normal Community Development Department business hours (minimum charge – 2 hours)	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
Re-inspection fees assessed under Section 109.5 of the International Building Code, as adopted and amended by the City of Lewiston	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
Inspections for which no fee is specifically indicated – “Special and Real Property”	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
Additional plan review required by changes, additions, or revisions to plans	\$72.20 per hour or the actual cost* to the City of Lewiston, whichever is greater
For use of outside consultants for plan checking and inspections, or both	Actual costs**

*Actual cost shall include supervision, overhead, equipment, hourly wages, and benefits of the City of Lewiston employees involved.

**Fees for use of outside consultants are set by the outside consultant, not the City of Lewiston, and may be adjusted by the outside consultant. However, the actual costs for use of outside consultants includes any administrative and overhead costs incurred by the City of Lewiston.

(e) **Plan Review Fee:** Sixty-Five Percent (65%) of Special Permit Fee
(Special Permit Fee x 0.65)

SECTION 8: The fee for reactivation of expired permits shall be as follows:

If the building or trade plans were reviewed under a different building or trade code than in use at the time of the subsequent application, then the fee shall be Fifty Percent (50%) of what would be charged for a new application. If there was no building or trade code change since the time of the original approval, then the fee shall be Twenty-Five Percent (25%) of what would be charged for a new application.

SECTION 9: All fees established by this resolution shall remain in effect until modified by resolution of the City Council.

SECTION 10: Upon the effective date of this resolution, this resolution shall supersede Resolution 2022-24 and Resolution 2022-25 in their entirety.

SECTION 11: This resolution shall take effect on October 1, 2023.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-44	AGENDA NO. VI. B. AGENDA DATE: August 14, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. The Lewiston Fire Department has a Genesis Hydraulic Extrication Tool, sixty feet (60') of hydraulic hose, and a Honda Hydraulic Pump that they no longer need and recommend donating to the City of Asotin. Please see the memo from Interim Deputy Fire Chief Lucas. Resolution 2023-044 conveys one Genesis Hydraulic Extrication Tool, sixty feet (60') of hydraulic hose, and a Honda Hydraulic Pump, without compensation, to the City of Asotin, WA.	
BUDGET IMPACT If auctioned, the equipment might sell for around \$2000. However, assisting a local fire department with the necessary equipment to remove persons from entrapments is of greater value to Lewiston and the region.	
ACTION PROPOSED Staff recommends that the City Council approve Resolution 2023-44, authorizing the surplus of the Genesis Hydraulic Extrication Tool, Sixty feet (60') of hydraulic hose, and a Honda Hydraulic Pump and conveyance, without compensation, to the City of Asotin.	

RESOLUTION 2023-44

A RESOLUTION CONVEYING OWNERSHIP OF A GENESIS HYDRAULIC EXTRICATION TOOL, SIXTY FEET (60') OF HYDRAULIC HOSE, AND A HONDA HYDRAULIC PUMP TO THE CITY OF ASOTIN, WASHINGTON

WHEREAS, the City of Lewiston is the owner of a Genesis Hydraulic Extrication Tool, sixty feet (60') of hydraulic hose, and a Honda Hydraulic Pump, serial number PG99524110 (collectively the "Property");

WHEREAS, the City of Lewiston hereby determines that the Property is of no further use to the City of Lewiston; and

WHEREAS, the Lewiston City Council finds it is in the public interest to convey the Property to the City of Asotin, Washington, without compensation, in accordance with Idaho Code §§ 50-301 and 67-2322 through 67-2324.

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

SECTION 1: The Property is hereby determined to be of no further use to the City of Lewiston and is declared surplus.

SECTION 2: The City of Lewiston conveys the Property to the City of Asotin, Washington without requiring compensation for the Property.

SECTION 3: By accepting the Property from the City of Lewiston, the City of Asotin acknowledges that it is accepting the Property "as is, no warranty or guarantee" and shall be responsible for maintenance and liability of the Property.

SECTION 4: This Resolution shall be in full force and effect upon its passage and approval.

SECTION 5: By signing below, the City of Asotin indicates its acceptance of the Property in accordance with the terms of this Resolution 2023-44.

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PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

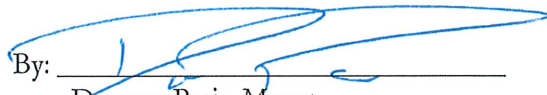
By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk

ACCEPTED by the City of Asotin on this 8 day of August 2023.

CITY OF ASOTIN

By: 
Dwayne Paris, Mayor

ATTEST:

Tina Davidson
Tina Davidson, City Clerk/Treasurer

Lewiston Fire Dept

Interoffice Memorandum



Date: 07/19/2023 **RE:** Resolutions for Surplus Vehicle Extrication Equipment

To: Candy McHargue **From:** Richie Lucas, Interim Deputy Fire Chief *RL*

The fire department has a surplus Genesis hydraulic extrication tool, 60' of hydraulic hose, and a Honda hydraulic pump (Serial Number PG99524110) we would like to surplus to the City of Asotin. This equipment has an estimated value of \$2000. This tool was previously used to support firefighters with spreading and cutting away metal on aircraft and motor vehicles. It has been replaced by newer equipment but could serve a new purpose as a vehicle extrication tool for the City of Asotin.

This surplus is important for our department due to our mutual aid agreement with the City of Asotin. This tool would assist the City of Asotin and our department when responding to incidents that require removal of persons from entrapments. I am asking that your department requests a resolution to surplus this equipment. Please let me know if you have any questions.



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-49	AGENDA NO. VI. C. AGENDA DATE: August 14, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Every two years, the fire department conducts an EMS fee study at the request of EMSAB. EMSAB then reviews the results of this study and provides the city council with a recommendation for changes to fees. In 2023, EMSAB recommended a 2% increase for FY23 with a plan to present a 2% increase for FY24.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. EMSAB has evaluated the planned 2% increase recommendation for FY24 and has reviewed the new EMS Ambulance billing procedures that utilize a flat rate rather than billing individuals for consumable items. In order to maintain revenue across the patient base, EMSAB is recommending an additional 0.5% be added to the planned 2% for a total of 2.5% for FY24.	
BUDGET IMPACT	
ACTION PROPOSED Staff is recommending the council approve Resolution 2023-49	

RESOLUTION 2023-49

A RESOLUTION RESTATING AND AMENDING AMBULANCE SERVICE FEES

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

SECTION 1: Ambulance service fees shall be as follows:

Description	Prior Fee	New Fee
Basic Life Support	\$480	\$492
Advanced Life Support Transport	\$746	\$764.65
Advanced Life Support Treat and No Transport	\$205	\$210.13
Multiple Patients	\$240	\$246
Out-of-Area Transfers		
a. Basic life support. Between Lewiston/Clarkston/Asotin and Spokane, Moscow, Pullman, Cottonwood, Grangeville, Orofino	\$480	\$492
b. Advanced life support. Between Lewiston/Clarkston/Asotin and Spokane, Moscow, Pullman, Cottonwood, Grangeville, Orofino	\$746	\$764.65
Local Non-Emergency Interfacility, Home, and Medical Flight Connection		
a. Basic life support. Between hospitals or home, nursing homes and hospitals	\$267	\$273.68
b. Advanced life support. Between hospitals or home, nursing homes and hospitals	\$453	\$464.33
Second Attendant	\$213	\$218.33
Mileage – Per patient transport mile	\$11.73	\$12.02
Oxygen	\$38	\$38.95
Extrication	\$133	\$136.33
Medical Convenience or Standby Time – Per hour	\$107	\$109.68
Ambulance Special Event Standby – Per hour	\$130	\$130
Single EMS Provider Special Event Standby – Per hour	\$65	\$65

SECTION 2: All fees established by this resolution shall remain in effect until amended by
resolution of the City Council.

SECTION 3: Upon the effective date of this resolution, this resolution shall supersede Resolution 2022-28 in its entirety.

SECTION 4: This resolution shall take effect on October 1, 2023.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk

RESOLUTION 2023-47

A RESOLUTION DECLARING THAT THE REAL PROPERTY AND BUILDING LOCATED AT 805 6TH AVENUE IN LEWISTON, IDAHO, COMMONLY KNOWN AS THE ANNE BOLLINGER PERFORMING ARTS CENTER, IS SURPLUS TO THE CITY OF LEWISTON'S NEEDS AND NOT USED FOR PUBLIC PURPOSES; DECLARING A MINIMUM PURCHASE PRICE OF SIXTY-SEVEN THOUSAND DOLLARS (\$67,000) THAT THE LEWISTON CITY COUNCIL INTENDS TO RECEIVE AS A RESULT OF SELLING SUCH PROPERTY AT A PUBLIC AUCTION; AND DIRECTING THE CITY CLERK TO SCHEDULE A PUBLIC HEARING REGARDING THE PROPOSED SALE OF SUCH PROPERTY

WHEREAS, pursuant to Idaho Code § 50-1401, the Lewiston City Council has the power to sell, exchange, or convey any real property owned by the City of Lewiston that is underutilized or not used for public purposes;

WHEREAS, pursuant to Idaho Code § 50-1402, if the Lewiston City Council proposes to convey, exchange, or offer for sale any real property, it shall first declare the value or minimum price, if any, it intends to receive as a result of such conveyance or exchange, and such declaration shall be made on the record at a public meeting of the Lewiston City Council;

WHEREAS, pursuant to the City of Lewiston's Purchasing Policy, the Purchasing Division is charged with disposal of surplus property, and any such surplus property must be declared as surplus by the Lewiston City Council prior to disposal;

WHEREAS, the City of Lewiston owns the real property and building located at 805 6th Avenue in Lewiston, Idaho, commonly known as the Anne Bollinger Performing Arts Center, RPL13400810201 ("the Property");

WHEREAS, the Property is surplus to the City of Lewiston's needs and not used for public purposes;

WHEREAS, to date, the City of Lewiston has spent Sixty-Five Thousand Eight Hundred Sixty-Two Dollars and Thirty Cents (\$65,862.30) associated with stabilization and keeping the Property safe; and

WHEREAS, the City of Lewiston anticipates that the costs associated with selling the Property will be at least Nine Hundred Ten Dollars (\$910).

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

SECTION 1: The Lewiston City Council hereby declares that the Property is surplus to the City of Lewiston's needs and not used for public purposes.

SECTION 2: The Lewiston City Council hereby declares that it intends to receive a minimum purchase price of Sixty-Seven Thousand Dollars (\$67,000) as a result of selling the Property at a public auction.

SECTION 3: In accordance with Idaho Code § 50-1402, the City Clerk is hereby directed to schedule a public hearing regarding the proposed sale of the Property.

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

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk

CITY ORDINANCE NO. 4895

AN ORDINANCE OF THE CITY OF LEWISTON FIXING AND ESTABLISHING THE TAX CERTIFICATION ON ALL TAXABLE PROPERTIES SITUATED WITHIN THE CORPORATE LIMITS OF THE CITY OF LEWISTON FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, FOR THE PURPOSE OF PROVIDING AND RAISING MONIES FOR MUNICIPAL AND CORPORATE PURPOSES; PROVIDING FOR THE TAX CERTIFICATION TO THE BOARD OF COUNTY COMMISSIONERS OF NEZ PERCE COUNTY, IDAHO IN THE AMOUNT OF TWENTY-THREE MILLION FOUR HUNDRED SEVENTY-SIX THOUSAND NINE HUNDRED SEVENTY DOLLARS (\$23,476,970); PROVIDING A CERTIFIED COPY OF THE 2024 ANNUAL APPROPRIATION ORDINANCE TO THE BOARD OF COUNTY COMMISSIONERS OF NEZ PERCE COUNTY, IDAHO, AS ADOPTED BY THE CITY OF LEWISTON FOR THE 2023-2024 FISCAL YEAR; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance No. 4894, passed by the Lewiston City Council on August 28, 2023, the City of Lewiston, in the manner provided by law, adopted a budget and appropriated sums of money to defray expenses and liabilities of the City of Lewiston, Idaho for the fiscal year commencing October 1, 2023 and ending September 30, 2024, for general and special municipal and corporate purposes; and

WHEREAS, pursuant to Idaho Code §§ 50-1007 and 63-803(3), not later than the Thursday prior to the second Monday in September of each year, the City Council is required to certify to the Board of Commissioners of Nez Perce County, Idaho the total amount of money in dollars required to be raised from a property tax on property situated within the corporate limits of the City of Lewiston for all municipal and corporate purposes in accordance with and in order to raise the amount of money fixed by Ordinance No. 4894.

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

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

year commencing October 1, 2023 and ending September 30, 2024, as authorized by Idaho Code §§ 50-1007 and 63-803, in the amount of Twenty-Three Million Four Hundred Seventy-Six Thousand Nine Hundred Seventy Dollars (\$23,476,970).

A.	GENERAL FUND (Idaho Code § 50-235)	\$18,039,290
	PUBLIC TRANSPORTATION	\$460,180
B.	SPECIAL FUNDS:	
	LIBRARY (Idaho Code § 33-2603)	\$1,473,500
	STREETS (Transportation Fund) (Idaho Code § 50-312)	\$3,254,000
	CEMETERY (Idaho Code § 50-320)	\$150,000
	CAPITAL PROJECTS FUND (Idaho Code § 50-236) (for Park capital improvements)	\$100,000
	TOTAL:	\$23,476,970

In addition to the tax levy described above, the City of Lewiston anticipates receiving personal property tax replacement funds from the State of Idaho in the amount of Two Hundred Ninety-Eight Thousand Seven Hundred Sixty-Seven Dollars (\$298,767).

SECTION 2: No later than September 10, 2023, the City Clerk is hereby authorized and directed to certify to the Board of County Commissioners of Nez Perce County, Idaho the monies required to be raised from a property tax upon property situated within the corporate limits of the City of Lewiston in dollar amounts and for the purposes provided in Section 1 of this Ordinance, in order to raise the amount of money fixed by the budget and 2024 Annual Appropriation Ordinance (Ordinance No. 4894), passed by the Lewiston City Council on August 28, 2023.

SECTION 3: No later than September 10, 2023, the City Clerk is hereby authorized and directed to certify to the Board of Commissioners of Nez Perce County, Idaho a certified copy of the 2024 Annual Appropriation Ordinance (Ordinance No. 4894) adopted by the City Council of the City of Lewiston for the 2024 fiscal year, as required by Idaho Code §§ 50-1007 and 63-803.

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

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

_____, City Clerk