



**Lewiston City Council
SPECIAL WORK SESSION AGENDA
September 11, 2023 - 3:00 PM**

**Library – Second Floor Event Space – 411 D Street
Lewiston, Idaho 83501**

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

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

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

IV. DISCUSSION ITEMS

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

A. COMPREHENSIVE PLAN UPDATE: Update provided by Logan Simpson Design - Action Item (Joel Plaskon)

B. URBAN RENEWAL AGENCY UPDATE & OVERVIEW: Overview and update provided by Community Development Director Shannon Grow - Action Item

C. LEASED CITY PROPERTIES DISCUSSION: Sharing information with City Council on joint use partners, leases and agreements that are in place for facilities and parks through the Parks and Recreation Department - Action Item (Tim Barker)

D. WARMING FACILITIES: Discussion on warming facilities, including prior Ordinance No. 4871 and the sunset clause contained therein, which ordinance expired as of March 20, 2023 - Action Item (Councilor Tousley)

V. UNFINISHED AND NEW BUSINESS

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

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

C. MAYOR COMMENTS

D. AGENDA TOPICS: - Action Item

VI. ADJOURNMENT - Action Item

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact the City Clerk's Office at least forty-eight (48) hours in advance of the meeting at 208-746-3671, ext. 6202.



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE COMPREHENSIVE PLAN UPDATE	AGENDA NO. IV. A. AGENDA DATE: September 11, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Writing or re-writing a Comprehensive Plan (Plan) is a very heavy lift. It requires an inordinate amount of time and effort and also warrants special expertise and experience. The vast majority of cities do not have the staff resources to write a Plan "in-house," i.e. solely with existing staff, and contract a consultant to do most of the work. In recognition of the need for a new Comprehensive Plan and not having sufficient staff resources to do the project without a consultant, City Council budgeted a total of \$200,000 for this project over fiscal years 2023 and 2024. Logan Simpson Design was contracted for this job for \$192,700, after which the city pursued and awarded a \$30,000 grant to add a community health component to the Plan.	
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. Idaho Code requires cities to have a Comprehensive Plan addressing 17 components of community planning, ranging from private property rights to natural resources to economic development and plan implementation. The City of Lewiston Comprehensive Plan was adopted by resolution of the City Council in 1999. It had a 20 year planning horizon, i.e. it was intended to be utilized and effective until 2019. It has been amended with the addition of new chapters and as necessary when lands got annexed; however its bones are old and it needs to be replaced. Logan Simpson and Community Development staff have been working intensely on this project and on a rigorous and heavily structured schedule since January 2023. A project steering committee was formed consisting of the Mayor and members of City Council, Planning and Zoning Commission, representatives from the other city boards and commissions, and key community stakeholder agencies, entities, and organizations. The steering committee has been and will continue to be the sounding board for work on the project and provides guidance in the preparation of the Plan. Logan Simpson will summarize for City Council the project and related progress and schedule in a virtual presentation.	

BUDGET IMPACT

None. This project is already budgeted and is on track, relative to its budget.

ACTION PROPOSED

None. This agenda item is for the Council's information only.

ENVISION LEWISTON 2044

EXPLORE OUR PAST, ENGAGE OUR PRESENT BUILD OUR FUTURE

City Council Update
September 11, 2023



AGENDA

Project Overview

Phase I Recap

Vision, Themes, and Opportunities

Phase 2 Public Engagement

Next Steps and Q&A



PROJECT OVERVIEW

PROJECT TEAM



L O G A N S I M P S O N



Bruce Meighen



Megan Moore



Joe Moss

PROJECT TEAM



Chris Danley, Health Integration
and Public Outreach Support



Chris Zahas,
Economic and Housing



Nick Foster,
Transportation Page 9 of 65

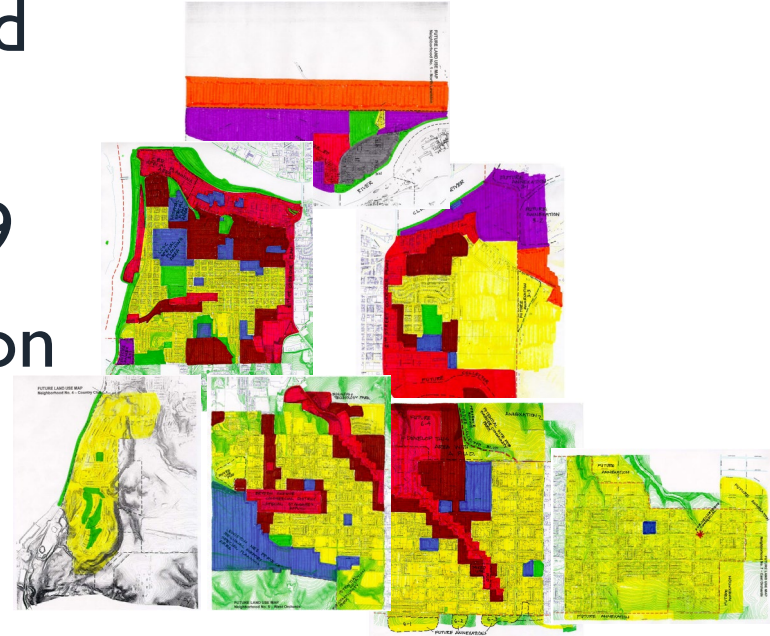
PURPOSE OF THE COMPREHENSIVE PLAN (THE PLAN)

- A **community-informed** document that offers guidance—or a roadmap—for decision-makers (e.g., Planning and Zoning Commission and City Council) to best accommodate the challenges and opportunities associated with growth and quality of life.
- Decision-makers use the Plan as the **primary reference** when considering/reviewing land use development codes as well as land use applications by property owners.
- The Plan considers **many facets of the community**, including but not limited to:



CURRENT PLAN

- Comprehensive Plans required per Idaho State Law
- Current Plan Adopted in 1999
- Intended for a 20-year duration
- Amended periodically, but requires holistic updating



BENEFITS OF HAVING A PLAN

Social

- Defines shared priorities
- Builds consensus
- Provide more equitable access to housing, jobs, and other community services
- Promotes public health

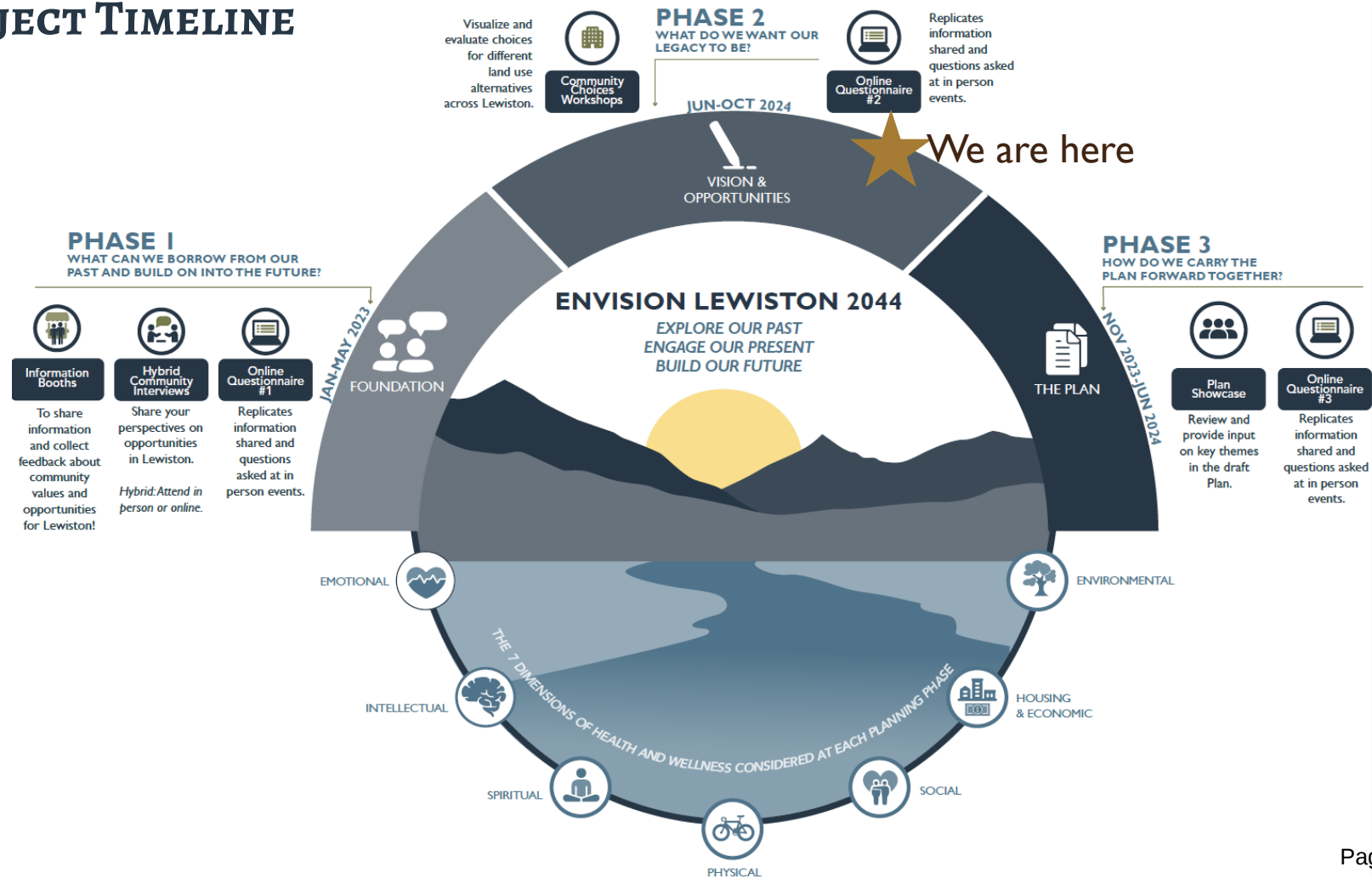
Growth

- Helps businesses and housing developers determine where and how they can expand
- Coordinates infrastructure investments
- Protects property values

Environmental

- Better decisions about natural resources
- Maximize cost savings by utilizing local ecosystems
- Reduces conflicts with natural hazards

PROJECT TIMELINE



MEETINGS TO DATE

- Steering Committee Meeting 1 (3/6)
- Steering Committee Meeting 2 (4/3)
- Steering Committee Meeting 3 (6/26)
- Steering Committee Meeting 4 (7/24)
- Steering Committee Meeting 5 (8/14)
- Planning and Zoning Meeting 1 (5/24)
- City Council Meeting 1 (9/11)

STEERING COMMITTEE TEAM

CITY COUNCIL



BOARDS AND COMMISSIONS



COMMUNITY PARTNERS



CITY STAFF



Name	Representation
1 Dan Johnson	City of Lewiston Mayor
2 Hannah Liedkie	City of Lewiston Councilor
3 Kathy Schroeder	City of Lewiston Councilor
4 Rick Tousley	City of Lewiston Councilor
5 Laurinda Riggs	Historic Preservation Commission
6 Tami Meyers	Business Improvement District
7 Kevin Kelly	Planning & Zoning Commission
8 Gabe Lacoboni	Planning & Zoning Commission
9 Shirley Phillips	Urban Forestry Commission
10 Jill Balmer	Parks & Rec Commission
11 Mark Havens	Disability Action Commission
12 Chelse Maughan	Nez Perce County (Planner)
13 Lance Hansen	Lewiston School District
14 Dovie Willey	Lewis Clark State College
15 Blake Harrington	LC Valley Chamber of Commerce
16 Barney Metz	Lewiston Orchards Irrigation District
17 Scott Corbitt	Port of Lewiston
18 Jerry Chavez	Valley Vision, Economic Development Lewis-Clark Valley
19 Kayla Sprenger	Idaho Public Health, District 2
20 Shannon Grow	City of Lewiston - Community Development
21 Dustin Johnson	City of Lewiston - Public Works
22 Tim Barker	City of Lewiston - Parks
23 Nikki Province	City of Lewiston - Human Resources
24 Carol Mauer	City of Lewiston - Public Information Office (PIO)
25 Joel Plaskon	City of Lewiston - Community Development
26 Katie Hollingshead	City of Lewiston - Community Development
27 Dawn Ortiz	City of Lewiston - Community Development

STEERING COMMITTEE ROLE





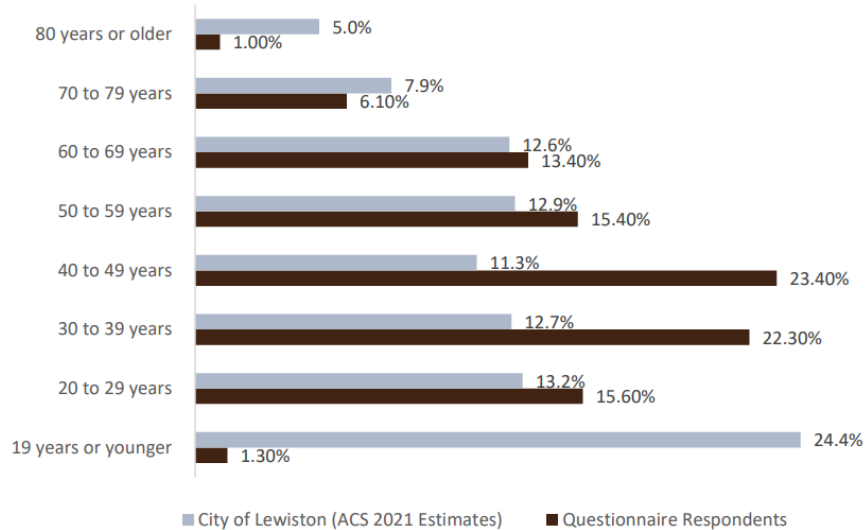
PHASE 1 RECAP

PHASE 1 PUBLIC ENGAGEMENT

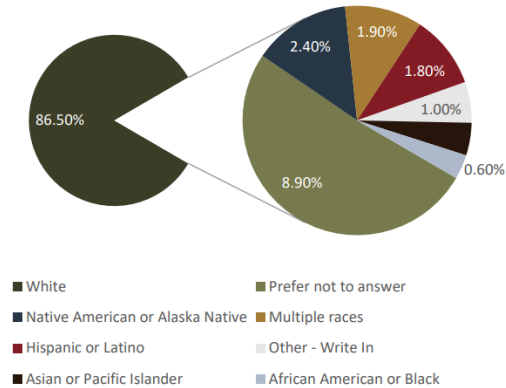
- Online Questionnaire (1,912 responses)
- Pop up event: Art Under the Elms
- Community Interviews
- Social Media Campaign

WHO DID WE HEAR FROM?

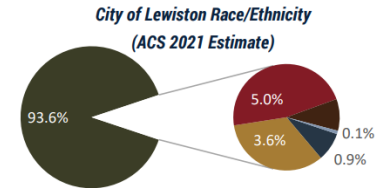
Questionnaire Respondents



Total responses: 1912



Total responses: 1448 (Respondents allowed to check all that apply)



WHAT DID WE LEARN FROM THE PUBLIC EVENTS?

More businesses
and services

Maintain and
improve
environmental and
natural amenities

Increase housing
affordability and
options

Improve road and
traffic conditions

Maintain a quality
sense of
community and
small-town feel



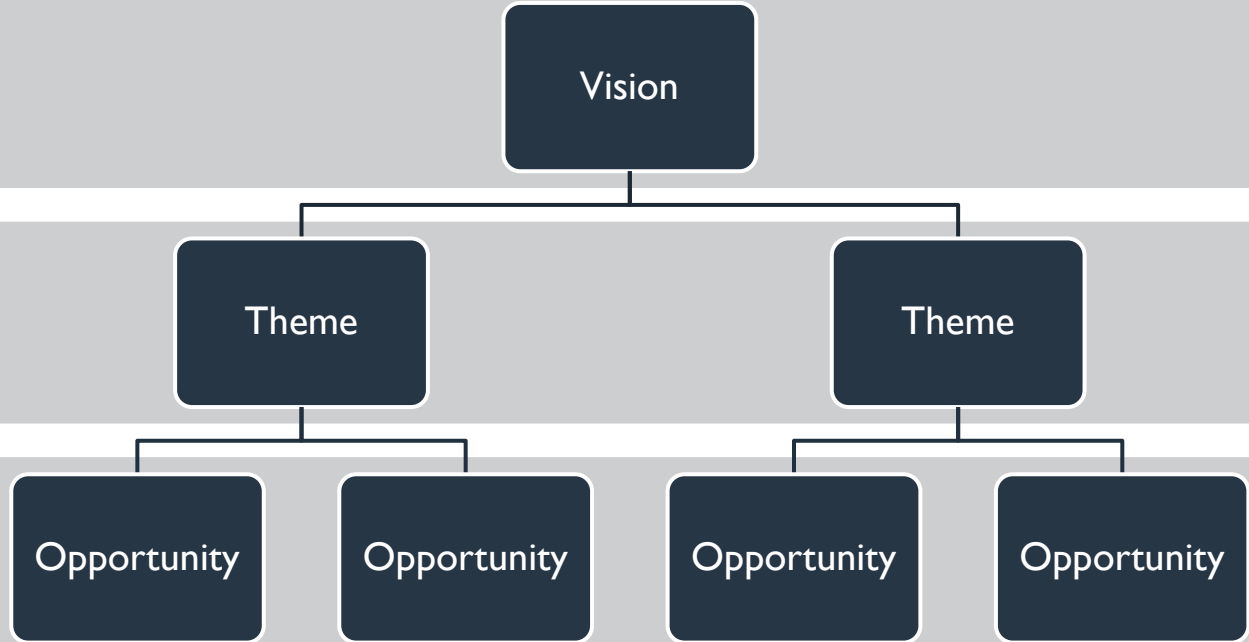
VISION, THEMES, AND OPPORTUNITIES

VISION, THEMES, AND OPPORTUNITIES

This is a purpose statement. It should be high level and descriptive. It should contain key terms that resonate with the community. It is all about values.

These are more specific will be the major elements that strategic actions can be taken to achieve the vision of the community.

These tie into the vision and themes and can include short and long-term opportunities to help identify strategic objectives.



VISION STATEMENT

"In 2044, Lewiston is a prosperous City with a strong sense of community, small-town feel, thriving and historic downtown, resilient and diverse economy, smart infrastructure investments, a collaborative and innovative community, and high quality of life"

THEME 1

***"Collaboration, Facilitation and Investment:
Lewiston makes strategic investments while
building community trust and connections with
and between stakeholders."***

- *Active collaboration with residents, businesses, and partner organizations*
- *Streamlining regulations and processes*
- *Supporting Business development*
- *Consistent implementation of smart infrastructure investments*

THEME 2

"Economic Resilience and Diversification: Lewiston prospers as a regional economic hub."

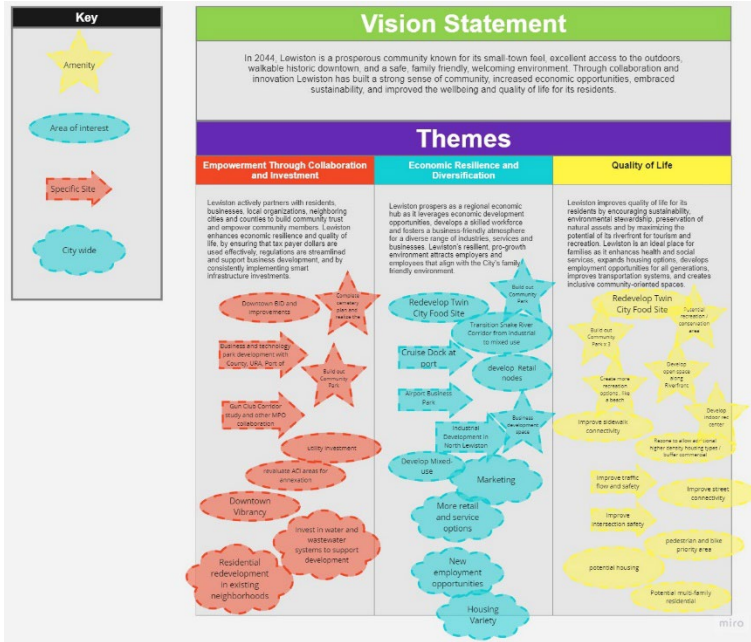
- *Leveraging economic development opportunities*
- *Capitalizing on Idaho's only seaport*
- *Developing and retaining a skilled workforce*
- *Fostering a business-friendly atmosphere for a diverse range of industries and services*
- *Creating a resilient pro-growth business climate that attracts employers and employees*

THEME 3

"High Quality of Life: Lewiston provides a high quality of life."

- *Access to wide array of recreational opportunities especially along the waterfront*
- *Sustainable stewardship of natural resources*
- *Enhancing health and social services*
- *Expanding housing options*
- *Developing quality employment and educational opportunities*
- *Maintaining and enhancing an efficient transportation network*
- *Creating inclusive community-oriented spaces with plentiful entertainment options*

OPPORTUNITIES





PHASE 2 PUBLIC ENGAGEMENT

PUBLIC ENGAGEMENT

- Online Questionnaire
 - Focuses on Vision, Themes and Opportunities
 - Open now through 9/17
- Workshop
 - Focuses on Land Use
 - Scheduled 10/18
- Farmers Market Pop Up Events
 - Meets people where they are at, raises public awareness of project.
 - 8/26 and 9/16

A close-up photograph of several wheat stalks in the foreground, with a vast field of similar wheat stretching into the distance. The sky is filled with large, dark clouds, some of which are illuminated from below by a low sun, creating a warm, golden glow. The overall scene is peaceful and evocative of a harvest season.

NEXT STEPS

NEXT STEPS:

- **Steering Committee Meeting #6 (10/2)**
 - **Will cover future land use map draft and public engagement results**
- **Public Engagement**
 - **Farmers Market 9/16**
 - **Public Questionnaire Closes 9/17**
 - **Workshop 10/18**
- **Phase 3 (November 2023 through June 2024)**
 - **Drafting the plan**



QUESTIONS?



THANK YOU



LEWISTON URBAN RENEWAL AGENCY

CITY COUNCIL – SEPTEMBER 11, 2023



MISSION

The Urban Renewal Agency's mission is to promote economic development by assisting with improvements to vacant, under utilized or blighted land. In so doing, the land becomes productive again, increasing its value and the taxes it contributes to the community.

URBAN RENEWAL AGENCY STATUTE

- Local Economic Development Act, Title 50, Chapter 29, Idaho Code
- Idaho Urban Renewal Law of 1965, Title 50, Chapter 20, Idaho Code
- Idaho Constitution—Article VIII, § 4, Art. XII, § 4
- 48 Idaho Cities have URAs
- Originally formed in late 1960's. Reformed in 1999, then again in 2005
- Separate and distinct legal entity with independent authority and separate by-laws

CURRENT URA BOARD AND STAFF

■ Board

- Shelia Bond, Chair – Member-At-Large
- Joe Anderson, Vice Chair – Port of Lewiston
- Butch Alford, Member – Valley Vision
- Don Beck, Member – Nez Perce County
- Jim Kleeburg, Member – City of Lewiston
- Tim Switzer, Member – Member-At-Large
- Joe Gish, Member – Member-At-Large

■ Staff (by contract)

- Shannon Grow, Director
- Katie Hollingshead, Assistant Director
- Dawn Ortiz, Recording Secretary
- Finance Staff

WHAT CAN URA'S DO?

Construct/reconstruct streets, utilities, parks, recreation facilities, off-street parking and public facilities, public buildings and other improvements.

Acquire and dispose of property or buildings.

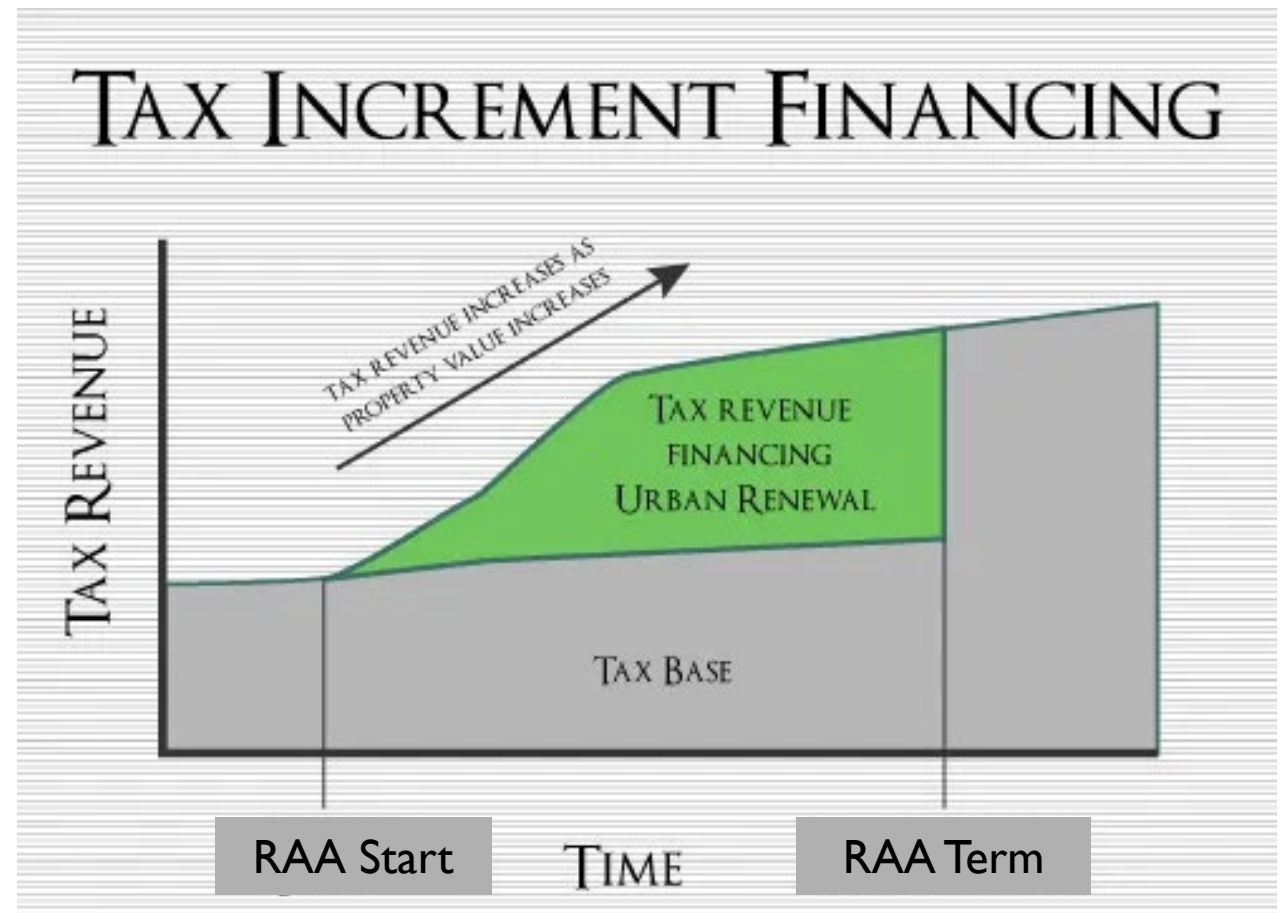
Improve, renovate, clear and prepare for redevelopment properties or buildings.

Invest and borrow money, issue bonds, and accept loans and grants.

Work cooperatively with other public entities.

HOW ARE URAS FUNDED?

- Revenue Allocation Financing (aka **Tax Increment Financing (TIF)**) - Local Economic Development Act Idaho Title 50 Chapter 29)
 - Revenues derived from the increase in property values
 - Does not increase property taxes – reallocates where tax revenues go if property values increase



HOW ARE PROJECTS PAID FOR?

Pay-as-you-go

Developer
Reimbursement

Owner
participation
agreements

Conventional
Bank Loans

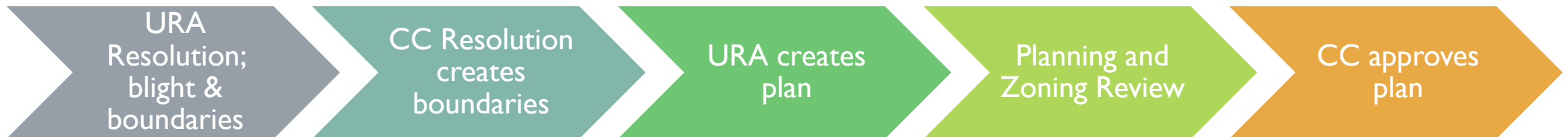
Bonds

Participation
Policies

Pay-as-you-go requires the URA to wait for increment to build in order to finance a project. This is why often times financing of improvements, such as bonds, is chosen.

REVENUE ALLOCATION AREAS (RAA)

- Idaho Code 50-2904
- Up to 10% of City's current assessed valuation can be included in RAAs (Base Assessment Value)
- Typically boundaries are created by resolution, then a plan for the area follows
- Often 20 year duration (some exceptions)



PREVIOUS RAAS

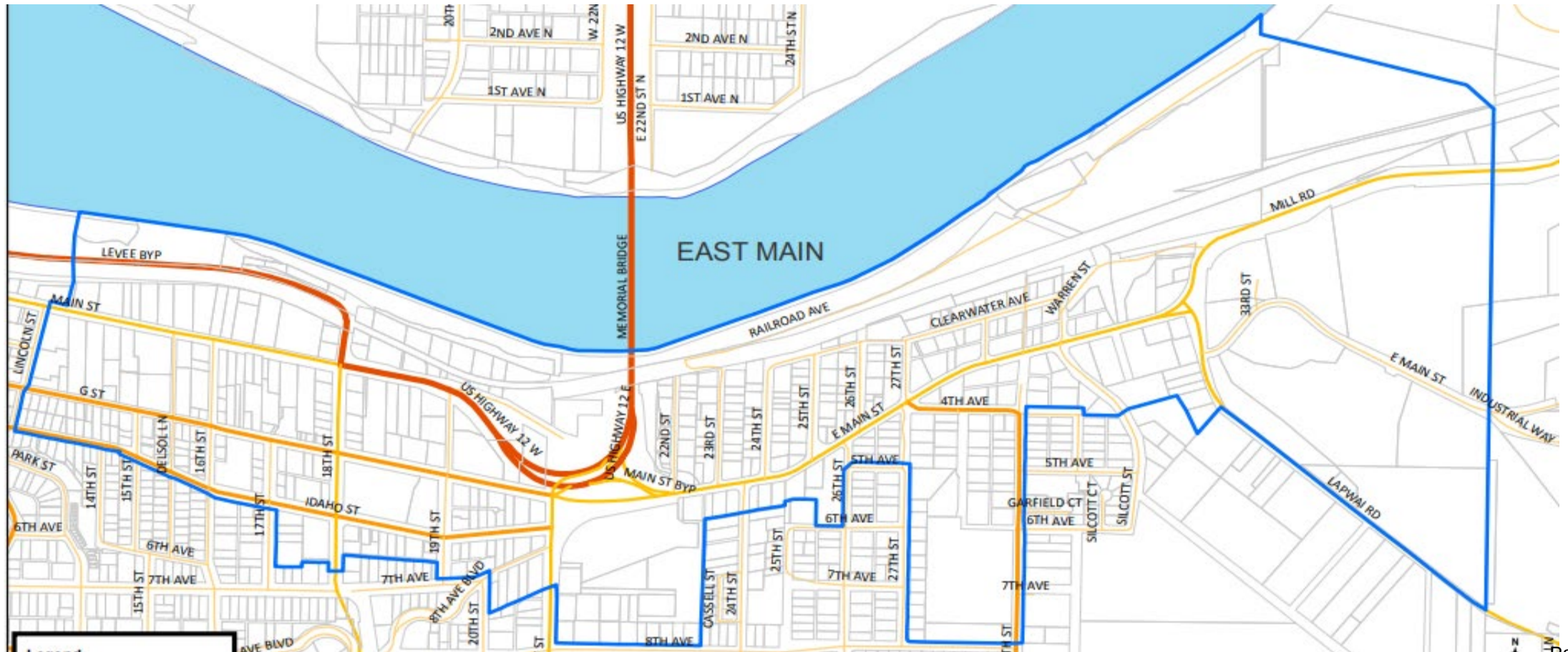
North Lewiston RAA #1	Nez Perce Terrace RAA #2	Downtown RAA #3
Rebuild of 18 th Street N, waterlines and hydrants Closed 2016	Road & utility extension into Port Property; Nez Perce Drive Extension Closed 2017	1 st & 5 th Street rebuild; parking studies, flood control, partner in Downtown Infrastructure Improvements Closed 2020

LEWISTON RAAS AT A GLANCE

	East Main #4	East Orchards Sewer #5	Bryden #6	Downtown #7
Base Year	2017	2017	2018	2021
Term	2029	2037	2038	2041
CC Resolution	2017-3 (6/13/2017) URA	2017-20 (4/10/2017)	2018-29 (6/25/2018)	2021-4 (1/11/2021)
CC Ordinance	Ord 4693 (7/10/2017)	Ord 4697 (10/30/2017)	Ord 4732 (12/3/2018)	Ord 4814 (9/13/2021)
Projects in Plan	Waterlines, Storm water lines, and pedestrian improvements at US 12/21st Street; Waterline on Mill Road - Lapwai Road to City Limits	Expansion of sewer trunk main in east orchards; possible lift station.	Street widening with curb, gutter, sidewalk; water system upgrades; sanitary sewer system upgrades	Water system upgrades; wastewater system upgrades; pedestrian stairs linking Pioneer Park and New 6th Street; Wayfinding; parking lots/parking garages, flood control
Projects to Date	New water and storm water south and through the US 12/21st Intersection	Phase I: 9068 ft. sewer main pipe, 2020 ft. sewer service pipe, 66 sewer taps, 3.5 blocks of additional sewer main pipe designed. Phase II: 640 ft sewer main pipe, 13 sewer taps	Road design phase I: 4th St to 7th St	None to date

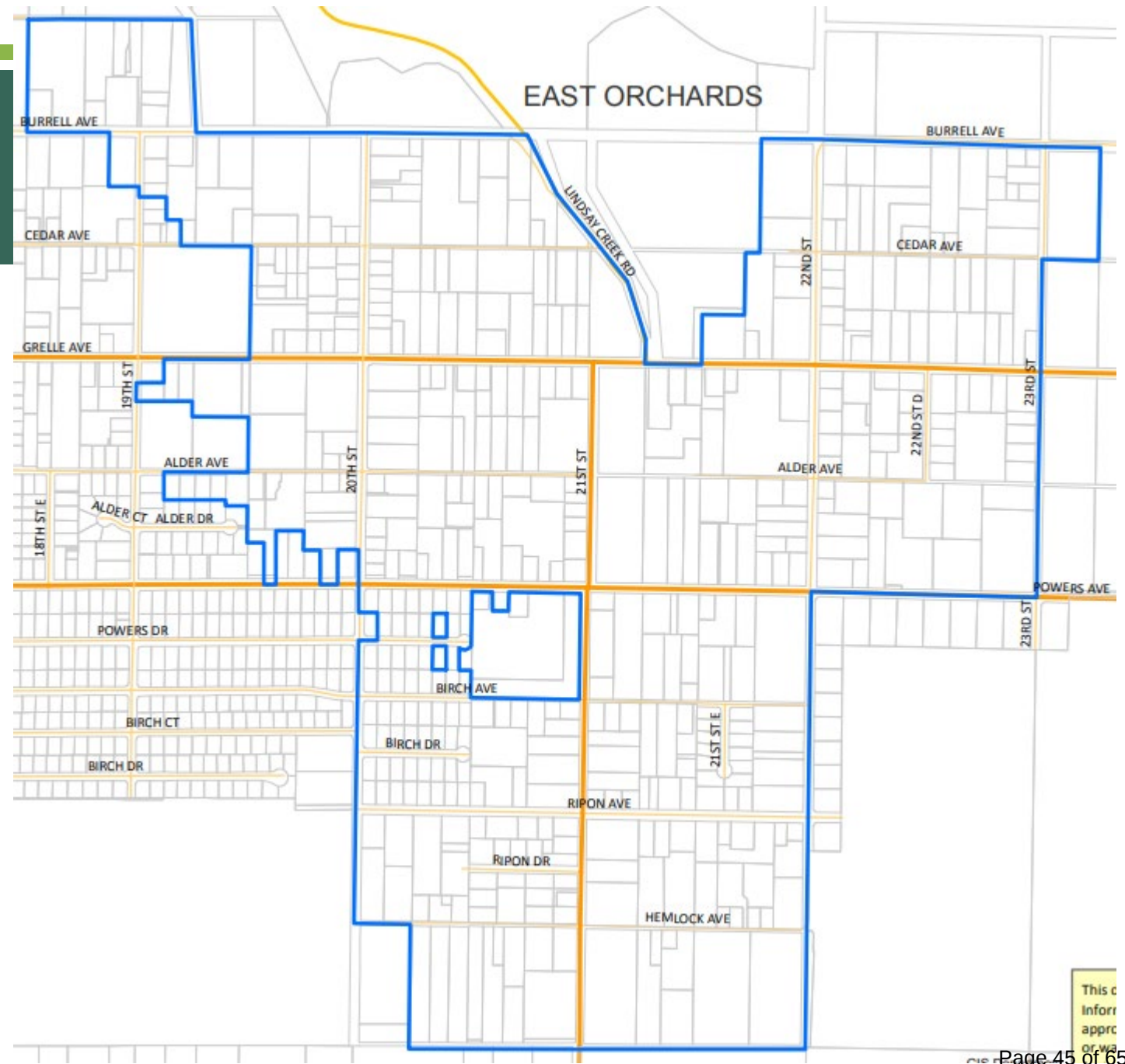
EAST MAIN RAA#4

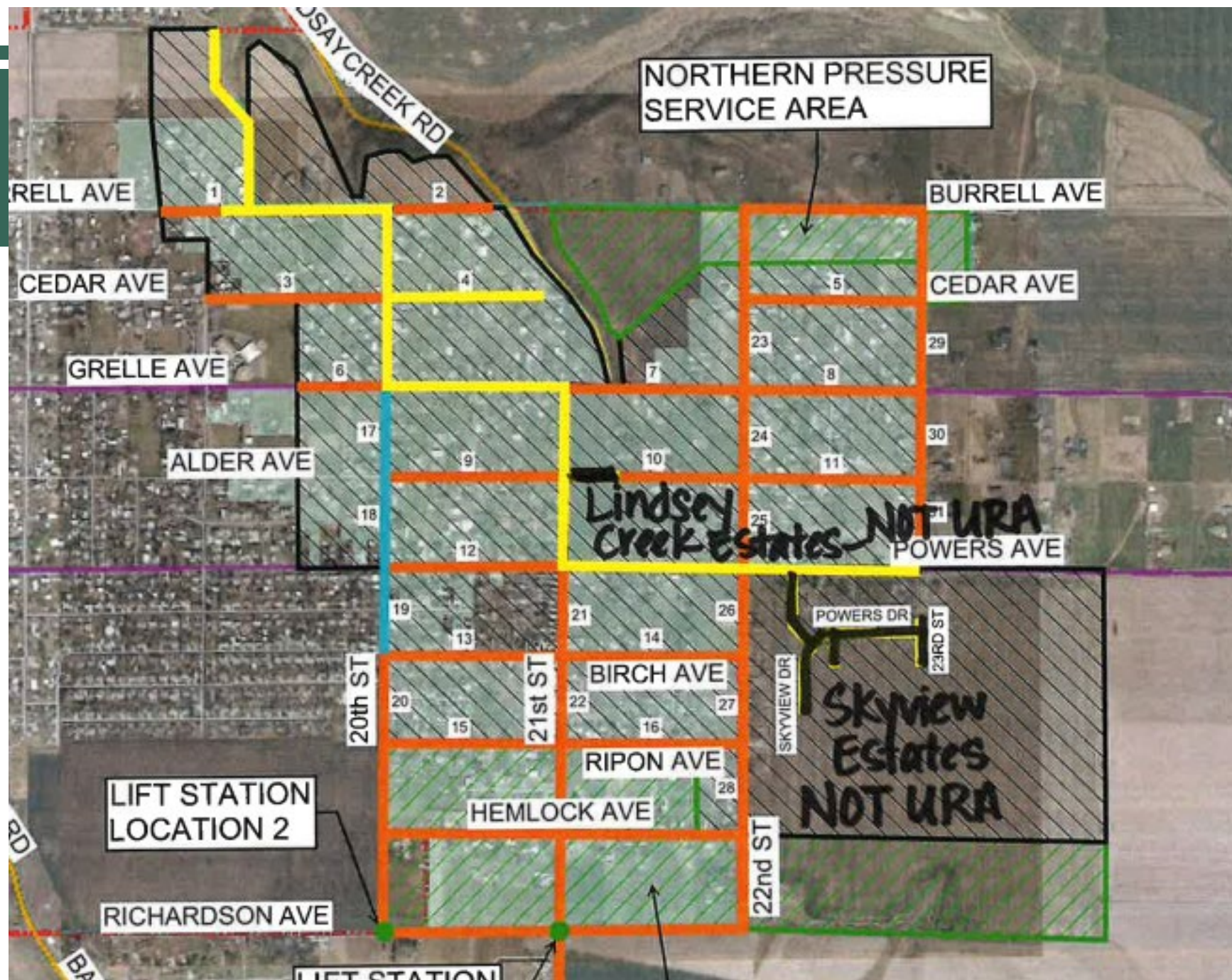
Base Year	2017		Projects in Plan	Waterlines, Storm water lines, and pedestrian improvements.
Term	2029		Projects to Date	New water and storm water south and through the US 12/21st Intersection



EAST ORCHARDS SEWER RAA#5

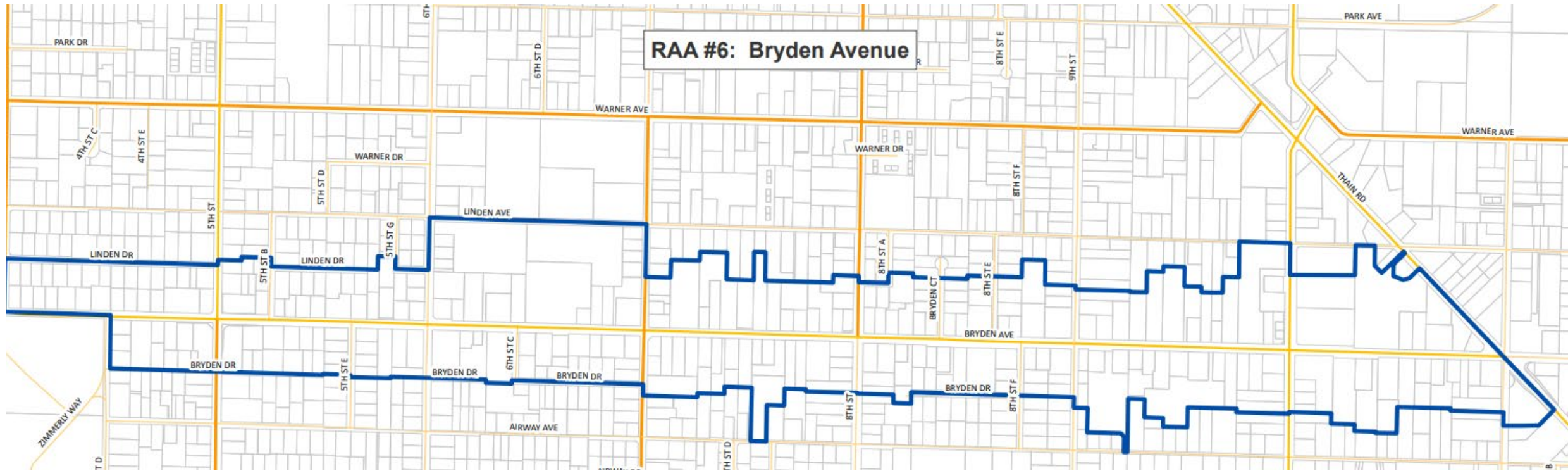
Base Year	2017
Term Year	2037
Projects in Plan	Expansion of sewer trunk main in east orchards; possible lift station.
Projects to Date (Map next slide)	Phase I: 9,068 ft. sewer main pipe, 2,020 ft. sewer service pipe, 66 sewer taps, 3.5 blocks of additional sewer main pipe designed. Phase II: 640 ft. sewer main pipe, 13 sewer taps





BRYDEN RAA#6

Base Year	2018	Projects in Plan	Street widening with curb, gutter, sidewalk; water system upgrades; sanitary sewer system upgrades
Term	2038	Projects to Date	Road design Phase I: 4th St to 7th St



DOWNTOWN RAA#7

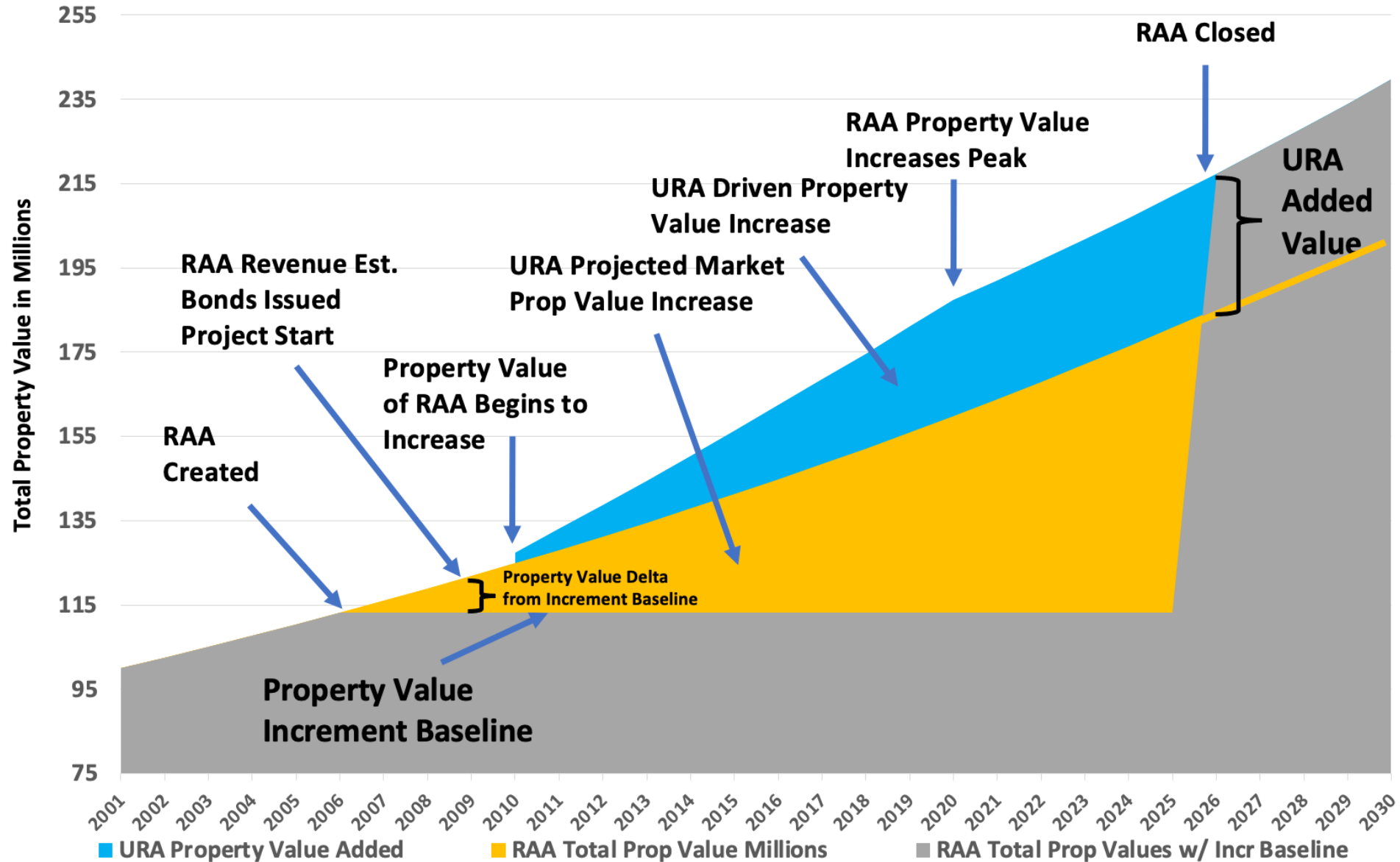
Base Year	2021
Term Year	2041
Projects in Plan	Water system upgrades; wastewater system upgrades; pedestrian stairs linking Pioneer Park and New 6th Street; Wayfinding; parking lots/parking garages, flood control
Projects to Date	None to date



City of L
Revenue

0'

URA Value Chart



COUNCIL'S ROLE IN LEWISTON URA

Appoint
board
members

Approve RAA
boundaries

Approve RAA
plans & Terms

Board
member
representative

WHAT'S NEXT FOR THE LEWISTON URA?

East Main

- Revisit in March 2024

Bryden

- Road Design nearly complete.
Discussion September URA

East Orchards Sewer

- Phase III design complete;
discussion/direction on next steps
September URA

Downtown

- URA to discuss plans moving forward
this fall

URA RESOURCES

- Regular meetings are 2nd Tuesday of each Month at noon – City Hall
- Website: <https://www.cityoflewiston.org/443/Urban-Renewal-Agency>
- Idaho Code for URAs: <https://www.cityoflewiston.org/747/Idaho-Code-pertaining-to-Urban-Renewal-A>
- Meetings: <https://www.youtube.com/@CityofLewistonCommissions>



Memo

To: Lewiston City Council
From: Tim Barker, Parks and Recreation Director
Cc: Dan Johnson, Mayor
Date: Friday, September 1, 2023
Re: Leased Properties through Parks and Recreation

Lewiston City Council-

The past few months we have been familiarizing you with facilities and parks that the city owns and maintains. For your upcoming work session, I wanted to share with you a listing of properties and facilities that the department leases to someone else, we lease from someone else or have shared uses of respective facilities. This memo is being provided to you so you have a better understanding of the various partners that we have in the community and the extent of our reliance upon others within our park system to provide active and passive recreational facilities to the community.

At your upcoming meeting on September 11, I will plan to make a brief presentation related to this topic and will then open it up for any questions or comments that you may have. If you have any additional questions in the meantime, please feel free to reach out to me. This agenda topic is meant for nothing more than information to City Council as you learn more about the various facilities that the department manages and the partners that we have within the community!

Thank You,

A handwritten signature in black ink, appearing to read "Tim Barker", with a long horizontal line extending to the right.

Tim Barker
Parks and Recreation Director



Memo

Joint Use Partners

Agreement Type

Boys and Girls Club of the Lewis-Clark Valley	Shared Facilities and Maintenance
Hells Gate State Park (currently developing)	Shared Facilities and Equipment
Lewis-Clark State College	Shared Facilities and Equipment
Lewiston School District	Shared Facilities and Equipment

City Properties Leased to Others

Organization

Agreement Type

Carnegie Library at Pioneer Park	Children's House Montessori	Monthly Lease Rate
Lewiston Community Center Office Space	WA-ID Volunteer Center	Quarterly Lease Rate
Pepsi Park, Clearwater Park, Airport Park	Lewiston Little League BB/SB	Use Agreement
Clearwater Park, Airport Park	Lewiston Babe Ruth BB/SB	Use Agreement
Fenton Gym	Various	Hourly Rates
Lewiston Community Center	Various	Hourly Rates
Sunset Park	LC Valley Loggers Football	Use Agreement

Properties the City Leases from Others

Organization

Agreement

Airport Park	LWS Airport Authority	Annual Lease Paid
Bryden Canyon Golf Course	LWS Airport Authority	Annual Lease Paid
Clearwater Park	Corps of Engineers	Maintain - No Payment
East End Boat Ramp	Corps of Engineers	Maintain - No Payment
Fire Station #4	LWS Airport Authority	Annual Lease Paid
Hereth Park	Bureau of Reclamation	Maintain - No Payment
Jewett Park	Northwest Children's Home	Maintain - \$1/year
Locomotive Park	Idaho Transportation Dept	Maintain - No Payment
North Lewiston ROW and Rose Garden	Idaho Transportation Dept	Maintain - No Payment
Orchards Pool and Park	LOID	Maintain - No Payment
Pepsi Park	Idaho Transportation Dept	Maintain - No Payment
Prospect Park	Chinese Community	Maintain - No Payment
Penny's Memorial Dog Park	Corps of Engineers	Maintain - No Payment
Snake River Ave Boat Launch to KOZE	Corps of Engineers	Maintain - No Payment

2022 IDAHO

POINT-IN-TIME HOMELESSNESS COUNT

REGION 5

72

total homeless persons counted

The 2022 Point-In-Time count is based on data from January 26, 2022 and does not reflect the full consequences of the COVID-19 pandemic on levels of homelessness or characteristic of people experiencing homelessness over time.

29
UNSHELTERED

 **17**
VEHICLES

 **5**
INSIDE NON-HOUSING

 **7**
OUTSIDE

43
SHELTERED

 **43**
EMERGENCY SHELTER

 **0**
TRANSITIONAL HOUSING

HOUSEHOLD TYPE

 **46%**
ADULT ONLY HOUSEHOLDS

 **54%**
HOUSEHOLDS WITH CHILDREN

 **0%**
UNACCOMPANIED CHILDREN

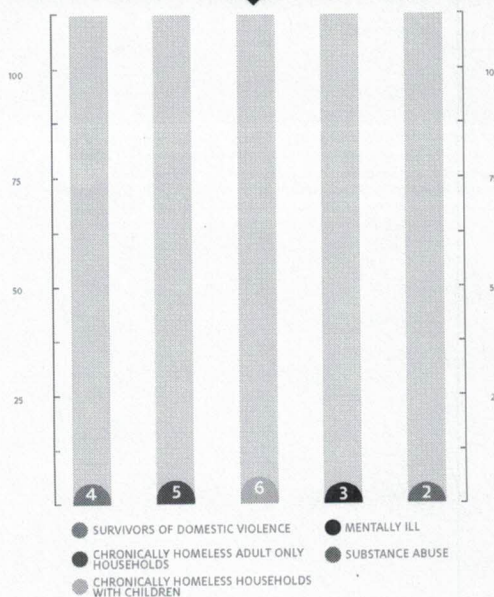
Unaccompanied children includes those who are under 18.

TOTAL HOMELESS YOUTH

5
17 & younger
0 UNSHELTERED
5 SHELTERED

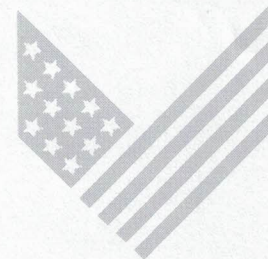
3
18 - 24
3 UNSHELTERED
0 SHELTERED

SUBPOPULATION
(SHELTERED ONLY)



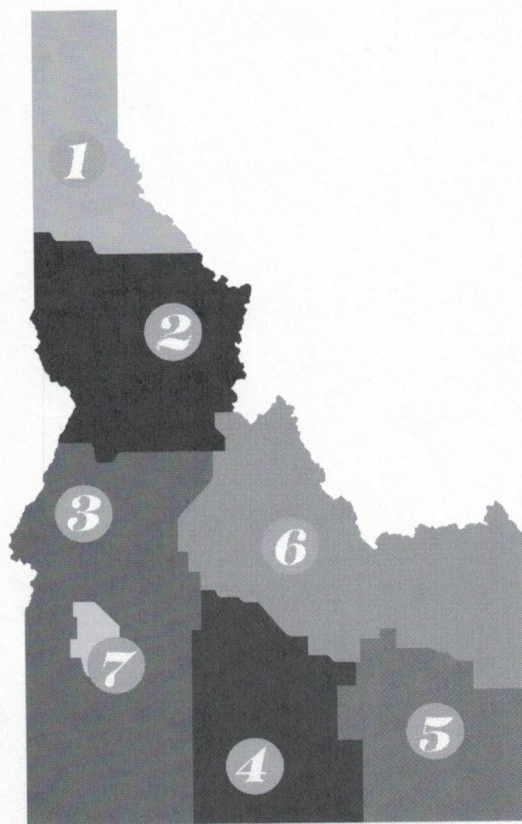
TOTAL HOMELESS VETERANS

9
7 UNSHELTERED
2 SHELTERED



Total homeless youth households include anyone 24 or younger that does not have a member of their household that is over 24.

TOTAL HOMELESS PERSONS BY REGION



POINT-IN-TIME COUNT

- ▶ While the Point-in-Time count represents a one-day snapshot of homelessness in the state and its regions, it is not indicative of the true number of homeless persons and families in the state over a given year.
- ▶ There is variation in count methodology year-to-year within communities. Unsheltered counts have more limitations than sheltered counts.
- ▶ Despite these limitations, the annual Point-in-Time count is a snapshot of those experiencing homelessness in the state and is used to inform decisions on resource allocation.

REGION	COUNTY	UNSHELTERED	SHELTERED	TOTAL
1	Kootenai, Bonner, Boundary, Shoshone, Benewah	77	66	143
2	Latah, Clearwater, Nez Perce, Lewis, Idaho	141	78	219
3	Adams, Washington, Payette, Canyon, Elmore, Gem, Owyhee, Valley, Boise	495	76	571
4	Camas, Blaine, Gooding, Lincoln, Jerome, Twin Falls, Cassia, Minidoka	29	242	271
5	Bingham, Power, Oneida, Bannock, Caribou, Bear Lake, Franklin	29	43	72
6	Lemhi, Custer, Butte, Clark, Fremont, Madison, Teton, Bonneville, Jefferson	37	65	102
7	Ada	Not Provided	Not Provided	Not Provided
TOTAL		808	570	1,378

Idaho's 19th annual Point-in-Time (PIT) count was conducted the night of January 26, 2022. The PIT counts for regions 1-6 were conducted by Balance of State Continuum of Care (CoC) and coordinated by Idaho Housing and Finance Association (IHFA). The PIT count for region 7 was conducted and coordinated by Boise City Ada County CoC. The primary goal of the PIT count is to provide a one-night "snapshot" of the number of homeless persons who are either living on the streets, in places not meant for habitation or are currently residing in emergency shelters or homeless transitional housing projects. HUD's definition of homelessness for the PIT count does not include persons who may be staying with friends or relatives, in a hotel/motel, in a treatment facility, in jail or permanent housing projects for formerly homeless persons.

Additional PIT Count information can be found at idahohousing.com/homelessness-services-programs/hmis/.

ARC:

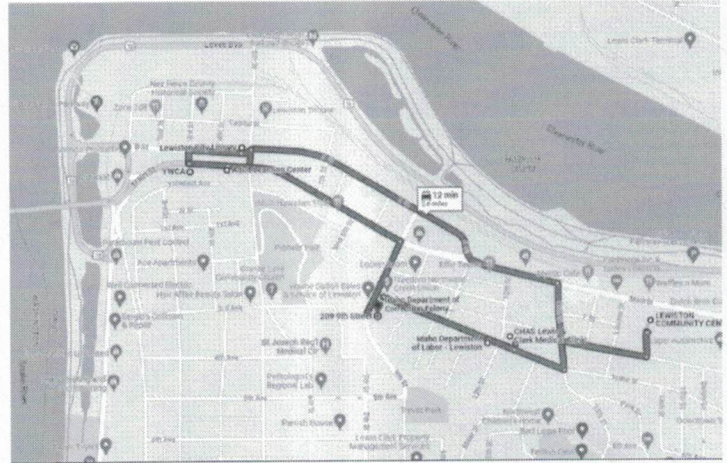
- Vision Statement:
 - Serving displaced persons in the Lewis Clark Valley through a trauma-informed resource center where they will receive compassion and hope while providing safety, meeting basic needs, and modeling healthy relationships while also being provided resources and wrap – around services which lead to steady and sustainable change.
- Mission Statement:
 - Our mission at the Non-Profit Homeless Shelter is to provide compassion and security to those in need while offering housing and a sense of community. We strive to ensure that everyone has a safe place to live and access to basic necessities. We seek to build relationships with our clients and provide a safe environment where they can heal and rebuild their lives. Our ultimate goal is to provide a safe and supportive environment to help individuals and families find their way back to stable housing.

Board Members:

- Wendy Geiger is Board Chair
 - LCSC Hospitality Management Graduate
 - Asotin County Corrections Deputy 2007-2014 and promoted to Corrections Sergeant until leaving the Sheriff's Office in 2019.
 - Transitioned careers in 2020 from Law Enforcement to Real Estate Agent with Windermere Lewiston.
 - Volunteer with Special Olympics, ARC, Lewis Clark Sailing Association, and Special Needs / Disability Advocacy
- Jolene Cliffe is the Vice President
 - Disability Action Center, Independent living Counselor
 - Previous Director of ARC's warming shelter and was elected VP after lease expired and summer arrived ending the Warming Shelter.
 - With a background in Communications/Media Studies, Jolene possesses a demonstrated ability to collaborate with various organizations for community partnerships. Her strengths include fact-finding, creative problem-solving, trauma-informed support, and peer counseling.
- Gabriel Iacoboni is the Treasurer of ARC
 - Board member for three years.
 - Background in Political Science and Public Administration, he currently works as a Grants Management Specialist and Financial Specialist Sr. at Health and Welfare
 - Experience running small nonprofits, volunteer management, strategic planning, and board development. Including Willow Center and Jesse Tree.
- Cheryl Dixon is Secretary
 - Strong background in community support and housing services.
 - Currently a Foundational Community Support Specialist at Pathways of Washington, where she focuses on aiding individuals experiencing homelessness.
 - Cheryl Dixon is a dedicated professional with extensive experience in community support and housing services.
- Amanda Cox Newest Member
 - Member Service Representative at Lewis Clark Credit Union
 - Home Care Provider at Home Care Services
 - actively involved in community activities including First Christian Church in Clarkston.
 - Graduate of Eastern Gateway Community College and WWCC Clarkston Campus

Community Access (Supportive Agencies):

- Mental Health:
 - CHAS
 - YWCA
 - Community Center
 - Riverside Recovery, Quality Behavioral Health (10-15 Minute Bus Ride)
- Medical Treatment:
 - St Joes Hospital
 - St Joes Rehab (OT/PT, Assistive Tech, Diabetes Care)
 - CHAS
- Job Skills:
 - Within walking distance of many entry level jobs and bus stops for jobs farther away
 - Idaho Department of Labor (Classes, Resume building, job interview, soft skills)
 - DSHS/ DVR (Department of Vocational Rehab)
 - Rural Resources
 - Adult Learning Center (GED testing and training)
 - LCSC (Can be funded by Rural Resources and DVR)
 - Lewiston Library (Research, Computer Lab, Classes)
- Probation and Parole
 - Close by and will support security management.
 - Anyone on probation must comply with the terms of probation and will be easier to supervise and access services.
- DSHS and Non-Profit companies:
 - Social Workers often have limited time due to low staffing this creates a communication barrier. When clients are closer to social work offices and have a known location for temporary housing they can access and coordinate services. Missing deadlines means the entire process and applications need to be re-done and getting placed into the back of the line causes more depression, hopelessness, and relapse.
- Lewiston/Nez Perce Law Enforcement:
 - Have verbally agreed to drive by the location, randomly search the premises with drug K9, and can facilitate enforcement of the facilities rules by officer presence and community involvement. Many people who have been in the criminal system have built relationships with LEO and look forward to seeing that officers are proud of them. LEO are often the front lines that help people believe in themselves.



Risk Management:

Effective risk management strategies are essential to ensure the safety and success of ARC's operations and the well-being of its clients. The following measures will be in place to address potential risks and maintain a secure and supportive environment.

Risk is an expensive substitution for lack of information. ARC gathers information about clients at intake and will not eliminate opportunities for those who need a service based on background checks, credit checks, eviction history, income eligibility, gender, religion, family status etc ARC will offer bed space, showers, small meals, and facilitate resource connections based on client's compliance with following rules and regulations.

Facility Rules:

All rules outlined in the Lease Agreement are prominently displayed and enforced through comprehensive staff training.

Clearly posted signs and written agreements signed during intake further emphasize rule compliance.

Past performance demonstrates a strong track record of compliance.

Additional rules address hygiene standards, property cleanliness, personal care, and discourage behaviors triggering PTSD or conflicts.

Prohibited items include weapons, alcohol, and drugs to maintain a safe atmosphere.

Camera Surveillance:

The presence of cameras acts as a deterrent against rule-breaking behavior. Cameras provide valuable evidence in cases of in-house infractions. Footage can support decisions for permanent trespassing if necessary.

Intake Process:

Critical Control Points: Entryways shall be optimized with sallyport layouts, ensuring separation between individuals and their belongings. This design enforces the prohibition of weapons or drugs on the premises.

Data Collection: To fulfill grant requirements, data collection will be conducted in person using ARC's iPads.

Client Management: Intake procedures include questionnaires and goal setting, facilitating person-centered governance.

Release of Information: Providing Release of Information papers enables ARC to coordinate supervision effectively.

Presence of Authority: Lewiston K9 has expressed their commitment to maintaining officer presence and conducting random drug searches. This approach fosters a reputation that discourages drug-related activities and individuals seeking drugs. Additionally, NNA, AA, and Sober Motorcycle

groups have unofficially agreed to engage in coffee service and recreational card game activities. This collaborative effort enhances mentorship opportunities and underscores our commitment to rule compliance through increased volunteer observation.

As grant funds are awarded and budgets are created, we will review paying for security checks to be done by private security in addition to the risk management plan.

By implementing these risk management strategies, ARC aims to create a safe and conducive environment that supports its clients' well-being and helps the organization achieve its objectives.

Clients:

- Displaced:
 - Often relocated for a new romantic relationship and with no other community ties had nowhere to go when they realized they were not in a safe relationship.
 - Mental Health issues and the main care giver passed away or became unable to care for them. They don't know how to fill out forms, access treatment and implementation of treatments.
- Hidden Homeless:
 - Teen or DV victim couch surfing. Teens may go to Youth Resource Center but can not stay after their 18th birthday and may not be enrolled in college or have sufficient income/resources to secure housing.
 - Loss of job and lost housing because diversion programs aka rental assistance had a waiting list.
 - Those with resource caps: Medically needy people and disability SSI recipients will lose their income and medical assistance if they have more than \$2000 in assets including savings, cash, and property. Property management companies require first, last month, and security deposit therefore a \$800.00 apartment would cost \$2400.00 to get into. Having \$400 too much in funds resulting in loss of income and medical insurance.

Strengths:

- Medical Treatment: Proximity to St Joes Hospital and Rehab, CHAS ensures easy access to medical care including specialized services.
- Job Skills Development: Proximity to various entry-level job opportunities and accessible transportation options. Idaho Department of Labor, DSHS/DVR, Rural Resources, Adult Learning Center, LCSC provide job skill training.
- Resources: Proximity to Probation and Parole offices for security management and support. Access to DSHS and Non-Profit organizations enhances service coordination.
- Law Enforcement Collaboration: Positive relationship with Lewiston/Nez Perce Law Enforcement for security, random searches, and community involvement.
- Volunteers for special projects have expressed interest to support and achieve goals.

Challenges:

- Time Constraint Challenges: The alignment of windows of opportunity with grant and community deadlines often results in missed milestones and measurable goal targets.
- Resource Limitations: ARC operates with only 5 volunteers who are also engaged in full-time work, other volunteer commitments, and caring for family members with high-demand special needs. While the volunteers possess valuable expertise in navigating complex resources, this limited capacity can affect overall effectiveness.
- Need for Facility Location: The absence of a dedicated facility location hinders the organization's ability to secure grant funds for hiring paid staff. This underscores the necessity for physical space to develop operations.
- Goals:
It's important to address these weaknesses by considering strategies to:
 - improve time management.
 - increase volunteer support.
 - secure a suitable facility that enables ARC to better meet its goals and fulfill its mission.
- Milestones:
 - Measurable Impact of Authority Presence: By setting these measurable goals, we can effectively evaluate the impact of the authority presence initiatives and ensure that they contribute to a safer and more rule-compliant environment.
- Effective Communication:
 - ARC has monthly meetings with a focus on specialized meetings as needed.
 - Clear communication channels to ensure timely updates and collaborative decision-making.
 - I.E. Facebook, Website, Data Entry to Idaho Housing, In Person Meetings, Group Text and Email updates among board members.
 - Written Policies and Procedures for staff with monthly Zoom Staff Meetings.
- Grant Application Excellence:
 - Submit Grant Applications prior to deadlines and clearly state conditions of grants to ensure compliance.
 - Facility Acquisition Progress:
 - Secure a location ASAP to broaden the scope of grants that ARC is eligible for.
- Facility Acquisition Progress:
 - Prioritize the acquisition of a suitable facility with urgency to expand ARC's eligibility for a broader range of grants.
 - Identify potential facility options, assess their suitability, and initiate negotiations within the next three months.

By achieving these milestone objectives, ARC will enhance its operational efficiency, secure vital funding through grants, and work towards establishing a dedicated facility that aligns with its mission and future growth.

CITY ORDINANCE NO. 4871

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 42-1(b) OF THE LEWISTON CITY CODE TO EXCLUDE FROM THE DEFINITION OF HOMELESS SHELTER CERTAIN TEMPORARY WARMING FACILITIES, AND PROVIDING AN EFFECTIVE DATE AND EXPIRATION DATE.

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

SECTION 1: Lewiston City Code § 42-1(b) is hereby amended as follows:

Sec. 42-1. Definitions.

...

(b) *Homeless shelter* means a privately or publicly operated facility, the primary purpose of which is to provide overnight accommodation free of monetary charge to homeless persons within a building or buildings at a fixed location. Such facility may be overnight use only or a twenty-four (24) hour operation. Such facility may also provide support services, such as food, hygiene, laundry, counseling, job training, and referrals to other social service agencies. *Homeless shelter* shall not include medical facilities licensed by the state of Idaho as a hospital (Idaho Code, Section 39-1301(a)), nursing facility (Idaho Code, Section 39-1301(b)), intermediate care facility (Idaho Code, Section 39-1301(c)), behavioral health service (Idaho Code, Section 39-3122(1)), behavioral health community crisis center (Idaho Code, Section 39-9103(2)), Idaho certified family homes (Idaho Code, Section 39-3502(8)), health facilities (Idaho Code, Section 39-1402(d)), or approved private or public treatment facilities (Idaho Code, Section 39-302(3), (4)). *Homeless shelter* shall also not include safe houses for domestic violence victims. Further, *homeless shelter* shall not include a temporary facility, which includes a structure or structures intended and designed to be portable and for temporary or transient use, such as a tent or tents, and associated, ancillary equipment and facilities, such as heating units and portable toilets, that is primarily intended to provide a warming space for homeless persons from the first day of winter until the first day of spring during times of extreme weather when forecasted temperatures typically drop below thirty-two (32) degrees. Such a facility shall not be considered a land use, as defined in chapter 37 of this code, and shall not be subject to the provisions therein; provided, however, that all other applicable city codes, including international codes adopted by the city, shall continue to apply.

SECTION 2: This ordinance shall take effect and be in full force from and after its passage and publication and shall expire as of March 20, 2023.

PASSED this 20th day of December, 2022.



CITY OF LEWISTON

By: _____

Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft
Kari J. Ravencroft, City Clerk

**CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4871**

ORDINANCE NO. 4871: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 42-1(b) OF THE LEWISTON CITY CODE TO EXCLUDE FROM THE DEFINITION OF HOMELESS SHELTER CERTAIN TEMPORARY WARMING FACILITIES, AND PROVIDING AN EFFECTIVE DATE AND EXPIRATION DATE.

Section 1 amends Lewiston City Code § 42-1(b) to: (1) clarify in the definition of homeless shelter that a homeless shelter is located within a building or buildings; (2) exclude from the definition of homeless shelter a temporary facility, which includes a structure or structures intended and designed to be portable and for temporary or transient use, such as a tent or tents, and associated, ancillary equipment and facilities, such as heating units and portable toilets, that is primarily intended to provide a warming space for homeless persons from the first day of winter until the first day of spring during times of extreme weather when forecasted temperatures typically drop below thirty-two (32) degrees; and (3) clarify that such a temporary facility is not a land use subject to Chapter 37 of the Lewiston City Code (Zoning Code), but still subject to all other applicable City Codes. Section 2 provides an effective date, as well as an expiration date of March 20, 2023.

Ordinance No. 4871 is effective upon passage and publication.

CITY OF LEWISTON

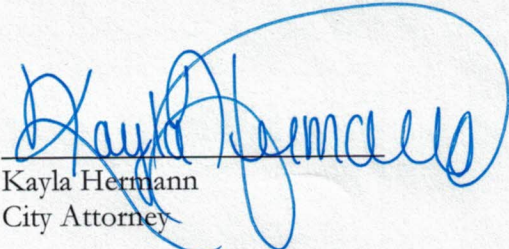
By: Daniel G. Johnson
Mayor

Attest: Kari Ravencroft
City Clerk

The full text of this ordinance is available at the City Clerk's office, Lewiston City Hall, 1134 F Street, Lewiston, during regular business hours.

I, KAYLA HERMANN, City Attorney, reviewed the foregoing Summary of Ordinance No. 4871. The summary is true and complete and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this 20th day of December 2022.



Kayla Hermann
City Attorney

TRIBUNE PUBLISHING COMPANY, INC
The Lewiston Tribune
505 C St., P.O.Box 957
Lewiston, Idaho 83501
(208) 743-9411

Date:	12/21/2022	INVOICE NO.	172061
Account No.	568250		
Description	172061 CITY OF		
Times	1	Lines	53
		Tab. lines	
		\$	92.68

LEGAL ADVERTISING
INVOICE

Sold To: CITY OF LEWISTON
PO BOX 617
LEWISTON ID 83501

PO # 22300503
Rec'd \$92.68 on 1/3/2023

PO# Ravencroft, Kari

NOTICE: This is a invoice of Purchase made by you. Statement will be rendered the first of the month
Please Retain This Invoice as Your Statement Will Refer to Invoice by No. Only.

CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4871

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Attest: Kari Ravencroft
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I, KAYLA HERMANN, City Attorney, reviewed the foregoing Summary of Ordinance No. 4871. The summary is true and complete and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this 20th day of December 2022.

Kayla Hermann
City Attorney

AFFIDAVIT OF PUBLICATION

S KELLAM, being duly sworn, deposes and says, I am the Legal Clerk of the Tribune Publishing Company, a corporation organized and existing under and by virtue of the laws of the State of Idaho and under and by virtue of the laws of the State of Washington, publishers of the Lewiston Tribune, a newspaper of general circulation published at Lewiston, Nez Perce County, Idaho; That the said Lewiston Tribune is an established newspaper and has been published regularly and issued regularly at least once a day for more than 105 consecutive years next immediately preceding the first publication of this notice, and has been so published uninterrupted for said period; that the 172061 CITY OF attached hereto and which is made a part of this affidavit was published in the said Lewiston Tribune, 1 time(s). Publication being on 12/21, or once a day, for 1 consecutive day, the first publication thereof being on the 12/21/2022, and the last publication thereof being on the 12/21/2022, and said 172061 CITY OF was so published in the regular and entire issue of said newspaper and was not in a supplement thereof and was so published in every issue and number of the said paper, during the period and times of publication as set forth above.

Skellam

State of Idaho

S.S.

County of Nez Perce

On this 22nd day of December in the year of 2022, before me, a Notary Public, personally appeared S KELLAM, known or identified to me to be the person whose name subscribed to the within instrument, and being by me first duly sworn, declared that the statements therein are true, and acknowledged to me that he executed the same.

Barb Marsh

Notary Public in and for the State of Idaho,
residing at Lewiston, therein
Commission Expires 2.14.25

