



Lewiston City Council
REGULAR MEETING AGENDA
October 23, 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 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. PRESENTATIONS

- A. PROCLAMATION: NATIONAL FAMILY LITERACY DAY:** Recognizing November 1, 2023 as National Family Literacy Day (Mayor Johnson)
- B. FINANCIAL REPORT - SEPTEMBER 2023:** Financial report for September 2023, in accordance with Idaho Code 50-208 - Oral report (Finance Director Gordon)

V. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING: PROPOSED GRANT ACTIVITIES:** Accepting testimony on a proposal to the Idaho Department of Commerce for an Idaho Community Development Block Grant CARES to replace and upgrade the playground equipment, surfacing material, add an accessible drinking fountain and to provide additional accessible parking options at Pioneer Park (Parks and Recreation Director Barker)
- B. IDAHO COMMUNITY DEVELOPMENT BLOCK GRANT CARES APPLICATION:** Considering approval of the proposal to the Idaho Department of Commerce for an Idaho Community Development Block Grant CARES in the amount of \$250,000 for improvements at Pioneer Park - Action Item (Parks and Recreation Director Barker)
- C. PUBLIC HEARING VA-02-2023:** Accepting additional testimony on a request to vacate a section of the Bryden Avenue public right-of-way beginning at the east side of 18th Street and extending a distance of 476.00 feet east, with the condition that an alternate public right-of-way be dedicated in the final plat of the Canyon Crest South Addition that connects 18th Street to the remaining portion of Bryden Avenue not vacated in a location satisfactory to the City Engineer

(City Surveyor Weigand)

- D. CONSIDERATION OF VA-02-2023:** Considering vacating the public right-of-way in VA-02-2023 conditioned upon the dedication of an alternate public right-of-way in the final plat of the Canyon Crest South Addition that connects 18th Street to the remaining portion of Bryden Avenue not vacated in a location satisfactory to the City Engineer prior to passage of the resolution implementing the vacation - Action Item (City Surveyor Weigand)
- E. PUBLIC HEARING: ZA-02-2023:** Accepting testimony on a proposal to delete Lewiston City Code Section 37-159.1, Setback from overhead electrical transmission lines (Assistant Planner Hollingshead)
- F. ORDINANCE 4896: FIRST READING:** Considering repealing Section 37-159.1 of the Lewiston City Code titled "Setback from Overhead Electrical Transmission Lines" and reserving such section - Action Item (Assistant Planner Hollingshead)

VI. CONSENT AGENDA

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

- A. CITY COUNCIL MINUTES:** 10/2/2023 Work Session; 10/9/2023 Executive; 10/9/2023 Regular - Action Item
- B. ADVISORY BOARD AND COMMISSION MINUTES:** 8/8/2023 and 9/12/2023 Urban Renewal Agency; - Action Item
- C. VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 09/22/2023 - 10/05/2023 in the amount of \$1,716,670.95 - Action Item

VII. ACTIVE AGENDA

- A. BOYS AND GIRLS CLUBS OF THE LEWIS CLARK VALLEY FY'24 SERVICE AGREEMENT:** Considering approval of the Fiscal Year 2024 Service Agreement between the City of Lewiston and the Boys and Girls Clubs of the Lewis Clark Valley, Inc. in the amount of up to \$18,000 - Action Item (Mayor Johnson)
- B. BEAUTIFUL DOWNTOWN LEWISTON FY'24 SERVICE AGREEMENT:** Considering approval of the Fiscal Year 2024 Service Agreement between the City of Lewiston and Beautiful Downtown Lewiston Revitalization Corporation in the amount of up to \$30,000 - Action Item (Mayor Johnson)
- C. HISTORIC PRESERVATION PLAN:** Considering adoption of the Historic Preservation Plan for the City of Lewiston - Action Item (Engineering Project Supervisor Bailey)

VIII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

IX. UNFINISHED AND NEW BUSINESS

- A. CITY COUNCILOR COMMENTS:** Comments shall not be related to an item currently before

the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

C. MAYOR COMMENTS

D. AGENDA TOPICS: - Action Item

X. ADJOURNMENT - Action Item

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

Proclamation

City of Lewiston, Idaho

WHEREAS, National Family Literacy Day, established by the 103rd Congress in 1994, and now marking its 29th anniversary on November 1, 2023, highlights the importance of reading and learning for the entire family and emphasizes the impact that parents have on their child's learning; and

WHEREAS, this day is celebrated across America each year, and focuses on special activities and events that showcase the importance of family literacy programs that empower families and build a nation of readers; and

WHEREAS, literacy programs across the United States will observe National Family Literacy Day by holding read-a-thons, book drives, workshops, and family activities at schools, libraries, and community centers to encourage literacy; and

WHEREAS, *as many as one in six adults struggle with reading and writing*, and by learning to read, individuals can gain self-respect and confidence and strive toward goals that otherwise would not be achievable; and

WHEREAS, the National Society of the Daughters of the American Revolution is a nonprofit, nonpolitical volunteer women's service organization dedicated to promoting patriotism, preserving American history, and securing America's future through better education for children and adults; and

WHEREAS, education being one of the cornerstones of the National Daughters of the American Revolution is committed to increasing literacy by promoting and supporting literacy programs.

NOW THEREFORE, I, Dan Johnson, Mayor of the City of Lewiston, proclaim November 1, 2023, as "**NATIONAL FAMILY LITERACY DAY**" to underscore the importance of literacy, celebrate the joy of reading, encourage residents to promote literacy by reading together as a family, and to extend deep appreciation to our local librarians, educators, and literacy service providers for their tireless efforts to strengthen the literacy of our children and our community.



IN WITNESS WHEREOF, I HAVE HEREUNTO
SET MY HAND AND SEAL OF THE CITY OF
LEWISTON, IDAHO, TO BE AFFIXED HERETO
THIS 23rd DAY OF OCTOBER, 2023.

DANIEL G. JOHNSON, MAYOR
LEWISTON, IDAHO

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

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

GENERAL FUND

UNDEFINED

	<u>MTD</u> <u>REVENUES</u>	<u>YTD</u> <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u> <u>EXPENSES</u>	<u>YTD</u> <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
Grants	\$ -	\$ -	\$ 381,540	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	1,097,187	5,387,978	5,573,510	96.67%	-	-	-	
Licenses & Permits	741	6,625	8,000	82.81%	-	-	-	
Other	397	76,789	1,956,720	3.92%	-	-	-	
Property Tax	99,626	15,992,673	16,287,680	98.19%	-	-	-	
Service Charges	115,832	1,389,984	1,445,140	96.18%	-	-	-	
Interest	96,185	783,733	272,210	287.91%	-	-	-	
Total	\$ 1,409,967	\$ 23,637,781	\$ 25,924,800	91.18%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 13,638	\$ 164,693	\$ 164,940	99.85%
Supplies and Materials	-	-	-		39	346	2,150	16.08%
Services and Charges	-	-	-		74,126	246,551	318,070	77.51%
Capital	-	-	-		-	119	4,750	2.50%
Total	\$ -	\$ -	\$ -		\$ 87,803	\$ 411,708	\$ 489,910	84.04%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 49,957	\$ 316,855	\$ 386,650	81.95%
Supplies and Materials	-	-	-		276	1,483	3,050	48.61%
Services and Charges	-	-	-		8,547	74,171	82,610	89.79%
Capital	-	-	-		-	197	2,500	7.86%
Total	\$ -	\$ -	\$ -		\$ 58,780	\$ 392,706	\$ 474,810	82.71%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 36,241	\$ 319,561	\$ 325,150	98.28%
Supplies and Materials	-	-	-		1,476	3,883	8,300	46.78%
Services and Charges	-	-	-		43,455	127,423	141,540	90.03%
Capital	-	-	-		-	415	1,600	25.94%
Total	\$ -	\$ -	\$ -		\$ 81,172	\$ 451,283	\$ 476,590	94.69%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
LEGAL								
Personnel Services	\$ -	\$ -	\$ -		\$ 51,895	\$ 437,011	\$ 501,690	87.11%
Supplies and Materials	-	-	-		302	3,410	3,730	91.43%
Services and Charges	-	-	-		18,293	204,128	251,610	81.13%
Capital	-	-	-		320	420	780	53.84%
Total	\$ -	\$ -	\$ -		\$ 70,811	\$ 644,970	\$ 757,810	85.11%
PARKS & FACILITIES								
Other	\$ 1,450	\$ 2,973	\$ 11,500	25.85%	\$ -	\$ -	\$ -	
Service Charges	2,306	35,117	43,200	81.29%	-	-	-	
Personnel Services	-	-	-		186,194	1,746,028	1,994,380	87.55%
Supplies & Materials	-	-	-		57,085	250,952	267,460	93.83%
Services & Charges	-	-	-		156,739	1,136,759	1,129,390	100.65%
Capital	-	-	-		1,017	27,606	28,030	98.49%
Total	\$ 3,756	\$ 38,089	\$ 54,700	69.63%	\$ 401,036	\$ 3,161,346	\$ 3,419,260	92.46%
POLICE								
Grants	\$ 4,773	\$ 158,859	\$ 118,380	134.19%	\$ -	\$ -	\$ -	
Other	1,476	35,268	95,870	36.79%	-	-	-	
Service Charges	690	238,898	228,660	104.48%	-	-	-	
Personnel Services	-	-	-		900,448	6,812,031	7,464,850	91.25%
Supplies & Materials	-	-	-		42,128	224,186	223,340	100.38%
Services & Charges	-	-	-		122,353	1,009,736	1,036,250	97.44%
Capital	-	-	-		171,863	313,331	660,360	47.45%
Total	\$ 6,939	\$ 433,025	\$ 442,910	97.77%	\$ 1,236,792	\$ 8,359,285	\$ 9,384,800	89.07%
FIRE								
Grants	\$ -	\$ 25,534	\$ 73,000	34.98%	\$ -	\$ -	\$ -	
Intergovernmental	65,396	263,968	250,000	105.59%	-	-	-	
Licenses & Permits	1,779	21,661	20,200	107.23%	-	-	-	
Other	-	(431)	7,460	-5.78%	-	-	-	
Service Charges	219,063	3,150,829	2,750,000	114.58%	-	-	-	
Personnel Services	-	-	-		895,655	8,121,111	8,145,490	99.70%
Supplies & Materials	-	-	-		62,638	309,174	334,510	92.43%
Services & Charges	-	-	-		126,112	994,633	1,045,560	95.13%
Capital	-	-	-		32,440	104,775	320,820	32.66%
Total	\$ 286,238	\$ 3,461,562	\$ 3,100,660	111.64%	\$ 1,116,845	\$ 9,529,692	\$ 9,846,380	96.78%
COMMUNITY DEVELOPMENT								
Grants	\$ -	\$ -	\$ 1,500	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	64,324	1,531,668	1,149,000	133.30%	-	-	-	
Other	-	2,000.00	-	-	-	-	-	
Service Charges	2,100	28,136	2,400	1172.33%	-	-	-	
Personnel Services	-	-	-		134,516	1,296,284	1,360,450	95.28%
Supplies & Materials	-	-	-		2,196	20,322	34,850	58.31%
Services & Charges	-	-	-		36,331	307,006	481,480	63.76%
Capital	-	-	-		9,452	15,768	20,000	78.84%
Total	\$ 66,424	\$ 1,561,804	\$ 1,152,900	135.47%	\$ 182,494	\$ 1,639,380	\$ 1,896,780	86.43%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

	MTD <u>REVENUES</u>	YTD <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	MTD <u>EXPENSES</u>	YTD <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 4,000	0.00%	\$ -	\$ -	\$ -	
Other	12	22,872	21,100	108.40%	-	-	-	
Service Charges	30,781	388,992	413,000	94.19%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		42,667	378,812	392,000	96.64%
Supplies & Materials	-	-	-		16,584	124,251	154,150	80.60%
Services & Charges	-	-	-		18,221	161,656	168,720	95.81%
Capital	-	-	-		-	430	2,000	21.50%
Total	\$ 30,793	\$ 411,864	\$ 438,100	94.01%	\$ 77,472	\$ 665,150	\$ 716,870	92.79%
FINANCE								
Service Charges	\$ 17,651	\$ 201,186	\$ 200,000	100.59%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		120,600	1,101,723	1,146,540	96.09%
Supplies & Materials	-	-	-		10,532	67,511	71,600	94.29%
Services & Charges	-	-	-		22,570	251,537	276,240	91.06%
Capital	-	-	-		5,385	6,046	8,740	69.18%
Total	17,651	201,186	200,000	100.59%	159,087	1,426,817	1,503,120	94.92%
CONTINGENCY								
Services and Charges			\$ -		\$ -	\$ 7,865	\$ 90,000	8.74%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ 7,865	\$ 90,000	8.74%
PROPERTY IMPROVEMENTS								
Other (Reserves)	\$ -	\$ -	\$ 4,026,310	0.00%	\$ -	\$ -	\$ -	
Property Tax	-	1,650,000	1,650,000	100.00%	-	-	-	
Capital					152,856	354,952	6,940,040	5.11%
Total	\$ -	\$ 1,650,000	\$ 5,676,310	29.07%	\$ 152,856	\$ 354,952	\$ 6,940,040	5.11%
GOLF COURSE								
Services and Charges			\$ -		\$ -	\$ 17,680	\$ -	0.00%
Capital			-		-	1,087,674	1,087,750	99.99%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ 1,105,354	\$ 1,087,750	101.62%
OPIOID SETTLEMENT								
Other	\$ -	\$ 191,766	\$ 10,000					
Services & Charges					\$ -	\$ 10,044	\$ 10,000	
Total	\$ -	\$ 191,766	\$ 10,000	1917.66%	\$ -	\$ 10,044	\$ 10,000	0.00%
INSURANCE TRUST								
Other	\$ -	\$ -	\$ 25,000	0.00%	\$ -	\$ -	\$ -	
Interest	41	493	500	98.69%	-	-	-	
Supplies & Materials	-	-	-		-	-	450	0.00%
Services & Charges	-	-	-		5,563	351,601	399,720	87.96%
Total	\$ 41	\$ 493	\$ 25,500	1.94%	\$ 5,563	\$ 351,601	\$ 400,170	87.86%
UNCOLLECTIBLE ACCOUNTS								
Services and Charges	\$ -	\$ -	\$ -		\$ 15,000	\$ 180,000	\$ 200,000	90.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ 15,000	\$ 180,000	\$ 200,000	90.00%
TOTAL GENERAL FUND	\$ 1,821,810	\$ 31,587,571	\$ 37,025,880	85.31%	\$ 3,645,713	\$ 28,692,152	\$ 37,694,290	76.1%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	1,165	28,455	3,503,960	0.81%	-	-	-	
Property Tax	-	100,000	100,000	100.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	2,921	31,193	100	31193.00%	-	-	-	
Capital					113,553	282,306	3,604,060	7.83%
Total	\$ 4,086	\$ 159,648	\$ 3,604,060	4.43%	\$ 113,553	\$ 282,306	\$ 3,604,060	7.83%
TRANSPORTATION								
Grants	\$ -	\$ 306,629	\$ 79,690	384.78%	\$ -	\$ -	\$ -	
Intergovernmental	214,000	1,421,423	1,653,780	85.95%	-	-	-	
Other	10,480	84,521	184,660	45.77%	-	-	-	
Property Tax	-	1,375,500	1,375,500	100.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	23,735	214,406	900	23822.83%	-	-	-	
Capital	-	-	-		142,217	1,441,153	4,721,940	30.52%
Total	\$ 248,215	\$ 3,402,478	\$ 3,294,530	103.28%	\$ 142,217	\$ 1,441,153	\$ 4,721,940	30.52%
LIBRARY								
Other	\$ 53	\$ 24,392	\$ 90,000	27.10%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	151	2,174	-	0.00%	-	-	-	
Capital	-	-	-		-	29,675	90,000	32.97%
Total	\$ 204	\$ 26,565	\$ 90,000	29.52%	\$ -	\$ 29,675	\$ 90,000	32.97%
TOTAL CAPITAL PROJECTS FUND	\$ 252,505	\$ 3,588,691	\$ 6,988,590	51.35%	\$ 255,770	\$ 1,753,134	\$ 8,416,000	20.8%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ -	\$ 503,361	\$ 544,000	92.53%	\$ -	\$ -	\$ -	
Interest	2,224	62,486	22,000	284.03%	-	-	-	
Supplies & Materials	-	-	-		-	-	500	0.00%
Services & Charges	-	-	-		70,290	683,742	765,500	89.32%
TOTAL WORKERS COMP FUND	\$ 2,224	\$ 565,847	\$ 566,000	99.97%	\$ 70,290	\$ 683,742	\$ 766,000	89.3%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
WATER FUND								
WATER								
Grants	\$ -	\$ 225,000	\$ 585,000	38.46%	\$ -	\$ -	\$ -	
Intergovernmental	-	35,360	36,420	97.09%	-	-	-	
Other	30,007	11,194,614	15,723,790	71.20%	-	-	-	
Service Charges	953,447	6,893,400	7,329,730	94.05%	-	-	-	
Interest	35,904	326,888	900	36320.87%	-	-	-	
Personnel Services	-	-	-		259,140	2,290,092	2,282,970	100.31%
Supplies & Materials	-	-	-		120,611	430,622	524,640	82.08%
Services & Charges	-	-	-		296,082	2,702,451	2,981,840	90.63%
Capital	-	-	-		661,929	15,155,511	19,656,130	77.10%
TOTAL WATER FUND	\$ 1,019,358	\$ 18,675,261	\$ 23,675,840	78.88%	\$ 1,337,763	\$ 20,578,676	\$ 25,445,580	80.9%
WASTEWATER FUND								
WASTEWATER								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Intergovernmental	606,862	3,722,590	3,707,910	100.40%	-	-	-	
Other	22,086	3,521,550	4,744,350	74.23%	-	-	-	
Service Charges	645,071	7,313,250	6,802,870	107.50%	-	-	-	
Interest	89,534	799,039	20,000	3995.20%	-	-	-	
Personnel Services	-	-	-		209,513	2,023,960	2,339,690	86.51%
Supplies & Materials	-	-	-		47,704	274,744	436,000	63.01%
Services & Charges	-	-	-		247,900	2,827,240	3,174,350	89.07%
Capital	-	-	-		884,102	6,489,524	9,315,950	69.66%
TOTAL WASTEWATER FUND	\$ 1,363,553	\$ 15,356,430	\$ 15,275,130	100.53%	\$ 1,389,220	\$ 11,615,467	\$ 15,265,990	76.1%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
SANITATION FUND								
SANITATION								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Other	3,416	38,661	138,880	27.84%	-	-	-	
Service Charges	631,798	7,162,936	7,172,010	99.87%	-	-	-	
Interest	25,541	194,617	11,240	1731.47%	-	-	-	
Personnel Services	-	-	-		50,537	455,465	512,460	88.88%
Supplies & Materials	-	-	-		1,603	12,077	31,100	38.83%
Services & Charges	-	-	-		726,393	6,121,344	6,454,190	94.84%
Capital	-	-	-		-	57,280	349,500	16.39%
TOTAL SANITATION FUND	\$ 660,756	\$ 7,396,214	\$ 7,322,130	101.01%	\$ 778,533	\$ 6,646,166	\$ 7,347,250	90.5%
GOLF COURSE FUND								
GOLF COURSE								
Other	\$ -	\$ 67,995	\$ 68,000	99.99%	\$ -	\$ -	\$ -	
Service Charges	-	-	158,370	0.00%	-	-	-	
Interest	-	1,708	10	17083.90%	-	-	-	
Services & Charges	-	-	-		-	693,076	770,140	89.99%
Debt Service	-	-	-		-	-	47,500	0.00%
Capital	-	-	-		-	-	-	-
GOLF COURSE FUND	\$ -	\$ 69,703	\$ 226,380	30.79%	\$ -	\$ 693,076	\$ 817,640	84.8%
CEMETERY FUND								
CEMETERY								
Other	\$ 702	\$ 2,538	\$ 29,440	8.62%	\$ -	\$ -	\$ -	
Property Tax	-	150,000	150,000	100.00%	-	-	-	
Service Charges	3,681	44,232	53,650	82.45%	-	-	-	
Interest	1,469	14,479	30	48264.93%	-	-	-	
Interfund Transfer	50,000	50,000	100,000	50.00%	-	-	-	
Personnel Services	-	-	-		9,641	90,778	127,650	71.12%
Supplies & Materials	-	-	-		4,795	8,535	11,500	74.22%
Services & Charges	-	-	-		15,788	66,230	102,730	64.47%
Capital	-	-	-		8,840	10,917	91,240	11.97%
TOTAL CEMETERY FUND	\$ 55,852	\$ 261,249	\$ 333,120	78.43%	\$ 39,063	\$ 176,461	\$ 333,120	53.0%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ -	\$ 405,747	\$ 529,860	76.58%	\$ -	\$ -	\$ -	
Licenses & Permits	-	-	-	0.00%	-	-	-	
Other	24,050	80,977	5,761,790	1.41%	-	-	-	
Interest	21,938	249,358	7,530	3311.52%	-	-	-	
Capital	-	-	-		378,653	2,272,939	6,299,180	36.08%
TOTAL ECONOMIC DEVELOPMENT	\$ 45,988	\$ 736,082	\$ 6,299,180	11.69%	\$ 378,653	\$ 2,272,939	\$ 6,299,180	36.1%
TRANSPORTATION & ENGINEERING FUND								
TRANSPORTATION								
Grants	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Intergovernmental	179,426	774,367	1,312,840	58.98%	-	-	-	
Licenses & Permits	1,958	25,959	15,000	173.06%	-	-	-	
Other	13,025	84,089	369,040	22.79%	-	-	-	
Property Taxes	-	2,314,600	2,314,600	100.00%	-	-	-	
Service Charges	182,792	982,888	892,230	110.16%	-	-	-	
Interest	6,960	66,413	1,000	6641.34%	-	-	-	
Personnel Services	-	-	-		253,756	2,325,047	2,699,210	86.14%
Supplies & Materials	-	-	-		25,590	384,271	434,680	88.40%
Services & Charges	-	-	-		203,438	1,445,719	1,632,450	88.56%
Capital	-	-	-		11,138	138,306	138,370	99.95%
TOTAL TRANSPORTATION FUND	\$ 384,160	\$ 4,248,317	\$ 4,904,710	86.62%	\$ 493,922	\$ 4,293,344	\$ 4,904,710	87.5%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
LIBRARY FUND								
LIBRARY								
Grants	\$ -	\$ 18,356	\$ 18,500	99.22%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	200	0.00%				
Other	559	27,825	135,630	20.52%				
Property Taxes	-	1,375,500	1,375,500	100.00%				
Service Charges	636	5,345	4,500	118.78%				
Interest	2,203	34,827	200	17413.54%	-	-	-	
Personnel Services					120,339	1,059,660	1,123,780	94.29%
Supplies & Materials					20,657	131,496	139,250	94.43%
Services & Charges					21,093	234,153	247,000	94.80%
Capital	-	-	-		174	43,960	51,800	84.87%
TOTAL LIBRARY FUND	\$ 3,398	\$ 1,461,852	\$ 1,534,530	95.26%	\$ 162,262	\$ 1,469,269	\$ 1,561,830	94.1%
FLEET MAINTENANCE								
FLEET								
Grants	\$ -	\$ 396,000	\$ 164,000	241.46%	\$ -	\$ -	\$ -	
Intergovernmental	1,463	4,960	15,700	31.59%				
Other	(4,198)	1,675	19,780	8%				
Service Charges	168,285	1,963,142	2,004,330	97.95%				
Interest	8,888	76,205	1,000	7620.53%	-	-	-	
Personnel Services					63,230	571,689	584,790	97.76%
Supplies & Materials					20,766	204,262	236,650	86.31%
Services & Charges					85,281	866,937	922,660	93.96%
Capital	-	-	-		76,505	497,011	1,491,340	33.33%
TOTAL FLEET MAINTENANCE	\$ 174,438	\$ 2,441,982	\$ 2,204,810	110.76%	\$ 245,782	\$ 2,139,899	\$ 3,235,440	66.1%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
INFORMATION SYSTEMS								
INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	1,100	3,418	3,400	100.53%	-	-	-	
Service Charges	106,006	1,272,642	1,263,670	100.71%				
Interest	2,109	16,878	-	0.00%	-	-	-	
Personnel Services					67,990	594,745	592,790	100.33%
Supplies & Materials					143	699	2,100	33.27%
Services & Charges					8,367	500,691	511,700	97.85%
Capital	-	-	-		37,395	184,888	198,840	92.98%
TOTAL INFORMATION SYSTEMS	\$ 109,215	\$ 1,292,938	\$ 1,267,070	102.04%	\$ 113,894	\$ 1,281,023	\$ 1,305,430	98.1%
SPECIAL ASSESSMENTS								
BUSINESS IMPROVEMENT DISTRICT								
Assessments	\$ -	\$ 154,524	\$ 200,000	77.26%	\$ -	\$ -	\$ -	
Services & Charges					13,805	175,755	200,000	87.88%
TOTAL SPECIAL ASSESSMENTS	\$ -	\$ 154,524	\$ 200,000	77.26%	\$ 13,805	\$ 175,755	\$ 200,000	87.9%
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ (365,329)	\$ 1,573,229	\$ 1,078,000	145.94%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	30,825	243,454	236,000	103.16%				
Services & Charges					95,838	1,169,857	1,288,000	90.83%
TOTAL POLICE RETIREMENT	\$ (334,504)	\$ 1,816,683	\$ 1,314,000	138.26%	\$ 95,838	\$ 1,169,857	\$ 1,288,000	90.8%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Twelve Months Ended September 30, 2023 - PRELIMINARY

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
TRANSIT FUND								
TRANSIT								
Grants	\$ 252,296	\$ 540,411	\$ 1,375,000	39.30%	\$ -	\$ -	\$ -	
Intergovernmental	48,693	114,956	93,700	122.69%	-	-	-	
Other	-	5	196,320	0.00%	-	-	-	
Property Tax	-	353,500	353,500	100.00%	-	-	-	
Service Charges	3,393	41,067	43,200	95.06%	-	-	-	
Interest	2,325	24,091	-	0.00%				
Personnel Services					89,458	826,760	934,770	88.45%
Supplies & Materials	-	-	-		11,611	86,096	93,700	91.89%
Services & Charges					49,691	194,859	244,500	79.70%
Capital	-	-	-		1,998	49,784	788,750	6.31%
TOTAL TRANSIT FUND	\$ 306,707	\$ 1,074,029	\$ 2,061,720	52.09%	\$ 152,759	\$ 1,157,500	\$ 2,061,720	56.1%
CEMETERY PERPETUAL CARE								
CEMETERY PERPETUAL CARE								
Other	\$ (22,384)	\$ 103,297	\$ 80,000	129.12%	\$ -	\$ -	\$ -	
Service Charges	121	1,690	4,000	42.25%				
Interest	4,979	20,098	17,000	118.22%				
Services & Charges	-				745	2,933	4,000	73.33%
Interfund Transfers	-	-	-		50,000	50,000	100,000	50.00%
TOTAL PERPETUAL CARE	\$ (17,284)	\$ 125,085	\$ 101,000	123.85%	\$ 50,745	\$ 52,933	\$ 104,000	50.9%
GRAND TOTAL OF ALL FUNDS	\$ 5,848,175	\$ 90,852,459	\$ 111,300,090	81.63%	\$ 9,224,012	\$ 84,851,392	\$ 117,046,180	72.49%

[Citizens are invited to inspect the detailed supporting records of the above financial statements](#)

CITY OF LEWISTON
TREASURY REPORT - 09/30/2023 PRELIMINARY

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 7,164,800	\$ -	\$ -	\$ -	\$ -	\$ 7,164,800
	LCCU	-	-	-	-	5	5
	P1FCU	-	253,896	-	-	41	253,937
	ICCU	-	-	-	-	25	25
	FNWCU	-	255,670	-	-	5	255,675
	STATE TREASURER	-	-	8,367,162	3,362,988	-	11,730,150
	UMPQUA	-	-	-	-	604,047	604,047
	ZIONS	-	254,301	-	-	149,570	403,872
	STCU	-	256,419	-	-	-	256,419
GENERAL FUND TOTAL		\$ 7,164,800	\$ 1,020,286	\$ 8,367,162	\$ 3,362,988	\$ 753,694	\$ 20,668,931
CAPITAL	WELLS FARGO	4,164,731	-	-	-	-	4,164,731
	STATE TREASURER	-	-	2,956,184	-	-	2,956,184
CAPITAL FUND TOTAL		\$ 4,164,731	\$ -	\$ 2,956,184	\$ -	\$ -	\$ 7,120,915
WORKER'S COMP	WELLS FARGO	159,756	-	-	-	-	159,756
	GLACIER	-	-	-	-	25,000	25,000
	STATE TREASURER	-	-	317,176	1,606,130	-	1,923,305
WORKER'S COMP FUND TOTAL		\$ 159,756	\$ -	\$ 317,176	\$ 1,606,130	\$ 25,000	\$ 2,108,061
WATER	WELLS FARGO	4,527,717	-	-	-	520,357	5,048,073
	BANNER BANK	-	-	-	-	155,753	155,753
	STATE TREASURER	-	-	3,343,045	612	-	3,343,656
WATER FUND TOTAL		\$ 4,527,717	\$ -	\$ 3,343,045	\$ 612	\$ 676,109	\$ 8,547,482
WASTEWATER	WELLS FARGO	8,935,121	-	-	-	178,442	9,113,563
	BANNER BANK	-	-	-	-	1,195,938	1,195,938
	P1FCU	-	-	-	-	-	-
	ICCU	-	257,473	-	-	-	257,473
	STATE TREASURER	-	-	11,132,756	688,428	-	11,821,184
WASTEWATER FUND TOTAL		\$ 8,935,121	\$ 257,473	\$ 11,132,756	\$ 688,428	\$ 1,374,381	\$ 22,388,159
SANITATION	WELLS FARGO	2,523,730	-	-	-	-	2,523,730
	LCCU	-	250,554	-	-	-	250,554
	P1FCU	-	254,336	-	-	-	254,336
	STATE TREASURER	-	-	2,494,025	-	-	2,494,025
SANITATION FUND TOTAL		\$ 2,523,730	\$ 504,890	\$ 2,494,025	\$ -	\$ -	\$ 5,522,645
CEMETERY	WELLS FARGO	386,511	-	-	-	-	386,511
CEMETERY FUND TOTAL		\$ 386,511	\$ -	\$ -	\$ -	\$ -	\$ 386,511

CITY OF LEWISTON
TREASURY REPORT - 09/30/2023 PRELIMINARY

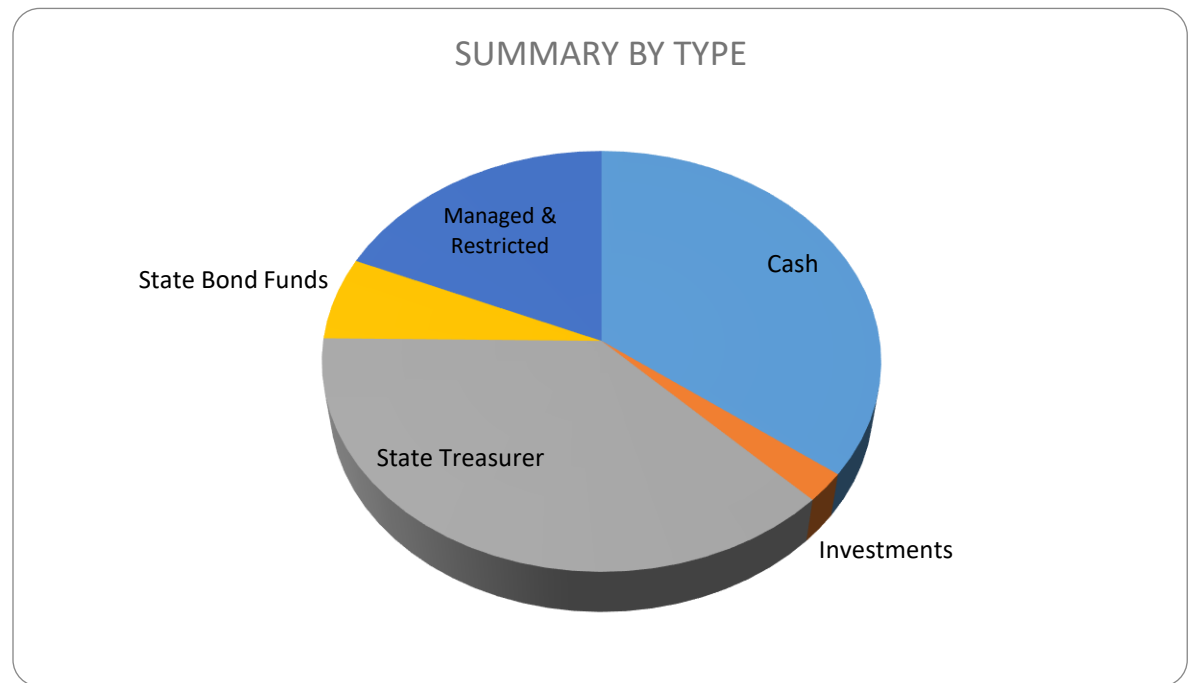
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
ECONOMIC DEVELOPMENT	WELLS FARGO	348,554	-	-	-	-	348,554
	STATE TREASURER			4,058,042			4,058,042
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 348,554	\$ -	\$ 4,058,042	\$ -	\$ -	\$ 4,406,597
TRANSPORTATION	WELLS FARGO	404,602	-	-	-	-	404,602
	ZIONS	-	255,324	-	-	-	255,324
	STATE TREASURER	-	-	202,296	-	-	202,296
TRANSPORTATION FUND TOTAL		\$ 404,602	\$ 255,324	\$ 202,296	\$ -	\$ -	\$ 862,222
LIBRARY	WELLS FARGO	340,496	-	-	-	-	340,496
	STATE TREASURER			108,486			108,486
LIBRARY FUND TOTAL		\$ 340,496	\$ -	\$ 108,486	\$ -	\$ -	\$ 448,983
FLEET	WELLS FARGO	1,676,558	-	-	-	-	1,676,558
	STATE TREASURER	-	-	523,514	-		523,514
FLEET FUND TOTAL		\$ 1,676,558	\$ -	\$ 523,514	\$ -	\$ -	\$ 2,200,071
IT	WELLS FARGO	344,485	-	-	-	-	344,485
	STATE TREASURER			209,340			209,340
IT FUND TOTAL		\$ 344,485	\$ -	\$ 209,340	\$ -	\$ -	\$ 553,824
POLICE RETIREMENT	US BANK	-	-	-	-	12,759,326	12,759,326
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 12,759,326	\$ 12,759,326
PUBLIC TRANSIT	WELLS FARGO	597,778	-	-	-	-	597,778
PUBLIC TRANSIT FUND TOTAL		\$ 597,778	\$ -	\$ -	\$ -	\$ -	\$ 597,778
PERPETUAL CARE	US BANK	-	-	-	-	956,534	956,534
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 956,534	\$ 956,534
GRAND TOTALS		\$ 31,574,840	\$ 2,037,973	\$ 33,712,025	\$ 5,658,157	\$ 16,545,044	\$ 89,528,040

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

SUMMARY BY BANK	WELLS FARGO	\$ 31,574,840	\$ -	\$ -	\$ -	\$ 698,799	\$ 32,273,639
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CITY OF LEWISTON
TREASURY REPORT - 09/30/2023 PRELIMINARY

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
	BANNER BANK	-	-	-	-	1,351,691	1,351,691
	FNWCU	-	255,670	-	-	5	255,675
	ICCU	-	257,473	-	-	25	257,498
	LCCU	-	250,554	-	-	5	250,559
	P1FCU	-	508,232	-	-	41	508,273
	STCU	-	256,419	-	-	-	256,419
	MOUNTAIN WEST	-	-	-	-	25,000	25,000
	STATE TREASURER	-	-	33,712,025	5,658,157	-	39,370,182
	UMPQUA	-	-	-	-	604,047	604,047
	ZIONS	-	509,626	-	-	149,570	659,196
	US BANK	-	-	-	-	13,715,860	13,715,860
TOTALS		\$ 31,574,840	\$ 2,037,973	\$ 33,712,025	\$ 5,658,157	\$ 16,545,044	\$ 89,528,040



Notice of Public Hearing on Proposed Grant Activities

The City of Lewiston is submitting a proposal to the Idaho Department of Commerce for an Idaho Community Development Block Grant (ICDBG) CARES in the amount of \$250,000. The proposed project is to replace and upgrade the playground equipment, surfacing material, add an accessible drinking fountain and to provide additional accessible parking options at Pioneer Park. The hearing will include a discussion of the need of the project; the application process; and the project's scope of work, location, funding/budget, schedule, and expected benefits. The application, related documents, and ICDBG Application Handbook will be available for review.

All citizens are invited to attend the public hearing which has been scheduled for **October 23, 2023 at 6:00 p.m. on the second floor at the Lewiston City Library, 411 D Street, Lewiston, ID.** Verbal and written comments will be accepted prior to and at the hearing. For more information, contact Parks and Recreation at 208-746-2313, or 1424 Main Street, Lewiston, Idaho, 83501

The hearing will be held in a facility that is accessible to persons with disabilities. Special accommodations will be available, upon request, five (5) days prior to the hearing in a format that is usable to persons with disabilities. If you anticipating needed any type of accommodation or have questions about the physical access provided at this meeting, please contact the ADA Coordinator at 208-746-3671, ext. 6211.

Published this 15th day of October, 2023.

Daniel Johnson, Mayor
1134 F Street/PO Box 617
Lewiston, ID 83501



**Idaho Community Development Block Grant
Public Hearing
Coronavirus Aid, Relief & Economic Security (CARES)**

**Financial Assistance Request
October 2023**

PROJECT FUNDING REQUEST

- Playground Replacement
 - Replacement of current playground structure that was installed in 1991
 - Remove and replace engineered wood fiber safety surfacing
- ADA Parking Stalls
 - Add multiple accessible parking stalls adjacent to the restroom in the park
- Water Fountain
 - Replace current drinking fountain that is not accessible with one that is made for bottles, a bubbler and for dogs

Total Request is for \$250,000 with an additional \$25,000 provided as in-kind labor by city staff for an estimated total value of improvements to be \$275,000.

There would be a total request of new funds to complete the project of \$0.



PLAYGROUND REPLACEMENT

- Replacement of Current Playground Structure that was installed in 1991
 - Spinner with 2 accessible seats
 - Spinami
 - Unity Swing add-a-bay
 - Arch Swing with rope basket seat
 - Chipmunk with coil spring
 - Duck with coil spring
 - Infant seat
 - Playground structures with slides and climbing features
- Remove and Replace Engineered Wood Fiber Safety Surfacing
 - Certified surfacing at 12 inch depth plus protective fabric layer
- Freight Charges
- Certified Install for Playground



PLAYGROUND REPLACEMENT



PLAYGROUND REPLACEMENT



PLAYGROUND REPLACEMENT



PLAYGROUND REPLACEMENT



PLAYGROUND REPLACEMENT



PLAYGROUND REPLACEMENT



PLAYGROUND REPLACEMENT



ADA PARKING STALLS

- ADA Parking Stalls
 - Add multiple accessible parking stalls adjacent to the restroom in the park



WATER FOUNTAIN

- Water Fountain
 - Replace current drinking fountain that is not accessible with one that is made for bottles, has an accessible bubbler and a water bowl for dogs





CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE PUBLIC HEARING VA-02-2023	AGENDA NO. V.C. AGENDA DATE: October 23, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) The southerly side of this portion of Bryden Avenue right-of-way was dedicated to the public in May of 1910 as part of the plat of the Lewiston Orchards Tract No. Twelve. In June of 2007, the plat of The Estates at Canyon Crest – Phase I, dedicated the northerly side of the right-of-way. There is currently no improved public street within the subject right-of-way, and it appears that the historical use of the right-of-way is limited to access for the adjacent private properties, and movement of agricultural equipment between the adjacent farm fields. In some areas, adjacent property owners to the north are utilizing and maintaining portions of the public right-of-way as extensions of their yards. There have been requests from other adjacent landowners in the past to vacate portions of the Bryden Avenue right-of-way in this area. Concerns from the Public Works Department and other serving utilities regarding loss of the transportation corridor and opportunities for utility distribution deterred these previous inquiries. A copy of the comment summary letter from one of these previous action, VA-01-2021, on September 1 of 2021, will be attached to this report as reference.	
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 applicant's vacation petition was submitted concurrently with a preliminary plat application which would incorporate their half of the proposed vacation area into the proposed plat. The proposed vacation and new subdivision configuration would correct a "double-frontage" issue (per Section 32-35(c)) with several of the existing lots currently located between Clearview Point Drive and undeveloped Bryden Avenue, while providing the required street continuation pattern for Bryden Avenue, in accordance with Section 32-32 of City Code. Comment responses received from public service providers regarding this proposal indicated no opposition, but there were responses where their lack of opposition was contingent upon development of the proposed alternate street(s). In compliance with the current City of Lewiston vacation ordinance, the applicant has submitted the necessary application and fees. Notarized letters consenting to the proposed vacation were also obtained from the adjacent landowners and submitted with the application. As required by State law and the City's existing franchise utility agreements, comments were solicited from affected public service providers, and a summary of the received comments is attached to this staff report. Notice for	

the public hearing was published in the Lewiston Morning Tribune, and certified letters have been sent to all landowners within 330 feet of the proposed vacation area. A "Public Hearing Notice" sign was also posted at the proposed vacation site.

BUDGET IMPACT

N/A

ACTION PROPOSED

N/A



FINAL STAFF REPORT FOR VA-02-2023

PETITIONER(S): Dan Yonge – DK Holdings, LLC

NATURE OF REQUEST: The applicant filed a petition requesting that the City vacate a section of Bryden Avenue public right-of-way east of 18th Street.

LOCATION: The undeveloped Bryden Avenue public right-of-way beginning at the east side of 18th Street and extending a distance of 476.00 feet east.

HISTORY: The southerly side of this portion of Bryden Avenue right-of-way was dedicated to the public in May of 1910 as part of the plat of the Lewiston Orchards Tract No. Twelve. In June of 2007, The plat of The Estates at Canyon Crest – Phase I, dedicated the northerly side of the right-of-way. There is currently no improved public street within the subject right-of-way, and it appears that the historical use of the right-of-way is limited to access for the adjacent private properties, and movement of agricultural equipment between the adjacent farm fields. In some areas, adjacent property owners to the north are utilizing and maintaining portions of the public right-of-way as extensions of their yards. There have been requests from other adjacent landowners in the past to vacate portions of the Bryden Avenue right-of-way in this area. Concerns from the Public Works Department and other serving utilities regarding loss of the transportation corridor and opportunities for utility distribution deterred these previous inquiries. A copy of the comment summary letter from one of these previous action, VA-01-2021, on September 1 of 2021, will be attached to this report as reference.

DISCUSSION: The applicant's vacation petition was submitted concurrently with a preliminary plat application which would incorporate their half of the proposed vacation area into the proposed plat. The proposed vacation and new subdivision configuration would correct a "double-frontage" issue (per Section 32-35(c)) with several of the existing lots currently located between Clearview Point Drive and undeveloped Bryden Avenue, while providing the required street continuation pattern for Bryden Avenue, in accordance with Section 32-32 of City Code. Comment responses received from public service providers regarding this proposal indicated no opposition, but there were responses where their lack of opposition was contingent upon development of the proposed alternate street(s). In compliance with the current City of Lewiston vacation ordinance, the applicant has submitted the necessary application and fees. Notarized letters consenting to the proposed vacation were also obtained from the adjacent landowners and submitted with the application. As required by State law and the City's existing franchise utility agreements, comments were solicited from affected public service providers, and a summary of the received comments is attached to this staff report. Notice for the public hearing was published in the Lewiston Morning Tribune, and

certified letters have been sent to all landowners within 330 feet of the proposed vacation area. A “Public Hearing Notice” sign was also posted at the proposed vacation site. As of 9-14-2023, the City of Lewiston Public Works Department has received one inquiry regarding this proposed action. Mr. Brian Steele, who owns property to the east of the proposed vacation, indicated in a phone conversation that he would like to see the entire right-of-way for Bryden Avenue between 18th Street and 19th street vacated.

RECOMMENDATIONS: The City of Lewiston Public Works staff recommends that the City Council vote to conditionally approve VA-02-2023, on the condition that the applicant dedicates an alternate public right-of-way in the final plat of the Canyon Crest South Addition that connects 18th Street to the remaining portion of Bryden Avenue not vacated, in a location satisfactory to the City Engineer, and so long as a public hearing by the Council determines that no property rights will be affected adversely or damaged, and that such vacation is expedient for the public good. A sample resolution has been provided, but final action on the resolution should be withheld until the proposed condition is fulfilled.



September 1, 2021

Jud Taylor
1818 Clearview Point Drive
Lewiston, ID 83501

RE: Notice Of Intent To File A Vacation Petition (VA-01-2021)

Mr. Taylor,

The City Public Works Department has received comments from City service and public utility providers concerning your vacation request for the portion of Bryden Avenue between 18th and 19th Streets in the Lewiston Orchards. A copy of the comment request packet, and summary of the comments received is attached for your information.

As was explained to you in the pre-application meeting, along with providing you a summary of the comments received, we are also required to inform you of what the staff recommendation to City Council will be if you choose to continue with the vacation process, and submit a Vacation Petition.

In reading through the comments, you will notice that several of the commenters expressed concern regarding how the property south of the proposed vacation would ultimately be developed, and how public services including both physical access and utilities, could be provided for those developments. These concerns mirror the discussions City Staff have had with you since the first records I have, regarding your initial request for this vacation in April of 2016. The vacation you are proposing does make sense if development south of the existing right-of-way provides alternate access routes into the area. City Staff feel that committing to the vacation of this section of Bryden Avenue without active development of alternate access routes is a premature action, and will recommend that the City Council deny your request should you submit a formal Vacation Petition at this time.

Notice Of Intent To File A Vacation Petition (VA-01-2021)

September 1, 2021

Page 2 of 2

If you have any questions or comments, please feel free to contact me at (208)790-8810 or by e-mail at mweigand@cityoflewiston.org.

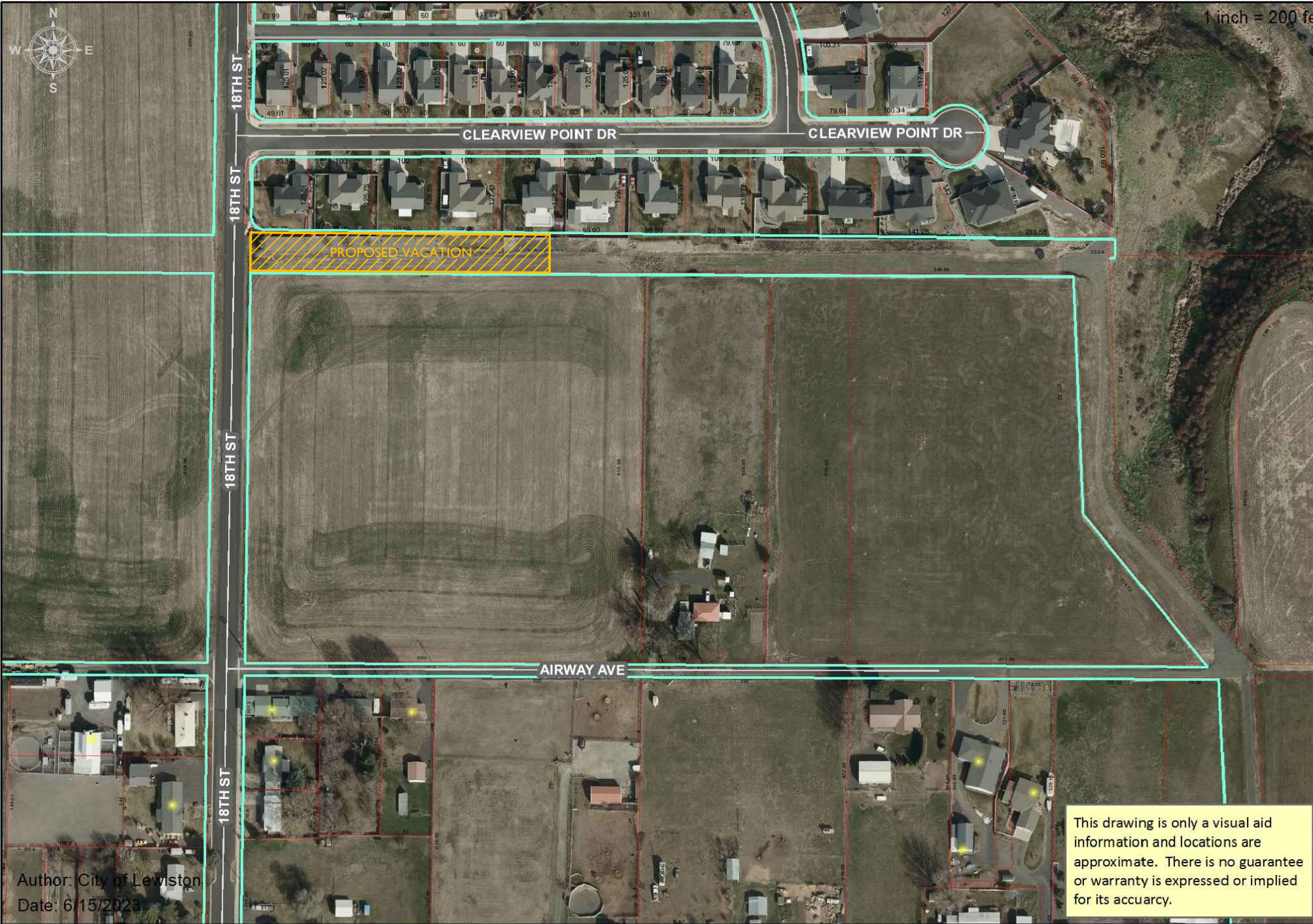
Sincerely,

A handwritten signature in blue ink, appearing to read "Mark Weigand", with a stylized flourish at the end.

Mark Weigand, PLS
City Surveyor

cc: Dustin Johnson, Public Works Director/Acting City Engineer; Pat Severance, Development Review Supervisor

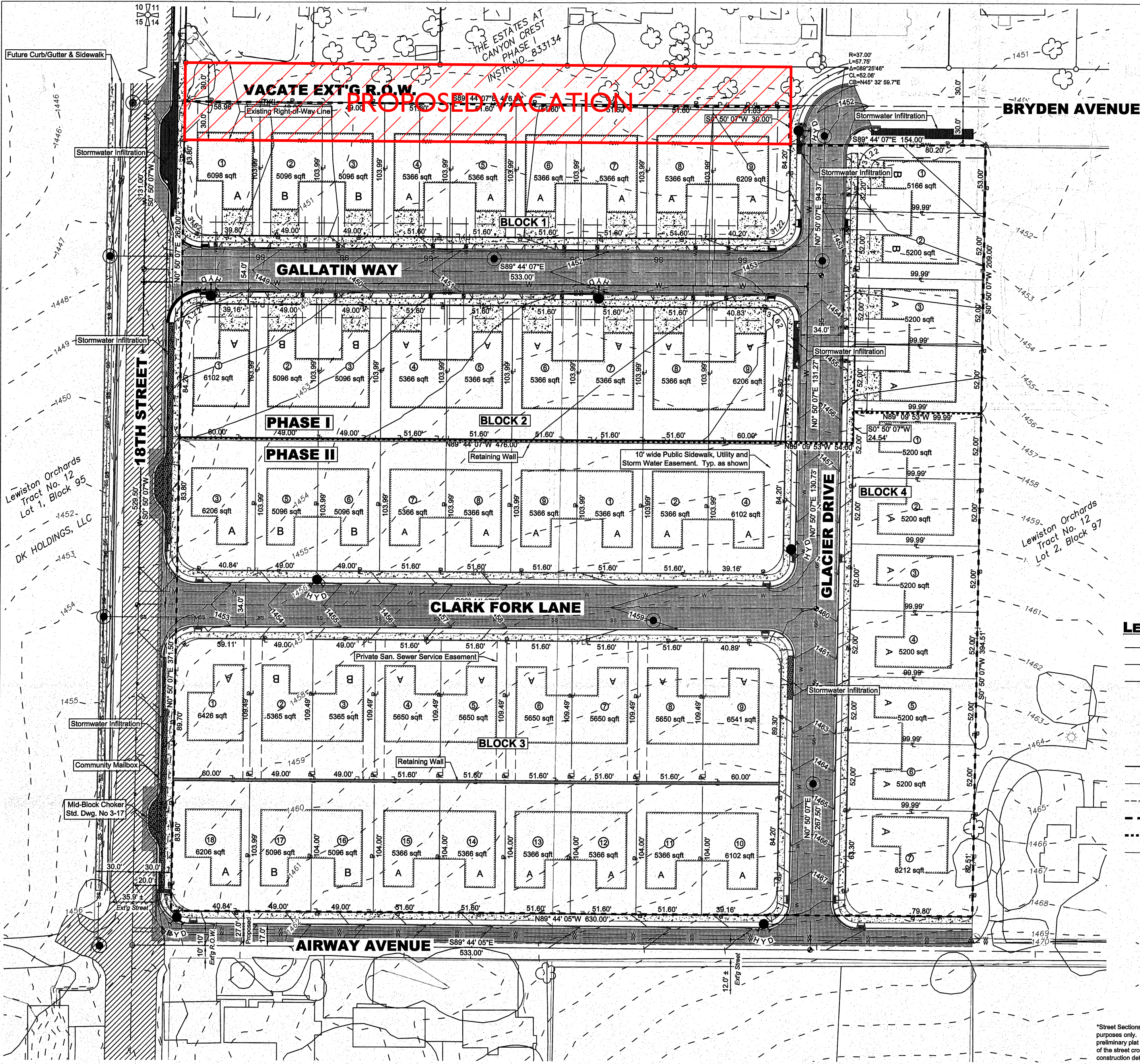
City of Lewiston



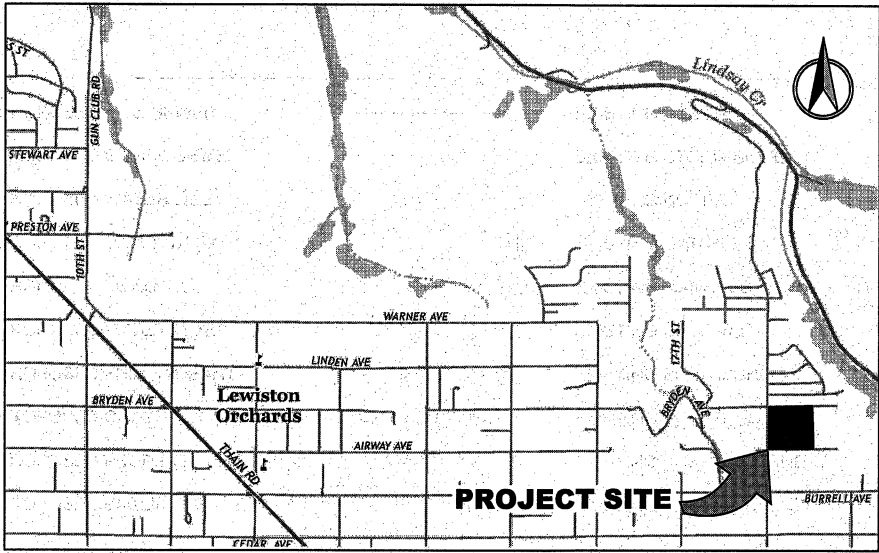
1 inch = 200 feet

Author: City of Lewiston
Date: 6/15/2023

This drawing is only a visual aid information and locations are approximate. There is no guarantee or warranty is expressed or implied for its accuracy.



VICINITY MAP



DEVELOPER INFORMATION

DK Holdings, LLC
247 Thain Road, Suite #107
Lewiston, ID
208/743-5840

UTILITY PROVIDERS

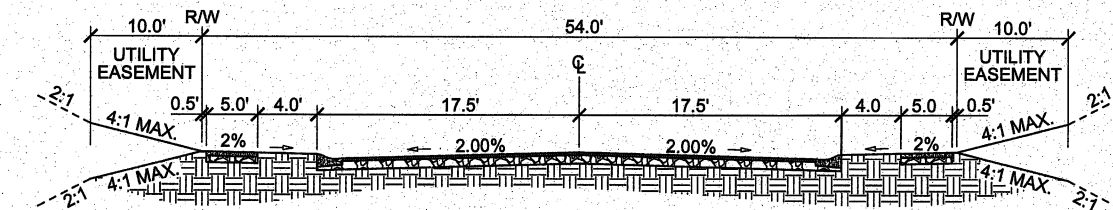
Gravity Sanitary Sewer: City of Lewiston
Water: L.O.I.D.
Power & Gas: Avista Utilities
Cable T.V.: Sparklight
Telecomm: Lumen
Dark Fiber: Port of Lewiston

NOTES

- 56 Lots Proposed
- Townhomes: "A" Unit = 1563 Sq. Ft.; "B" Unit = 1418 Sq. Ft.
- Current Zoning is R3
- Area of the Existing Tract is 9.4 Acres ±
- Bryden Avenue shall be vacated as shown.
- All Lot frontages shall have a "10' wide Public Sidewalk, Utility and Storm Water Easement."
- Development Stormwater shall be directed to infiltration systems behind the street curbing.
- An old, non-descriptive easement exists for this property (Inst. No. 147914).
- Street Trees: Street trees shall be planted by DEVELOPER or the lot owner in a green belt in the right of way between the street and sidewalk, as approved by the City Engineer and the City Forester. The number of street trees to be planted is one (1) per lot street frontage, except none for lots on cul-de-sacs. Each lot owner shall be responsible for maintenance of the street tree(s) for his/her lot, including replacement when necessary. Street trees shall be planted for each lot prior to the granting of certificate of occupancy for a building on a lot.

LEGEND

SS	PROPOSED SAN. SEWER	SD	EXISTING SAN. SEWER
SD	PROPOSED STORM SEWER	SD	EXISTING STORM SEWER
W	PROPOSED WATER LINE	W	EXISTING WATER
□	PROPOSED CATCH BASIN	□	EXISTING CATCH BASIN
●	PROPOSED MANHOLE	●	EXISTING MANHOLE
X	PROPOSED GATE VALVE	X	EXISTING GATE VALVE
●	PROPOSED FIRE HYDRANT	●	EXISTING FIRE HYDRANT
1375	PROPOSED CONTOUR LINE	1375	EXISTING CONTOUR LINE
---	PROPOSED PROPERTY LINE	---	EXISTING PROPERTY LINE
---	PROPOSED EASEMENT LINE	---	EXISTING EASEMENT LINE
---	PROPOSED SUBDIVISION BOUNDARY	---	EXISTING CENTERLINE MONUMENT
---	PROPOSED PHASE BOUNDARY	---	TRAVERSE LINE
---	PROPOSED CENTERLINE	---	QUARTER SECTION CORNER
●	PROPOSED CENTERLINE MONUMENT	▲	CALCULATED CORNER



TYPICAL LOCAL RESIDENTIAL STREET
STD DWG 3-4
[A STREET, B STREET, C STREET, AIRWAY AVENUE (North half)]

*Street Sections shown for informational purposes only. Approval of this preliminary plat does not indicate approval of the street cross sections or other construction details shown on this plat.

CANYON CREST SOUTH ADDITION TO THE CITY OF LEWISTON
PRELIMINARY PLAT
DK HOLDINGS, LLC
LEWISTON, IDAHO
NW 1/4 S. 14, T. 35 N., R. 5 W., B.M.

HEDCO
HAMMOND ENGINEERING & DEVELOPMENT CO.
2320 Penny
Lewiston, Idaho 83505
(208) 743-8835

SHEET
PP1



June 28, 2023

RE: Petition to Vacate Bryden Ave. Right-of-Way from 18th St. East 476.00 Feet (VA-01-2023)

Public Services Provider,

The City of Lewiston Public Works Department has received a petition for a Notice of Intent to File a Vacation Petition for a section of Bryden Avenue public right-of-way beginning at the east side of 18th Street and extending a distance of 476.00 feet east (please see attached GIS exhibit). The applicant is the owner of the property adjacent to the south side of the proposed vacation. The applicant has also submitted a preliminary plat for the property to the south, that will incorporate their half of the proposed vacation into the proposed plat (a copy of the preliminary plat is also attached). As indicated on the attached preliminary plat, access to the remaining easterly end of Bryden Avenue public right-of-way would be provided by streets constructed during the development of the proposed subdivision. It is the Public Works Department's intention to consider the two proposals jointly, and require approvals of both proposals to be contingent upon approval of the other. As part of the vacation process, the City of Lewiston Public Works Department is required to solicit comments from all public service providers who may be affected by the proposed vacation action. Please take a minute to review the attached exhibits and consider what impact the proposed vacation (and the connected subdivision) may have on your organization's current or future ability to provide public services to the property adjacent to, or surrounding the proposed vacation. Comments regarding support or opposition for the proposed vacation, along with any possible conditions relating to your support will be carefully considered by City staff, and presented to both the applicants and the Lewiston City Council when evaluating the feasibility of the proposed joint actions. We would appreciate it if you could provide comments regarding the proposed vacation within 14 days of receiving this request. Thank you for your time and consideration.

Sincerely,

Mark Weigand, PLS
City Surveyor

COMMENTS FOR VA-02-2023

PETITIONER(S): Dan Yonge (Bryden Ave; East of 18th Street)

GENERAL LOCATION: see attached map

NATURE OF REQUEST: see attached narrative

DISCUSSION:

STAFF RESPONSE:

Comments in quotes are taken directly from the response received by the utility or department involved. *No comment* means that the "No Comment" box was checked. No response means that the *Request for Comments* was not received by the time the staff report was written. Every effort is made to contact non-respondents. N/A means the listed utility was not contacted because they are not in the service area. The following comments were received:

Community Development Director: No response.

City Planner: As long as the R/W vacation & preliminary plat are being reviewed & decided upon by CC simultaneously, I take no issue with the R/W vacation request being approved. That's due to the preliminary plat street plan mitigating the requested R/W vacation. However, if the R/W vacation consideration is/gets disconnected from the preliminary plat approval, then it should be conditioned upon the applicant providing some other street connection to the east to connect to the remaining Bryden Ave R/W & that would need be to the satisfaction of the City Engineer.

Lewiston Transit: No response.

City Engineer: Pending feedback from the utilities, Engineering doesn't have any immediate objections to the vacation of this ROW.

City Surveyor: The proposed vacation would correct a portion of the existing non-conformance to City Code Section 32-35(c):

Single-family residential lots extending through the block and having frontage on two (2) parallel streets shall not be permitted; reverse frontage shall be prohibited except where expressly permitted in accordance with section 32-32(f) of this chapter or where justified in the opinion of the subdivision committee. (Ord. No. 4177, § 1, 2-10-97)

The proposed road development included with the associated Canyon Crest South preliminary plat also appears to support the intentions of the provisions contained in Section 32-32 of City Code relating to street location and arrangement. Sections 32-32(a) through 32-32(d) state:

(a) Whenever a tract to be subdivided embraces any part of a street designated in the adopted city master transportation plan and/or bike and pedestrian way designated in the adopted comprehensive plan such street, bike way or pedestrian way shall be platted in conformance

therewith.

(b) Street layout shall provide for the continuation of such street as the subdivision committee may designate.

(c) Whenever a tract to be subdivided is located within an area for which a neighborhood plan has been approved by the commission, the street arrangement shall conform substantially to said plan.

(d) Certain proposed streets and utilities, as designated by the subdivision committee, shall be extended to the tract boundary to provide future connections with adjoining unplatted land.

These sections of City Code emphasize the continuation of existing street patterns where possible, and require access to be provided to "adjoining unplatted land". The proposed connections via Gallatin Way and Glacier Drive to the remaining Bryden Drive appear to be a workable solution to the double-frontage and access issues noted previously. Due to their dependence upon one-another in achieving the noted goals, approval of Bryden Avenue vacation proposal and the Canyon Crest South final plat must be considered simultaneously with their final approvals contingent upon passage of one-another.

Fire Department: No response.

Police Department: The police department does not have an issue with the right of way vacation based on the plans we see.

Lumen (Centurylink): I would 2nd everything [the City Planner] is saying here, if the easement vacation is tied to the plat approval, Lumen has no issue with the vacation.

Avista Utilities: Avista does not have utilities within the proposed vacation. This will not affect future installation.

Sparklight: No response.

COSD: Outside District

LOSD: Outside District

LOID: The LOID will not protest this vacation request.

Water Manager – City of Lewiston: Outside District

Wastewater Manager – City of Lewiston: No response.

City Attorney:

Street Maintenance Manager: I have no objections to this vacation request.

Solid Waste (Sunshine Disposal): No response.

Parks & Recreation: No response.

School District: No response.

Airport Manager: Outside District

Storm Water Program Coordinator: No response.

Lewis-Clark Valley Metropolitan Planning Organization: No response.



PUBLIC HEARING VA-02-2023 and CONSIDERATION OF VA-02-20231 message

Pete Volk <petevolklaw@gmail.com>

Thu, Oct 19, 2023 at 11:38 AM

To: "tbrocke@cityoflewiston.org" <tbrocke@cityoflewiston.org>, jtengono@cityoflewiston.org, mweigand@cityoflewiston.org, Brian Steele <steelecomponents@yahoo.com>

City of Lewiston,

Please ensure this email becomes part of the public record for purposes of reconsideration and appeal.

I represent Brian Steele (owner of parcel number RPL00970010000) affected by and in regard to the above referenced Public Hearing and Consideration which is an action by the City of Lewiston to "Reopen Public Hearing VA-02-2023".

Public Hearing VA-02-2023 was heard, closed and voted upon by the Council and at that point a land use decision was made under the Local Land Use Planning Act ("LLUPA") and that Act directs the hearing process and the post decision process in this case.

I find no portion of the LLUPA that provides that a matter for consideration which has been decided can be "**reopened**" to hear additional evidence. It is my position that this hearing is without proper standing and jurisdiction because it is not authorized by LLUPA following a land use decision. Thus, any decision made at the "re-opened" hearing can have no legal effect.

I understand that the City felt compelled to engage in the action of reopening a decided closed land use hearing because an affected party (DK Holding, the applicant) complained that he was not present at the original hearing and that his due process rights had been violated.

The City is only required to provide the notice set forth in its code and state law under LLUPA. It did exactly that. **See** attached evidence of mailing notice. Notice was provided in accordance with Code, he was not present and the matter of procedure is settled on that point.

To make matter worse for DK Holdings, the applicant, the address provided to the City of Lewiston, for service of notice was locked and accepting people only upon appointment. **See** attached photo. This fact was confirmed by Brian Steele who took the photo and can testify to that fact at the coming hearing.

So it appears Lewiston is having a hearing to "re-open" a final land use decision; which action is not permitted by LLUPA (see below discussion) that is based upon a failure to receive notice, (which notice was provided in accordance with code) to a person that affirmative made him self unavailable to receive the notice. This is not a compelling situation of lack of due process.

In terms of the process following a land use decision under LLUPA the procedure is quite defined and limited. To follow any other procedure is not permitted and any decision by the local land use body is not enforceable.

First, following the land use decision of the council, LLUPA requires that local officials support their decisions on permit applications with a written "**reasoned statement**" that discloses and explains the basis of the decision in a meaningful way and documents that the decision was based upon appropriate "standards and criteria." This requirement applies to the "approval or denial of any application." Idaho Code § 67-6535(1). Obviously, this applies when a governing board (a city council) renders a decision. This was not done in this case following the decision and is mandatory by code after a decision is made.

By tradition, the reasoned statement typically takes the form of "findings of fact and conclusions of law." The issuance of the findings and conclusions, by the way, triggers the running of the time for appeal. There is no opportunity to "re open" a decision by the council. The record is now closed and the reasoned statement needs to be published. Idaho Code §§ 67-6535.

In addition to Idaho Code §§ 67-6535 discussed above, there is another provision in LLUPA that has bearing on the obligation to provide meaningful findings and conclusions. LLUPA also requires the decision maker to explain to the applicant how the application could be changed to make it acceptable: (5) Whenever a governing board or zoning or planning and zoning commission grants or denies an application, it shall specify: (a) The ordinance and standards used in

evaluating the application; (b) The reasons for approval or denial; and (c) The actions, if any, that the applicant could take to obtain approval. Idaho Code § 67-6519

The is sound reasoning for the reasoned statement being required after a decision is made. It provides that "Why" and the "How to fix" the denied application in this case. In doing so, by following the rules of LLUPA further legal action on appeal can be avoided by amending the application.

Upon deliver of the reasoned statement the next time limitation starts which is reconsideration of that reasoned statement. Any applicant or affected person seeking judicial review of compliance with the provisions of this section must first seek reconsideration of the final decision within fourteen (14) days. Idaho Code 67-6535. This is a huge next step because the state legislature enacted this required next step clarify what it should mean to exhaust all available remedies prior to appeal as a counter to In Arthur v. Shoshone County, 133 Idaho 854, 993 P.2d 617 (Ct. App. 2000).

Reconsideration is not only allowed, but required, when an applicant or affected person alleges noncompliance "with the provisions of this section." Idaho Code § 67-6535(2)(b) (emphasis supplied). In other words, seeking reconsideration is a prerequisite to all LLUPA appeals.

Note, LLUPA is a motion to the council to "reconsider" its reasoned decision. it is not an invitation for the council to "re-open" the hearing. (there is no such authority).

After the hearing for reconsideration, a written decision is delivered to the applicant or affected person within sixty (60) days of receipt of the request for reconsideration or the request is deemed denied. Following the deliver of the decision the affected person is subject to a 28 day statute of limitation to appeal that reconsideration to the District Court. Idaho Code 67-6535.

In summary, LLUPA controls this decision making process. A land use decision was made and the matter decided. LLUPA does not permit this matter to be re-opened. The City Council hears this matter without authority to make a land use decision because one has all ready been made and LLUPA must be followed. It would be best if the City Council cancel the public hearing, issue the reasoned statement and follow the LLUPA that was put into place to address this very matter.

Thank you for adding this to the record and for your attention in this matter.

Pete Volk

Volk Law PLLC
Peter Volk, attorney
PO Box 9264
Moscow Idaho 83843
208-301-1265 - cell

THIS ELECTRONIC MAIL TRANSMISSION IS PRIVILEGED AND CONFIDENTIAL AND IS INTENDED ONLY FOR THE REVIEW OF THE PARTY TO WHOM IT IS ADDRESSED. IF YOU HAVE RECEIVED THIS TRANSMISSION IN ERROR, PLEASE IMMEDIATELY RETURN IT TO THE SENDER. UNINTENDED TRANSMISSION SHALL NOT CONSTITUTE WAIVER OF THE ATTORNEY-CLIENT OR ANY OTHER PRIVILEGE.

2 attachments



Photo of applicant address. .jpg
379K

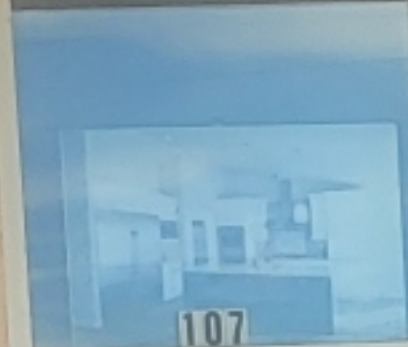


Certified Mailing to DK Holdings LLC.pdf
685K

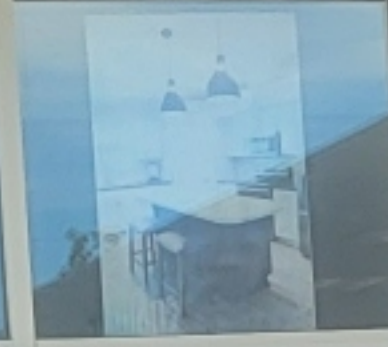
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Quality Design

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107



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208.798.5000

YOUR CHOICE RIGHT
KITCHENS BATHS
BUNKS BEDROOMS



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OPEN





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City Clerk's Office
PO Box 617
Lewiston, ID 83501

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TO
SENDER
UNDELIVERABLE AS
ADDRESSED
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CERTIFIED MAIL®



SPOKANE WA 990
14 SEP 2023 PM 1 L

7022 0410 0002 1992 1114

DK HOLDINGS LLC
247 THAIN RD STE 107
LEWISTON, ID 83501

B/C

NEOPOST

FIRST-CLASS MAIL

09/13/2023

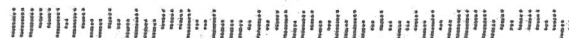
US POSTAGE

\$008.53⁰



ZIP 83501
041M11277286

83501-460032



SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

DK HOLDINGS LLC
247 THAIN RD STE 107
LEWISTON, ID 83501

(15)



9590 9402 7281 2028 7498 31

2. Article Number (Transfer from service label)

7022 0410 0002 1992 1114

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

- ☐ Agent
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

- D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type

- ☐ Adult Signature
☐ Adult Signature Restricted Delivery
☒ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Insured Mail
☐ Insured Mail Restricted Delivery (over \$500)
- ☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restricted Delivery
☐ Signature Confirmation™
☐ Signature Confirmation Restricted Delivery

PS Form 3811, July 2020 PSN 7530-02-000-9053

Domestic Return Receipt



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE CONSIDERATION OF VA-02-2023	AGENDA NO. V.D. AGENDA DATE: October 23, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) As outlined in public hearing documentation.	
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. As outlined in public hearing documentation.	
BUDGET IMPACT Vacation of this public right-of-way should not have an effect on Public Works staff or budgets.	
ACTION PROPOSED The City of Lewiston Public Works staff recommends that the City Council vote to conditionally approve VA-02-2023, on the condition that the applicant dedicates an alternate public right-of-way in the final plat of the Canyon Crest South Addition that connects 18th Street to the remaining portion of Bryden Avenue not vacated, in a location satisfactory to the City Engineer, and so long as a public hearing by the Council determines that no property rights will be affected adversely or damaged, and that such vacation is expedient for the public good. A sample resolution has been provided, but final action on the resolution should be withheld until the proposed condition is fulfilled.	

RESOLUTION 20XX-XX

A RESOLUTION VACATING THE PUBLIC RIGHT-OF-WAY IN VA-01-2023

WHEREAS, pursuant to application and subsequent to public notice and a public hearing held on September 25, 2023 in regards to VA-01-2023, the City Council determined that the owners of the abutting properties have consented to the vacation, proper notice was given for said vacation, the public interest will not be prejudiced by said vacation, and it was in the best interest of the City of Lewiston that the vacation be conditionally approved upon the conditions set forth herein;

WHEREAS, the City Council approved the vacation upon the following conditions: (1) the property owners north of the vacated portion of Bryden Avenue shall receive their respective portions of the northern thirty feet (30') of the property to be vacated, and DK Holdings, LLC shall receive the southern thirty feet (30') of the property to be vacated; and (2) an alternate street right-of-way shall be dedicated to the public that connects 18th Street to the remaining portion of Bryden Avenue not vacated herein in a location satisfactory to the City Engineer prior to passage of the resolution implementing said vacation;

WHEREAS, the applicant, DK Holdings, LLC, has satisfied condition (2); and

WHEREAS, condition (1) will be satisfied through this resolution.

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

SECTION 1: The City Council hereby approves VA-01-2023 upon the conditions set forth above.

SECTION 2: The property to be vacated is described in Exhibit A, attached hereto and incorporated herein ("Property"). A visual depiction of the Property is attached hereto and incorporated herein as Exhibit B.

SECTION 3: The Property shall revert to the adjacent property owners, one-half to each side thereof, as described in Exhibit C.

SECTION 4: The City Clerk is hereby authorized and directed to record this Resolution 20XX-XX with the Nez Perce County Recorder's Office.

SECTION 5: This Resolution shall take effect and be in full force as of the date that the signed Resolution is recorded by the Nez Perce County Recorder.

PASSED this _____ day of _____ 20XX.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

STATE OF IDAHO)
) ss.
County of Nez Perce)

On this _____ day of _____ 20XX, before me, a Notary Public, personally appeared Daniel G. Johnson and Tanya M. Brocke, known or identified to me as the Mayor and City Clerk, respectively, of the City of Lewiston, and stated that they have the authority to execute this instrument on behalf of the City of Lewiston, and did execute this instrument on behalf of the City of Lewiston.

Notary Public for the State of Idaho
Commission Expires _____

EXHIBIT A
to
Resolution 20XX-XX

Bryden Avenue Vacation Description

A tract of land located in the NW ¼ Section 14, T. 35 N., R 5W., B.M., Nez Perce County, City of Lewiston, Idaho, and part of the Estates at Canyon Crest – Phase I, and Lewiston Orchards Tract No. Twelve according to the recorded plats thereof, records of Nez Perce County, Idaho, more particularly describes as follows:

From the intersection of the centerlines of 18th Street and Bryden Avenue; thence S89°09'53"E 30.00 feet to a point on the easterly Right-of-way Line of said 18th Street and the TRUE POINT OF BEGINNING for this Description;

thence continuing along said Right-of-way Line N0°48'57"E 50.49 feet to a point on the northerly Right-of-way Line of said Bryden Avenue;

thence continuing along said Right-of-way Line, along a curve to the left having a radius of 20.00 feet, a central angle of 90°33'04" and a chord length of 28.42 feet bearing S44°27'35"E;

thence continuing along said Right-of-way Line S89°44'07"E 455.22;

thence S0°15'53"W 60.00 feet to a point on the southerly Right-of-way Line of said Bryden Avenue;

thence continuing along said Right-of-way Line N89°44'07"W 476.00 feet to a point on said easterly Right-of-way Line of 18th Street;

thence continuing along said Right-of-way Line N0°50'07"E 29.70 feet to the TRUE POINT OF BEGINNING.

Said Tract contains 0.65 Acres, more or less.



EXHIBIT B
to
Resolution 20XX-XX



Lewiston Orchards
Tract No. 12
Lot 7, Block 94

N0° 48' 57"E 353.83'

N0° 48' 57"E
50.49'

S89° 09' 53"E
30.00'

18TH STREET

N0° 50' 07"E
660.50'

Lewiston Orchards
Tract No. 12
Lot 1, Block 95

Lewiston Orchards
Tract No. 12
Lot 4, Block 97



THE ESTATES AT CANYON CREST - PHASE I

CLEARVIEW POINT DRIVE

R=20.00'
L=31.61'
Δ=090°33'04"
CL=28.42'
CB=S44° 27' 35"E

S89° 44' 07"E

455.22'

BRYDEN AVENUE

S89° 44' 07"E

476.00'

N89° 44' 07"W

N0° 50' 07"E
29.70'

S0° 15' 53"W
60.00'

HEDCO

HAMMOND ENGINEERING & DEVELOPMENT CO.
23020 Penny Lane, Juliaetta, Idaho 83535
(208) 843-9303

EXHIBIT C
to Resolution 20XX-XX

Southern one-half (1/2) of vacated Bryden Avenue shall revert to the following adjacent property owner:

1. **DK Holdings, LLC**
247 Thain Rd. Ste. 107
Lewiston, ID 83501

Northern one-half (1/2) of vacated Bryden Avenue shall revert to the following adjacent property owners:

1. **Canyon Crest Estates HOA, Inc.**
PO BOX 24
Lewiston, ID 83501
2. **Johnnie L O'Harra and Lori K O'Harra**
1804 Clearview Point Dr.
Lewiston, ID 83501
3. **Jeri Ann Thelen Revocable Living Trust and Kelly Jordyn Thelen**
1806 Clearview Point Dr.
Lewiston, ID 83501
4. **Linda L Basilico**
1810 Clearview Point Dr.
Lewiston, ID 83501
5. **Jerrene Lowary and Leslie Lowary**
1812 Clearview Point Dr.
Lewiston, ID 83501
6. **Jerome L Eikum and Cindie M Eikum**
1816 Clearview Point Dr.
Lewiston, ID 83501



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE PUBLIC HEARING: ZA-02-2023	AGENDA NO. V.E. AGENDA DATE: October 23, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) Lewiston City Code Sec. 37-159.1 requires that structures be set back a minimum of eleven (11) feet from the edge of the right-of-way or easement for overhead high voltage electrical transmission lines or the minimum setback for the zone in which the property is located, whichever is greater. Most of such transmission lines are in commercial zones where there, typically, is no front yard setback requirement so the eleven-foot setback applies. This requirement causes difficulty for commercial development and redevelopment, particularly where an existing business desires to do a building addition along the roadway, where these transmission lines are typically located. One area where this is a hindrance is Snake River Avenue, where there is a high voltage overhead electric transmission line and buildings that are already constructed within the required eleven-foot setback.	
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. Staff has researched the inclusion of this requirement in city code and found it to have been an unnecessary, last minute addition to the zoning code. Recent discussions about this matter with the Building Official, Fire Marshal, and representatives from Avista reveal that adequate safety controls exist outside the zoning code to protect people doing building maintenance and construction, the buildings themselves, and occupants thereof from the hazards of overhead high voltage transmission lines. Deletion of this requirement from the zoning code will make it easier for	

commercial development and redevelopment in the City of Lewiston.

BUDGET IMPACT

ACTION PROPOSED

Approve the repealing of Section 37-159.1 via Ordinance 4896

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Lewiston City Council will conduct a public hearing at which you may provide testimony on Monday October 23, 2023. The meeting will begin at 6:00 p.m.

**LEWISTON CITY LIBRARY
2ND FLOOR MEETING ROOM
411 D STREET
LEWISTON, ID 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.

Testimony for public hearings may be made: in-person at the meeting, by emailing Tanya Brocke at bbrocke@cityoflewiston.org, or by calling (208) 746-3671 ext 6203.

This public hearing will be to determine approval or denial of the following proposal:

ZONING CODE AMENDMENT, ZA-02-23: A proposal to delete Lewiston City Code section 37-159.1, Setback from overhead electrical transmission lines. The Planning and Zoning Commission recommended that the City Council approve this proposal after their public hearing conducted on September 27, 2023.

FOR FURTHER INFORMATION AND TO SUBMIT TESTIMONY, contact the City Clerk at (208) 746-3671, ext. 6203.

Hearing notice publication date: Sunday October 8, 2023.

Sec. 37-159.1. Setback from overhead electrical transmission lines.

Structures shall be set back a minimum of eleven (11) feet from the edge of the right-of-way or easement for overhead high voltage electrical transmission lines or the minimum setback for the zone in which the property is located, whichever is greater.

(Ord. No. 4108, § 2, 8-15-94)

CITY ORDINANCE NO. 4896

AN ORDINANCE OF THE CITY OF LEWISTON REPEALING SECTION 37-159.1 OF THE LEWISTON CITY CODE TITLED “SETBACK FROM OVERHEAD ELECTRICAL TRANSMISSION LINES” AND RESERVING SUCH SECTION, AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code § 37-159.1, titled “Setback from overhead electrical transmission lines,” is hereby repealed and reserved for future use.

SECTION 2: 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

October 2, 2023

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Work Session at the Bell Building Second Floor Conference Room at 215 D Street. Mayor Johnson called the meeting to order at 3:00 p.m.

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Johnson; Council President Liedkie; Councilor Forsmann; Councilor Kleeburg; Councilor Schroeder; Councilor Spickelmire; Councilor Tousley

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

III. CITIZENS COMMENTS

None.

IV. PRESENTATIONS

A. PROCLAMATION - FIRE PREVENTION WEEK:

Mayor Johnson read a proclamation recognizing October 8-14, 2023 as Fire Prevention Week and presented it to Fire Marshal Sorrell.

V. DISCUSSION ITEMS

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

A. MODIE PARK CONSERVANCY SUPPORT REQUEST: A request for support from the City Council to proceed with accepting a land donation of approximately 19 acres from the Randall family who own property adjacent to the current Modie Park - Action Item

Phillip Shinn and Don Brigham informed the Council that they were approached by Kent Randall several years ago regarding donating a parcel of land to Modie Park. Resolutions of support were received from the Modie Park Conservancy Board and the Parks and Recreation Commission, so they are now requesting support from the City Council.

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Terry Wagner, attorney for the Randall's, said the Randall's were excited about the prospect of donating land to Modie Park and wanted the Council to know they are supportive of the project.

Councilors Schroeder and Kleeburg moved and seconded, respectively, to direct staff to prepare a resolution in support of the Modie Park Conservancy accepting a land donation of approximately 19 acres from the Randall family. The motion passed 6-0.

- B. REQUEST FOR NO-BUILD EASEMENT:** Considering whether to review a request for a no-build easement from K & G Construction, LLC on City property - Action Item

Assistant City Attorney Tengono informed the Council that the decision is whether or not to review the request for a no-build easement. Since the request is from a private corporation/individual, the Council would need to determine if there is a public purpose and if not, it would be recommended that Council not review or accept the no-build easement.

Kevin Messick, owner of K&G Construction, informed the Council that the no-build easement request would alleviate the requirement for fire rated wall construction and fire rated window openings in the wall of the new office addition at 625 D Street.

Councilors Tousley and Spickelmire moved and seconded, respectively, to direct staff to further investigate other possible public purposes and to report back on the November 13, 2023 City Council meeting. The motion passed 6-0.

- C. NORMAL HILL CEMETERY PRESENTATION:** Review and discussion of the finance and operations of the Normal Hill Cemetery - Action Item

Mayor Johnson reviewed the 2015 Normal Hill Cemetery Master Plan with Councilors and explained the importance of understanding the plan and contributing towards the goals to help extend the life of the cemetery and move it to long-term sustainability. He highlighted findings from the plan and noted many of the recommendations were not implemented, so it would be good to ask the Urban Forestry and Cemetery Commission to review the Cemetery Plan and provide feedback.

After discussion, Councilors Schroeder and Forsmann moved and seconded, respectively, to ask the Urban Forestry and Cemetery Commission to review and update the recommendation in the Cemetery Master Plan for council to review by January. The motion passed 6-0.

D. PERSONNEL POLICY : Review and discussion of the City of Lewiston's Personnel Policy - Action Item

Council President Liedkie explained that there were several items in the personnel policy that would be good to review prior to the next update, such as OSHA's new opinions on workplace safety and violence prevention. She also noted that tightening up the language from "may" to "shall" would protect everyone involved and would help guide staff and support leadership in adhering to a policy.

Mayor Johnson suggested that Councilors submit any concerns or items from the personnel policy they would like to review to him or Human Resources for discussion at the December work session.

E. SANITATION/RECYCLING DISCUSSION: Overview and discussion on the City of Lewiston's sanitation and recycling services - Action Item

Public Works Director Johnson informed Councilors that the goal of the discussion was to provide background information about the city's sanitation and recycling services contracts, which will terminate in December 2024. If the Council wants to extend the contract an additional five (5) years, written notice must be provided to the contractor on or before December 31, 2023.

After discussion, Councilors directed Public Works Director Johnson to move ahead to negotiate the sanitation contract and bring it back to council for review.

F. TRANSPORTATION PROJECT UPDATE: Update on the 5th and Bryden Avenue and 21st Street transportation projects - Action Item

Public Works Director Johnson noted the 21st Street Fiberseal Project began September 18th and is currently in Phase I. Phase I is expected to be completed by November and consists of pedestrian ramp reconstruction, sidewalk infill, stormwater manholes and pavement patching. Phase II will consist of pavement milling, fiberseal, permanent marking and permanent striping and is expected to be completed in June 2024.

Continuing, Public Works Director Johnson informed Council that the 5th Street and Bryden Avenue Intersection project will begin Monday, October 9th and is anticipated to be completed in one (1) to two (2) days. In order to complete the mill and overlay, the intersection will need to be closed with access to all properties remaining open and detours set up to guide traffic around the intersection. Notice of the closure was sent out via letters and postcards to property owners and residents, along with the city's website and social media.

- G. HISTORIC PRESERVATION PLAN:** Introduction to the Historic Preservation Plan for the City of Lewiston which will provide guidance in decisions regarding historic properties and future preservation priorities - Action Item

Engineering Project Supervisor Bailey informed Councilors that the Idaho Department of Environmental Quality funded several of the City Drinking Water Improvement projects and during the State Environmental Review Process it was determined that there were adverse effects. To mitigate the adverse effects, the City of Lewiston was required to develop a Historic Preservation Plan for the City of Lewiston that would provide guidance in decisions regarding historic properties and future preservation priorities.

City Planner Plaskon reviewed the plan, outlined the Historic Preservation goals and objections, and noted approval of the plan is scheduled for the October 23, 2023 City Council meeting.

- H. COMMUNITY DRIVE RESERVOIR TANK LOGO:** Considering approval of the logo design for the Community Drive Reservoir tank - Action Item

Public Information Officer Maurer explained the two items on the agenda were related to the Community Drive Reservoir tank branding project. She reviewed the history and goals behind the project, which is to display logos on the tank as an educational landmark and collaboration between the City of Lewiston, Lewis-Clark State College, and Independent School District No. 1 of Lewiston. The final logo design was provided and must be approved by the Lewiston City Council.

Councilors Liedkie and Tousley moved and seconded, respectively, to approve the Community Drive Reservoir Tank logo design. The motion passed 6-0.

- I. COMMUNITY DRIVE RESERVOIR TANK MEMORANDUM OF UNDERSTANDING:** Considering approval of the Community Drive Reservoir Tank Memorandum of Understanding between the City of Lewiston, Lewis-Clark State College and Independent School District No. 1 of Lewiston - Action Item

Councilors Tousley and Forsmann moved and seconded, respectively, to approve the Community Drive Reservoir Tank Memorandum of Understanding between the City of Lewiston, Lewis Clark State College and Independent School District #1 of Lewiston, Idaho. *ROLL CALL VOTE: VOTING AYE: Liedkie; Forsmann; Spickelmire; Tousley; Schroeder; Kleeburg.*

- J. REQUEST TO RE-OPEN PUBLIC HEARING FOR VA-02-2023:** Considering the applicant's request to re-open the public hearing to introduce additional testimony in VA-02-2023, regarding the proposed partial vacation of Bryden Avenue - Action Item

Mayor Johnson invited Dan Yonge of DK Holdings to explain his request.

Dan Yonge, resident of Lewiston and owner of DK Holdings, informed Council that, due to a miscommunication and circumstances out of his control, he was unable to attend the September 25, 2023 public hearing. Since he was not at the meeting, he was unable to share information that may have changed the outcome of the decision and asked the Council to re-open the public hearing so that he could provide additional testimony.

Assistant City Attorney Tengono explained that the request to re-open the public hearing was a result of the applicant not receiving the notice, due to circumstances beyond both the city and the applicant's control. The post office attempted to deliver the notice but was unsuccessful and did not reattempt delivery, which resulted in the notice being left at the post office per the tracking status. Ms. Tengono confirmed that the city met the Idaho Code and City Code requirements related to notices, so it is up to the Council to decide if they want to consider re-opening the public hearing to hear the applicant's testimony.

Councilors Forsmann and Schroeder moved and seconded, respectively, to reopen the public hearing for VA-02-2023. The motion passed 6-0.

VI. UNFINISHED AND NEW BUSINESS

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

Councilor Forsmann reminded the public they could get involved with the city by joining a committee or running for council and noted there are several boards and commissions with vacancies.

Councilor Tousley reminded everyone that the League of Women Voters and Lewis Clark Valley Chamber of Commerce were hosting a Council Candidate forum on October 3, 2023 at 6 p.m. in the Library.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

Councilor Schroeder noted that Envision Lewiston 2044 is planning to have a public outreach on October 18th at the Library from 11 a.m. to 2 p.m. and 4 p.m. to 7 p.m., which will have displays of the maps and other information.

Council President Liedkie congratulated and thanked the Airport Authority Board for bringing back flights from Lewiston to Seattle, which will start October 9th.

C. MAYOR COMMENTS

None.

D. AGENDA TOPICS: - Action Item

None.

VII. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Kleeburg and Schroeder moved and seconded, respectively, to adjourn the October 2, 2023 Work Session. The motion carried 6-0 and the meeting adjourned at approximately 5:35 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

October 9, 2023

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Special Executive Session at the Bell Building Second Floor Conference Room at 215 D Street. Mayor Johnson called the meeting to order at 5:30 p.m.

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Johnson; Council President Liedkie (5:40 p.m.); Councilor Forsmann; Councilor Kleeburg; Councilor Schroeder; Councilor Tousley (phone).

COUNCILORS EXCUSED: Councilor Spickelmire.

II. EXECUTIVE SESSION

Idaho Code § 74-206(1)(c), to acquire an interest in real property not owned by a public agency - Action Item

At 5:30 p.m., Councilors Forsmann and Tousley moved and seconded, respectively, to go into executive session pursuant to Idaho Code Section 74-206(1)(c) to acquire an interest in real property not owned by a public agency. *ROLL CALL VOTE: VOTING AYE: Forsmann; Kleeburg; Schroeder; Tousley. VOTING NAY: None. EXCUSED: Liedkie; Spickelmire.*

III. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Liedkie and Kleeburg moved and seconded, respectively, to adjourn the October 9, 2023 Executive Session. The motion carried 5-0 and the meeting adjourned at 5:55 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

October 9, 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.

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Johnson; Council President Liedkie; Councilor Forsmann; Councilor Kleeburg; Councilor Schroeder; Councilor Tousley (Zoom)

COUNCILORS EXCUSED: Councilor Spickelmire.

II. PLEDGE OF ALLEGIANCE

In honor of the Day of the Girl on October 11, Girl Scouts Troop #4950 led the Pledge of Allegiance.

III. CITIZENS COMMENTS

Brenda Morgan, Executive Director of Beautiful Downtown Lewiston, expressed her gratitude for everyone that participated in the Downtown Artwalk and is very grateful to the dedicated community members.

IV. PRESENTATIONS

A. AUGUST FINANCIAL REPORT: Financial report for August 2023, in accordance with Idaho Code § 50-208 - No oral report

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”.

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

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- A. **CITY COUNCIL MINUTES:** 9/25/2023 Regular - Action Item
- B. **ADVISORY BOARD/COMMISSION MINUTES:** 8/10/2023 Business Improvement District; 8/23/2023 Planning & Zoning Commission; 7/19/2023 and 8/16/2023 Library Board of Trustees; - Action Item
- C. **VOUCHER'S PAYABLE:** Considering approval of the Voucher's Payable dated 09/08/2023 - 09/21/2023 in the amount of \$3,298,287.68 - Action Item

VI. ACTIVE AGENDA

- A. **VALLEY VISION FY'24 SERVICE AGREEMENT:** Considering approval of the Fiscal Year 2024 Service Agreement between the City of Lewiston and Valley Vision, Inc. in the amount of up to \$40,000 - Action Item

Councilor Schroeder disclosed that there is a potential conflict of interest under Idaho Code Title 74 Chapter 4 and Chapter 5 Remote Interest based on her position as the city's current appointed representative on Valley Vision's Board of Directors, which is an unpaid position. For transparency purposes, Councilor Schroeder clarified for the public that she will not personally financially benefit in any way if the agreement is approved and requested to be excused from voting.

Councilors Forsmann and Liedkie moved and seconded, respectively, to excuse Councilor Schroeder from voting on the Valley Vision Fiscal Year 2024 Service Agreement. The motion passed 4-0-1 with Councilor Schroeder excused.

Councilors Forsmann and Tousley moved and seconded, respectively, to approve the Services Agreement between the City of Lewiston and Valley Vision, Inc. *ROLL CALL: Liedkie; Tousley; Forsmann; Kleeburg. Voting Nay: None. Excused: Schroeder; Spickelmire.*

- B. **LEWISTON CIVIC THEATER, INC. FY'24 SERVICE AGREEMENT:** Considering approval of the Fiscal Year 2024 Service Agreement between the City of Lewiston and Lewiston Civic Theater, Inc. in the amount of up to \$30,000 - Action Item

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve the Service Agreement between the City of Lewiston and Lewiston Civic Theater, Inc. *ROLL CALL VOTE: VOTING AYE: Liedkie; Tousley; Forsmann; Schroeder; Kleeburg. VOTING NAY: None. EXCUSED: Spickelmire.*

- C. **BEAUTIFUL DOWNTOWN LEWISTON FY'24 SERVICE AGREEMENT:** Considering approval of the Fiscal Year 2024 Service Agreement between the City of Lewiston and Beautiful Downtown Lewiston Revitalization Corporation in the amount of up to \$30,000 - Action Item

Council President Liedkie moved to postpone consideration and potential approval of the Services Agreement between the City of Lewiston and Beautiful Downtown Lewiston Revitalization Corporation to the October 23rd meeting. Councilor Tousley seconded and the motion passed 5-0.

- D. RESOLUTION 2023-54:** Considering adopting a revised City of Lewiston records retention policy and schedule - Action Item

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve Resolution 2023-54. *ROLL CALL VOTE: VOTING AYE: Liedkie; Tousley; Forsmann; Schroeder; Kleeburg. VOTING NAY: None. EXCUSED: Spickelmire.*

- E. POTENTIAL PURCHASE OF TWIN CITY FOODS:** Considering negotiating a purchase and sales agreement for the purchase of the Twin City Foods real property - Action Item

Mayor Johnson explained an offer letter of \$800,000 was sent to Twin City Foods in 2022 but was rejected. Since there are now new opportunities for cleanup and partnerships, the question is if council would like to revisit the possibility of considering negotiating a purchase and sales agreement for the property.

Councilors Schroeder and Kleeburg moved and seconded, respectively, to authorize Mayor Johnson to proceed with negotiating a purchase and sales agreement for the purchase of the Twin City Foods real property with a starting purchase price of \$800,000. The motion passed 5-0.

F. ORDINANCES

1. SECOND/THIRD READINGS

a. ORDINANCE 4845: - Action Item

Councilors Forsmann and Schroeder moved and seconded, respectively, to combine the second and third readings and waive the third reading in full of Ordinance 4845. The motion passed 5-0.

Councilors Forsmann and Schroeder moved and seconded, respectively, to approve the second and third readings of Ordinance 4845. The motion passed 5-0.

ORDINANCE 4845: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING VARIOUS SECTIONS IN ARTICLE I, CHAPTER 24 OF THE LEWISTON CITY CODE PERTAINING TO GENERAL PROVISIONS; AMENDING VARIOUS SECTIONS IN ARTICLE II, CHAPTER 24 PERTAINING TO NOISE CONTROL AND REGULATION; REPEALING

SECTION 24-39 TITLED “MOTOR VEHICLE NOISE PERFORMANCE STANDARDS;” REPEALING SECTION 24-40 TITLED “MAXIMUM PERMISSIBLE ENVIRONMENTAL NOISE AND SOUND LEVELS;” REPEALING ARTICLE III, CHAPTER 24 TITLED “OFF-ROAD VEHICLES;” AMENDING SECTION 24-52 PERTAINING TO GRAFFITI ABATEMENT; ENACTING SECTION 35-22 PERTAINING TO COMPRESSION OR “JAKE” BRAKES; AND PROVIDING AN EFFECTIVE DATE.

b. ORDINANCE 4883: - Action Item

Councilors Schroeder and Forsmann moved and seconded, respectively, to combine the second and third readings and waive the third reading in full of Ordinance 4883. The motion passed 5-0.

Councilors Schroeder and Tousley moved and seconded, respectively, to approve the second and third readings of Ordinance 4883. The motion passed 5-0.

ORDINANCE 4883: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING VARIOUS SECTIONS IN CHAPTER 8 OF THE LEWISTON CITY CODE RELATED TO FINES ASSOCIATED WITH ANIMAL VIOLATIONS, AMENDING VARIOUS SECTIONS IN CHAPTER 35 RELATED TO FINES AND PENALTIES ASSOCIATED WITH TRAFFIC AND PARKING VIOLATIONS, ENACTING SECTION 35-23 RELATED TO DEBRIS IN HANDICAPPED PARKING SPACES, ENACTING SECTION 35-24 RELATED TO INFRACTION PENALTIES UNDER ARTICLE I, ENACTING SECTION 35-54 RELATED TO INFRACTION PENALTIES UNDER ARTICLE III, REPEALING SECTION 35-169 RELATED TO WALKING ON THE LEFT HAND-SIDE OF A ROADWAY WHEN NO SIDEWALK IS PRESENT, ENACTING SECTION 35-170 RELATED TO INFRACTION PENALTIES UNDER ARTICLE VIII, AND PROVIDING AN EFFECTIVE DATE.

c. ORDINANCE 4887: - Action Item

Councilors Schroeder and Forsmann moved and seconded, respectively, to combine the second and third readings and waive the third reading in full of Ordinance 4887. The motion passed 5-0.

Councilors Schroeder and Tousley moved and seconded, respectively, to approve the second and third readings of Ordinance 4887. The motion passed 5-0.

ORDINANCE 4887: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING DEFINITIONS IN SECTIONS 26-40 AND 31-2 OF THE LEWISTON CITY CODE; AMENDING SECTION 31-33 TO REQUIRE PROPERTY OWNERS TO KEEP SIDEWALKS ABUTTING THEIR PROPERTY FREE AND CLEAR OF ENCROACHMENTS FROM TREES AND SHRUBS; AMENDING VARIOUS SECTIONS IN ARTICLE II OF CHAPTER 35.5 RELATED TO THE ENCROACHMENT AND ABATEMENT OF TREES AND SHRUBS IN PUBLIC RIGHTS-OF-WAY; AND PROVIDING AN EFFECTIVE DATE.

d. ORDINANCE 4898: - Action Item

Councilors Schroeder and Liedkie moved and seconded, respectively, to combine the second and third readings and waive the third reading in full of Ordinance 4898. The motion passed 5-0.

Councilors Schroeder and Liedkie moved and seconded, respectively, to approve the second and third readings of Ordinance 4898. The motion passed 5-0.

ORDINANCE 4898: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 31-75(1) OF THE LEWISTON CITY CODE RELATED TO ENCROACHMENT PERMITS AND THE ASSOCIATED FEE, AND PROVIDING AN EFFECTIVE DATE.

e. ORDINANCE 4899: - Action Item

Councilors Forsmann and Kleeburg moved and seconded, respectively, to combine the second and third readings and waive the third reading in full of Ordinance 4899. The motion passed 5-0.

Councilors Forsmann and Kleeburg moved and seconded, respectively, to approve the second and third readings of Ordinance 4899. The motion passed 5-0.

ORDINANCE 4899: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING VARIOUS SECTIONS IN CHAPTER 2 OF THE LEWISTON CITY CODE PERTAINING TO THE CREATION, MEMBERSHIP, AND POWERS AND DUTIES OF THE DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE; AND PROVIDING AN EFFECTIVE DATE.

2. ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES

Councilors Schroeder and Tousley moved and seconded, respectively, to adopt Ordinances 4845, 4883, 4887, 4898 and 4899 and approve the related ordinance

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summaries. *ROLL CALL VOTE: VOTING AYE: Liedkie; Tousley; Forsmann; Schroeder; Kleeburg. VOTING NAY: None. EXCUSED: Spickelmire.*

- a. **ORDINANCE 4845:** Considering adoption and approval of the Ordinance Summary - Action Item
- b. **ORDINANCE 4883:** Considering adoption and approval of the Ordinance Summary - Action Item
- c. **ORDINANCE 4887:** Considering adoption and approval of the Ordinance Summary - Action Item
- d. **ORDINANCE 4898:** Considering adoption and approval of the Ordinance Summary - Action Item
- e. **ORDINANCE 4899:** Considering adoption and approval of the Ordinance Summary - Action Item

VII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

VIII. UNFINISHED AND NEW BUSINESS

A. CITY COUNCILOR COMMENTS:

Council President Liedkie congratulated the Lewiston-Nez Perce County Airport for now providing two flights a day to and from Seattle, which will be a great help to the community, and thanked the Airport Authority Board for the work.

Council President Liedkie referenced an email that was received from Jeff Pernsteiner that thanked the Emergency Medical Services (EMS) and workers for dealing with a tragedy that occurred on Snake River Avenue, expressed gratitude for how the situation was handled and commended the staff for doing everything right.

Councilor Forsmann announced there would be a Veteran's Chili Feed in Clarkston to show appreciation to all veterans that have served or are serving. She encouraged people to spread the word and invited veterans of all ages to attend.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

Councilor Forsmann noted the Public Works Advisory Committee will be having a meeting October 11th, 2023 and encouraged citizens to attend.

C. MAYOR COMMENTS

Mayor Johnson thanked Library Director Johnson and her staff for making the Library space available for hosting a meet and greet on the morning of October 9,

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2023 between businesses and Valley Vision.

Mayor Johnson also thanked the Girl Scouts Troop #4950 for leading the pledge of allegiance and seconded Council President Liedkie's comments regarding the airport.

D. AGENDA TOPICS: - Action Item

Council President Liedkie made a motion to invite Matt Perkins from Idaho Department of Lands to provide a presentation at the November work session related to stormwater management. Councilor Forsmann seconded and the motion passed 5-0.

IX. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Schroeder and Forsmann moved and seconded, respectively, to adjourn the October 9, 2023 meeting. The motion carried unanimously and the meeting adjourned at approximately 7:15 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

August 8, 2023

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, August 8, 2023, at Lewiston City Hall. Chairperson Sheila Bond called the meeting to order at 12:00 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: Sheila Bond, Chairperson; Joe Anderson, Vice Chairperson; Don Beck; A.L. "Butch" Alford; Tim Switzer; Joe Gish (via zoom)

BOARD MEMBERS EXCUSED: Jim Kleeburg

STAFF MEMBERS PRESENT: Shannon Grow, URA Director; Luke Antonich, City Engineer; Joe Kaufman, Engineering Project Supervisor;

OTHERS PRESENT: Ryan Rehder, Mountain Water Works

II. CITIZEN COMMENTS

None

III. CORRECTIONS OR ADDITIONS TO AGENDA

Director Grow asked that the board consider the following invoices be added to the agenda under Active Agenda B:

- Jennifer Douglass Law, invoice 492, July expense, \$195.00
- Lewiston Tribune Invoice 174904, publication of 2024 budget, \$220.00
- Lewiston Tribune Invoice, 174907, publication of 2023 amended budget, \$172.00

Vice Chairperson Anderson moved to amend the agenda to include the above listed invoices, Board member Beck provided the second, motion passed 6-0.

IV. PUBLIC HEARINGS

A. FY2023 Budget Amendments – Receive testimony on FY2023 Budget Amendments - Action Item

Chairperson Bond opened the public hearing and asked for any testimony. There were no citizens in the audience and Director Grow stated that no testimony had been submitted prior to the meeting. Chairperson Bond closed the public hearing.

B. FY2024 Budget – Receive testimony on FY2024 Budget – Action Item

Chairperson Bond opened the public hearing and asked for any testimony. There were no citizens in the audience and Director Grow stated that no testimony had been submitted prior to the meeting. Chairperson Bond closed the public hearing.

V. ACTIVE AGENDA – Action Item

A. Approval of Minutes, July 20, 2023

Board members Alford and Switzer moved and seconded, respectively, to approve the July 20, 2023 minutes with approved changes. The motion carried 5-0-1 with Board member Gish abstaining.

B. Approval of Invoices

1. **Douglass Law, PLLC, June 2023, Invoice 373, \$135.00 – Action Item.** Vice Chairperson Anderson and Board member Alford moved and seconded, respectively, to approve. Motion passed 5-0-1 with Board member Gish abstaining.
2. **City of Lewiston, East Orchards Sewer Phase 3, \$53,588.50 - Action Item.** Vice Chairperson Anderson and Board member Switzer moved and seconded, respectively, to approve. Motion passed 5-0-1 with Board member Gish abstaining.
3. **City of Lewiston, \$14,750 Administrative Fees – Action Item** Board member Alford and Vice Chairperson Anderson moved and seconded, respectively, to approve. Motion passed 5-0-1 with Board member Gish abstaining.
4. **Tribune Invoices 174904 for \$220.00 and 174907 for \$192.00 – Action Item** Vice Chairperson Anderson and Board member Switzer moved and seconded, respectively, to approve. Motion passed 4-0-2 with Board member's Gish and Alford abstaining.
5. **Douglass Law, PLLC July 2023 Invoice 492, \$195.00 – Action Item** Board members Alford and Switzer moved and seconded, respectively, to approve. Motion passed 5-0-1 with Board member Gish abstaining.

C. Review of Financial Summary, July 2023 – Information Item

Director Grow reviewed the tax payments received and the bond summary of the outstanding balance of the existing bond.

D. Approve Amended FY2023 Budget – Action Item

Director Grow reviewed the approved Fiscal Year 2023 budget and the proposed amendments based on the actual increment numbers received from Nez Perce County and the projected project costs and the additional bond payment. Board member Beck and Vice Chairperson Anderson moved and seconded, respectively, to approve. Motion passed 5-0-1 with Board member Gish abstaining.

E. Approve FY2024 Budget – Action Item

Director Grow reviewed the proposed Fiscal Year 2024 budget with projections for increment receipts based on the information from Nez Perce County and some estimated project costs. Board members Alford and Switzer moved and seconded, respectively, to approve. Motion passed 5-0-1 with Board member Gish abstaining.

F. City of Lewiston east orchards sewer phase 3, additional costs - Action item.

Director Grow introduced Joe Kaufman from the Public Works Department. Mr. Kaufman explained that part of the design work for segments 1, 17, 18, 19 and 7 required rock boring. Rock boring is mapping of the soils to determine how deep a sewer line could reasonably be put before having to do major rock excavation. This materials testing is needed as part of the design process. When the URA approved costs associated with the design, rock boring was not considered as part of that approval. Director Grow reminded the board that the URA did still owe the City approximately \$552,000 and the expense of the rock boring could be applied to that amount owed. Approving this item would allow the City to bring an invoice back to the URA for approval at a future meeting. Board members Switzer and Alford moved and seconded, respectively, to bring an invoice back to the URA for reimbursement of the rock boring expenses. Motion passed 5-0-1 with Board member Gish abstaining.

G. Review Mountain Water Works Design Documents; Possible direction on future projects – Action Item.

Director Grow reviewed the design work for segments 1, 17, 18, 19 and a preliminary design for segment 7 that have been completed by Mountain Water Works. Joe Kaufman from Public Works and Ryan Rehder from Mountain Water Works presented the findings from the construction design.

Mr. Kaufman said that costs are higher than estimated back in December. Rock excavation, especially in segment 18, is more shallow than anticipated. It does look like segment 20 would be able to service all the way to Ripon. The 17, 18, 19 segments would potentially service future subdivisions that wouldn't otherwise be able to go in without sewer. Chairperson Bond asked about the 20% contingency Mr. Kaufman said that about 10% of that is typically construction project management and 10% of it is change orders on the project.

Director Grow went through the projections of the increment that would be collected in the revenue allocation area for East Orchards Sewer. These projections show how much money will be available for future projects in this area, as well as how much money would be available by year. Director Grow then reviewed the construction costs Mountain Water Works had provided as part of the design work they had completed. Mr. Kaufman let the board know that it would cost approximately \$16,000 to finish the design of segment #7. Segment #7 is still in the area of gravity feed. Director Grow ask Mr. Kaufman to provide some background on why a preliminary design for segment #7 was done instead of a full design. Mr. Kaufman said that there are a couple of items that the city was already aware of that could be complications, such as an old single lane bridge with culverts that had been buried when the two lane road was put in and that would possibly have to be replaced with new culverts. Additionally, LOID (Lewiston Orchards Irrigation District) has a pretty fragile asbestos cement water line, which could also be a challenge. Essentially, the preliminary design was exploring whether or not the project was feasible, and it has shown that although there might be additional costs, it is a feasible project.

Director Grow reminded the board that a decision did not have to be made today and the board can ask questions and discuss the options. The board discussed the number of existing homes that could convert to sewer and the number of potential infill dwellings that could be built if sewer was available. Chairperson Bond asked about what phase each of the segments were at. Mr. Kaufman said that segments 1, 17, 18, and 19 were all basically ready to go out to bid for construction. Director Grow reminded the board that there is not enough money to date to complete all four (4) of the segments. The board will need to pick which direction they would like to go.

Chairperson Bond asked about segment 1 and segment 17 being around the same price and asked if Mr. Kaufman had an opinion on which is more beneficial. Mr. Kaufman said 17 is more beneficial because it is a pre-requisite for segments 18 and 19. Segment 1 would extend to the edge of COSD (Central Orchards Sewer District) and is not likely to be extended further.

The board decided to table making a decision on moving forward with projects until the September meeting. The board asked Mr. Kaufman to bring an updated map with completed segments and the revenue allocation area boundary shown. Mr. Kaufman would also like to have the board discuss how to facilitate private property owners converting to sewer while the trunk line is being installed and also the possibility of Tammany School possibly being interested in converting from septic to public sewer.

Board member Gish left the meeting at 1:14 pm.

VI. UNFINISHED AND NEW BUSINESS

A. Board Member Comments -

Board member Switzer asked about how to encourage a little bit of discussion about how to publicize what the URA influence has done. Vice Chairperson Anderson asked about applications for development that could show the amount of development that has occurred in the different revenue allocation areas.

Chairperson Bond thanked Joe Kaufman for coming to the meeting and presenting.

B. Staff Comments

Director Grow showed the board the information binders that had been assembled for new members Switzer, Gish and Kleeburg. Director Grow asked if other board members would like to have a binder made for them or a digital copy could also be made available on the URA Google Drive. Director Grow stated that Dustin Johnson, Lewiston Public Works Director and Barney Metz, General Manager for LOID, will be presenting an update of the Bryden Avenue project to the URA on September 12th.

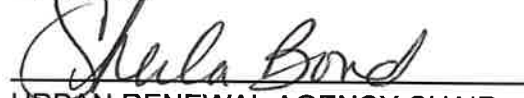
VII. ADJOURN (ACTION ITEM)

There being no further business, Board members Alford and Switzer moved and seconded, respectively, to adjourn. The motion carried 5-0 and the Urban Renewal Agency Board adjourned at approximately 1:23 p.m.

RESPECTFULLY SUBMITTED,


KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:


URBAN RENEWAL AGENCY CHAIR

Approved this 12 day of September, 2023.

September 12, 2023

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, September 12, 2023, at Lewiston City Hall. Chairperson Sheila Bond called the meeting to order at 12:00 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: Sheila Bond, Chairperson; Joe Anderson, Vice Chairperson; Don Beck; Joe Gish; Jim Kleeburg;

BOARD MEMBERS EXCUSED: A.L. "Butch" Alford; Tim Switzer;

STAFF MEMBERS PRESENT: Shannon Grow, URA Director; Katie Hollingshead, Assistant URA Director; Dustin Johnson, Public Works Director; Aimee Gordon, Finance Director/City Treasurer;

OTHERS PRESENT: Barney Metz, General Manager Lewiston Orchards Irrigation District

II. CITIZEN COMMENTS

None.

III. CORRECTIONS OR ADDITIONS TO AGENDA

None.

IV. ACTIVE AGENDA (ACTIVE ITEM)

A. Approval of Minutes, August 8, 2023 – Action Item

Vice Chair Anderson and Board member Gish moved and seconded, respectively to approve the August 8, 2023 meeting minutes. Motion passed 5-0.

B. Approval of Invoices

1. City of Lewiston, Reimbursement for EOS III Costs, \$17,755.00

Board member Beck asked why the Bryden expense was not included. Director Grow stated that the City of Lewiston is not asking the URA to reimburse for that cost. Board member Beck stated that a copy of the check was included with the invoice. Director Grow stated that the City of Lewiston had already paid the bill in full. The invoice is just for the East Orchards Sewer reimbursement.

2. ICRMP, 2023/2024 Policy Premium, Inv. 18038-2024-1, \$1,086.00

Vice Chair Anderson asked for clarification about the ICRMP invoice and Director Grow stated that was the URA's insurance carrier.

Board member Beck and Vice Chair Anderson moved and seconded, respectively to approve invoices for City of Lewiston and ICRMP. Motion passed 5-0.

C. Review of Financial Summary, August 2023 – Information Item

Director Grow provided that the summary was as of August 31, 2023 and that one more summary would be provided for this fiscal year. The September summary will include the extra bond payment that the board chose to make.

D. Review of draft Engagement Letter with O'Sullivan Legal PLLC – Action Item

Director Grow reviewed the proposal from Thad O'Sullivan to provide legal services for the URA. The proposed rate is about twice that of the previous legal counsel. Mr. O'Sullivan does have experience with jurisdictions (currently counsel for City of Pullman) and airport authorities (Lewiston-Nez Perce County Airport). Director Grow reminded the board that they did not have to make a decision today, but this was an opportunity to ask questions and consider the proposal.

Board member Gish stated that he had had dealings with Mr. O'Sullivan both previous to being on the Airport Board and as a member of the Airport Board and finds Mr. O'Sullivan to be a straight shooter who gives sound legal advice and that he (Mr. Gish) would be very comfortable with having Mr. O'Sullivan serve as the URA legal counsel.

Chair Bond stated that she has also worked with Mr. O'Sullivan and has enjoyed working with him and finds him to be very knowledgeable.

Vice Chair Anderson asked if Mr. O'Sullivan worked for a URA in Pullman. Director Grow stated that Mr. O'Sullivan worked for the City of Pullman and that Pullman does not have an Urban Renewal Agency.

Board member Gish asked about the travel fee for Mr. O'Sullivan to attend meetings. Director Grow stated that the engagement letter states the travel fee is half of the normal hourly rate.

Vice Chair Anderson moved to direct staff to engage with Mr. O'Sullivan and clarify meeting attendance and agenda review expectations, Board member Beck provided the second. Motion passed 3-0-2 with Chair Bond and Board member Gish abstaining because of their working relationship with Mr. O'Sullivan on the Airport Board.

E. Bryden Avenue Project Presentation (Dustin Johnson, Public Works Director, City of Lewiston; Barney Metz, General Manager, LOID) – Information Item

Public Works Director, Dustin Johnson was introduced. Director Johnson reviewed the Phase I of the Bryden Avenue project. Surface Transportation Funds, provided through the Metropolitan Planning Organization (MPO) with the local match provided by the URA have been paying for the design work for the Bryden Avenue project. Design is almost complete for the 4th Street to 7th Street section. The updated estimates for construction are in the area of \$8.5 million, \$330,000 for inspection and \$84,000 for Idaho Transportation Department administration. This does not include the amount of right of way that will need to be purchased, which is currently estimated at \$3.8 million.

Director Grow reviewed that the revenue allocation area (RAA) for Bryden is from 4th Street to Thain, and that projects identified do include the street widening. The URA has an agreement with the Lewiston Orchards Irrigation District to split the cost of replacing water lines 50/50.

Director Grow also reviewed the amount of increment that the RAA is generating, and the amount of federal funding that is available and how long it would take for funds to accumulate.

Barney Metz, General Manager of Lewiston Orchards Irrigation District (LOID) was introduced. Mr. Metz stated that unfortunately there is not a way for LOID to do the amount of work on the water lines that is required while the City has the road opened up without satisfactory legal protections for the City. Mr. Metz reviewed that the reason for wanting to upgrade the water lines is to provide better water volume for fire protection and hydrant coverage. Mr. Metz stated that LOID does have other projects that are currently ahead of Bryden in LOID's project plan but that they can be flexible according to the City's schedule.

Director Grow asked if LOID ever contracted it's work out. Mr. Metz stated that his staff was small but mighty and was very efficient at installing water lines because they are well acquainted with the water system.

Vice Chair Anderson asked if fire flow water was potable or irrigation water. Mr. Metz stated that it can be either but the preferred method is to use irrigation water lines.

Board member Gish asked about the East Orchards Sewer project and how the URA installing new sewer lines impacted LOID's ability to serve water. Mr. Metz stated that LOID communicates frequently with the other entities, including the City to make sure that new development can be properly served by LOID.

Director Johnson let the board know that the city is in a holding pattern right now as they figure out funding and the construction timeline.

Board member Gish asked how big Bryden would be. Director Johnson said that it would be 5 lanes, 2 travel lanes in each direction and 1 turning lane.

F. EOS III: Review Mountain Water Works Design Documents; Possible direction on future projects – Action Item

Assistant Director Hollingshead presented a powerpoint to the board reviewing the four (4) goals set forth in the East Orchards Sewer Revenue Allocation Area and the amount of sewer trunk line and sewer taps that were completed in Phase I and Phase 2. She also reviewed private investment that has occurred since the installation of the sewer trunk line, including Skyview Estates, Lindsey Creek Estates Planned Unit Development and the Heimgartner subdivision.

Assistant Director Hollingshead reviewed each of the remaining segments in the plan and the number of existing dwellings that could possibly be serviced by sewer. Hollingshead then broke down the remaining years of the revenue allocation area by dollars of increment that would be accrued and estimated design and construction costs for each segment. Segments going north to south have fewer existing homes, but are smaller segments. West to east segments are approximately twice as long as the north to south segments and will most likely cost twice as much to build, there are more

existing houses on the west to east segments. Keeping the estimated increment at \$620,000 each year for the duration of the term of the RAA will not allow for all the segments to be built, the cost estimate is about 3 times the current projected revenue.

Hollingshead then showed maps demonstrating what a north to south segment design and construction plan would look like versus a west to east segment design and construction plan.

Vice Chair Anderson asked about a manufactured home park on the 2000 block of Powers. Assistant Director Hollingshead said that that park and the adjacent trailer park along 21st and Birch were on a separate Central Orchards Sewer District sewer system.

Board member Gish asked doing outreach to the various neighborhoods to see which property owners would be willing to connect to sewer and use that information to drive the direction that the board chooses to go. Hollingshead said the only problem with that idea is that a neighborhood could get all the property owners willing to connect, but if there isn't adjacent line already (speaking specifically about the most easterly segments) then additional segments have to be built before you can even get to some areas. Board member Gish also asked about as builts for the existing septic systems. Hollingshead stated that the Health Department is in charge of the septic systems, so as builts may or may not be available.

Assistant Director Hollingshead reviewed the options for the board moving forward. The board could choose to do nothing, pay off the bond, close the revenue allocation area. Hollingshead reviewed the option of doing a rock boring study as suggested by Joe Kaufman at the August meeting to help to map the rock for the entire area, which could provide helpful information about which segments are going to be easier and more feasible to construct. Director Grow mentioned that if the board wanted to move forward with finishing the design of segment 7, the city would be able to adjust the current contract with Mountain Water Works, which would be a cost savings, rather than not finishing the design now and doing it with another project phase. Vice Chair Anderson asked if there had been applications for development along segment 7. Director Grow stated that she had gotten one call from a property owner when the rock boring along segment 7 was being done. Assistant Director Hollingshead stated that the importance of segment 7 was less about the amount of development that might happen to the north, but more so that it provides the connection needed to construct a number of the more easterly segments.

Another option would be to continue to design each segment and do the rock boring with each individual design as the board has done on Phase I and Phase II.

Vice Chair Anderson asked about the importance of segments 17, 18, and 19 since there are so few houses. Hollingshead stated that there are 25 existing homes along those segments, but that those lines are needed in order to complete the west to east segments. The sewer flows west to east.

Board member Beck stated that he thought doing the rock boring study makes sense. It will provide information to help us move forward, right now we are guessing. Completing the rock boring study would let us know what we are looking at.

Board member Kleeburg left the meeting at 1:20.

Vice Chair Anderson moved to complete the rock boring study and complete the design of segment 7. Board member Beck provided the second. Motion passed 4-0.

V. UNFINISHED AND NEW BUSINESS

A. Board Member Comments -

Board member Gish said that he had presented with Director Grow at the City Council meeting on Monday. Board member Gish asked the board if the other members would be interested in having one board member do a deep dive on each of the RAA's and bring back information to each meetings. Board member Gish also complimented Director Grow for doing a really great job on the presentation to Council.

Board member Beck left the meeting at 1:25.

B. Staff Comments

Director Grow stated that she had presented to City Council the previous day and that it had went well. Director Grow reminded the board that she would be reviewing the Downtown RAA at the October meeting.

VI. ADJOURN (ACTION ITEM)

There being no further business, Board members Anderson and Gish moved and seconded, respectively, to adjourn. The motion carried 3-0 and the Urban Renewal Agency Board adjourned at approximately 1:26 p.m.

RESPECTFULLY SUBMITTED,


KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:


URBAN RENEWAL AGENCY CHAIR

Approved this 10 day of October, 2023.



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
4IMPRINT INC	111216	9/28/2023	HR	BULK ORDER OF PENS WITH HR CONTACT INFORMATON ON T	\$536.05
ADVANCED CONTRACTING LLC	111219	9/28/2023	PARKSFAC	ASBESTOS ABATEMENT IN CITY HALL BASEMENT	\$1,583.80
AIRBRIDGE BROADBAND LLC	111368	10/5/2023	INFOSYSTMS	BPO - IT - INTERNET SERVICE	\$200.00
ALLWEST TESTING & ENGINEERING	111220	9/28/2023	WATER	PW-WTR-COMPACTION TESTING; 14TH ST	\$270.00
AMAZON CAPITAL SERVICES	111221	9/28/2023	FIRE	FIRE - AMAZON - LEATHERMAN TOOLS	\$239.90
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$50.19
			INFOSYSTMS	IT SUPPLIES	\$6,599.49
				RF LISTENING ASSIST ANTENNA	\$16.97
				XEROX DESKTOP SCANNER	\$246.99
			LEGAL	NEW OFFICE CHAIR - JENNIFER TENGONO	\$162.97
			LIBRARY	BPO - LIB - DVD ORDERS	\$220.35
			PARKSFAC	SWIMMING POOL BRUSH, CPR MANIKIN KIT, 2 BULLHORNS	\$644.33
			POLICE	PD - COMMUNICATION CABLE LABEL MAKER AND CARTRIDGE	\$315.91
			RECREATION	BASKETBALL HOOPS	\$299.98
				Two Gamebreaker QB-TEE for Flag Football	\$285.98
	111369	10/5/2023	FIRE	FIRE - AMAZON - FLAGS	\$117.81
				FIRE - AMAZON - STATION/PREVENTION SUPPLIES	\$432.42
			LIBRARY	BPO - LIB - JUVENILE DVD ORDERS	\$265.34
				BPO-LIB-OPERATING SUPPLIES	\$72.50
			PARKSFAC	COFFEE SUPPLIES COMMUNITY CENTER	\$44.49
			TRANSITOP	BPO - TRANSIT - OPERATING SUPPLIES	\$594.78
ANATEK LABS INC	111222	9/28/2023	WATER	BPO PW WTP/TOC/COLIFORM SAMPLING ANALYSIS	\$2,640.00
			WSTWTR	BPO PW IND PTMT ANALYSIS OF SAMPL	\$571.00
				BPO PW WWTP LAB SAMPLE ANALYSIS	\$2,610.00
	111370	10/5/2023	WSTWTR	BPO PW IND PTMT ANALYSIS OF SAMPL	\$66.00
				BPO PW WWTP LAB SAMPLE ANALYSIS	\$1,181.00
ANTHONY H SEUBERT	111433	10/5/2023	RECREATION	BPO P&R SENIOR MEAL DELIVERY REIMBURSEMENT 2023	\$149.34
APPLIED INDUSTRIAL	111371	10/5/2023	PARKSFAC	EMERGENCY PO HEAT OUT AT CITY HALL	\$120.79
AQUA TOUCH CAR WASH	111334	10/5/2023	FLTMAINT	BPO/ FLEET CAR WASHES	\$12.00
	111372	10/5/2023	POLICE	BPO - PD - CAR WASH	\$23.00
ARCHITECTS WEST, INC	111373	10/5/2023	POLICE	LPD GENERATOR REPLACEMENT- PRO ENGINEERING SERVICE	\$9,800.00
ARMAND ADVERTISING LLC	111374	10/5/2023	POLICE	PD BADGE STICKERS	\$787.37



Voucher's Payable

ARTBEAT INC	111223	9/28/2023	RECREATION	YOUTH BASKETBALL UNIFORMS AND COACHES SHIRTS	\$1,174.55
ASOTIN COUNTY LANDFILL	111224	9/28/2023	WSTWTR	BPO PW WWTP FY23 MONTHLY DISPOSAL	\$462.47
ATLAS SAND & ROCK	111225	9/28/2023	WATER	BPO PW DISTRIB GRAVEL	\$6,009.61
	111375	10/5/2023	WATER	BPO PW DISTRIB GRAVEL	\$1,600.77
B&H FOTO & ELECTRONICS CORP	111226	9/28/2023	INFOSYSTMS	AV SWITCH	\$971.99
				CONFERENCE ROOM PHONES AND TVS	\$2,143.20
				PARTIAL RETURN: INVOICE# 216233901	(\$730.32)
				REPLACEMENTS FOR INVOICE#216233901	\$730.32
			POLICE	CONFERENCE PHONE	\$708.43
	111376	10/5/2023	INFOSYSTMS	IT EQUIPMENT	\$12,024.60
BEAUTIFUL DOWNTOWN LEWISTON	111335	10/5/2023	SPECASSMT	BID ASSESSMENT COLLECTIONS WKS ENDING 09/23&30	\$1,378.86
BILL JENSEN	111272	9/28/2023	PARKSFAC	ESTIMATED WORK BILL WILL DO FOR SEPTEMBER	\$475.00
BLUE RIBBON LINEN SUPPLY INC	111227	9/28/2023	PARKSFAC	RAGS FOR CLEANING THE PARKS BATHROOMS	\$677.00
	111377	10/5/2023	POLICE	BPO - PD - RUGS	\$50.00
			WATER	BPO PW WTP/DISTR LAUNDRY & JANITORIAL	\$544.48
BOB'S GARAGE DOORS LLC	111228	9/28/2023	PARKSFAC	BPO P&R GARAGE DOOR REPAIRS	\$1,123.00
BOB'S TROPICAL FISH & PET SHOP INC DBA BOB'S PET & POND	111378	10/5/2023	LIBRARY	BPO - LIB - FISH TANK CLEANING	\$239.97
BRETTON S WATSON DBA ABLE LOCKSMITH	111217	9/28/2023	PARKSFAC	BPO P&R LOCK REPAIRS	\$210.00
BRIAN BIRDSSELL	111356	10/5/2023	POLICE	MEALS: IACP CONFERENCE: 10/13/23	\$431.00
BRIDGEPAY NETWORK SOLUTIONS LLC	1403	9/28/2023	FINANCE	BRIDGEPAY MONTHLY TRANSACTION	\$339.40
BROEMELING STEEL & MACHINE	111229	9/28/2023	CEMETERY	FABRICATE A TRUCK BED FOR CEMETERY TRUCK	\$5,300.00
BROWN & BROWN OF WASHINGTON INC DBA DIMARTINO ASSOCIATES	111338	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$2,865.69
BROWN AND CALDWELL	111379	10/5/2023	WATER	WR051 WTP RETROFIT	\$17,185.10
BRUNEEL TIRE SERVICE	111230	9/28/2023	SANITATION	BPO - TS - TIRE DISPOSAL	\$280.00
BRYAN BERGLUND	111336	10/5/2023	RECREATION	UMPIRED 3 GAMES FOR COED POSTSEASON PART 1 @30/GM	\$90.00
BRYON DENNY DBA DENNY'S WIRING AND INSTALLATION	111245	9/28/2023	POLICE	PD - LIGHTS AND SPEAKER SYSTEM FOR BALLISTIC ARM	\$1,145.57
				PD-INSTALLATION OF RADIOS IN DETECTIVE VEHICLES	\$2,636.82
CAMP CABIN & HOME INC	111231	9/28/2023	WSTWTR	BPO PW WWTP SUPPLIES	\$52.71
CANON FINANCIAL SERVICES INC	111232	9/28/2023	COMDEV	BPO - CD: COPIER RENTAL	\$253.63
CASCADE FIRE EQUIPMENT COMPANY	111233	9/28/2023	FIRE	FIRE - CASCADE FIRE - HOSE	\$1,219.29
				FIRE - CASCADE FIRE - ROOF HOOKS	\$490.00



Voucher's Payable

	111381	10/5/2023	FIRE	FIRE - CASCADE FIRE - NEW EMPLOYEE UNIFORM BOOTS	\$962.71
CATALYST MEDICAL GROUP PLLC	111234	9/28/2023	FIRE	BPO - FIRE - CATALYST MEDICAL GROUP	\$234.77
CDW GOVERNMENT LLC	111235	9/28/2023	FIRE	IPAD, KEYBOARD, PENCIL FOR FIRE DEPT	\$2,000.33
			INFOSYSTMS	DESK PHONES	\$3,405.55
			WSTWTR	WWTP SCADA MONITOR	\$121.32
CENTURYLINK	111382	10/5/2023	INFOSYSTMS	09/16/23 BILL DATE: UTILITY CHARGES	\$57.59
CH2O INC	111383	10/5/2023	WSTWTR	BOILER QRTLY SERVICE SEPT 2023	\$226.60
CHRIS JACKS	111198	9/28/2023	FIRE	MEALS: HAZARD-ZONE CONFERENCE: 10/04/23	\$245.00
CHRIS REESE	111357	10/5/2023	POLICE	MEALS: IACP CONFERENCE: 10/13/23	\$431.00
CINTAS CORPORATION #606	111236	9/28/2023	FLTMAINT	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$90.48
			PARKSFAC	BPO P&R CLEANING SUPPLIES AND UNIFORM CLEANING	\$474.58
	111384	10/5/2023	PARKSFAC	BPO P&R CLEANING SUPPLIES AND UNIFORM CLEANING	\$163.63
CITY OF LEWISTON EMPLOYEE BENEFIT- CAFETERIA PLAN	111337	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$8,290.36
CLEARWATER CLEANING SERVICES CORP	111385	10/5/2023	PARKSFAC	CONTRACT FOR LIBRARY CUSTODIAL	\$4,245.00
CLEARWATER FENCE LLC	111386	10/5/2023	PARKSFAC	FENCING AND POST WORK FOR PICKLE BALL COURT PROJE	\$54,462.40
CLEARWATER FINANCIAL LLC	111237	9/28/2023	PARKSFAC	AUGUST / SEPTEMBER PUBLIC ENGAGEMENT CAMPAIGN	\$1,550.00
COEUR D'ALENE TRACTOR CO	111218	9/28/2023	PARKSFAC	CASTER WHEELS, SCREWS FOR BLADES, CURB JUMPER	\$453.54
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	111238	9/28/2023	SANITATION	BPO - TS - FUEL	\$260.27
				BPO - TS - FY23 FUEL HAULING CONTRACT	\$548.72
	111388	10/5/2023	SANITATION	BPO - TS - FUEL	\$109.27
				BPO - TS - FY23 FUEL HAULING CONTRACT	\$1,712.72
COMMERCIAL TIRE INC	111239	9/28/2023	FLTMAINT	PW - TR - DRUM OF TOLULENE	\$805.86
				BPO/ FLEET/ OSL & TIRE REPAIRS	\$527.75
	111389	10/5/2023	TRANSITOP	WINTER RATED AMBULANCE TIRES	\$9,217.80
CONSOLIDATED ELECTRICAL DISTRIBUTORS	111240	9/28/2023	PARKSFAC	TRANSIT WINTER TIRES FOR 705	\$645.12
			TRNSPN	BPO P&R ELECTRICAL SUPPLIES	\$1,196.61
			WATER	BPO - TRAFFIC - SPLYS	\$1,568.32
CONSOLIDATED SUPPLY CO	111391	10/5/2023	WATER	BPO PW WTP P/M/M MAINT SPLYS	\$2.60
CREA CONSTRUCTION INC	111241	9/28/2023	TRNSPN	PW-WDIST-INVENTORY ITEMS- VARIOUS; QUOTES ATTACHED	\$4,385.52
D & D MCLAUGHLIN LLC	111242	9/28/2023	PROPIMPR	TR067 STORM RESPONSE REPAIRS; 11TH, 13TH, 21ST	\$2,200.00
DARREN TRAINOR	111213	9/28/2023	RECREATION	300' OF ROADWAY FILL FROM OCONNOR ROAD TO MAINTEN	\$2,500.00
	111363	10/5/2023	RECREATION	UMPIRED 11 GAMES FOR COED LEAGUE 2ND HALF @\$30/GM	\$330.00
				UMPIRED 6 GAMES FOR COED POSTSEASON PART 1 @30/GM	\$180.00



Voucher's Payable

DAVID EVANS AND ASSOCIATES INC	111244	9/28/2023	CAPITAL PROJECTS	TR036 BRYDEN AVE RECONSTRUCTION - FINAL DESIGN	\$87,277.23
DELL MARKETING LP	111394	10/5/2023	INFOSYSTMS	LPD COMPUTERS	\$8,790.59
DERANLEAU'S OF LEWISTON INC	111246	9/28/2023	PARKSFAC	AIR CONDITIONER FOR SERVICE CENTER	\$629.99
DYLAN MADER	111190	9/28/2023	RECREATION	UMPIRED 6 GAMES FOR COED LEAGUE 2ND HALF @\$30/GAME	\$180.00
	111339	10/5/2023	RECREATION	UMPIRED 6 GAMES FOR COED POSTSEASON PART 1 @30/GM	\$180.00
ECONOLITE CONTROL PRODUCTS INC	111247	9/28/2023	TRNSPN	PW - TR - AUTO SCOPE HD CAMERA ASSEMBLY	\$5,000.00
EFTPS	1407	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$158,655.40
ERB'S ACE HARDWARE LLC	111248	9/28/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$18.68
			TRNSPN	BPO - STREETS - SPLYS	\$417.18
			WATER	BPO PW DISTRIB SPLYS	\$23.24
			WSTWTR	BPO PW WWTP SUPPLIES	\$52.83
	111396	10/5/2023	WATER	BPO PW DISTRIB SPLYS	\$24.63
			WSTWTR	BPO PW WWTP SUPPLIES	\$183.45
EZEKIEL H ULREY	111191	9/28/2023	RECREATION	UMPIRED 6 GAMES FOR COED LEAGUE 2ND HALF @\$30/GAME	\$180.00
FASTENAL COMPANY	111397	10/5/2023	PARKSFAC	BPO P&R VENDING MACHINE AND SAFETY SUPPLIES	\$263.34
			WATER	BPO PW WTP SPLYS	\$614.45
			WSTWTR	BPO PW WW COLL SUPPLIES	\$79.28
FERGUSON ENTERPRISES #3011	111249	9/28/2023	WATER	BPO PW DISTRIB MAINT SPLYS	\$3,292.15
				PW-WDIST-MISC ITEMS-VARIOUS; QUOTES ATTACHED	\$6,456.71
			WSTWTR	BPO PW WW COLL SUPPLIES	\$497.76
				PW-WWC-PROSPECT AVE; SPECIAL PIPE FOR REPAIR	\$7,918.40
	111398	10/5/2023	FIRE	BOTTLE FILLER - STATION 4	\$967.29
			PARKSFAC	BOTTLE FILLER - STATION 4	\$386.91
			WATER	PW-WDIST-MISC ITEMS-VARIOUS; QUOTES ATTACHED	\$2,320.90
				PW-WDIST-NON INVENTORY-FORD BRASS; QUOTES ATTCD	\$1,795.43
FERGUSON ENTERPRISES LLC #3325	111302	9/28/2023	WATER	BPO PW DISTRIB SPLYS	\$634.95
FISHER SYSTEMS INC	111399	10/5/2023	POLICE	PD - SECURITY SYSTEM FOR 16TH AVE EVIDENCE	\$6,938.64
FOP LEWIS CLARK LODGE #10	111340	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$1,867.42
FOUR SEASONS LAWN CARE	111400	10/5/2023	POLICE	BPO - PD - PEST CONTROL FOR PD, TRAINING CENTER, A	\$96.00
FREEDOM FIRE LLC	111250	9/28/2023	FLTMAINT	VEHICLE FIRE EXTINGUISHER SERVICING	\$579.00
			PARKSFAC	10 Fire extinguishers replaced due to being used	\$685.00
	111401	10/5/2023	PARKSFAC	Golf Course hood cleaning and fire testing	\$680.00
FURNITURE WHOLESALERS LTD	111251	9/28/2023	COMDEV	CD-NEW DESK FOR BUSINESS LICENSE COORDINATOR	\$2,138.96
GALLS PARENT HOLDINGS LLC DBA GALLS LLC	111252	9/28/2023	FIRE	FIRE - GALLS - NEW EMPLOYEE UNIFORMS	\$657.20



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GATEWAY MATERIALS	111253	9/28/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$6.00
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$81.88
			TRNSPN	BPO - STREETS - SPLYS	\$197.30
GEORGE WILLIAM REED	111429	10/5/2023	RECREATION	BPO P&R SENIOR NUTRITION MEAL DELIVERY DRIVER	\$170.30
GEORGES LOCK & KEY	111402	10/5/2023	POLICE	PD KEYS AND LOCKS FOR SHOOTING RANGE	\$25.46
GRAINGER	111254	9/28/2023	WATER	BPO PW WTP P/M/M SPLYS	\$663.47
			WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	\$363.76
GREG RIGHTMIER	111199	9/28/2023	HR	TUITION REIMBURSEMENT IN ACCORDANCE W/ SECT 1304	\$960.00
GREG RIGHTMIER	111200	9/28/2023	FIRE	MEALS: HAZARD-ZONE CONFERENCE: 10/04/23	\$245.00
GUARDIAN PLUMBING, HEATING & A/C INC	111255	9/28/2023	PARKSFAC	EMERGENCY WORK ON POLICE AIR CONDITIONER	\$220.00
H & H BUSINESS SYSTEMS	111256	9/28/2023	TRNSPN	BPO - ENG - PLOTTER MAINTENANCE	\$2.44
	111403	10/5/2023	WSTWTR	BPO PW WWTP COPIER MAIN & SPLYS	\$2.96
HAHN SUPPLY	111257	9/28/2023	PARKSFAC	BPO P&R HVAC TOOLS	\$16.31
				BPO P&R TOOLS AND CONSTRUCTION SUPPLIES	\$16.84
	111404	10/5/2023	PARKSFAC	BPO P&R HVAC TOOLS	\$5.37
HCAA LLC	111405	10/5/2023	FIRE	FIRE - HELLS CANYON APPAREL - APPAREL	\$224.80
HELLS CANYON ELECTRIC LLC	111258	9/28/2023	WATER	ELECTRICAL INSTALLATION SUPPORT	\$774.03
HENRY SCHEIN	111406	10/5/2023	FIRE	BPO - FIRE - HENRY SCHEIN EMS SUPPLIES	\$53.00
HERCO INC DBA HERCO ASPHALT & PAVING	111259	9/28/2023	PROPIMPR	ENTRYWAY TO BRYDEN CANYON GOLF COURSE	\$48,515.00
HOME DEPOT CREDIT SERVICES	111260	9/28/2023	COMDEV	CD-SUPPLIES FOR CONVERSION OF OPEN OFFICE TO CLOS	\$211.50
			FIRE	FIRE - HOME DEPOT - CHAINSAW CASES	\$243.24
				FIRE - HOME DEPOT - INSPECTOR TOOLS	\$62.41
			PARKSFAC	BPO P&R CONSTRUCTION AND HVAC SUPPLIES	\$284.34
				REPLAMENT HOSES FOR ORCHARDS POOL DECK	\$261.85
			POLICE	PD - EVIDENCE ROLLING SYSTEMS FOR INVESTIGATIONS	\$399.92
			WATER	BPO PW WTP SPLYS	\$45.33
			WSTWTR	BPO PW WW COLL SUPPLIES	\$31.95
				BPO PW WWTP SUPPLIES	\$47.65
	111407	10/5/2023	COMDEV	CD-SUPPLIES FOR CONVERSION OF OPEN OFFICE TO CLOS	\$56.49
			PARKSFAC	BPO P&R CONSTRUCTION AND HVAC SUPPLIES	\$957.75
				LUMBER FOR PICNIC TABLES IN THE PARKS REPAIRS	\$815.72



Voucher's Payable

			TRANSITOP	BPO - TRANSIT - HARWARE/TOOLS/CLEANING SUPPLIES	\$159.00
HUGHES FIRE EQUIPMENT INC	111261	9/28/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$28.69
I A F F - LOCAL #1773	111342	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$3,025.00
IAFF LOCAL 1773 PAC	111343	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$465.00
IDAHO CHILD SUPPORT RECEIPTING	111344	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$730.24
IDAHO DEPT OF CORRECTION	111264	9/28/2023	CEMETERY	INMATE LABOR FOR CEMETERY AND UF FOR AUG & SEPT	\$4,572.75
			PARKSFAC	INMATE LABOR FOR CEMETERY AND UF FOR AUG & SEPT	\$567.00
IDAHO DEPT OF ENVIRONMENTAL QUALITY	111265	9/28/2023	WATER	PW DRINKING WATER SYSTEM - QUARTERLY FEES	\$4,485.75
IDAHO DEPT OF HEALTH & WELFARE	111263	9/28/2023	FIRE	FIRE-ID EMS-RECERT	\$25.00
IDAHO DIVISION OF OCCUPATIONAL AND PROFESSIONAL	111408	10/5/2023	WATER	IBOL APPLICATION - B GARZA; WD3; LIC UPGRADE FEE	\$25.00
IDAHO ICE	111409	10/5/2023	SANITATION	BPO - TS - IDAHO ICE	\$18.69
IDAHO RECREATION & PARK ASSOCIATION INC	111266	9/28/2023	PARKSFAC	DUES FOR 8 MEMBERS TO THE IRPA	\$100.00
IDAHO STATE POLICE	111410	10/5/2023	COMDEV	BPO - CD: FINGERPRINTING FEES FOR BUSINESS LICENS	\$33.25
			LIBRARY	BPO - LIB - VOLUNTEER CHECKS	\$40.00
IDAHO STATE TAX COMMISSION	111345	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$28,359.00
	111346	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$774.76
IDAHO TRUCK SALES CO	111267	9/28/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$11.32
IDAHO TRUCK SPECIALTIES LLC DBA COBALT TRUCK EQUIPMENT	111387	10/5/2023	WATER	F350 SERVICE BODY	\$22,617.50
INGRAM LIBRARY SERVICES	111268	9/28/2023	LIBRARY	BPO - LIB - ADULT FICTION	\$165.91
				BPO - LIB - AUDIOBOOKS	\$33.13
				BPO - LIB - LARGE PRINT	\$483.25
				BPO - LIB - TEEN FICTION	\$154.71
	111411	10/5/2023	LIBRARY	BPO - LIB - ADULT FICTION	\$115.82
				BPO - LIB - ANF 1ST FLOOR BOOKS	\$40.38
				BPO - LIB - AUDIOBOOKS	\$25.95
				BPO - LIB - LARGE PRINT	\$222.55
INLAND CELLULAR	111269	9/28/2023	TRNSPN	PW - STORMWATER CAMPAIGN; 50% W/ ASOTIN	\$900.00
	111412	10/5/2023	PARKSFAC	BPO CITY PARKS CAMERAS	\$204.12
INLAND FASTENER INC	111270	9/28/2023	WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	\$95.00
INTERMOUNTAIN CLAIMS INC	111271	9/28/2023	INSTRUST	INTERMOUNTAIN CLAIMS- REIMB	\$39,095.51
	111413	10/5/2023	INSTRUST	INTERMOUNTAIN CLAIMS- REIMB	\$164.99
INTERNATIONAL ASSOCIATION OF FIRE CHIEFS INC	111262	9/28/2023	FIRE	BPO - FIRE - IAFC DUES	\$310.00



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INTERNATIONAL CITY MANAGEMENT ASSOCIATION DBA MISSIONSQUARE RETIREMENT	1406	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$4,331.18
JAMES CONNOLLY CONSULTING LTD	111301	9/28/2023	PARKSFAC	CHEMICALS 24D,DITHLOPR,FLUMI SHIELD,ORNAMEC,TRICL	\$6,437.53
JASON KUZIK	111358	10/5/2023	POLICE	MEALS: IACP CONFERENCE: 10/13/23	\$431.00
JASON THOMPSON	111201	9/28/2023	TRNSPN	MEALS: LHTAC ENVIRONMENTAL BMPS: 10/03/23	\$108.00
JENNY BOURASSA	111202	9/28/2023	POLICE	REIMBURSEMENT DUE TO COSTCO CARD BALANCE MAXED	\$73.91
JOE HALL FORD	111273	9/28/2023	INSTRUST	REPAIRS TO #135 PATROL SUV	\$3,492.19
				REPAIRS TO #136 PATROL SUV	\$1,000.00
	111274	9/28/2023	WATER	VEHICLES PER RFP-23-001 CITY VEHICLES	\$51,837.00
JOE STORMES	111359	10/5/2023	POLICE	MEALS: DEFENSIVE TACTICS ARCON INSTR: 10/15/23	\$739.00
JOHN J VANTREASE	111214	9/28/2023	RECREATION	UMPIRED 18 GAMES FOR COED LEAGUE 2ND HALF @\$30/GM	\$540.00
JOHN'S SAW SERVICE	111275	9/28/2023	WATER	BPO PW DISTRIB SERVICE SMALL EQUIPMENT	\$144.98
JON ADAMS	111367	10/5/2023	RECREATION	BPO P&R SENIOR MEAL DELIVERY REIMBURSEMENT 2023	\$149.34
JON DAHMEN	111203	9/28/2023	FIRE	MEALS: HAZARD-ZONE CONFERENCE: 10/04/23	\$245.00
J-U-B ENGINEERS	111276	9/28/2023	PARKSFAC	PROJECT 23-23-010 TASK COM PARK SURVEY PUBLIC ENG	\$104.56
			WATER	WR060 COMMUNITY DR RESERVOIR (FKA SE RESERVOIR)	\$15,177.07
	111414	10/5/2023	PARKSFAC	PROJECT 23-23-010 TASK COM PARK SURVEY PUBLIC ENG	\$18,139.20
KAREN SELDON	111432	10/5/2023	RECREATION	BPO P&R SENIO MEAL DELIVERY REIMBURSEMENT 2023	\$171.61
KATHERINE LOUISE CONE	111390	10/5/2023	RECREATION	BPO P&R SENIOR MEAL DRIVER REIMBURSEMENT	\$26.20
KEITH WEISSENFELS	111204	9/28/2023	FIRE	MEALS: HAZARD-ZONE CONFERENCE: 10/04/23	\$245.00
KENWORTH SALES COMPANY	111277	9/28/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$145.52
KING'S THRONES & PUMPING SERVICE LLC	111278	9/28/2023	CEMETERY	BPO P&R PORTABLE TOILETS IN THE PARKS	\$83.00
			PARKSFAC	BPO P&R PORTABLE TOILETS IN THE PARKS	\$893.00
	111415	10/5/2023	POLICE	PD - SERVICE CALL AT OUTDOOR RANGE	\$45.00
			WATER	PW - TS - PUMP SCALE PIT/WTD SHOP SRV #2	\$45.00
KINLEY L PEDERSON	111279	9/28/2023	RECREATION	SENIOR MEAL DELIVERY REIMBURSEMENT	\$20.96
	111416	10/5/2023	RECREATION	SENIOR MEAL DELIVERY REIMBURSEMENT	\$22.93
KIRBY MESHISHNEK	111205	9/28/2023	PARKSFAC	REIMBURSEMENT FOR SAFETY BOOTS	\$152.15
L N CURTIS & SONS	111280	9/28/2023	FIRE	FIRE - LN CURTIS - HOODS	\$3,763.00
LEAH BURRIS	111206	9/28/2023	HR	MEALS: NEOGOV IGNITE CONF '23: 10/16/23	\$129.00



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LEATHAM FAMILY LLC DBA SYMBOLARTS LLC	111439	10/5/2023	POLICE	PD - DEPARTMENT BADGES	\$4,350.00
LEGACY PAVING AND CONSTRUCTION LLC	111281	9/28/2023	WATER	BPO PW W DISTRIB EMERGENCY PATCHES	\$1,300.00
				PW-WTD-PATCHES BID 9/14/23	\$6,100.00
LES SCHWAB TIRE CENTER	111282	9/28/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$56.57
LEWIS CLARK STATE COLLEGE	111417	10/5/2023	FIRE	FIRE - LCSC - CAREER FAIR	\$300.00
LEWISTON-NEZ PERCE COUNTY AIRPORT AUTHORITY	111418	10/5/2023	LEGISLATIV	BPO - AIRPORT CAPITAL IMPROVEMENTS	\$52,630.25
				BPO - AIRPORT OPERATIONS COSTS	\$87,778.84
LIFELOC TECHNOLOGIES INC	111419	10/5/2023	POLICE	PD - LIFELOC PORTABLE BREATH TESTERS AND SUPPLIES	\$1,781.18
LOGAN SIMPSON DBA LOGAN SIMPSON	111283	9/28/2023	COMDEV	COMPREHENSIVE PLAN - RFP-22-004	\$17,580.00
MARK THOMPSON JR	111193	9/28/2023	RECREATION	UMPIRED 3 GAMES FOR COED LEAGUE 2ND HALF @\$30/GAME	\$90.00
	111348	10/5/2023	RECREATION	UMPIRED 3 GAMES FOR COED LEAGUE POSTSEASON @30/GM	\$90.00
MATHEW LANE	111192	9/28/2023	RECREATION	UMPIRED 5 GAMES FOR COED LEAGUE 2ND HALF @\$30/GAME	\$150.00
	111347	10/5/2023	RECREATION	UMPIRED 5 GAMES FOR COED POSTSEASON PART 1 @30/GM	\$150.00
MATTHEW HERSH	111341	10/5/2023	RECREATION	UMPIRED 5 GAMES FOR COED LEAGUE POSTSEASON @30/GM	\$150.00
MERRICK & COMPANY	111285	9/28/2023	ECONOMIC DEVELOPMEN T	21.027 WR0600 ARPA DWNTNW MAIN REPLACEMENT-DESIGN	\$40,254.71
			WSTWTR	WW061 FY2023 EAST ORCHARDS SEWER PH 3 DESIGN	\$5,537.35
METROQUIP INC	111286	9/28/2023	TRNSPN	PW - STMW - ENVIROSIGHT POLE CAMERA REPAIR	\$2,851.27
MH TECHNOLOGY SUPPLY CORPORATION	111287	9/28/2023	POLICE	PD - SWET BARCODE SCANNERS FOR PATROL VEHICLES	\$878.00
MISC AMBULANCE REFUND	111349	10/5/2023	ADMSVC	REFUND	\$55.54
MISC CUSTOMER REFUND	111194	9/28/2023	COMDEV	BUSINESS LICENSE OVERPAYMENT	\$94.00
	111195	9/28/2023	FIRE	INVOICE# 1229 MULTI-FORCE DOOR	\$8,505.00
	111196	9/28/2023	SANITATION	UB 5001000469 415 LINDEN	\$75.72
	111197	9/28/2023	UNDEFINED	UB 2100053935 3127 8TH	\$75.72
	111350	10/5/2023	RECREATION	KARATE CLASS SESSION 1 CANCELED: LACK OF NUMBERS	\$65.00
	111351	10/5/2023	RECREATION	KARATE CLASS SESSION 1 CANCELED: LACK OF NUMBERS	\$65.00
	111352	10/5/2023	RECREATION	KARATE CLASS SESSION 1 CANCELED: LACK OF NUMBERS	\$65.00
	111353	10/5/2023	RECREATION	KARATE CLASS SESSION 1 CANCELED: LACK OF NUMBERS	\$65.00
	111354	10/5/2023	RECREATION	KARATE CLASS SESSION 1 CANCELED: LACK OF NUMBERS	\$75.00
	111355	10/5/2023	RECREATION	KARATE CLASS SESSION 1 CANCELED: LACK OF NUMBERS	\$75.00
MISC PARKING TICKET REFUND	111209	9/28/2023	POLICE	REFUND FOR PARKING TICKET WRONGLY SENT TO COLLECTNS	\$20.00
MOTION INDUSTRIES INC	111288	9/28/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$256.58



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MPH INDUSTRIES INC	111289	9/28/2023	POLICE	PD - RADAR FOR NEW PATROL CAR	\$2,129.00
NAPA AUTO PARTS	111290	9/28/2023	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$158.24
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$49.32
NATIONWIDE RETIREMENT	1404	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$6,696.64
NATIONWIDE-RESERVE	1408	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$1,380.82
NCPERS GROUP LIFE INS	111360	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$1,440.00
NEZ PERCE COUNTY	111210	9/28/2023	POLICE	APCO TRAVEL REIMBURSEMENT	\$175.39
	111291	9/28/2023	LEGISLATIV	FY22-23 EMERGENCY MANAGEMENT PROGRAM FUNDING	\$28,678.32
	111420	10/5/2023	LEGAL	BPO-LEGAL-NPC-COL FY24 PROSECUTION SERVICES	\$9,549.67
NICHOLAS MASTERS	111211	9/28/2023	RECREATION	UMPIRED 6 GAMES FOR COED LEAGUE 2ND HALF @\$30/GAME	\$180.00
NICK EYLAR	111207	9/28/2023	POLICE	MEALS: FBI EXEC COMMAND COLLEGE: 10/08/23	\$227.00
NIKKI PROVINCE	111208	9/28/2023	HR	MEALS: NEOGOV IGNITE CONF '23: 10/16/23	\$129.00
NORCO INC	111292	9/28/2023	FIRE	BPO - FIRE - NORCO	\$369.38
			TRNSPN	BPO - TRAFFIC - PERSONNEL EQUIPMENT	\$213.84
			WATER	PW-WTR-DIS-BPO SUPPLIES	\$44.80
	111421	10/5/2023	FIRE	BPO - FIRE - NORCO	\$634.40
			TRNSPN	BPO - TRAFFIC - PERSONNEL EQUIPMENT	\$89.95
NORTH 40 OUTFITTERS	111293	9/28/2023	COMDEV	CD-CUNNINGHAM - PURCHASE OF OVERALLS/PANTS	\$99.98
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$235.95
			PARKSFAC	BPO P&R IRRIGATION, CONSTRUCTION SUPPLIES	\$171.64
				BPO P&R SHOP SUPPLIES	\$56.95
				Safety Boots for Tyson Feider	\$169.99
				SAFETY BOOTS MIKE MILLS	\$169.99
				WINTER GEAR FOR THREE NEW EMPLOYEES	\$779.94
			TRNSPN	BPO - STREETS - SPLYS	\$1,216.63
				PW - ST - SAFETY SHOES: ARMSTRONG	\$175.00
			WATER	BPO PW DISTRIB SPLYS	\$68.98
				BPO PW WTP SPLYS	\$350.94
			WSTWTR	BPO PW WW COLL SUPPLIES/TOOLS	\$54.96
	111422	10/5/2023	PARKSFAC	BPO P&R SHOP SUPPLIES	\$22.48
			POLICE	BPO - PD - UNIFORM PANTS/PATROL	\$855.85
			TRNSPN	BPO - STREETS - SPLYS	\$53.98
			WATER	BPO PW DISTRIB SPLYS	\$34.98
NORTHWEST ENGRAVING	111294	9/28/2023	FIRE	BPO PW WTP SPLYS	\$48.92
				FIRE - NORTHWEST ENGRAVING - NEW RFF NAMEBADGES	\$120.00
				FIRE - NW ENGRAVING - NEW RESERVE PASSPORT-NMETGS	\$180.00



Voucher's Payable

NUANCE COMMUNICATIONS INC	111295	9/28/2023	POLICE	BPO - PD - SOFTWARE LICENSES FOR DRAGON DICTATION	\$1,250.00
ODP BUSINESS SOLUTIONS LLC	111297	9/28/2023	EXECUTIVE	OFFICE SUPPLIES - CITY CLERK'S OFFICE	\$168.46
			FINANCE	BPO - FIN - OFFICE SUPPLIES *RETURNED TONER*	(\$258.58)
			PARKSFAC	PENS, PENCILS, COPY PAPER, COLORED PAPER	\$924.04
			POLICE	BPO - PD - OFFICE SUPPLIES	\$219.98
			SANITATION	BPO - PW - OFFICE SUPPLIES	\$0.23
			TRNSPN	BPO - PW - OFFICE SUPPLIES	\$289.93
			WATER	BPO - PW - OFFICE SUPPLIES	\$0.21
			WSTWTR	BPO - PW - OFFICE SUPPLIES	\$0.22
	111423	10/5/2023	COMDEV	BPO - CD: OFFICE DEPOT: CD OFFICE SUPPLIES	\$120.72
			EXECUTIVE	BPO - EXEC - OFFICE SUPPLIES FOR CLERK'S	\$84.11
				OFFICE SUPPLIES - CITY CLERK'S OFFICE	\$41.19
			POLICE	BPO - PD - OFFICE SUPPLIES	\$431.84
			WSTWTR	BPO PW WWTP OFFICE SUPPLIES	\$147.41
ON-TARGET SOLUTIONS GROUP INC	111424	10/5/2023	POLICE	TRAVEL-MCLAUGHLIN-SOLUTIONS FOR LE EXECUTIVES	\$520.00
O'REILLY AUTO PARTS	111296	9/28/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$100.06
OVERDRIVE INC	111298	9/28/2023	LIBRARY	BPO - LIB - ADULT OVERDRIVE ORDERS	\$1,706.23
OXARC	111299	9/28/2023	FIRE	FIRE - OXARC - SAFETY VESTS	\$128.80
			POLICE	PD - FIRE EXTINGUISHER MAINTENANCE	\$20.84
			WATER	BPO SODIUM HYPOCHLORITE FOR WELLS	\$1,174.87
	111425	10/5/2023	SANITATION	BPO - TS - PERSONNEL SPLYS	\$665.78
			TRNSPN	BPO - PW - MARKING PAINT (CONST MGMT)	\$132.12
				BPO - PW - PERSONNEL EQUIPMENT (CONST MGMT)	\$68.83
				BPO - STREETS - PERSONNEL EQUIPMENT	\$441.35
				BPO - TRAFFIC - SPLYS	\$355.88
				BPO PW WW COLL PERSONNEL EQUIPMENT	\$41.68
PATTS GARDEN CENTER	111300	9/28/2023	PARKSFAC	DOGWOOD AND CHERRY TREE	\$159.98
			WSTWTR	PW-WWTP-ADDITIONAL LANDSCAPING WWTP	\$331.03
PAUL SCOTT DRIVER	111395	10/5/2023	RECREATION	BPO P&R SENIOR MEAL REIMBURSEMENT 2023	\$59.61
PERSI	1405	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$207,056.82
PORT OF LEWISTON	111426	10/5/2023	INFOSYSTMS	BPO - IT - FIBER CONNECTIONS	\$1,945.00
POSITIVE PROMOTIONS	111303	9/28/2023	FIRE	FIRE - POSITIVE PROMOTIONS - PUB ED SUPPLIES	\$2,406.69
PRINTCRAFT PRINTING	111304	9/28/2023	EXECUTIVE	ADDITIONAL MAGAZINE PRINTS	\$120.00
				EXEC: CITY CLERK NAMEPLATE & STAMP	\$56.95
			POLICE	PD - LETTERHEAD ENVELOPES AND ADDRESS STAMP	\$28.95



Voucher's Payable

				PD - TABLECLOTH FOR RECRUITING AND FEE SIGN FOR LO	\$230.00
	111427	10/5/2023	EXECUTIVE	EXEC: CITY CLERK BUSINESS CARDS	\$65.00
			PARKSFAC	SCAN MAPS FOR FACILITIES	\$64.00
			POLICE	BPO - PD - BUSINESS CARDS	\$40.00
			TRNSPN	PW-ADMIN-DOOR VINYL SIGN	\$65.00
				PW-WINDOW ENVELOPES (6 BOXES)	\$699.75
PROVE IT POLYGRAPH	111305	9/28/2023	POLICE	PD - PRE EMPLOYMENT POLYGRAPH PRINCE	\$200.00
QUADIENT INC	111306	9/28/2023	FINANCE	POSTAGE MACHINE AND METER RENTAL	\$5,385.00
	111428	10/5/2023	FINANCE	FY24 YEARLY POSTAGE METER RENTAL	\$720.00
RDK CORPORATION DBA SHADOW TRACKERS	111434	10/5/2023	HR	BPO - HR - BACKGROUND CHECK SERVICES	\$553.00
RELIANCE STANDARD LIFE INSURANCE COMPANY	111361	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$7,184.42
RICOH USA INC	111307	9/28/2023	POLICE	BPO - PD - DISPATCH COPIER RENTAL	\$133.65
	111308	9/28/2023	EXECUTIVE	BPO - EXEC - FY23 RICOH MAINT/COST PER COPY	\$224.10
	111430	10/5/2023	LEGAL	BPO-LEGAL-RICOH COPIER-COPY FEES FY23	\$31.98
			POLICE	BPO - PD - COPY FEES	\$38.68
			SANITATION	BPO - PW - MPC4503 COPIER MAINTENANCE	\$15.57
			TRNSPN	BPO - PW - MPC4503 COPIER MAINTENANCE	\$167.30
			WATER	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.05
			WSTWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$9.29
RUSH TRUCK CENTERS OF IDAHO	111309	9/28/2023	FLTMAINT	BPO - FLEET - REPAIR PARTS & REPAIRS	\$71.09
RUSSELL H HOLTER DBA CULTURAL RECONNAISSANCE	111393	10/5/2023	WATER	WR051 WTP RETROFIT	\$4,166.00
SCADACORE INC	111431	10/5/2023	WATER	PW-WTR-BPO MONTHLY COST FOR SCADACORE MONITORING	\$3,374.91
SEAN BROGAN	111212	9/28/2023	RECREATION	UMPIRED 3 GAMES FOR COED LEAGUE 2ND HALF @\$30/GAME	\$90.00
	111362	10/5/2023	RECREATION	UMPIRED 1 GAME FOR COED POSTSEASON PART 1 @30/GM	\$30.00
SEA-WESTERN INC	111310	9/28/2023	FIRE	FIRE - SEAWESTERN - RESCUE MANIKIN	\$6,855.65
SEEKINS PRECISION INC	111311	9/28/2023	POLICE	PD - PATROL RIFLES	\$95,779.00
SHERA S BRYER	111380	10/5/2023	RECREATION	SENIOR MEAL DRIVER FOR 2023	\$62.88
SHERWIN WILLIAMS CO	111312	9/28/2023	PARKSFAC	PAINT AND SUPPLIES FOR BANDSHELL	\$496.49
SIRCHIE ACQUISITION COMPANY LLC	111313	9/28/2023	POLICE	PD - EVIDENCE TAPE AND SPLASH GOGGLES	\$4.35
				PD - LIFT TAPE AND FUMING COMPOUND FOR EVIDENCE	\$39.90
SITEONE LANDSCAPE	111314	9/28/2023	PARKSFAC	1000 lbs of grass rye seed for \$1,730	\$1,720.80



Voucher's Payable

SUPPLY LLC				224 RAINBIRD FALCON IRRIGATION ROTOR RISERS 150 E	\$7,974.32
				PREEMERGENT CHEMICALS FOR ROSE GARDEN MAIN STREET	\$4,170.00
SPLASH CARWASH & DETAILING	111435	10/5/2023	POLICE	BPO - PD - CAR WASH	\$418.00
STERLING BATTERY COMPANY	111315	9/28/2023	FLTMAINT	BPO - FLEET - VEHICLE BATTERIES	\$365.57
SUNSHINE DISPOSAL	111316	9/28/2023	SANITATION	BPO - PW - FY23 EXTRA YW & RECY CARTS	\$1,552.48
	111436	10/5/2023	SANITATION	BPO - PW - FY23 MONTHLY PROCESSING SINGLE STREAM	\$13,179.19
				BPO - TS - FY23 TONNAGE HAUL	\$21,533.05
SUPREME POWER SPORTS LLC	111438	10/5/2023	CEMETERY	3 Little Wonder Edgers	\$3,540.00
T BAILEY INC	111318	9/28/2023	WATER	WR060 COMM DR RESERVOIR CONSTRUCTION	\$118,523.90
TARGET SOLUTIONS LEARNING LLC	111441	10/5/2023	FIRE	FIRE - TARGET SOLUTIONS - INVENTORY/ROSTER PROGRA	\$19,400.21
THE HOME DEPOT PRO	111317	9/28/2023	PARKSFAC	29 CASES OF TOILET PAPER FOR ALL CITY BUILDINGS	\$1,335.16
	111437	10/5/2023	PARKSFAC	CUSTODIAL SUPPLIES FOR CITY BUILDINGS	\$27.60
THE MASTER'S TOUCH LLC	111284	9/28/2023	FINANCE	BPO - UB - STATEMENT PRINTING AND MAILING	\$6,511.35
			SANITATION	PW - FY24 RECYCLING CALENDAR - SEPT 2023 BILL RUN	\$1,170.53
THOMAS DEAN & HOSKINS OF IDAHO INC	111319	9/28/2023	PROPIMPR	PROJECT MANAGEMENT ON FENTON ROOF	\$3,394.00
THOMSON REUTERS - WEST	111442	10/5/2023	LEGAL	BPO-LEGAL-WESTLAW CHARGES FOR FY23	\$916.95
TINYMOBILEROBOTS US LLC	111320	9/28/2023	RECREATION	ANNUAL TECH SUPPORT FOR THE ROBOT PAINTER	\$1,790.00
TK ELEVATOR CORPORATION	111321	9/28/2023	PARKSFAC	ANNUAL SI COMPLETED ON UNITSIN BELL BUILDING	\$2,800.00
				CREDIT MEMO FOR INVOICE# 3006231107	(\$2,040.00)
	111443	10/5/2023	PARKSFAC	Emergency Elevator Repair Lewiston PD	\$965.00
T-MOBILE	111440	10/5/2023	LIBRARY	BPO-LIB-MOBILE SERVICES FEES	\$218.59
TPC HOLDINGS INC	111444	10/5/2023	POLICE	PD - MEDIA KICK-OFF FOR RECRUITMENT CAMPAIGN	\$3,475.00
TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC	111445	10/5/2023	POLICE	BPO PD TLO ACCESS FEES FOR INVESTIGATIONS	\$120.00
TRIBUNE PUBLISHING CO	111322	9/28/2023	COMDEV	BPO - CD - P&ZC PUBLISHED NOTICES FOR PUBLIC HEA	\$210.32
			EXECUTIVE	BPO - EXEC - PUBLISHING COSTS	\$172.24
	111446	10/5/2023	COMDEV	LIVING LEWISTON/PROGRAM GUIDE/MAGAZINE	\$195.55
			EXECUTIVE	BPO - EXEC - PUBLISHING COSTS	\$106.53
				LEGAL NOTICE - SURPLUS AUCTION	\$62.72
				LIVING LEWISTON/PROGRAM GUIDE/MAGAZINE	\$293.33
			LIBRARY	LIVING LEWISTON/PROGRAM GUIDE/MAGAZINE	\$415.56



Voucher's Payable

			RECREATION	LIVING LEWISTON/PROGRAM GUIDE/MAGAZINE	\$1,124.45
			TRNSPN	LIVING LEWISTON/PROGRAM GUIDE/MAGAZINE	\$415.56
ULINE	111324	9/28/2023	POLICE	PD - EVIDENCE SUPPLIES	\$66.75
	111447	10/5/2023	POLICE	PD - BOXES FOR EVIDENCE	\$66.75
				PD - EVIDENCE SUPPLIES	\$873.95
UNIFORMS2GEAR INC	111325	9/28/2023	POLICE	BPO - PD - UNIFORMS/ADMIN	\$328.50
				PD - N EAR LISTENING DEVICE FOR PATROL RADIOS	\$2,051.88
	111448	10/5/2023	POLICE	BPO PD UNIFORMS/PATROL	\$120.44
				BPO PD UNIFORMS/SUPPORT SERVICES	\$120.44
UNITED RENTALS (NORTH AMERICA), INC.	111449	10/5/2023	WATER	PW-WTD-TRENCH ROLLER RENTAL; 1 DAY; SW RES	\$270.00
URM STORES INC	111326	9/28/2023	CEMETERY	COFFEE, HOT CHOCOLATE AND CUPS	\$507.09
			FLTMAINT	BPO - SRV CTR - BREAK ROOM SUPPLIES	\$70.10
			PARKSFAC	BPO - SRV CTR - BREAK ROOM SUPPLIES	\$70.22
			POLICE	BPO - PD - OFFICE SUPPLIES AND FOOD ITEMS	\$5.97
			RECREATION	BPO P&R SENIOR NUTRITION FOODS	\$409.68
			TRNSPN	BPO - SRV CTR - BREAK ROOM SUPPLIES	\$70.10
			WATER	BPO PW DISTRIBUTION SPLYS	\$103.34
	111450	10/5/2023	RECREATION	BPO P&R SENIOR NUTRITION FOODS	\$217.86
			WATER	BPO PW WTP SPLYS	\$140.95
US FOODS - SPOKANE	111327	9/28/2023	RECREATION	BPO P&R SENIOR NUTRITION FOOD	\$2,177.18
	111451	10/5/2023	RECREATION	BPO P&R SENIOR NUTRITION FOOD	\$47.10
VALLEY CAR SALES INC	111452	10/5/2023	RECREATION	VAN RENTAL FOR SENIOR FIRST FRIDAY LUNCHES	\$155.00
				VAN RENTAL FOR SENIOR TRIP TO WALLOWA OR 9/25	\$158.60
VALLEY VISION INC	111328	9/28/2023	LEGISLATIV	SERVICE AGREEMENT: VALLEY VISION INVESTMENT 2023	\$15,000.00
VALLEY WASTE DISPOSAL LLC	111453	10/5/2023	SANITATION	BPO - PW - FY23 ANNUAL DEBRIS DISPOSAL	\$7,054.01
VERIZON WIRELESS	111215	9/28/2023	COMDEV	9/12/23 BILL DATE: UTILITY CHARGES	\$667.98
			EXECUTIVE	9/12/23 BILL DATE: UTILITY CHARGES	\$74.07
			FIRE	9/12/23 BILL DATE: UTILITY CHARGES	\$1,331.23
			FLTMAINT	9/12/23 BILL DATE: UTILITY CHARGES	\$68.68
			HR	9/12/23 BILL DATE: UTILITY CHARGES	\$95.29
			INFOSYSTMS	9/12/23 BILL DATE: UTILITY CHARGES	\$870.15
			LEGISLATIV	9/12/23 BILL DATE: UTILITY CHARGES	\$319.40
			LIBRARY	9/12/23 BILL DATE: UTILITY CHARGES	\$231.53
			PARKSFAC	9/12/23 BILL DATE: UTILITY CHARGES	\$644.56
			POLICE	9/12/23 BILL DATE: UTILITY CHARGES	\$2,615.81
			SANITATION	9/12/23 BILL DATE: UTILITY CHARGES	\$34.06
			TRANSITOP	9/12/23 BILL DATE: UTILITY CHARGES	\$61.80
			TRNSPN	9/12/23 BILL DATE: UTILITY CHARGES	\$2,046.92
			WATER	9/12/23 BILL DATE: UTILITY CHARGES	\$2,258.13
			WSTWTR	9/12/23 BILL DATE: UTILITY CHARGES	\$1,348.48



Voucher's Payable

VISTA OUTDOORS SALES LLC	111329	9/28/2023	POLICE	PD - AMMUNITION	\$6,250.81
WASHINGTON STATE SUPPORT REGISTRY	111364	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$358.86
WEIDNER & ASSOCIATES INC DBA WEIDNER FIRE	111454	10/5/2023	PARKSFAC	Fire department vehicle exhaust retractor cable	\$36.75
WELLS FARGO	111392	10/5/2023	FIRE	BPO - FIRE - COSTCO ST SUPPLIES	\$609.11
			POLICE	PD - COMPUTER MONITORS, PARADE CANDY, BACKPACKS	\$3,393.45
WESMAR AUTOMOTIVE DBA WESMAR PRODUCTS	111330	9/28/2023	FLTMAINT	BPO - FLEET - BRAKE&CARB CLEANER	\$168.00
WESTERN EQUIPMENT	111323	9/28/2023	FLTMAINT	INV/ MOWER BLADES FOR 400/401	\$901.42
WESTERN FIRE CHIEFS ASSOCIATION DBA DAILY DISPATCH	111243	9/28/2023	HR	PROFESSIONAL RECRUITMENT FOR FIRE CHIEF RECRUITMEN	\$22,563.00
WESTERN RECYCLERS INC	111455	10/5/2023	FINANCE	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$34.66
			HR	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$17.34
			LIBRARY	BPO - LIB - SHREDDING SERVICES	\$52.00
			POLICE	BPO - PD - SHREDDING SVCS	\$52.00
			TRNSPN	BPO - PW - SHREDDING SERVICES	\$17.00
WILBERT PRECAST INC	111456	10/5/2023	CEMETERY	APPROXIMATE BURIAL FEES AT CEMETERY FOR SEPTEMBER	\$1,025.00
WITMER PUBLIC SAFETY GROUP INC	111331	9/28/2023	FIRE	FIRE - FIRESTORE - WILDLAND SHIRTS	\$4,420.30
WSCCCE	111365	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$2,160.75
WSCFF EMPLOYEE BENEFIT TRUST	111366	10/5/2023	ADMSVC	Payroll Run 1 - Warrant 100523	\$3,825.00
ZIEGLER BUILDING CENTER	111332	9/28/2023	WATER	BPO PW DISTRIB OP SPLYS	\$11.17
ZOLL MEDICAL CORPORATION GPO	111333	9/28/2023	FIRE	FIRE - ZOLL - AED MNTC	\$2,170.00
Total					\$1,716,670.95

**SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON AND
BOYS AND GIRLS CLUBS OF THE LEWIS CLARK VALLEY, INC.**

THIS SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Lewiston, an Idaho municipal corporation (“City”), and Boys and Girls Clubs of the Lewis Clark Valley, Inc., an Idaho nonprofit corporation located at 1021 Burrell Avenue, Lewiston, Idaho (“Service Provider”). City and Service Provider may also individually be referred to as “Party” or collectively as “Parties.”

WHEREAS, pursuant to Idaho Code § 50-303, City is empowered to create, purchase, operate, and maintain recreation and cultural facilities and activities within or outside of City’s limits;

WHEREAS, pursuant to Idaho Code §§ 50-301 and 50-302, City is authorized to contract and to make all resolutions not inconsistent with the laws of the State of Idaho as may be expedient to maintain the peace, good government, and welfare of the City and its trade, commerce, and industry;

WHEREAS, Service Provider currently operates the Boys & Girls Club of the Lewis Clark Valley and, thereby, provides recreational and cultural facilities and activities that benefit the public;

WHEREAS, in order to provide recreational and cultural facilities and activities to the residents of City and to allocate City resources judiciously, City desires Service Provider to continue operation of the Boys & Girls Club of the Lewis Clark Valley, as well as assisting with implementing applicable, long-term strategies identified in City’s Strategic Plan; and

WHEREAS, Service Provider desires to provide such cultural facilities and activities on behalf of City.

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

I.

DUTIES OF SERVICE PROVIDER

A. SERVICES: Service Provider shall:

1. Organize various recreational and cultural activities in which the youth of the City of Lewiston may participate, including, but not limited to, soccer, basketball, flag football, and dance;
2. Allow all youth from the City of Lewiston desiring to participate in such recreational and cultural activities to do so, regardless of ability to pay any fees or charges normally associated with such activities; and
3. Assist with implementing applicable, long-term strategies identified in City's Strategic Plan,

(collectively "Services"). All Services funded by City monies shall benefit the general public. Service Provider shall not, in any case, use the funds provided by City for private purposes. Recreational and cultural activities funded by City shall not benefit specific private individuals, corporations, or associations, whether a profit motive is involved or not.

B. BI-MONTHLY MEETINGS: Service Provider shall meet with City's Mayor every other month, beginning the month after this Agreement is signed, to discuss how City funds are being utilized and to inform City of upcoming events and projects related to this Agreement.

C. ANNUAL ACCOUNTING: Service Provider shall provide an oral presentation and supporting documentation to the City Council describing activities financed to date with City funds by May 2, 2024. Additionally, Service Provider shall provide a written report to City by June 30, 2024 detailing how City funds were utilized recreational and cultural activities in accordance with this Agreement.

D. INDEPENDENT CONTRACTOR: The Parties agree that Service Provider is an independent contractor with no employment relationship with City.

E. EQUIPMENT AND SUPPLIES: Service Provider shall supply, at Service Provider's sole expense, all equipment, tools, materials, and/or supplies needed to accomplish the Services.

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

G. INSURANCE: Service Provider, at its sole expense, shall procure and maintain in full force and effect insurance in accordance with the requirements set forth in Exhibit A, attached hereto and incorporated herein.

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

II.

DUTIES OF CITY

PAYMENT: City agrees to pay Service Provider up to the total sum of Eighteen Thousand Dollars (\$18,000). City shall pay Service Provider within thirty (30) days from receipt of invoice from Service Provider, unless other arrangements are made. All Services funded by City shall be for public purposes only.

III.

GENERAL PROVISIONS

A. TERM AND RENEWAL: The term of this Agreement shall be from October 1, 2023 through September 30, 2024.

B. TERMINATION: City may terminate this Agreement, with or without cause, upon thirty (30) days' written notice to Service Provider.

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

City: City of Lewiston
City Clerk
P.O. Box 617
Lewiston, Idaho 83501

Service Provider: Boys and Girls Clubs of the Lewis Clark Valley, Inc.
Executive Director
1021 Burrell Avenue
Lewiston, Idaho 83501

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

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

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

G. USE OF CITY NAME: Service Provider shall not include the name, logo, or any identifying marks of City in any advertising, sales promotion, or other publicity matter.

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

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

DATED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

DATED this _____ day of _____ 2023.

BOYS AND GIRLS CLUBS OF THE LEWIS CLARK VALLEY, INC.

By: _____

Title: Executive Director

and

By: _____

Title: President

STATE OF IDAHO)
) ss.
County of Nez Perce)

On this _____ day of _____ 2023, before me, a Notary Public, personally appeared _____, known or identified to me as the Executive Director of Boys and Girls Clubs of the Lewis Clark Valley, Inc. and stated he or she has the authority to execute this instrument on behalf of Boys and Girls Clubs of the Lewis Clark Valley, Inc., and did execute this instrument on behalf of Boys and Girls Clubs of the Lewis Clark Valley, Inc.

Notary Public for the State of Idaho
Commission Expires _____

STATE OF IDAHO)
) ss.
County of Nez Perce)

On this _____ day of _____ 2023, before me, a Notary Public, personally appeared _____, known or identified to me as the President of Boys and Girls Clubs of the Lewis Clark Valley, Inc. and stated he or she has the authority to execute this instrument on behalf of Boys and Girls Clubs of the Lewis Clark Valley, Inc., and did execute this instrument on behalf of Boys and Girls Clubs of the Lewis Clark Valley, Inc.

Notary Public for the State of Idaho
Commission Expires _____

EXHIBIT A

INSURANCE

- A. Service Provider, at its sole expense, shall procure and maintain in full force and effect insurance written by an insurance company or companies with AM Best's rating(s) of A VIII or better. All insurance companies must be authorized to do business in the State of Idaho. By requiring insurance herein, City does not represent that coverage and limits are necessarily adequate to protect Service Provider, and such coverage and limits shall not be deemed as a limitation on Service Provider's liability under the indemnities granted to City in this Agreement.
- B. Certificates of Insurance and additional insured, primary and non-contributory, and waiver of subrogation endorsements evidencing the coverages required herein and endorsements required herein shall be provided to City upon request. All certificates must be signed by an authorized representative of Consultant's Insurance carrier. Renewal certificates must be provided to City a minimum of five (5) days prior to the effective date of the renewal.
- C. Upon request, Certificates of Insurance shall be mailed to:
City of Lewiston
Purchasing Division
P.O. Box 617
Lewiston, Idaho 83501
- D. Certificates must evidence the following minimum coverages:
1. WORKERS' COMPENSATION insurance meeting the statutory requirements of the State of Idaho, if applicable.
 2. EMPLOYERS' LIABILITY insurance, if applicable, providing limits of liability in the following amounts:

Bodily Injury by Accident:	\$100,000 each accident
Bodily Injury by Disease:	\$500,000 policy limit
Bodily Injury by Disease:	\$100,000 each employee
 3. COMMERCIAL GENERAL LIABILITY insurance, if applicable, providing limits of liability in the following amounts:

General Aggregate:	\$1,000,000
Product/Completed Operations Aggregate:	\$1,000,000
Personal & Advertising Injury Liability:	\$1,000,000
Per Occurrence:	\$1,000,000
Fire Legal Liability:	\$ 50,000

The Commercial General Liability ("CGL") insurance policy shall be written on an "Occurrence" form and shall cover liability arising from premises, operations, independent contractors, products, completed operations, personal injury, advertising injury, and liability assumed under an insured contract (including tort

liability of another assumed in a contract). City and its elected officials, agents, employees, successors and assigns shall be included as Additional Insureds under the CGL using ISO endorsement CG 20 10. The Additional Insured endorsement CG 20 10, or its equivalent, must be provided with the certificate of insurance.

- E. Service Provider shall keep the insurance policy in effect as long as this Agreement is in effect.
- F. Service Provider shall notify or require insurer to notify City at least fifteen (15) days prior to cancellation, non-renewal, or limitation in scope or coverage of Service Provider's policy.
- G. Nothing herein shall be construed as limiting, in any way, the extent to which Service Provider may be held responsible for payments of damages to persons or property from Service Provider's, or its subcontractor's, performance of the work covered under this Agreement.

SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON AND BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION

THIS SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Lewiston, an Idaho municipal corporation (“City”), and Beautiful Downtown Lewiston Revitalization Corporation, an Idaho nonprofit corporation located at 301 Main Street, Suite 103, Lewiston, Idaho (“Service Provider”). City and Service Provider may also individually be referred to as “Party” or collectively as “Parties.”

WHEREAS, City is authorized by various Idaho laws to conduct economic development activities, including the Local Economic Development Act, Idaho Code §§ 50-2901 *et seq.*; the Business Improvement Districts Act, Idaho Code §§ 50-2601 *et seq.*; and the Local Land Use Planning Act, Idaho Code §§ 67-6501 *et seq.*;

WHEREAS, pursuant to Idaho Code §§ 50-301 and 50-302, City is authorized to contract and to make all resolutions not inconsistent with the laws of the State of Idaho as may be expedient to maintain the good government and welfare of the City and its trade, commerce, and industry;

WHEREAS, in order to unify economic development activities and allocate City resources judiciously, City desires Service Provider to perform economic development activities on City’s behalf that benefit the public, including assisting with implementing applicable, long-term strategies identified in City’s Strategic Plan; and

WHEREAS, Service Provider desires to perform such economic development activities on behalf of City.

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

I.

DUTIES OF SERVICE PROVIDER

A. SERVICES: Service Provider shall:

1. Provide economic revitalization leadership for downtown Lewiston;
2. Encourage private investment in downtown Lewiston through: (i) activities such as the Downtown Property Tours, and (ii) assisting businesses within the Downtown Lewiston Business Improvement District with available equipment and support for their own events;
3. Support businesses in downtown Lewiston by coordinating community events located in downtown Lewiston, such as Ladies Day Out, Crazy Days, Artwalk, Plaid Friday, and Small Business Saturday;
4. Market downtown Lewiston through Service Provider's website; investment in tourism marketing; and general branding, including downtown swag line use and flag posts, if applicable approvals are obtained;
5. Organize family-friendly events located in downtown Lewiston, such as Pumpkin Palooza, Sound Downtown, and Hot August Hoops;
6. Act as a liaison between City and the private sector to coordinate mutually beneficial initiatives and resolve issues, as needed; and
7. Assist with implementing applicable, long-term strategies identified in City's Strategic Plan,

(collectively "Services"). Service Provider shall not, in any case, use the funds provided by City for private purposes. Economic development activities performed by Service Provider and funded by City shall not benefit specific private individuals, corporations, or associations, whether a profit motive is involved or not.

B. BI-MONTHLY MEETINGS: Service Provider shall meet with City's Mayor every other month, beginning the month after this Agreement is signed, to discuss how City funds are being utilized and to inform City of upcoming events and projects related to this Agreement.

C. ANNUAL ACCOUNTING: Service Provider shall provide an oral presentation and supporting documentation to the City Council describing activities financed to date with City

funds by May 2, 2024. Additionally, Service Provider shall provide a written report to City by June 30, 2024 detailing how City funds were utilized for economic development activities in accordance with this Agreement.

D. INDEPENDENT CONTRACTOR: The Parties agree that Service Provider is an independent contractor with no employment relationship with City.

E. EQUIPMENT AND SUPPLIES: Service Provider shall supply, at Service Provider's sole expense, all equipment, tools, materials, and/or supplies needed to accomplish the Services.

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

G. INSURANCE: Service Provider, at its sole expense, shall procure and maintain in full force and effect insurance in accordance with the requirements set forth in Exhibit A, attached hereto and incorporated herein.

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

II.

DUTIES OF CITY

PAYMENT: City agrees to pay Service Provider up to the total sum of Thirty Thousand Dollars (\$30,000). City shall pay Service Provider within thirty (30) days from receipt of invoice from Service Provider, unless other arrangements are made. All Services funded by City shall be for public purposes only.

III.

GENERAL PROVISIONS

A. TERM AND RENEWAL: The term of this Agreement shall be from October 1, 2023 through September 30, 2024.

B. TERMINATION: City may terminate this Agreement, with or without cause, upon thirty (30) days' written notice to Service Provider.

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

City: City of Lewiston
City Clerk
P.O. Box 617
Lewiston, Idaho 83501

Service Provider: Beautiful Downtown Lewiston
Executive Director
301 Main Street, Suite 103
Lewiston, Idaho 83501

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

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

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

G. USE OF CITY NAME: Service Provider shall not include the name, logo, or any identifying marks of City in any advertising, sales promotion, or other publicity matter.

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

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

Signature page to follow

DATED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

DATED this _____ day of _____ 2023.

**BEAUTIFUL DOWNTOWN LEWISTON
REVITALIZATION CORPORATION**

By: _____
Title: _____

STATE OF IDAHO)
) ss.
County of Nez Perce)

On this _____ day of _____ 2023, before me, a Notary Public, personally appeared _____, known or identified to me as the _____ of Beautiful Downtown Lewiston Revitalization Corporation and stated he or she has the authority to execute this instrument on behalf of Beautiful Downtown Lewiston Revitalization Corporation, and did execute this instrument on behalf of Beautiful Downtown Lewiston Revitalization Corporation.

Notary Public for the State of Idaho
Commission Expires _____

EXHIBIT A

INSURANCE

- A. Service Provider, at its sole expense, shall procure and maintain in full force and effect insurance written by an insurance company or companies with AM Best's rating(s) of A VIII or better. All insurance companies must be authorized to do business in the State of Idaho. By requiring insurance herein, City does not represent that coverage and limits are necessarily adequate to protect Service Provider and such coverage and limits shall not be deemed as a limitation on Service Provider's liability under the indemnities granted to City in this Agreement.
- B. Certificates of Insurance and additional insured, primary and non-contributory, and waiver of subrogation endorsements evidencing the coverages required herein and endorsements required herein shall be provided to City upon request. All certificates must be signed by an authorized representative of Consultant's Insurance carrier. Renewal certificates must be provided to City a minimum of five (5) days prior to the effective date of the renewal.
- C. Upon request, Certificates of Insurance shall be mailed to:
City of Lewiston
Purchasing Division
P.O. Box 617
Lewiston, Idaho 83501
- D. Certificates must evidence the following minimum coverages:
1. WORKERS' COMPENSATION insurance meeting the statutory requirements of the State of Idaho, if applicable.
 2. EMPLOYERS' LIABILITY insurance, if applicable, providing limits of liability in the following amounts:

Bodily Injury by Accident:	\$100,000 each accident
Bodily Injury by Disease:	\$500,000 policy limit
Bodily Injury by Disease:	\$100,000 each employee
 3. COMMERCIAL GENERAL LIABILITY insurance, if applicable, providing limits of liability in the following amounts:

General Aggregate:	\$1,000,000
Product/Completed Operations Aggregate:	\$1,000,000
Personal & Advertising Injury Liability:	\$1,000,000
Per Occurrence:	\$1,000,000
Fire Legal Liability:	\$ 50,000

The Commercial General Liability ("CGL") insurance policy shall be written on an "Occurrence" form and shall cover liability arising from premises, operations, independent contractors, products, completed operations, personal injury, advertising injury, and liability assumed under an insured contract (including tort

liability of another assumed in a contract). City and its elected officials, agents, employees, successors and assigns shall be included as Additional Insureds under the CGL using ISO endorsement CG 20 10. The Additional Insured endorsement CG 20 10, or its equivalent, must be provided with the certificate of insurance.

- E. Service Provider shall keep the insurance policy in effect as long as the Agreement is in effect.
- F. Service Provider shall notify or require insurer to notify City at least fifteen (15) days prior to cancellation, non-renewal, or limitation in scope or coverage of Service Provider's policy.
- G. Nothing herein shall be construed as limiting, in any way, the extent to which Service Provider may be held responsible for payments of damages to persons or property from Service Provider's, or its subcontractor's, performance of the work covered under this Agreement.



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE HISTORIC PRESERVATION PLAN	AGENDA NO. VII. C. AGENDA DATE: October 23, 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. Idaho Department of Environmental Quality (IDEO) funded City Drinking Water Improvement Projects (Water Treatment Plant, Well 7, Community Drive Reservoir, Raw Water Intake). IDEO conducted the State Environmental Review Process (SERP) of the City's Projects and determined that the City undertaking had an area of potential effects (APE). The Idaho State Historic Preservation Office (SHPO) determined that demolition of the Water Treatment Plant's Filter Building and Administrative Office Building will have an adverse effect to historic property. IDEQ, in consultation with the SHPO, determined that the adverse effects could not be avoided. As mitigation for the adverse effects resulting from this project, the City of Lewiston was required to complete the following: A. Within five (5) years of filing the signed agreement (on or after March 1, 2021), IDEQ will coordinate with Idaho SHPO, City of Lewiston, and the Lewiston Historic Preservation Commission to develop a Historic Preservation Plan for the City of Lewiston. The Historic Preservation Plan will help guide the City of Lewiston in decisions regarding historic properties and provide guidance on future preservation priorities. 1. The preservation plan will be prepared by a professional who meets the Secretary of Interior's Professional Standards for "Historic Preservation Planning." 2. Prior to Initiation of the historic preservation planning process, the professional will meet with the Idaho SHPO's Historic Preservation Planner and Outreach Historian to confirm expectations and develop a schedule.	

3. The Idaho SPHO will review and approve the draft and final preservation plan prior to adoption by the City of Lewiston.

Draft products shall be submitted to the SHPO for approval and acceptance upon completion, not later than 48 months from March 1, 2021. The IDEQ shall be notified upon submission to the SHPO.

BUDGET IMPACT

ACTION PROPOSED

Approve the Municipal Preservation Plan for the City of Lewiston, Idaho

Municipal Preservation Plan

for



City of Lewiston, Idaho

June 2023

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Submitted by Principal Investigator

Russell Holter, MAH
Cultural Reconnaissance
PO Box 722
Tacoma, WA 98401-0722

Submitted To

Lewiston Historic Preservation Commission
PO Box 617
Lewiston, ID 83501

And

Idaho State Historic Preservation Officer
210 Main Street
Boise, ID 83702





Figure 1: Idaho Territorial Capitol Building. Original artwork by Terry Mourning Architecture © 2021.



Acknowledgements

This plan was funded with a State of Idaho State Revolving Fund (SRF) loan as required by a stipulated mitigation agreement between signatories of a legally binding Memorandum of Agreement (MOA) executed between the Idaho Department of Environmental Quality (IDEQ), the Idaho State Historic Preservation Office (SHPO) and the City of Lewiston. Development of this document was undertaken in 2021 as mitigation for a City of Lewiston water system project which had an adverse impact on a water filtration plant site (IHSI No. 69-1822).

Special thanks go to Dan Everhart, Architectural Historian at Idaho SHPO; Pete L'Orange, former Certified Local Governments Coordinator at Idaho SHPO; Alannah Bailey, Engineering Project Supervisor, for Lewiston Public Works; Michelle Bly, former Chair of the Lewiston Historic Preservation Commission; Katie Hollingshead, Commission staff; Susan Beeman, consulting municipal planner; Brett Lucas, GIS analyst; Brian Rich, Senior Historic Architect; Terry Mourning, consulting architect.

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City of Lewiston

Mayor:.....Daniel Johnson

Councilors:.....Hannah Liedkie (Council President)
Kassee Forsmann
Jim Kleeburg
Kathy Schroeder
John Spikelmeier
Rick Tousley

Public Works Director:.....Dustin Johnson

Project Supervisor:.....Alannah Bailey

Lewiston Historic Preservation Commissioners

Commission Chair:.....Vikky Ross

Commission Liaison:.....Kathy Schroeder

Commissioners:.....Leah Boots
Greg Follett (Vice-chair)
Lisa Hasenoehrl
Peggy Heusinkveld
Ed King
Dennis Ohrtman
Ged Randall
Laurinda Riggs

Staff Representative:.....Katie Hollingshead



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Part 1: Purpose & Process



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Part 1: Purpose & Process

The Purpose

The purpose of this plan is to lay out a process for identifying and protecting buildings and resources which contribute to the unique sense of place in the Lewiston community due to their age, architectural features, or association with individuals or groups who played a significant role in events associated with local, regional, state or national history.

This Historic Preservation Plan is intended to identify community goals related to historic preservation, and provide a framework for policy decisions which impact historic resources. It should be implemented alongside the adopted *Design Guidelines for the Lewiston West End Historic District*; Lewiston City Code Chapter 19.5, Historic Districts; and Title 67-46 of the Idaho Code and Statutes.

Principle Aim of Historic Preservation

The principle aim of local preservation is to identify those places, sites, structures, objects, and buildings, that make Lewiston unique amongst other cities, and then to preserve the character of those properties by encouraging appropriate modifications, while discouraging or disallowing alterations which would negatively impact the character-defining features.

Education is a key component of local preservation: educating property owners about the best methods for preserving character while enhancing property value; educating the community about the benefits of retaining community character; and reminding

residents, visitors and policy-makers about the context of local and regional history, and its impact on the future.



Figure 1: Booth Residence. It is distinctive for its Queen Anne elements in a Classical Revival design.

Methodology

Working with their consultant, the City researched secondary sources of information pertaining to preservation planning. Preservation advocates were sought, and local needs discussed. The city engaged the public through the development of a survey that was circulated online and direct mail. The findings of the survey were tabulated and analyzed to provide a framework for published preservation goals.

Timeframe and Need for Re-Evaluation

Once adopted by the City Council, the Historic Preservation Plan should be reviewed regularly by members of the Historic Preservation Commission and revised as necessary, and at least every ten years from the date of its adoption.



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Part 2: Historic Context & Circulation Patterns



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Part 2: Historic Context & Circulation Patterns

Lewiston is situated on lands once occupied by the Nimiipuu People. This people group shared a common Sahaptin dialect. The largest Tribe of Nimiipuu People is the Nez Perce, whose reservation lands are located east of Lewiston (Nez Perce). The tribe was referred to by several names, some affirming, others inflammatory. However, the name they adopted was derived from French-Canadian fur traders. The name, Nez Perce, became a part of the lexicon of Chinookan trade jargon and meant 'the pierced nose.' Nez Perce is the official name of the tribe and is recognized by the U.S. Secretary of the Interior.

Native peoples followed game trails to acquire seasonal resources to sustain life. These trails often followed perennial water sources to prairies with camas and bitterroot. Ponds and springs ringed with tules and cattail also provided habitat for trout and ducks. Barter routes, such as the Lolo Trail, linked the community groups of the Montana plains with those of the Columbia Plateau.

The usual and accustomed areas of the Nez Perce were established at the Walla Walla Treaty of 1853. Territorial Governor Isaac Stevens was a seasoned negotiator when he arrived to settle the treaty of Walla Walla. However, Nez Perce leader Chief Lawyer (Hallalhotsoot), a fluent English speaker, befriended Stevens in order to secure a large inholding in exchange for vacating their lands. Through bargaining, Chief Lawyer retained an astounding 7.5 million acres of land for his people. Chief Lawyer had a boundary stretching from Asotin County, Washington, to the west, to Lolo County, Montana, to the east. Chief Lawyer also claimed Clearwater County to the north and Idaho County to the south. Over the years, subsequent



Figure 2: Nez Perce leader Chief Lawyer (Hallalhotsoot), ca. 1861. Photo Source: University of Washington Libraries. Special Collections Division

treaties and congressional acts have eroded this once mighty allotment by over 90%. However, coastal tribes received nowhere near that amount of land in earlier treaties negotiated with Governor Stevens (Richards).

Circulation Patterns

The Lakota Tribe referred to the Nez Perce as the *Watopa* or *Watopala*. In their language, the Nez Perce were the Canoe People. The Nez Perce were skilled in constructing canoes and navigating the treacherous white waters of the Clearwater, Columbia, Grande Ronde, and Snake Rivers.

However, the Nez Perce were also the gatekeepers of an essential indigenous trade route—The Lolo Trail. Plains Indians from the east used this trail, which follows the Clearwater River, to barter with



Part 2: Historic Context & Circulation Patterns

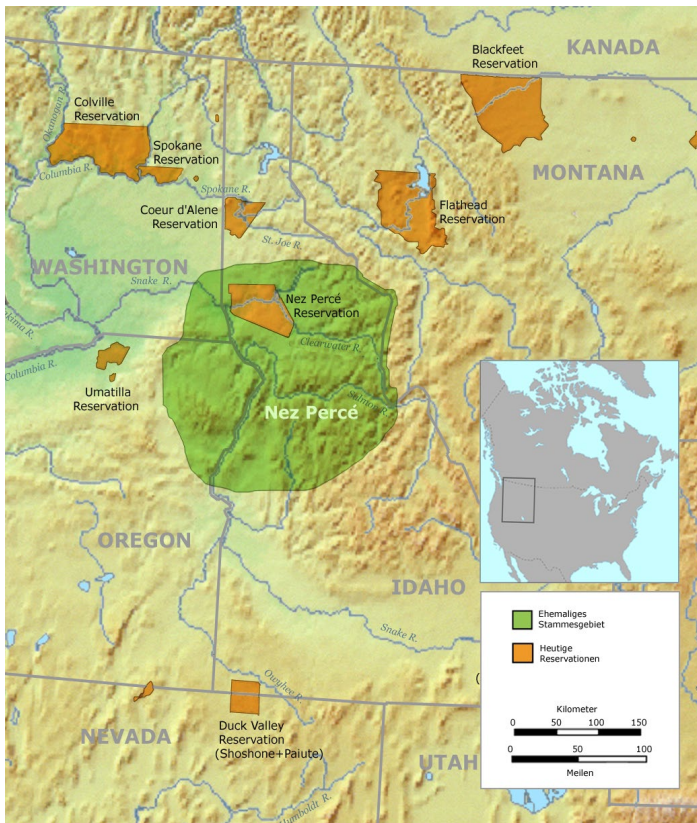


Figure 3: Original Nez Perce Territory (green) and reduced reservation of 1863 (brown). By User:Nikater - Own work by Nikater, submitted to the public domain. Background map courtesy of Demis, www.demis.nl., Public Domain, <https://commons.wikimedia.org/w/index.php?curid=1932427>

Pacific Northwest tribes at Celilo, Oregon. The area around today's Lewiston was ideally located. The confluence of the Snake with the Clearwater Rivers became a substantial layover spot on this 500-mile journey. Those rivers and streams that were navigable via canoe made important trade routes for the Nez Perce. The first Americans to traverse the continent were Lewis and Clark in 1805. On September 22nd of that year, the Nez Perce welcomed the Corps of Discovery. The expedition members made camp near Orofino, where they felled trees and constructed canoes

for the journey to the Pacific Coast. Orofino was chosen as members of the Nez Perce informed the expedition that a canoe journey to the ocean was possible from that launching point. On October 10th, the expedition rowed their way to the Snake River, passing that which would later become the communities of Lewiston and Clarkston. (Dietrich)

The Nez Perce were early domesticators of the horse—an animal revered for its strength and beauty. The horse provided the Nez Perce with tactical advantages in rival skirmishes and helped to establish their territorial rights negotiated with Governor Stevens. Those practiced in the arts of equine husbandry were revered within the tribal organization. The Nez Perce breeding program introduced the Appaloosa, a unique North American breed. The Appaloosa was first described by Lewis and Clark when they arrived in Nez Perce country in the fall of 1805. By then, the Nez Perce had been perfecting this breed for nearly a century. The Appaloosa is distinctive for its primitive markings, most notably on its hindquarters. The advent of the horse helped to further establish trade routes into the interiors of the western Montana Plains, to the Lower Columbia Basin, and down the Snake River to the broad Treasure Valley to the south. (Appaloosa)



Figure 4: An Appaloosa horse.

Part 2: Historic Context & Circulation Patterns

President Franklin Pierce called for exploring a practical route for a northern-tier transcontinental rail route that would link the Great Lakes with Puget Sound. Again, Governor Isaac Stevens was appointed to head up this survey in 1853 (Richards). Native Americans were crucial in assisting surveyors in locating viable options to crest the Continental Divide. Railway surveyors followed established trade routes, such as the Lolo Trail. This trail was explored but rejected due its rugged topography. Ultimately, the Northern Pacific surveyors would locate the right of way along the Clark Fork--north of the Clearwater River. (Lewty)

Steamboats plied the inland water ways. The largest steamships were found below the Cascades of the Columbia (later known as Bonneville). Intrepid boat captains portaged smaller boats around natural barriers, such as the falls at Celilo. The first steamship to arrive in Lewiston, the *Tenino*, was erected at the mouth of the Deschutes River in 1860—thus avoiding the treacherous falls.

Shallow-draft steamships reached well into the greater Palouse region, accommodating fledgling European settlements. Lewiston owes its existence to the Gold Rush of 1861. As the last practical landing place for gold strikers, the area around Lewiston became a year-round logistics center and the point of embarkation for those rushing to the gold fields near Orofino. With this rush of prospectors, Lewiston was firmly established as a steamboat town (Gulick, 2004). On the heels of the first of many Idaho gold rushes came a land rush as pioneering Americans migrated west in search of homesteads and cattle ranges. This land rush was motivated by Congress which passed

the Homestead Act in 1862. The Act authorized the “proving up” of unsettled and unclaimed property for the right to own 160 acres of western wilderness. Each successive migration wave brought an infusion of new blood into the hearty stock of Lewiston residents.

While regional communities of similar size, such as Walla Walla, Washington, and The Dalles, Oregon, had railways, Lewiston was compelled to sit back and wait decades for their first train to arrive. The Northern Pacific constructed a branch of its railroad south to Lewiston from Pullman, Washington. Construction began in July of 1890. Eight agonizing years later, the first train arrived at Lewiston in 1898. The Oregon, Washington, and Idaho railroad, a subsidiary of the Union Pacific, formed a junction at Riparia, Washington, and constructed a line into Lewiston in 1901. Lewiston also had a regional shortline railroad called the Lewiston and Clarkston Valley. This regional railroad began service in 1910 (Hillebrant). Transportation options only improved slightly with the advent of the



Figure 5: Railroad lift span bridge over the Clearwater River.

Part 2: Historic Context & Circulation Patterns

railroad due to the circuitous nature of rail routes to significant population centers.

If Lewiston were to grow, it would need more reliable river transportation and good roads. The most accessible way into Lewiston is via the 'gravity route' from the west that follows the Columbia River to the confluence of the Clearwater with the Snake Rivers. The towering vistas surrounding the community on three sides provide a dramatic backdrop for Lewiston. However, until 1915, traveling to points north, east, or south was still best accomplished via a trusty steed. The federal Good Roads initiative brought much-needed financing to construct roads accommodating America's love for automobiles. From these funds, an east-west route connected Lewiston with Walla Walla, to the plains of Montana. This route became US Highway-12.

Bridges were also erected to connect Lewiston to Clarkston. These publicly funded bridges were liberating as townsfolk were no longer at the mercy of privately operated ferry boats. Highway 95 was constructed to the north and became known as the Lewiston Hill Highway. Once complete, this beautiful stretch of winding road gave residents an outlet to reach the academic centers of Moscow and Pullman. Highway 95 was extended southward through equally rugged terrain. The route wove its way through the heart of Idaho and down the scenic White Bird Grade to points south, including the second state capital of Boise (Two Rivers).

Finally, Lewiston became an inland seaport with the addition of hydroelectric dams and locks on the Columbia and Snake Rivers (Gulick, 1974).



Figure 6: The city of Lewiston, Idaho, located at the confluence of the Clearwater and the Snake Rivers.

Part 3: History of Preservation in Idaho



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Part 3: History of Preservation in Idaho

The roots of Idaho's earliest preservation efforts began with the formation of two organizations—The Idaho State Historical Society and a group of preservation advocates known as Preservation Idaho. The citizens of Idaho formed the Idaho State Historical Society in 1881 to preserve the pioneer way of life, which has become part of Idahoan identification. Idahoans embrace the Pioneer spirit—the one-ness with the land, the freedom of fortune-seeking in the Gem State are still palpable feelings upon the political landscape today. This is not mere hyperbole; these ideals are manifest within the Great Seal of Idaho.

The Idaho Historical Society started as a statewide nonprofit organization. However, the Legislature made them a fully funded state agency in 1907. The Idaho State Historical Society now oversees six significant managerial responsibilities. The enabling legislation placed the State Historic Preservation Office under the umbrella of the Society's operations in 1966.

In Idaho, the roots of the advocacy efforts for historic preservation began in 1972 with the establishment of an organization of preservation advocates known today as Preservation Idaho (Canaday). Preservation advocates can trace their lineage back to Philadelphia. During an unprecedented explosion of new construction following the War of 1812, an intrepid developer advocated for the removal of Independence Hall in 1816. The property where Independence Hall sits represents a sizable piece of downtown real estate close to the bustling Philadelphia Seaport.

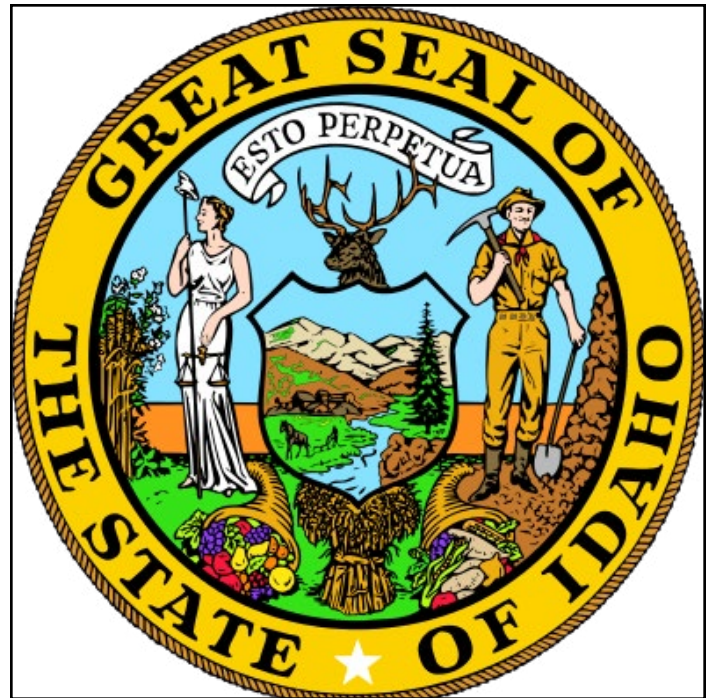


Figure 7: Idaho State Seal

By 1816, Independence Hall was neglected and lightly utilized. Recognizing this poor use of space, the real estate speculator offered to remove Independence Hall and replace it with a modern (1816-era) structure. The proposed demolition of Independence Hall sparked outrage not only in Philadelphia but awoke the sensibilities of many Americans across the country at that time. The response to nearly losing the Hall, where the Declaration of Independence was signed, was the formation of local preservation advocacy groups like the Preservation Society of Charleston, where the first historic district was formed (Norman).

The founding members of Preservation Idaho had been empowered to form the statewide nonprofit organization with the passage of the National Historic Preservation Act of 1966. Construction of the federal interstate system throughout the United States had compelled the loss of many historic



Part 3: History of Preservation in Idaho

buildings, bifurcated historic neighborhoods, and obliterated unique parks and landscape features. Closer to home, the seemingly endless construction of Interstate-84 had similar results in Boise.

Developers eager to embrace car-culture wanted to drag the life out of downtown Boise--move it west--and encapsulate that dynamic into one gigantic shopping mall. Unlike all those independent businesses located downtown, real estate speculators designed a shopping mall that would be owned and controlled by one monopolist.

Novelist L. J. Davis was Boise-born and bred. He was responsible for writing nationally circulated satirical works such as *Cowboys Don't Cry*; *A Meaningful Life*; and *Walking Small*. As a contributor for *Harper's Magazine*, Davis provided valuable insights into the socio-political machinations at that time. Davis observed that Boise appeared to have been bombed by planes that "cleaned up after themselves." Where historic buildings once stood were tidy holes. Some of those holes had a band-aid of asphalt slapped on them. Now and again, Davis would recognize a lonely landmark from his childhood, "In the midst of all that desolate emptiness, they [the historic buildings] look as forlorn as a buffalo standing in the rain at the zoo" (Davis, 34). In his satirical way, Davis pointed out the obvious—Boise was on its way to losing its cultural identity by becoming another shopping mall in a country filled with monotonous malls.

Davis observed that the struggle for historic preservation was universally due to the subjective nature of the cause. In conversations with Arthur A. Hart, then Director of the Idaho State Historical Society, Hart said, "It is impossible to put a price tag on the value of a city's culture." Director Hart added, "It's a question of context, a question of knowing who we are and where we come from" (Davis, 45). Davis wrote of the efforts of Joan Carley and Mary Lesser, two of the founders of the organization that would become Preservation Idaho. As Davis put it, Carley and Lesser were "mad as Hell" that the march of the bulldozer was eradicating the architectural heritage of Boise (Preservation Idaho). Their anger was channeled into action. They helped to charter Preservation Idaho in 1972. Working closely with the Idaho State Historical Society, Preservation Idaho's mission is "to preserve Idaho's historic places through collaboration, education, and advocacy." The organization is celebrating 50-years of success (Preservation Idaho).

The goal of the Certified Local Government (CLG) Program is to facilitate State and local government cooperation with Federal partners to promote nationwide preservation initiatives. Through the certification process, local communities make a commitment to national historic preservation standards. This commitment is key to America's ability to preserve, protect, and increase awareness of our unique cultural heritage found across the country. (Idaho Handbook)



Part 3: History of Preservation in Idaho

Historic Preservation in Lewiston

The Nez Perce County Historical Society (NPCHS) spearheaded the Lewiston historic preservation effort. In January of 1965, the City of Lewiston issued a permit to demolish the Lewiston First National Bank building at the corner of Third and Main. This sturdy Asotin sandstone structure had stood as a symbol of Lewiston's pioneering prosperity since 1891. For many living in Lewiston at that time, the loss of the building became a touchstone of preservation enfranchisement (Romero). In cooperation with the Idaho State Historical Society, the NPCHS was active in recording the remaining vestiges of Lewiston history. This process began in 1972. The organization set aside funding for this effort and hired historian Steven Branting to walk the streets of Lewiston, filling out inventory forms on his clipboard and snapping pictures as he went (Romero). These early efforts led to the formation of the Lewiston Downtown Historic District.

The Certified Local Government program was instituted with the Historic Preservation Act Amendment of 1980. This act, initiated by the National Park Service, empowers local governments on issues surrounding historic preservation. Congress appropriated funding towards the new program, and the National Park Service, working with their partners at the state, began the process of crafting model ordinances for cities and counties to consider for adoption. (NPS)



Figure 8: Lewiston's Carnegie Library.

In the Idaho political arena that Davis had described, civic leaders in Lewiston embraced the historic preservation movement and became early adopters of its platforms. Following the lead of the NPCHS, the Lewiston City Council enabled the formation of the Historic Preservation Commission in September of 1975, making it one of the first historic preservation commissions in the state. The first Local Governments certified in Idaho were: Boise, Bonner County, Idaho City, Kootenai County, Lewiston, Owyhee County, Pocatello, and Shoshone County. The state program has since grown over the past forty years to 52 participants (Canaday).

The National Park Service provides certified local governments with grants and other forms of assistance. Federal funds, explicitly earmarked for certified local governments, are passed to the National Park Service's state partners at the State Historic Preservation Office. These funds are distributed annually through a competitive process to any qualifying cities or counties that apply.

With guidance from the Idaho State Historical Society, the newly formed Lewiston Historic Preservation Commission began meeting the objectives of the Certified Local Government mission. This mission is found in the Idaho CLG Handbook.



Part 3: History of Preservation in Idaho

"CLG communities are those that show a commitment to historic preservation. They have done this by adopting a local ordinance and creating a historic preservation commission. The program is a dynamic partnership between local governments, the Idaho State Historic Preservation Office (SHPO), and the National Park Service (NPS)." (Idaho Handbook)

Generally speaking, local governments have been consulting parties to historic preservation efforts since 1966 with the passage of the National Historic Preservation Act. However, the 1980 Historic Preservation Act Amendment formalized and incentivized this role. Once funded, state historic preservation offices across America began enrolling and hiring staff to work specifically with their local government partners. Idaho waded into the program only after careful consultation with affected stakeholders such as Preservation Idaho. This consultation generated responses that demonstrated a need for a local support program.



Figure 9: Children's Home of North Idaho.

According to the Idaho CLG Handbook, the Idaho program is designed to be flexible and to meet differing levels of capability and needs. The state expects the participating local governments to operate consistently with the state's comprehensive historic preservation plan. The Idaho SHPO first began redistributing federal passthrough funds to qualifying local governments, like Lewiston, in 1983 (Canaday). "In recent years, the Idaho SHPO has distributed over \$80,000 annually to CLGs. Because of the CLG program, over \$2 million have been injected directly into local communities since 1983. Communities use these grants for many projects: surveys, National Register nominations, tour flyers, historic preservation plans, and even some bricks-and-mortar projects." (Idaho Handbook)

Lewiston Historic District and Lewiston West End Historic District

The original Lewiston Historic District, consisting of 17 late nineteenth and early twentieth century buildings in the oldest part of Lewiston, was listed in the National Register of Historic Places (NRHP) in 1975. This district, although with slightly different boundaries, was also given local designation as the Lewiston West End Historic District (Lewiston City Code, Chapter 19.5).

In 1984 the NRHP Lewiston Historic District was expanded slightly, at the request of a number of adjacent property owners, with the addition of 11 commercial buildings dating from approximately 1890 to 1930. This NRHP Lewiston Historic District Boundary Increase area was subsequently reconfigured, in consultation with the City of Lewiston, the Idaho State Historic Preservation



Part 3: History of Preservation in Idaho

Office (SHPO), and the Idaho Historic Sites Review Board, changing the recommended contributing/non-contributing status of some buildings and excluding areas with primarily noncontributing buildings (Sharley et al. 2018).

The resulting boundary increase area, roughly bounded by Beachey, Capital, and D streets on the north, 9th and 10th streets on the east, the bluffs and F Street on the south, and 5th and 6th streets on the west, contained 50 buildings contributing to the NRHP eligibility of the historic district and 16 noncontributing buildings.



Figure 10: Garfield School House.

This boundary increase area was designated part of the NRHP Lewiston Historic District on November 21, 2018 and – with a slightly different configuration – given local status as part of an updated Lewiston West End Historic District the following year. (*Design Guidelines for the Lewiston West End Historic District*)

Normal Hill Heritage Overlay Zone

In 2016, the Lewiston City Council identified and adopted preservation standards for the Normal Hill Heritage Overlay Zone. This zoning designation impacts construction (or reconstruction) on exterior portions of buildings which are visible from the public right-of-way for all buildings constructed prior to January 1, 1940, or for buildings located within 100' of a building constructed prior to that date. All work which requires a building permit is subject to issuance of a Certificate of Appropriateness from the City's Historic Preservation Commission. (Ord. No. 4669, § 1, 11-28-16)



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Part 4: Application of Standards



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Part 4: Application of Standards

Application of Standards

Inevitably, historic property owners will find the resources and abilities to make property improvements. It is in the city's best interests to ensure that the proposed changes do not impact the character and integrity of that cultural resource negatively. Negative impacts can be temporary, permanent, or cumulative. The Lewiston Municipal Code recognizes that there is a public benefit derived from preserving the uniqueness of character properties. This public benefit justifies the imposition of some restrictions on changes to these buildings, and on infill development within the boundaries of the Lewiston West End Historic District.

Property owners with contributing historic structures located in the West End Historic District and within the Normal Hill Historic Overlay Zone must undergo design review. The City of Lewiston Historic Preservation Commission act as the doorkeepers to Lewiston culture by reviewing the

project proponent's plans and issuing certificates of appropriateness to those whose plans met or exceeded the applicable standards for historic preservation. In preparing an application before the Historic Preservation Commission, the property owner should do two things:

- Take inventory of the character defining features of their historic building, and
- Make informed decisions as to how the proposed work could impact the character of the building.

First, it is advised, especially with larger capital projects, that the proponent hire an architectural historian or historic architect. Having a subject matter expert on call will ensure the process of acquiring a certificate of appropriateness is relatively trouble free. With or without a cultural resource professional, the property owner should note those features that are character defining. Special attention should be paid to items such as the cladding, fenestration, and primary circulation areas. Historical features removed over time or replaced with inappropriate materials by prior property owners should be considered prime candidates for restoration.

Second, a value judgement must be made as to the relative impact of the proposed changes on the historic structure. As subjective as value judgements can be, it is important for the property owner to engage the Historic Preservation Commissioners in meaningful dialogue regarding the planned improvements, their impact on the building, and the overall character of the district.



Figure 11: Hestor House.



Part 4: Application of Standards

Process for Approval

As permit applications arrive, City Planners will notify the Historic Preservation Commission of work which could impact the district or overlay zone. Examples of projects which will likely include a review by the Historic Preservation Commissioners could include (but not limited to) alterations to circulation patterns, building demolition, in-fill construction, façade improvements, landscaping, and signage considerations.

The Community Development Department then notifies the property owner of the need for commission review. In anticipation of that meeting, the property owner should take the following steps:

- Justify the need to make the proposed changes, and
- Have project and site plans prepared for commission review.

Several considerations will be considered by the commission. A general understanding of the Secretary of the Interior Standards will be helpful



Figure 12: Brier Building, 1923. Chicago school commercial style, characteristically plain with large windows.

for both parties during the consultation process that leads to the issuance of the certificate of appropriateness. Minimizing harm and seeking compatible applications to the overall integrity of the historic structure are the primary driving forces in this consultation process.

In the West End Historic District, applications for Certificate of Appropriateness must be noticed in a newspaper of general circulation 10 days prior to consideration by the Commission AND mailed to property owners within 330 feet of the subject property 8 days prior to consideration by the Commission. In this way, the community is given notice that the Commission will be considering the application for certificate of appropriateness.

After consideration in a public meeting, the Historic Preservation Commission makes the decision to grant or deny the certificate of appropriateness. The decision of the Commission may be appealed to City Council.

The rehabilitation of historic structures must strike a balance between the needs of the property owner and the overall integrity of the historic district where the rehabilitation takes place. With proper consultation of the standards for rehabilitation, the property owner and the Historic Preservation Commission can come to an agreeable solution. There are certain key areas where consultation can help bring about win-win solutions for the city and the property owner:

- Primary circulation areas such as the walkway and the structure's main entrance can be refreshed but changes should be minimally intrusive.



Part 4: Application of Standards

- The pattern of the window fenestration, the size of the window openings, are distinctive. Care should be taken to repair historic windows. Replacement should only be considered as a last resort.
- Replacement windows should be compatible with the original design intent.
- Another circulation issue is vehicle traffic and whether the changes to the building will impede flow or on-street parking in the vicinity of the work.
- Infill structures in the historic district should be proportionate in size and oriented appropriately on its building lot. The scale of the infill structure and its finished appearance should conform and not clash aesthetically with the historical structures on that block.
- Historic cladding should be routinely cared for and maintained. Covering substandard cladding with modern building materials is rarely considered appropriate. Likewise, changing the building color may be allowable, however, consideration needs to be made to the original color pallet and to colors applied to adjacent properties.
- Distinctive architectural details such as parapets and cornices require periodic maintenance to ensure their long-term preservation. These details should be repaired and retained.
- Signs and awnings should not only meet code requirements but should also be compatible with the scale and massing of a historic building. Significant murals and ghost signs should also be preserved in place.



Figure 13: Largets' Appliance, Downtown Lewiston.

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Part 5: Architectural Styles in Lewiston



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Part 5: Architectural Styles in Lewiston

Without delving too deep into nomenclature, this plan will discuss various types of architecture that the reader can readily identify within the city limits of Lewiston. First, it is essential to note that there are several genres of architecture. Within each genre are several discernable subsets. When discussing the merits of a particular home in this document, we will assume that the home under consideration has already met the minimum age requirement for listing to the local Landmarks Register. The rudimentary genres considered for this document are Vernacular, Colonial, Classical, Romantic, and Twentieth-Century American. Vernacular.

Undoubtedly, the most abused word in the American architectural lexicon is the term vernacular. A vernacular-style home comprises construction materials that are locally sourced, like wood and stone. A post-modern revision to the definition of vernacular has caused some confusion. Unfortunately, some professionals include any otherwise indescribable twentieth-century home, built with materials acquired by a local supplier, as “vernacular.” However, sticking to the traditional definition, we see the vernacular style borrows extensively from the local landscape and site-sourced materials. Homes constructed in the vernacular include log or timber cabins, adobe, and sod or cob-constructed homes. These homes were popular during the era of western expansion because they were easy to build and required little capital outlay. However, vernacular-style homes have recently resurged in popularity using advanced construction techniques.

As far as landscaping is concerned, little to no emphasis is placed upon the landscaping of

vernacular-style homes. This lack of emphasis is because the vernacular home is meant to be an outgrowth, a sympathetic extension, of its natural surroundings. Naturally occurring plants are emphasized, with few, if any, non-native ornamentals added.



Figure 14: This replica of the original Idaho Territorial building illustrates true Vernacular construction. Materials were sourced locally. In constructing this frontier structure, a little piece of the old-world is incorporated. Often old-world adaptations were included to portray a feeling of permanence, trust or simply familiarity of design elements from a part of the country that those that migrated to this area had left behind. In this case a Colonnade of classical wooden pilasters has been added to the face of the building framing the centered entry door, which is symmetrically flanked by windows, themselves framed by the pilasters. The face of the building has been given a false façade, also known as a ‘Boomtown Front,’ mimicking massing of the large city commercial buildings. This structure is capped with a simple cornice element.

Part 5: Architectural Styles in Lewiston

Colonial Revival Styles

Colonial Revival Style homes are the earliest examples of homes planned and explicitly drafted for construction. These Colonial Revival style homes (sometimes referred to as English style) are predominantly found in the New England states. This style is simple in form and borrows extensively from the old country. As New Englanders ventured westward, they brought the familiar, old-world, style. Therefore, copious examples of this style can be found scattered throughout the country. Subsets of the Colonial style include Federalist, Georgian, Cape Cod, and Salt Box. These homes are rather basic in their shape and geometry. The roof lines tend to be ordinary but can be interrupted with shed or gabled dormers. The windows of colonial homes tend to be uniform in size and symmetrical. The fenestration, or window pattern, on two-story homes is repeated above and below. The landscapes of colonial homes tend to be

utilitarian or agrarian. Strong emphasis on classic ornamentals such as English ivy, crabapple, roses, and sunflowers dominate in colonial landscapes.

Classical Revival Styles

The Classical Revival Style of architecture centers upon a renewed interest in European high-style architecture, especially those found commonly in France, Greece, or Italy. These styles echo the old-world charm and borrow liberally from their forms. Subsets of the Classical Revival style include, but not limited to Beaux-arts, Greek Revival, and Italianate. These homes have more complicated geometry and stylistic features not found in vernacular or colonial styles. Often sophisticated landscapes are planned that augment the architectural style of the house. Exotic and rare plants dot the landscape features of these homes.



Figure 15: This Lewiston home is a nice example of a Colonial Revival home in the Adam style. While the lower windows have been combined at some point this diminishes the traditional feel of this home only slightly. Symmetrical features throughout including opposing chimneys along with a central entry door adorned above a fan detail. The entry is framed and covered by a slender arched portico supported by columns in the Doric tradition all work together form a classic Adam style home.



Figure 16: This home has borrowed its detailing from the Italianate style. This is revealed in its large central pedimented dormer, ornate cornice overhang is complete with dentils and a central arched window.



Part 5: Architectural Styles in Lewiston

Romantic Styles

The Romantic Style of architecture, much like the Classical, borrows heavily from European architecture and tends to be symmetrical and elegant, or grand. Subsets of the Romantic style include European Villas, French Chateau, Gothic Revival, Queen Anne, Richardsonian, Second Empire, Spanish Colonial, and Tudor.

Like the Classical Revival style, these Romantic forms of architecture are inspired by the European renaissance and highly formalized landscaping often accompanies the style. The use of geometric patterns is evident in landscape design. The formalized gardens tend to ignore local varieties for more exotic plant life.



Figure 17: This home's design explores the Spanish Colonial style but also borrows some elements from other Spanish traditions being also referred to as Spanish Eclectic. Flat roof with parapet design and expressed vents with tiled roof room projections, along with arched windows and porch. This is all constructed in with stucco in a manner to appear to be made of traditional adobe material.

Twentieth Century

Bold American ideals punctuate most Twentieth Century style homes. With Twentieth Century styles of architecture, you see a school of thought that casts off old-world traditionalism and embraces asymmetry. In the Twentieth Century style, American architects assert a style that is uniquely their own. The Twentieth Century Style subsets include American Ranch, Prairie Style, Bungalow, Art Deco/Moderne, Mid-century Modern, and Post-Modern.

Landscaping with Twentieth Century Style tends to be practical and durable, with expansive lawns edged with diverse plantings. The utilitarian nature of North American lawns is an extension of the function of the home for recreation and relaxation. Less emphasis is placed upon the variety of ornamental plantings. Rather than augmenting the form of the architecture, landscape design is often prepared to suit the homeowner.



Figure 18: This home is a wonderful example of a subdued Tudor design. Its asymmetrical layout with front gabled projection to one side along with its arched porch roof adorned with a complex eyebrow roof over the arched front door. A bit of classicism creeps into the design with the addition of two columns of the Doric order flanking the entry to the front porch.



Part 5: Architectural Styles in Lewiston



Figure 19: Falling into the larger style of “Modern” is the classic 3 or 4 level home. This home betrays its modern lineage with its flat roof garage roof element that extends along the front of the home leading one’s eye left to right to the home’s entry. The base of the home is solidly grounded to its site with a substantial amount of stonework. The upper 2/3rds of the home are sided in a quality board and batt siding producing a verticality to the home that is otherwise distinctly horizontal emphasized by the orientation of the mortar beds of the stone base and topped by a long low sloped roof.



Figure 20: Very classic example of an early ranch style home. It is growing a bit from its Post War roots and beginning to emphasize the long low horizontal lines so prominent in later, larger ranch style homes. Note the flying ridge line visible to the left as the gabled overhang reaches out further at the ridge helping the home to appear longer than it really is. Add to this the addition of an iconic carport, which reveals the embracement of the automobile age and societies desire for mobility.



Figure 21: This home is what might be considered a modern transitional home, encompassing elements of a few different styles. The Flat roof edges are pronounced giving the house a defined “lid”. These roof elements have wide overhangs like many Modern style homes which add 2 distinctive horizontal elements. The lower of these, again in this home, extend from left to right to lead the viewers eye directly to the entry door stopped abruptly by the strong vertical chimney. The interplay between horizontal and vertical lines appears to be purposeful. The massing of the building creates an interesting visual balance and has influence in the International style.



Figure 22: This post-war home is a transitional design between the Bungalow and Ranch homes. With the ending of WWII returning young soldiers were looking to start families and an easily and quickly constructed home was needed. The simpler lines spoke to the hearts of the younger generation as they were wanting to shed the concepts of the 2 story Victorian and Craftsman homes of their parents and grandparents’ eras. The relatively steep roof is still popular at this time.



Part 5: Architectural Styles in Lewiston

Commercial Building Styles

A thorough review of building styles found in the West End Historic District may be found in the *Design Guidelines for the Lewiston West End Historic District*. Lewiston, ID: City of Lewiston, 2019.



Figure 24: Vollmer Block, 1883. A two-story, brick commercial building designed in the Renaissance Revival Style.



Figure 23: Liberty Theater, built 1902 as the Western Hardware and Implement Company. In 1920-21 the building was transformed into a theater with 800 seats.



Figure 25: Lewis Clark Hotel, built in 1922. This U-shaped, Mission style stucco hotel building was designed by Spokane architect Kirtland K. Cutter.



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Part 6: Community Values & Priorities: Historic Preservation Survey



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Part 6: Community Values & Priorities

OVERVIEW:

A survey was developed in the spring of 2022 to help gauge community attitudes, familiarity, and satisfaction with historic preservation efforts in the community as part of a larger project to develop a Historic Preservation Plan for the City of Lewiston. Members of the greater Lewiston community, and in particular, community groups with an interest or affiliation with local and regional history, were invited to take the survey. These included the Beautiful Downtown Lewiston, the Nez Perce County Historical Society and Museum, the Nez Perce Tribe, Historic Preservation Commission, and others.

Methodology:

Cultural Reconnaissance crafted a survey using similar surveys issued by other Certified Local Governments in the region. These collated survey questions were then circulated amongst Lewiston staff members for consensus prior to circulation.



Figure 26: Idaho Grocery and Warehouse Annex.

Postcards were mailed to owners of property located within the Normal Hill Historic Overlay, the West End Historic District, and Historic Downtown, inviting their participation. The survey was posted online on the City's website, and emails were sent to partner organizations inviting participation by their membership. (Nez Perce County Historical Society, Beautiful Downtown Lewiston, the Nez Perce Tribe, and others.) Paper surveys were made available at community events in the downtown. A total of 63 surveys were returned.



Figure 27: Lewiston's Union Station.



Part 6: Community Values & Priorities

Summary:

The majority of survey respondents reported they were full-time residents living thirty or more years in or near Lewiston. These respondents viewed historic preservation as important to maintaining the unique character of the city's downtown landscape. Nearly two out three people participating saw themselves as being interested in public history and valued preservation as beneficial to their quality of life. Projecting the role of preservation into the future, the respondents felt historic preservation could help city planners to encourage investment into downtown revitalization. These survey findings are further analyzed below, and spreadsheets are included in the appendices.

Demographics:

The survey respondents were primarily full-time residents of Lewiston (78%), and identified themselves as having a general interest in history or historic preservation (66%). A majority (70%) utilize businesses in downtown Lewiston.

Respondents identified themselves as business owners (22%), educators or students (8%), owners of historic property (25%), or residents of a historic property (19%). At least two respondents reported being business owners who do not reside in Lewiston, and others are employed in Lewiston, but reside outside the city limits (10%).



Figure 28:



Part 6: Community Values & Priorities

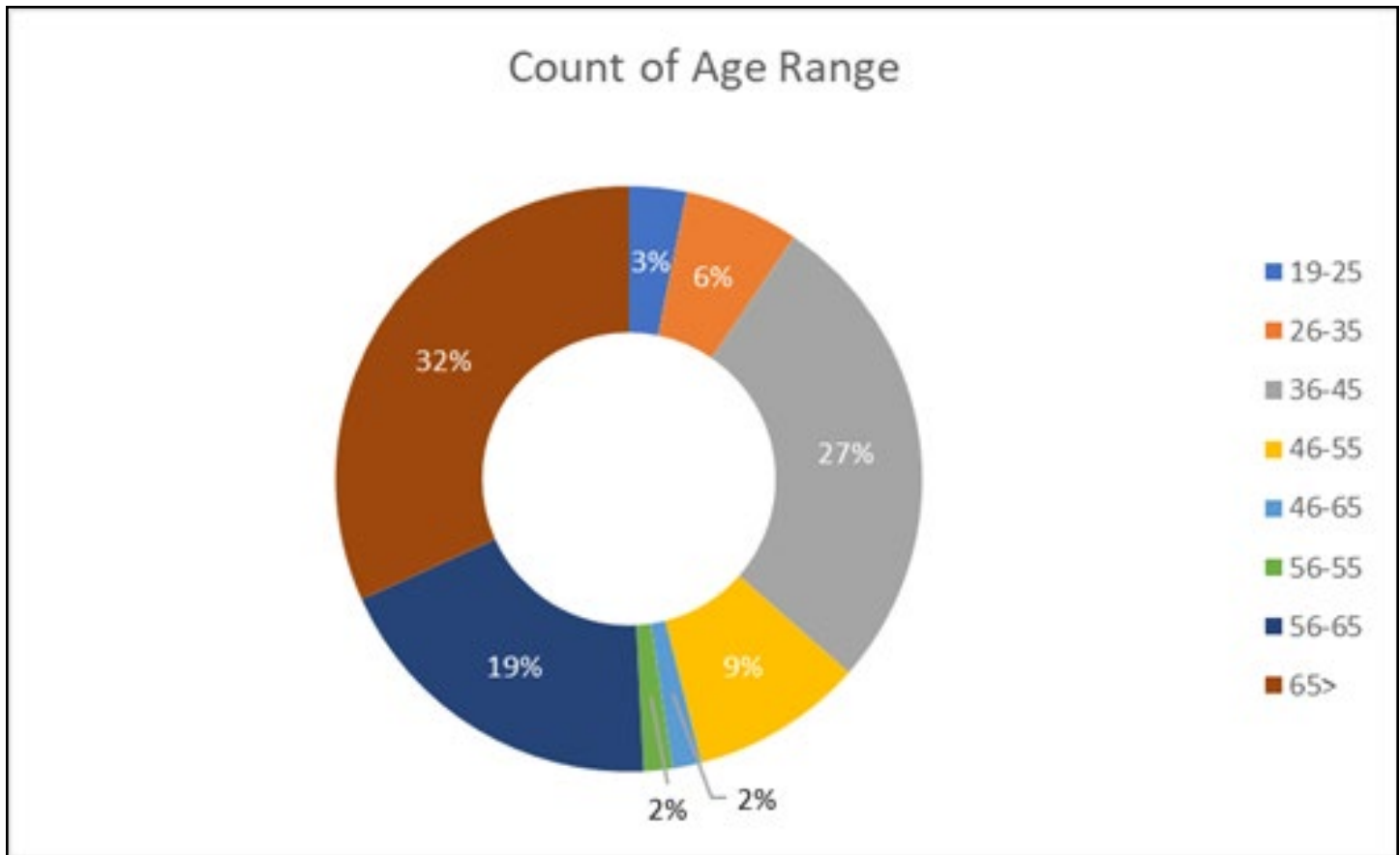


Figure 29:

The majority of respondents have a long association with Lewiston, with 48% living or spending significant time in Lewiston for 31+ years; 20% for 21-30 years; and 14% for 11-20 years. Respondents represented a range of ages, with 30% being age 36-45, 20% age 56-65, and 20% over age 65. However, no respondent claimed to be under the age of 18. (Questions #1-#4)

Attitudes Toward Preservation:

Survey Question #5 asked respondents to rank how beneficial historic preservation is to various aspects of community life. As might be expected from a population who have an interest in history, the majority of respondents feel that historic preservation is beneficial to defining community character, with 62% of respondents ranking this as one of their top two most important benefits. In a ranked response, respondents also view historic preservation as beneficial to development of local/heritage tourism (44%) and economic development (42%).



Part 6: Community Values & Priorities

The majority of respondents agreed that historic preservation can benefit the Lewiston economy by:

- Encouraging investment in the downtown corridor (69%)
- Renovation and reuse of historic buildings (66%)
- Increasing tourism (60%) and,
- Community participation in history projects or events (52%).

In a comment field, some negativity toward historic preservation was also shared. Although negative, some of these responses provide valuable insights into some of the shortfalls of historic preservation. However, there were several negative comments which had less to do with preservation as much as a general dissatisfaction with politics or Lewiston governance. Some of the more the reflective comments related to:

- Property maintenance concerns at historic properties with absentee owners
- Concerns that preservation rules prevent replacing windows with “updated, modern and energy conscience (sic) windows.”
- At least a few respondents indicated they did not feel historic preservation does benefit the Lewiston economy. (Question #6)

A majority of respondents indicated they were somewhat familiar with various groups advocating for historic preservation within Lewiston (46% of responses). However, 17% saying they were “very familiar,” 25% saying they were “pretty familiar.” (Question #7)

When asked how they feel historic preservation is viewed in the community, 32% indicated it is seen as an asset to the community, and 17% indicated it is seen as a hindrance to development. While two of three respondents saw preservation as an asset rather than a hindrance, a further 60% said that historic preservation is not well understood. The percentages exceed 100% because respondents were asked to select all the statements that applied. (Question #8)



Part 6: Community Values & Priorities

Information Sources:

When it comes to finding historical information about Lewiston, 46% of respondents identified the internet (including the city website, Facebook and other social media, and Google) as one of their sources. Others cited:

- The Nez Perce County Historical Society & Museum and other cultural groups - 26%
- The Lewiston Tribune - 17%
- Plaques, markers, and interpretive signs are a source of information - 11%
- The public library - 8%

(Question #9)

About half of survey respondents engage with other historical community partners (51%), while 44% do not. (Question #10)



Figure 30: Lewiston Vineyard Gate.

Part 6: Community Values & Priorities

Preservation Priorities:

When asked if the city has adequate programs to promote and/or educate residents and visitors about the city's history, results were fairly evenly split. A total of 41% either "strongly agree" or "somewhat agree" that City efforts are adequate, and a total of 33% either "strongly disagree" or "somewhat disagree," with the remaining 27% being "not sure." (Question #11)

When asked about their favorite historic building or neighborhood in Lewiston, Normal Hill was mentioned by 31% of respondents, along with the Downtown (13%), the Civic Theatre (11%), and the West End (10%). (Question #12)

To further identify places for which the community has affinity, a question was asked about what historic location or tradition/activity is a "must see" when family or friends visit. Those included visiting downtown Lewiston (20%), parks ranked secondarily including Hells Gate State Park and Locomotive Park (14%), closely followed by the Nez Perce National Historic Park Visitor Center and its surrounding park grounds (14%), the Nez Perce County Museum and the Snake River tallied (11%) each. Normal Hill (9%), and the top of Lewiston Hill (3%) rounded out the survey responses. Other community favorites mentioned included the Garry Bush tours, the Trolley Tour/Ghost Tour, the Territorial Capital, the canyon, the confluence, walking tours, and the levy paths. (Question #13)

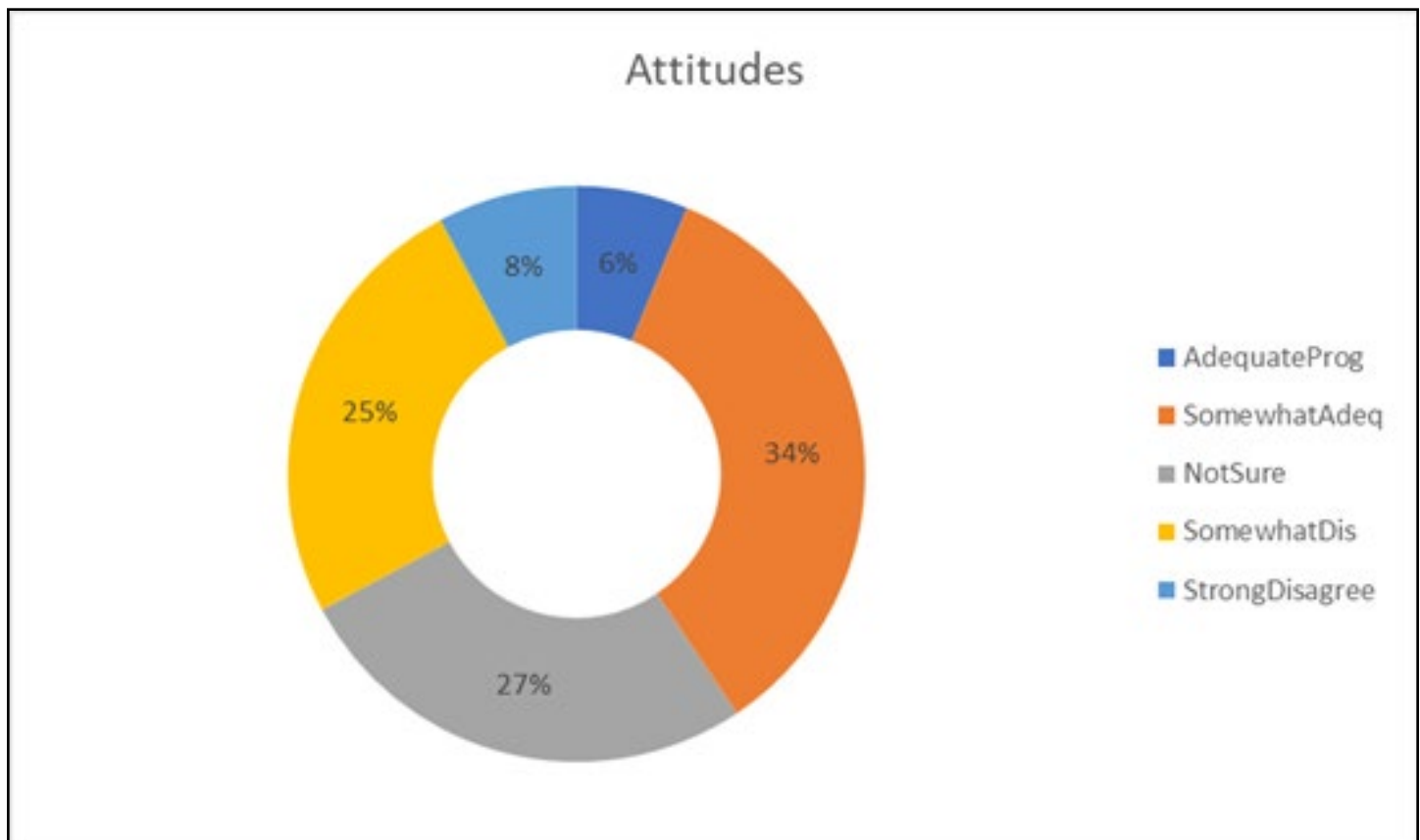


Figure 31:



Part 6: Community Values & Priorities

When asked about what buildings or places respondents worry about losing, there was a clear standout, with the Anne Bollinger Performing Arts / Civic Theatre mentioned by 41%. Other concerns were downtown buildings (20%), the Liberty Theater (13%), and private/residential buildings. (Question #14)

Survey respondents were given a list of reasons why it might be important to preserve and celebrate Lewiston's heritage, and were asked to select up to three responses, and rank them in order of importance. (Question #15) The highest ranked reasons were:

1. Supports retention of community character. (20 picked this as their #1 reason)
2. Improves quality of life and creates a livable community for long term and newer residents. (14 picked this as #1.)
3. Helps us value our past and share it with future generations. (14 picked this as #1.)
4. Raises awareness of the city's history. (13 picked this as #1.)

Notably, only 4 respondents picked as their #1 reason, "It can encourage tourists to visit Lewiston." This could indicate that residents value heritage primarily as a benefit for residents, and not as a draw for visitors.

Question #16 asked for respondents' biggest priority for historic preservation in Lewiston. The priorities receiving the most "top three" listings were:

1. Downtown building rehabilitation and compatible in-fill development. (52%)
2. Encourage more repurposing and refurbishing projects. (43%)
3. Identify and document historic properties in the city. (28%)

Those receiving the fewest "top three" listings were:

1. Increase the number of properties listed to the National Register. (1%)
2. Establish a Lewiston landmark register to provide local designation and controls that protect properties from demolition. (less than 1%)



Figure 32: Tamblyn House. Photo courtesy of Ian Poellet.



Part 6: Community Values & Priorities

Priority & Vision Question – Weighted Ranking

This question asked the survey respondent to rank or prioritize how they felt about the importance of the following themes in relation to historic preservation. The respondents ranked each of the themes from 1 to 5, with 1 being important and 5 being least important.

Once the ranking was completed and weighted averages were calculated, Downtown Rehabilitation ranked the highest with a score of 23.6, and National Register Listing ranked the lowest with a score of 2.0. Encourage Refurbishment and Financial Incentives ranked well with scores of 19.5 and 18.0 respectively.

Neighborhood Character, Identity & Document, Public Outreach, Celebrate Heritage, and Local Register, came in with scores of 16.7, 16.5, 16.5, 14.8, and 12.9.

Some respondents offered comments on their priorities which were not listed. These included:

- "Just because something is historic doesn't mean it's not time for a change. Some homes on Normal Hill are in awful shape. The old Civic Theatre needs to be torn down. Let's not save buildings just because they are historic. If they have little to no value, what's the point?"
- "Clean up the neighborhood, the historical designation does not effect the things needing most work to add value to the neighborhood."

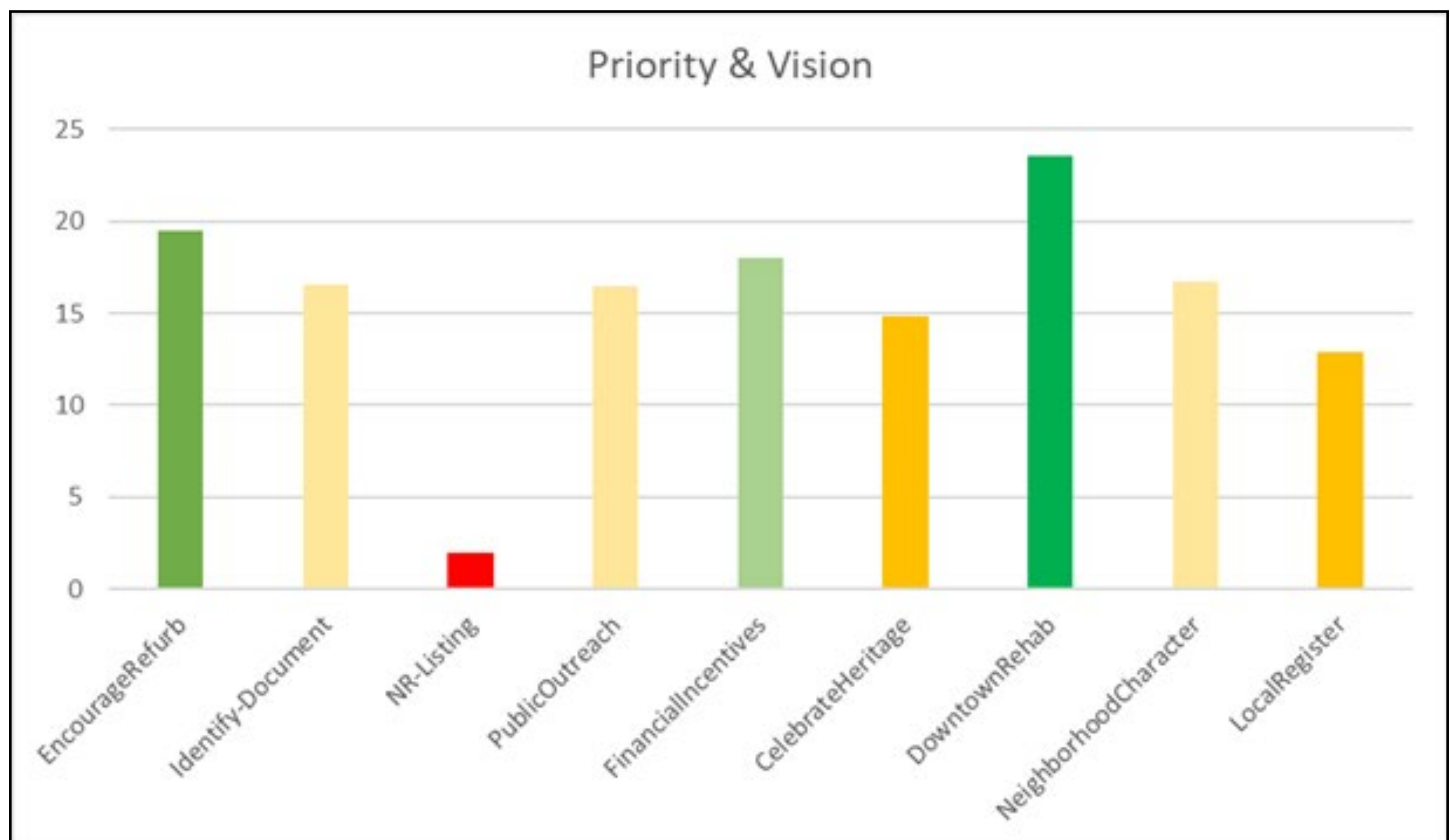


Figure 33:



Part 6: Community Values & Priorities

These comments suggest that property maintenance and code enforcement should play a significant role in historic preservation efforts in the community.



Figure 34: Thompson House, a cross-gable Gambrel style home.

Question #17 asked what Lewiston's vision should be for historic preservation, with the following results:

1. Encourage removal of blight and improvement of historic neighborhoods. (52%)
2. Reuse/Rehab of historic buildings for new uses. (51%)
3. Interpretation and presentation of historical information (kiosks, signage, etc.) (22%)
4. Other (please specify): 0%

Question #18 asked respondents to rank preservation relative to other city initiatives such as public safety, transportation, or other community issues. Nearly half of respondents (46%) suggested preservation is a medium

priority. However, survey respondents felt historic preservation was a low priority in comparison to other community issues (27%), with two respondents (3%) saying preservation is not a priority at all. Meanwhile, 22% said historic preservation should be a high priority for city planning.

Question #19 asked for input on what the term "historic preservation" means to individuals. A number of responses keyed in to the concept of appropriate treatment of historic buildings, and maintaining historic buildings in good repair. Some responses were rather vague and generic, such as, "Keeping things as they are," and "Saving old things." Considered in light of the responses to Question #8, that suggest the majority of respondents feel that historic preservation is not well understood, this could be an opportunity for increasing educational efforts – not about Lewiston history, in general, but pointing to the Secretary of the Interior's Standards for appropriate treatments for historic buildings.



Part 6: Community Values & Priorities

Report Card

The responses to Question #20 are a forum on how survey respondents feel historic preservation has been handled in the city up until now. Since adoption of Lewiston's initial historic preservation ordinance and establishment of the West End Historic District in 1976, protections for historic properties (by means of design review) have been in place. Owners of properties within the District have been long accustomed to the requirement for obtaining a Certificate of Appropriateness, and there appears to be a general understanding in the community that changes to historic buildings must be approached carefully, or at least there is a Commission whose permission must be sought for proposed changes.

It is not uncommon for property owners to chafe at restrictions on what may be done with buildings they own. As one respondent noted, "There is an attitude among residents that it means their freedom to improve their property is under someone else's control." The frustration by one respondent was clear in a comment offered to Question #5, which asked respondents to rank how beneficial historic preservation is at impacting various aspects of community life: "None. Let property owners replace single pane windows with updated, modern, and energy conscience (sic) windows!"

Some of these attitudes might be impacted through education efforts aimed at owners of historic properties which emphasize nationwide studies showing the efficacy of well-maintained historic windows (compared to vinyl replacement

units), or the exaggerated "return on investment" rhetoric offered by some replacement window manufacturers.

As the responses to Question #20 contained both positive and negative comments, it should be clear that many residents recognize the effectiveness of Lewiston's efforts to identify, protect and preserve historic properties. One respondent offered the following insight: "I believe that repurposing or rehabilitating existing historical buildings is a great practice of sustainability and environmentally conscious development that could be utilized to an even greater extent in the valley."

The City of Lewiston has a foundation for historic preservation which could be enhanced by targeted education: educating property owners about appropriate treatments for historic properties; educating the general public about how preservation of historic buildings contributes to the "sense of place" which they recognize and appreciate; and educating the business community about the economic benefits tied to preservation efforts.



Figure 35: Wyatt House.



Part 6: Community Values & Priorities

It could be noted that while survey responses were few from residents under 30 years of age, there were some respondents who expressed concerns about sustainability. As the preservation torch is passed to younger members of the community, education efforts which associate sustainability with re-use of existing buildings may resonate well with young preservationists. After all, “the greenest building is the one which is already built.”

It is recommended that the responses be considered thoughtfully by the HPC and City staff in order to better understand how the City’s historic preservation efforts are perceived in the community.



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Part 7: Geographic Analysis



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Part 7: Geographic Analysis

In general, to be considered for designation as a historic building, a structure must be 50 years or older. A geographic analysis of Lewiston's housing stock age was completed using construction dates from the Nez Perce County Assessor's Office, and including properties listed in the National Register of Historic Places, as identified by the Idaho SHPO.

Growth and development patterns are clearly illustrated on the maps generated, with the earliest dates of construction located closest to the rivers which served as the shipping and transportation hub for the community. It is clear that the town was born in the area closest to the confluence of the Snake and Clearwater Rivers.

The earliest residential structures were built south of the business district, an area which contains a dense grouping of the best preserved residential properties in the community.

The progression of construction in later years is shown by color bands radiating south and east from the designated historic districts.

The City of Lewiston has chosen to focus its preservation efforts on these two geographic areas, shown in Figure 34 (following page). The first, the Lewiston West End Historic District, encompasses the historic downtown commercial center. The second, known as the Normal Hill Overlay Zone, is residential in nature.

The GIS data layers generated in conjunction with this plan highlight all National Register listed properties in Lewiston. Included in the layers are those historic properties found outside the West End Historic District and the Normal Hill Heritage

Overlay Zone.

Properties inventoried or register-listed, are shown as colored dots in Figure 36, and the concentration of those dots shows clearly the reason the Lewiston West End Historic District and Normal Hill Overlay Zone were established. Most of the properties identified as historic are located within the two designated historic districts.

Zoning restrictions are in place to protect historic properties from modifications which would result in negative impacts. *Design Guidelines for the Lewiston West End Historic District* were adopted by the City in 2019, and the Historic Preservation Commission reviews proposed changes to structures within the district.



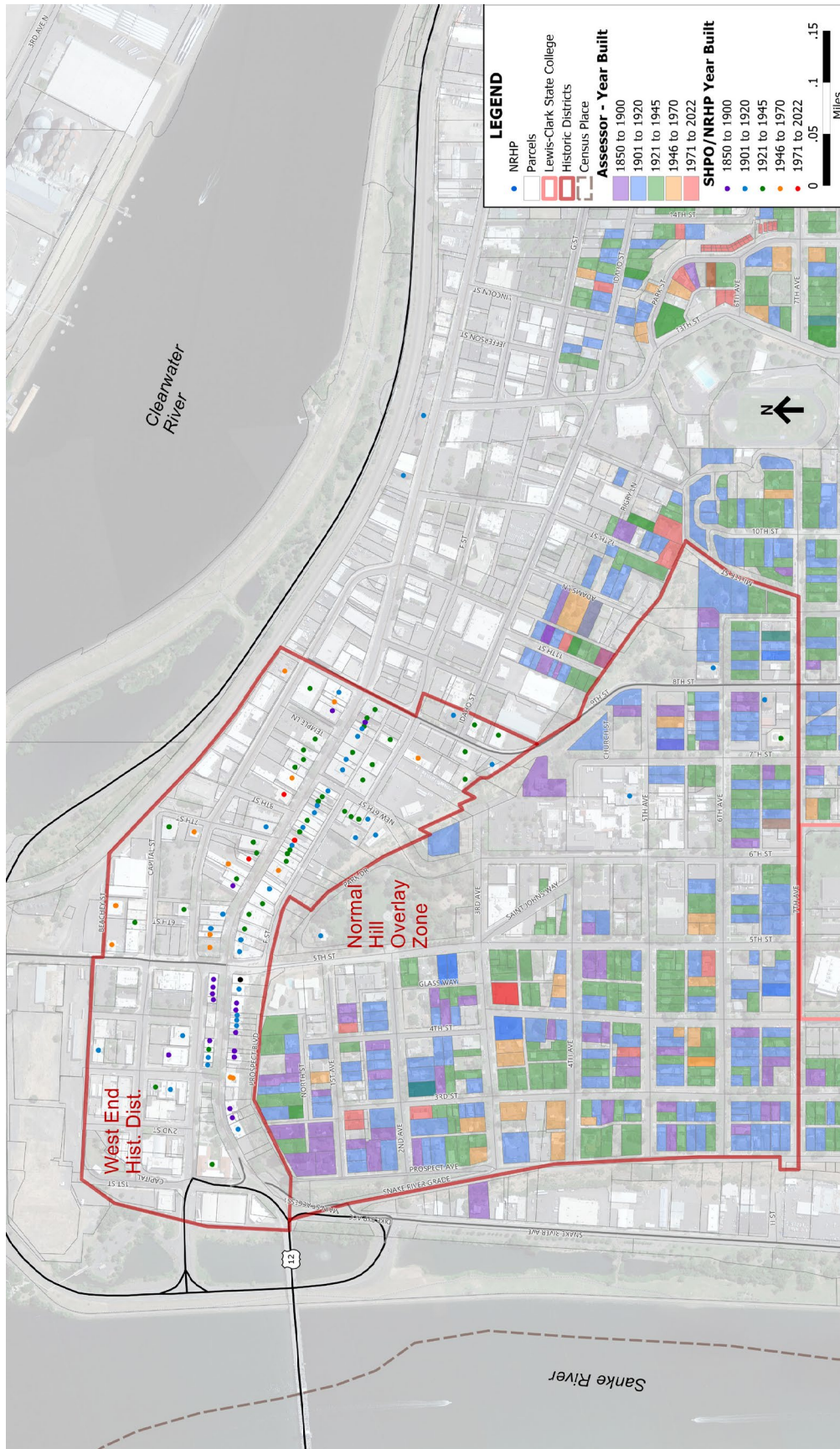


Figure 36: West End Historic District and Normal Hill Heritage Overlay Zone. (Data from Lewiston GIS Department, 5/6/2022, and Idaho State Historical Society Open Data GIS Hub, 5/20/2022).



Part 7: Geographic Analysis

Figure 37 (following page) indicates construction date of structures within the Lewiston city limits, based on the data provided by the Nez Perce County Assessor's Office. While the construction dates are not indicated for all structures in the county's database, a pattern of development can be seen with the purple and blue shading indicating construction dates which range from 1850 up to 1920. Green shading indicates structures built from 1921 to 1945, and gold shading indicates construction dates from the post-World War II era through 1970.

The structures in these areas would meet the threshold for register listing by reason of their age, but no reliable data has been collected to indicate their eligibility by other criteria.

National Register-listed properties are identified on Figure 38 and Figure 39, and are illustrated throughout this plan. National Register properties in Lewiston include:

- Booth House (Figure 1)
- The Carnegie Library (Figure 8)
- The Children's Home of North Idaho (Figure 9)
- Garfield Schoolhouse (Figure 10)
- Hestor House (Figure 11)
- Idaho Grocery & Warehouse Annex (Figure 26)
- Lewiston Union Station (Figure 27)
- The Lewiston Vineyard Gates (Figure 30)
- Tamblyn House (Figure 32)
- Thompson House (Figure 34)
- Wyatt House (Figure 35)

The City of Lewiston places only general code restrictions upon owners of designated properties located outside of either the district boundaries or the overlay zone.



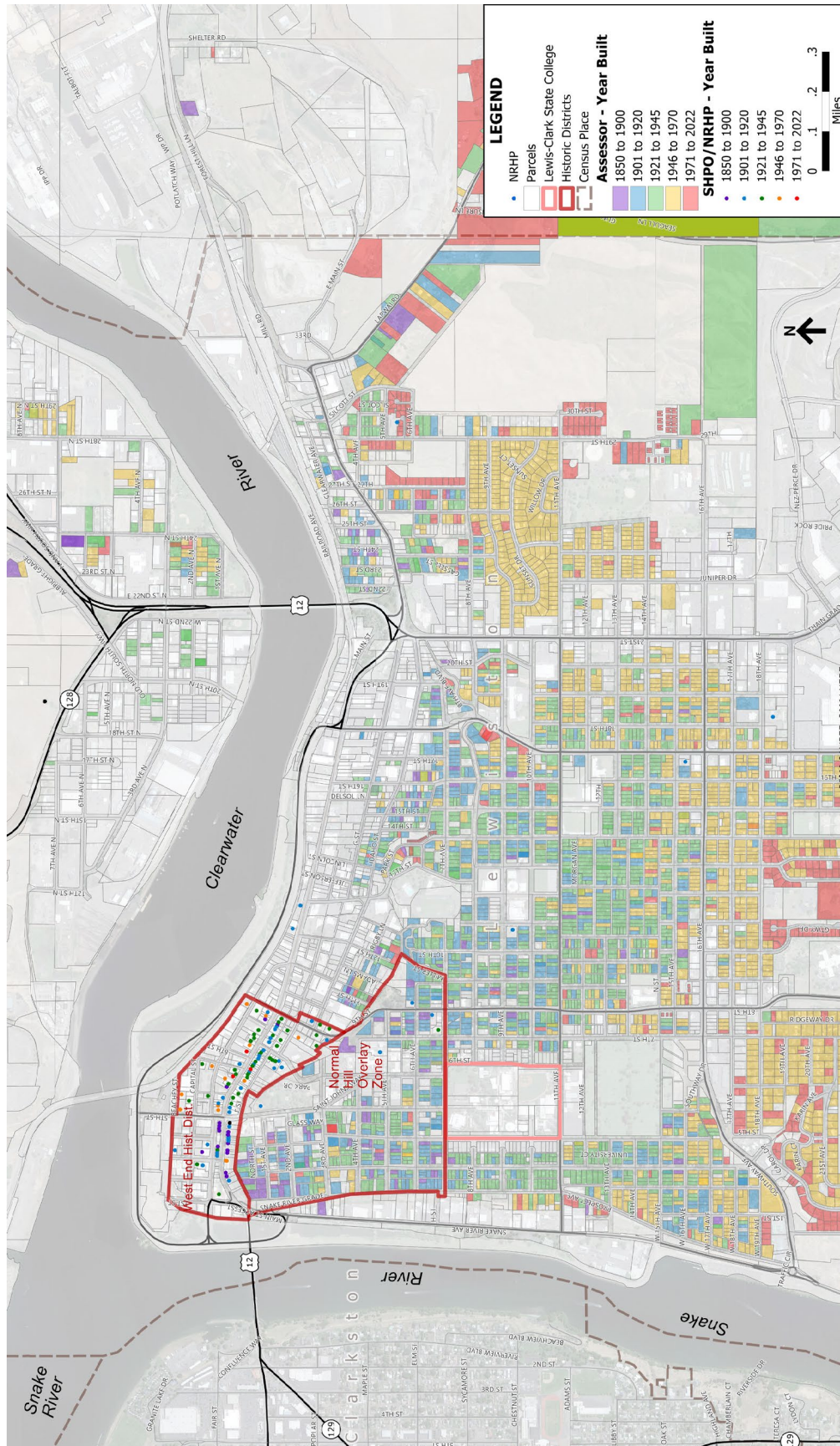


Figure 37: Showing pattern of development which radiated south and east from the early Lewiston townsite, which grew up at the confluence of the Snake and Clearwater Rivers.

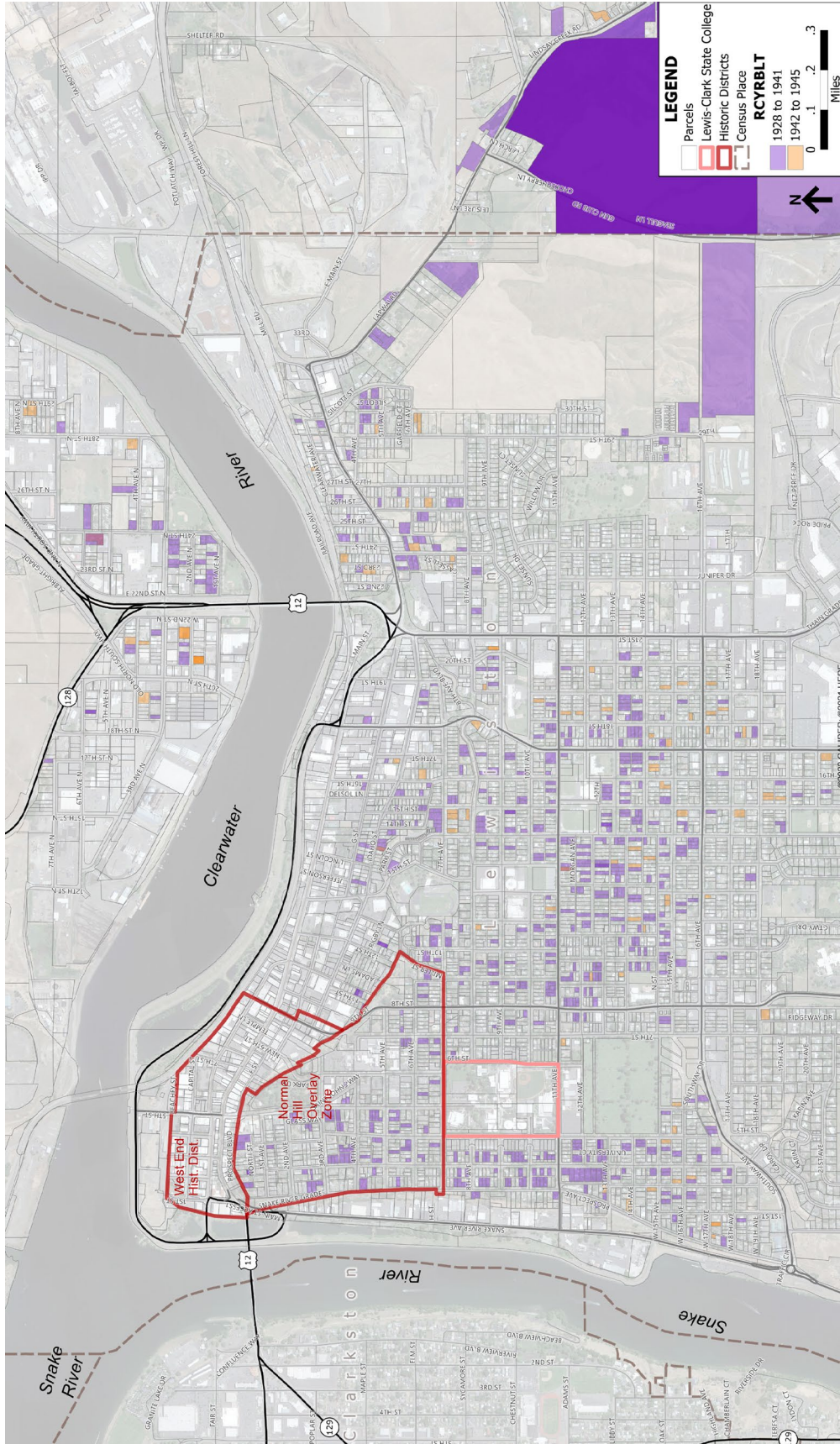


Figure 38: Showing construction date of structures according to Nez Perce County Assessor data, provided by City of Lewiston GIS Department, 5/6/2022.

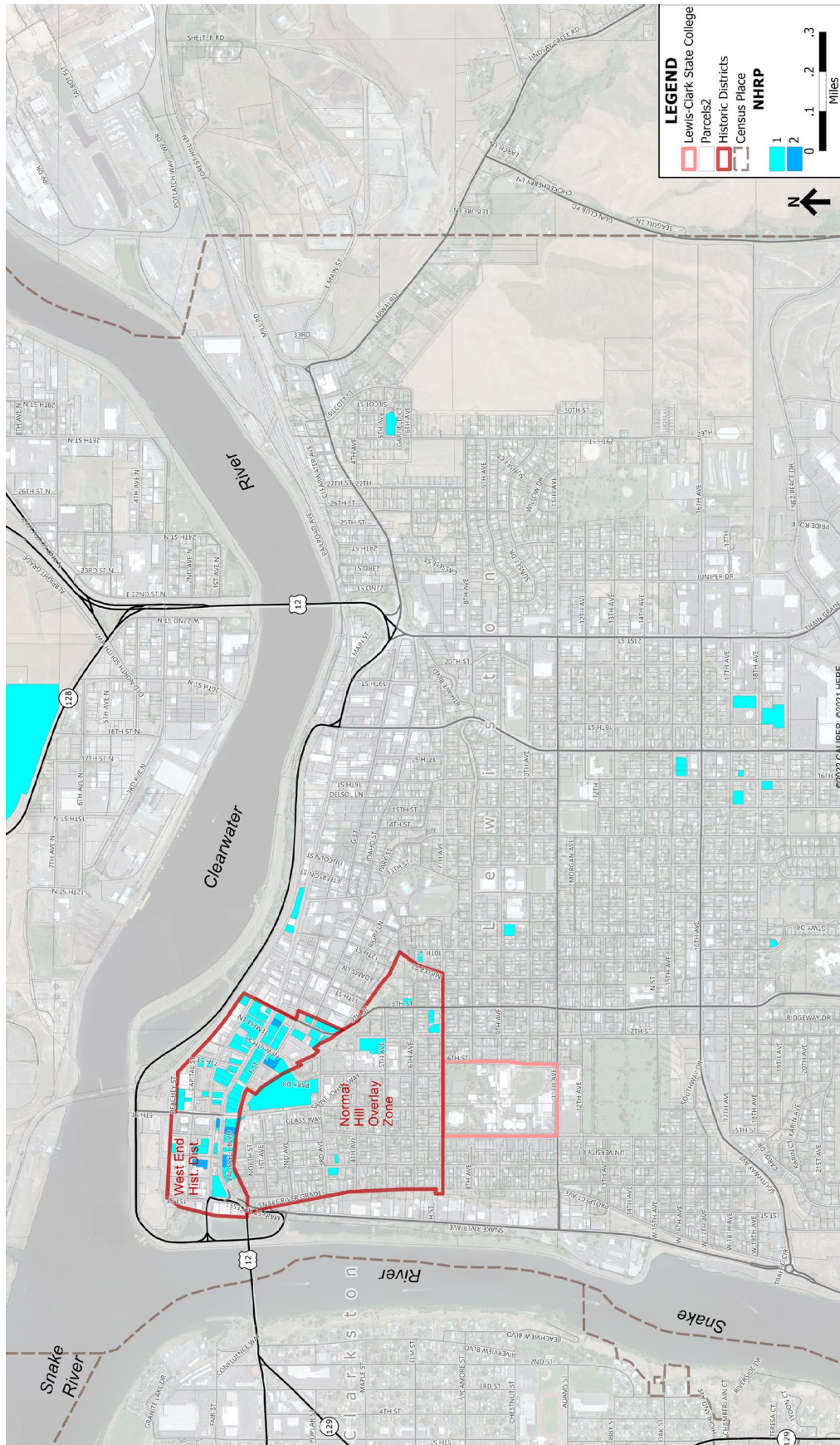


Figure 39: Showing parcels which contain 1 or more properties listed in the National Register of Historic Places.

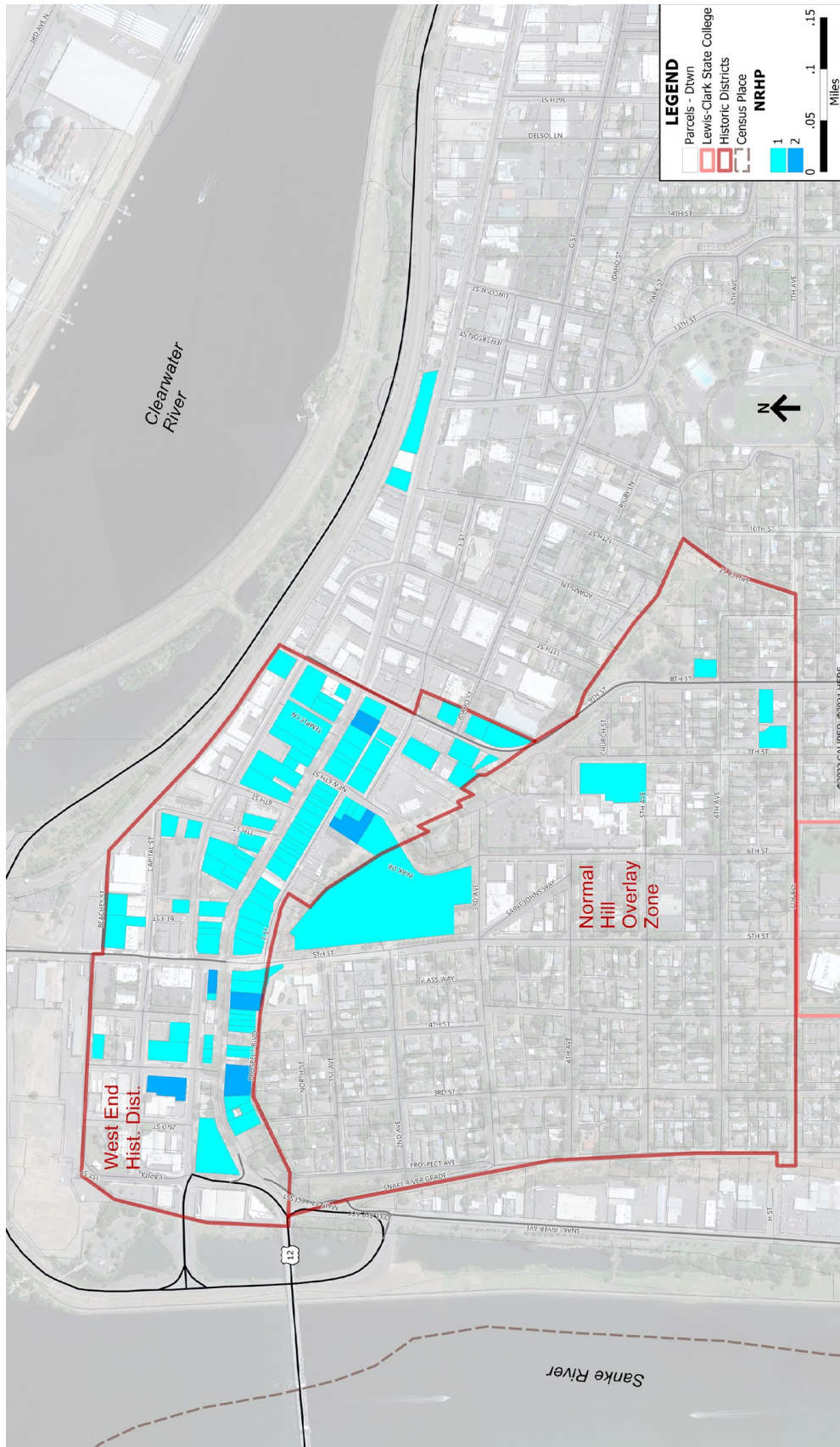


Figure 40: Showing National Register listed properties within the West End Historic District and Normal Hill Overlay Zone.

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Part 8: Historic Preservation Goals & Objectives



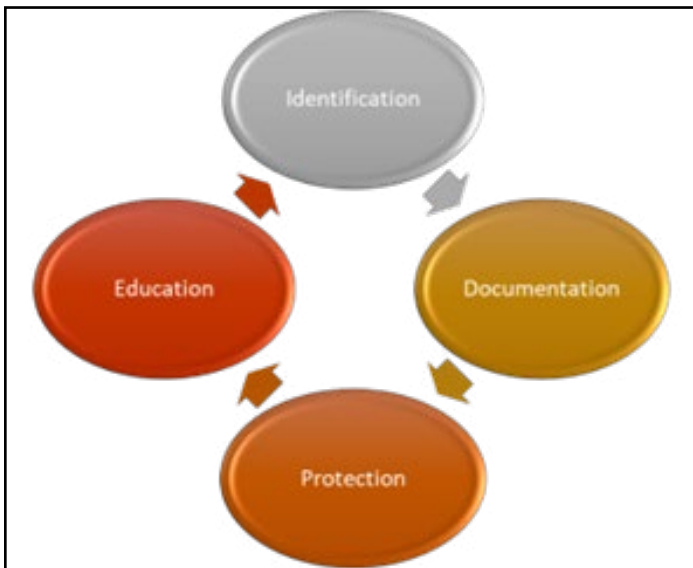
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Part 8: Historic Preservation Goals & Objectives

INTRODUCTION

The goals for historic preservation in Lewiston were gleaned from a variety of sources including the 2022 public survey, conversations with Idaho State Historic Preservation staff members, and from secondary sources. The focus of these goals is in four principal areas of resource management: Identification, Documentation, Protection, and Education.



Lewiston’s historic preservation program has been in place since the 1970s. At the time of adoption of this plan, a local register district now encompasses the earliest center of commercial activity, and a zoning overlay covers the oldest area of residential development.

City staff and Commission members have indicated that they believe the Nez Perce County Historical Society regularly engages in identification and documentation of potential historic resources,

which may be of sufficient detail to build on for future historic preservation planning.

During preparation of this Historic Preservation Plan, attempts to verify the type and extent of any survey or documentation of historic buildings by the Nez Perce County Historical Society were unsuccessful. Responses to specific inquiries about documentation of historic properties indicated that the Historical Society is not involved in any type of survey other than “internal projections of needs to expand what we archive and what we do to digitize the photographic and print items” in their collection. While that organization may indeed have records relating to development of the built environment in Lewiston, those records are not likely to meet State or Federal standards for identification and documentation of historic properties.

The geographic analysis of building age undertaken during development of this Preservation Plan suggests that patterns of development and construction have progressed in a discernible pattern, and as those areas reach the 50-year mark, additional identification and documentation by the City may be warranted.

Thematic considerations should also be considered as an organizational goal. Districts can comprise objects which have shared significance to the community. A practical example could be the Fire Stations of Lewiston, or City of Lewiston Sacred Places. More and more, thematic districts nominations are used to help better understand the historic roles of under-represented people groups in the community. District nominations could be prepared based upon the societal roles played by



Part 8: Historic Preservation Goals & Objectives

members of the Nez Perce Nation, by Lewiston women pioneers, or localities that accommodated vacationing African Americans as listed in one the Green Book Travel Guides.

GOAL #1: IDENTIFY AND DOCUMENT THE CITY'S HISTORIC AND CULTURAL RESOURCES

With each successive decade, a new batch of properties becomes of an age for consideration as cultural resources. Periodic survey and inventory of historic properties gives planners the ability to identify aging building stock. Historic surveys can be used to determine the overall integrity of that building stock and determine the presence of absence of a future historic district, or whether current district boundaries need to be adjusted.

Policy 1.1

The City should undertake a targeted effort of survey and inventory on a regular basis to better come to grips with building stock as it progressively becomes historically significant.

Action Steps:

- Develop a plan to work with both the Idaho SHPO and with the Nez Perce County Historical Society to gain the funding necessary to accomplish the goal of survey and inventory, documenting potential historic properties to Idaho SHPO standards.
- Work with Nez Perce County Historical Society to guide the city through the process of leading a neighborhood survey.

- When significant properties are identified, the city should make nomination to list them in the National Register of Historic Places.

GOAL #2: PROTECT THE CITY'S HISTORIC AND CULTURAL RESOURCES.

The City of Lewiston has codes and standards crafted specifically for maintaining the unique characteristics of the community. Code enforcement and HPC help to guide historic property owners' efforts in preservation, and in making appropriate modifications to the exteriors of historic properties.

Policy 2.1

The City should expand property maintenance and code enforcement activities, particularly in relation to historic properties.

Action Steps:

- Targeted communications with property owners, business owners, and residents inside historic districts to encourage compliance with existing property maintenance codes.
- Outreach to property owners who live outside the Lewiston area to emphasize the benefits of regular maintenance, including increased property values.

Policy 2.2

The City should look for opportunities to support owners of historic properties by means of financial incentives, streamlining permitting and design review processes, and maintaining a list of resources available.



Part 8: Historic Preservation Goals & Objectives

Action Steps:

- City staff and HP Commissioners should promote the use of Historic Preservation Tax Incentives offered by the Idaho SHPO and the National Park Service.
- The City could consider creation of a low-interest commercial revolving fund to help defray extraordinary costs associated with meeting appropriateness standards or making façade improvements, or a no-interest residential revolving fund to help homeowners rehab historic wood windows rather than replacing them with modern vinyl units. The funds would not be used to pay for the project entirely, but could bridge the financial gap between modern replacements and appropriate rehabilitation. The funds could be resupplied over a specified time, or forgiven on a case-by-case basis as new funding becomes available.
- A resource list might include contractors who are familiar with historic construction methods, stucco repair, window rehab, masons, blacksmiths, etc., or preservation architects, or accountants who are familiar with federal tax credit projects.

Policy 2.3

The City should recognize and promote praiseworthy efforts to beautify Lewiston and make the community more livable, particularly in the West End Historic District and Normal Hill Historic Overlay Zone.

Action Steps:

- This could include a series of social media posts aimed at discussing the benefits of protecting historic character, such as increasing property values, or recognizing the value of embodied

energy when it comes to preserving original building materials.

Policy 2.4

The City should incorporate the Historic Preservation Plan into the City of Lewiston Comprehensive Plan.

Policy 2.5

The City should participate in Section 106 Mitigation. When local projects involving federal funds negatively impact historic properties, the HPC should participate in discussions with the agencies involved to mitigate the impacts.

Policy 2.6

The Historic Preservation Commission shall have an annual Priorities Work Plan designed, but not limited, to be an implementation tool for Part 8 of the Historic Preservation Plan.

GOAL #3:

PROMOTE HISTORIC PRESERVATION BY DEVELOPING MUTUALLY BENEFICIAL PARTNERSHIPS WITH LOCAL COMMUNITIES AND ADVOCACY GROUPS WHOSE VALUES AND INTERESTS ALIGN WITH THE CITY'S IN THE AREAS OF HERITAGE, ARTS AND SUSTAINABILITY.

Policy 3.1 Consultations

The City should recognize Lewiston's historic and cultural roots by expanding respectful interaction with the Nez Perce Tribe and the Nez Perce County Historical Society.



Part 8: Historic Preservation Goals & Objectives

Policy 3.2 Engagement

The City should encourage citizens who have gone through the Certificate of Appropriateness process to give feedback, including advice to new applicants.

Action Steps:

- Identify one or more staff members or elected officials to coordinate communications between city staff and tribal staff.
- Initiate a regular quarterly meeting with representatives of local advocacy groups to informally discuss items of mutual concern or interest. This could take the form of a brown bag lunch, alternating locations each quarter.
- Identify one or more community members who have had positive experiences with the CoA process who might be willing to advise or mentor new applicants.

GOAL #4:

INFORM AND ENGAGE THE PEOPLE OF LEWISTON TO BETTER INTEGRATE HISTORIC PRESERVATION FOR THE EDUCATION, ENJOYMENT, AND WELFARE OF THE COMMUNITY.

Policy 4.1 Elected Official Engagement

Incoming elected officials should be invited to participate in an orientation session that includes a presentation on the role of the HPC and its responsibilities.

Policy 4.2 Historic Preservation Training

Ongoing professional development should be provided for CLG Commission staff and Historic Preservation Commissioners in preservation goals,

processes, standards and best practices.

Action Steps:

- Host periodic Cultural Resource Training with subject matter experts as cadre including members of the Nez Perce Tribe, Idaho SHPO, and advocacy groups such as Preservation Idaho.
- Seek Idaho CLG funding for HPC members and Community Development staff to attend historic preservation conferences and trainings on a regular basis, including Preservation Idaho's annual conference
- The HPC should take the lead on discovering and educating the public on how to take advantage of Green Deal tax breaks and tax credits for energy-saving retrofits that are appropriate for historic properties.

Policy 4.3 Civic Transparency

Understanding that historic properties will change hands, the City should work to increase transparency in the property transaction process so that potential purchasers understand the implications of ownership of a historic property.

Action Steps:

- Creation of a brochure for use by local real estate agents during historic house showings. Language for this could be similar to the Enriching the Future with Lewiston's History.
- Reaching out regularly/annually to area realtors and title companies to inform them of historic district boundaries, the impacts of register listing, and incentives available to purchasers/owners of historic properties (such as the Federal Tax Credit program for income-producing properties).



Part 8: Historic Preservation Goals & Objectives

- Develop an email list, starting with citizens who responded to the Historic Preservation Survey, and send periodic (monthly or quarterly) short messages with timely preservation-related information.
- Develop an outreach for local construction contractors which identifies the type and extent of work for which a Certificate of Appropriateness is required.
- Expand preservation information on the City website to include info valuable to commercial property owners. The site now leans favorably towards owners of single family residences. Include welcoming language which invites public participation in historic preservation and attendance at HPC meetings.
- Communicate annually with owners of properties by means of an annual mailing (or door hanger) which summarizes the Lewiston historic preservation program, and limitations on changes which may be made to buildings without formal review and approval. Available resources will be promoted, including the *Design Guidelines for the Lewiston West End Historic District* (2019), and *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings*, and the *Preservation Briefs* technical leaflet series.

Policy 4.4 Property Owner Engagement

The City shall engage owners of historic properties to educate and inform of the benefits of historic preservation, and the responsibilities associated with ownership of historic properties.

Action Steps:

- Encourage owners of historic properties, whether they be residential or commercial, to learn best practices for the care and preservation of historic properties.
- Educate property owners on the incentives for good stewardship of their properties.
- Collect histories of individual properties for the benefit of the Community Development Department, the Nez Perce County Historical Society, and the main branch of the Lewiston library.
- Owners of businesses located in the historic district should be encouraged to lean on the historic character of the property in the advertising and marketing campaigns.
- Ask City Council to designate May as Historic Preservation Month in keeping with State of Idaho and National efforts.
- Several HPC members mentioned having a special annual community event that formed the basis of citizen involvement. These annual events tend to be far larger than the staff of the HPC can manage. However, if elevated to a city sponsored event, the responsibility of planning falls on many shoulders.

Policy 4.5 Promote Heritage Tourism

The City shall support efforts to develop and expand heritage tourism as an economic driver.

Action Steps:

- Improve interpretive signage and promote the existing West End Historic District Walking tour (map and associated plaques).
- Encourage property owners to install plaques recognizing historic properties, where appropriate.



Part 8: Historic Preservation Goals & Objectives

Policy 4.6 Recognize Excellence

The City shall encourage cultural resource protection through recognition of individuals, organizations and advocacy groups whose efforts exemplify excellence in the field of historic preservation.

Action Steps: Orchid Awards

The purpose of the Orchid Award program is: “to celebrate those individuals and organizations that have made a positive contribution to historic preservation, and in turn bring awareness to those projects that are noteworthy examples of restoration and preservation that keep the city’s cultural heritage alive.” (City of Lewiston, <https://cityoflewiston.org/430/Historic-Preservation-Commission>)

Conducting Historic Preservation as a practice requires purposeful intention. This means doing the right thing even when it is not prudent. If an action has the ability to impact the cultural environment, discuss with professionals and practitioners the best means by which to lessen potential harm. Those means may cost more in the short run, but the trade-offs in terms of preserving Lewiston culture and its identity could be rewarded in other ways with lasting benefits.

The Orchid Awards, hosted annually by Preservation Idaho in Boise and biannually by the Lewiston HPC, honor those who did not cut corners, who strove for excellence, and those that realized there was more to gain when the budget did not motivate their actions.

The Lewiston Historic Preservation Commission

seeks nominations both within the organization, and from community members for persons and projects that achieve excellence.

The Orchid Award committee recognizes individuals and corporations who have achieved distinction for excellence in the field of Historic Preservation via the following contributions:

- Lewiston Historic Preservation,
- Cultural Heritage,
- Heritage Stewardship,
- Sensitivity to Preservation in New Construction, and
- Friends of Historic Preservation.

The HPC should actively seek nominations year-round for new honorees. HPC members are encouraged to advance local award winners to Preservation Idaho for statewide recognition, where appropriate.



Part 8: Historic Preservation Goals & Objectives

CONCLUSIONS

The quality of daily life for the average resident improves when the leadership has a clear vision of the future. Municipal planning documents, such as this one, provide the necessary tools for city leadership to have a clear view of the issues surrounding a matter, such as the role of historic preservation in retaining the character of a community. Preserved character is an essential aspect of a community's cultural identity.

Enforceable codes demonstrate to the public that all rules are applied fairly and objectively. City officials are not isolated when it comes to issues surrounding the historical integrity of Lewiston. Lewiston City Staff would know when to take active leadership and when to follow the initiative of its preservation partners. In either role, the City should always encourage efforts in historic preservation and advocacy in Lewiston. The best way to accomplish this end is to participate in or endorse staff training in historic preservation.

Recognizing excellence encourages and reinforces positive and professional behaviors critical to citizenship and overall livability. Sharing ideas with neighboring communities of similar size helps to sharpen and shape both communities for future growth. Inspire property owners to breathe new life into historic building stock downtown and in Normal Hill. Walkable cities are safe cities. When businesses feel safe, they stay open longer. A city with active nightlife creates a reliable tax base for local governments. These goals are achievable when the City leadership clearly sees Historic Preservation's role in making Lewiston an Idaho destination.

Responses to the Historic Preservation survey were generally positive, with most respondents being full-time residents aged 26-45 and having resided within the community for upwards of 30 years. Survey respondents are interested in Lewiston's history as a means of understanding their community. Most encouraging data from the survey indicated that 75% of respondents utilized locally owned businesses downtown. These individuals concluded that Historic Preservation is responsible for retaining community character.

Two responses stood out when asked about the benefits of preservation: Lewiston residents clearly understood that historic preservation encourages capital investment in downtown infrastructure through renovating and the purposeful adaptive reusing of otherwise marginal structures. Survey analytics demonstrated that Lewiston residents were at least somewhat aware of the activities of preservation advocacy groups through either mass or social media outlets. However, a consensus indicates that the benefits of historic preservation to the Lewiston community need to be better understood and that city leaders and preservation advocates need to do a more thorough job of educating the local population.

In prioritizing preservation, three issues rose to the top of survey responses. Presented in order are:

- Historic building rehabilitation and the compatibility of in-fill development.
- The civic encouragement of repurposing and refurbishing aging structures.
- Making known the financial incentives available for historic preservation.



Owners of historic-era resources in Lewiston downtown and the Normal Hill Overlay Zone expressed concerns about the City's code enforcement. This genuine concern revolves around the issue of various forms of blight, especially on properties held by absentee owners.

Finally, in advancing Historic Preservation as a community initiative driven by local leadership, most respondents thought preservation awareness was nearly as important as public safety.

#



Glossary of Key Terms



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Glossary of Key Terms

Acquisition: The act or process of acquiring ownership, or custodial responsibility for a historic property. The Standards for acquisition include the careful consideration that will be given to ownership rights that are required to assure the preservation of the artifact. Key to the preservation of the artifact owner objectives that are clear and based upon solid planning.

Adaptive Use/Reuse: The conversion of a building to a use other than that for which it was built.

Alteration: The addition to, removal of or from, or change in appearance of any exterior part or portion of an historic property or landmark or property within an historic district, or a change to the interior of an historic property or landmark that affects the exterior appearance of such, not including normal maintenance and repair.

Character Defining Feature: Building or landscape components that contribute to the historical or architectural interest or significance of a resource

Compatible Use: Minimal alteration of the building, structure, or site and its environment, or using a property for its original use.

Contextualization: The process of altering a building, object, or structure in an effort to thoroughly modernize without regard for the historic design, craftsmanship, integrity of the structure, or its transcendent importance. In a contextualized restoration, although the finished product may still resemble a historic structure, little of the original material remains for historic interpretation purposes.

Contributing Resource: A building, structure, site, or object within a historic district that enhances the qualities of historic significance.

Conversion: The act or process of altering or rebuilding a building, object, or structure to affect a representation of, or a resemblance to, differing type or class of building, object, or structure; also, the product of such a process.

Cultural Resource: A comprehensive term that encompasses buildings, structures, districts, objects, and sites, including archeological sites, of historical interest or significance.

Define: The first step in the regulatory compliance cycle which not only involves the project scope of work, but also involves knowing degrees of magnitude the project impact will have on resources located both above and below the ground.

Demolition: Razing, destroying, dismantling, defacing, or in any other manner causing partial or total ruin of an historic property or landmark.

Demolition by Neglect: The destruction of a building or structure caused by the failure to perform routine maintenance over a period of time.

Evaluation: The process of determining the relative significance of a cultural resource by trained professionals who assess the integrity of the site using a prescribed set of standards. The professional defends a decision as to the resource, or resources, relative significance to local or national history based upon those standards.



Glossary of Key Terms

Historic District: Any definable area whose contents includes or encompasses historic sites, or properties that have similar or related characteristics, a sense of cultural cohesiveness, or any combination of these attributes. A determination of a district's eligibility can be made at the federal level by the National Park Service; the state level by the State Historic Preservation Office; or by the local Historic Preservation Commission. (Also see Thematic Districts).

Historic Fabric: Material remains of a historic artifact or object, whether original materials or materials incorporated in a subsequent historically significant period.

Historic Preservation: The research, protection, restoration, and rehabilitation of buildings, objects, districts, areas, and sites significant in the history, architecture, archaeology, or culture of the city, of Idaho, or of the United States. (also see: Preservation)

Identify: Detailed information provided to reviewers, by the project proponent, to make a declaration as to whether it is known that cultural resources are present within the area previously defined.

Integrity: The authenticity of an artifact's historic identity, as evidenced by the survival of characteristics such as plan, form, use of materials, and craftsmanship that existed at the time the object was created.

Maintenance: The ordinary care needed to keep a building or structure in good repair; generally, requires minimal or no change in materials.

National Register: The United States federal government's official list of districts, sites, buildings, structures, and objects deemed worthy of preservation for their historical significance.

Non-contributing Resource: A building, structure, site, or object within a historic district that lacks qualities of historic significance.

Preservation: The act or process of applying measures designed to sustain the existing form, integrity, and material of the historic object. It may include stabilization work as well as on-going maintenance. The Standards state that a substantial restoration, where many missing features are recreated, would not be considered a preservation effort.

Protection: The act or process of applying measures designed to affect the physical condition of the historic item, by defending or guarding from deterioration, loss, or attack, or to cover or shield against danger or harm. Such treatment is generally of a temporary nature and anticipates further historic preservation treatment. The standards for protection shall ensure physical condition of the artifact is safeguarded and protected from further harm by forces of nature or human intrusion. When it becomes necessary to remove historic materials or features (such as to protect against theft or vandalism) the items will be properly recorded and stored for possible future study, or re-use.



Glossary of Key Terms

Reconstruction: Is a newly constructed object using historic plans and building techniques with little or no historic materials used. It can also be defined as the object created as a result of a reconstruction effort. A reconstruction is an exact replica (though it could mean a reasonable facsimile) of the historic structure. Reconstructions help museums and historical societies fill in key portions of their interpretation goals when historic artifacts are missing.

Reproduction: A modern reinterpretation of a historic structure. In this instance, the structure is constructed using the historic plans merely as a guide. Modern techniques and building materials are used to construct the object with little thought given to historic materials and craftsmanship. You must be cautioned that this form preservation would not be considered appropriate by National Parks Service Standards. A typical example of this type of preservation would be a modern utilitarian depot structure built to replace a historic depot that was demolished many years ago.

Most real-time examples of “reconstructions” actually fall between these two extremes mentioned above with the reconstructed object looking similar to the historic piece but with code compliant additions built-in for added serviceability and functional utility.

Rehabilitation: Is defined as a conversion from a historic use to an adaptive use, (sometimes referred to as a ‘re-use’) through a process of repairs and alterations that make possible an efficient return to functional utility while preserving those features of the object that are significant. The act of rehabilitation literally builds additional

utility into the historic piece that it may continue to be useful, albeit with a new or modified purpose. The Standards for historic building rehabilitation are established as public policy by the Secretary of the Interior. These standards are published by the National Park Service. (See Appendix C.) If you can stand back from the project and recognize the designer’s original intent in its previous incarnation, then you probably have done a good job. To best follow the standards for rehabilitation one would minimize alterations or additions that would have serious impacts to the historic fabric. Any alterations and additions must be compatible with the size, scale, color, material, and character of the structure. Wherever possible, the alterations resulting from a rehabilitation shall be done in such a manner that if such alterations were to be removed in the future, the essential form and integrity of the structure would be largely unimpaired.

Restoration: the process of accurately returning the form and detail of a historic piece to serviceability as it would have appeared during an appropriate period of history by the removal of later work and the replacement of missing or substantially deteriorated earlier work. This process employs appropriate techniques from the crafts and trades that were first used to manufacture the item. Typically, there are two restoration types: cosmetic and functional. These restorations can be embarked upon individually or considered as separate steps to a complete restoration as time and resources allow. The goal of a cosmetic restoration is merely for the benefit of interpretation. To achieve this goal the restorer must first arrest the process of decay, while preparing the object for interpretation. This could



Glossary of Key Terms

be an interim step to a full functional restoration. A functional restoration is far more labor intensive and usually requires bottom-up resource care. The end result can be a historic structure that benefits the public not only for interpretation needs but with serviceable utility as well.

Remodel: Changing a building without regard to its distinctive, character defining architectural features or style. This term is not defined by the Secretary of the Interior because is not considered a valid practice in Historic Preservation.

Significance: The evaluation of a historic resource for qualities of historical value.

Stabilization: the act or process of applying measures designed to arrest, retard, or prevent deterioration, and to ensure structural integrity. This process would protect the item from the elements while maintaining the essential form of the artifact during the process. Stabilization standards insist that the structural integrity be maintained and, where necessary, reinforced to lessen the possibility of structural failure.

State Historic Preservation Office: The State agency recognized by the Secretary of the Interior as being responsible for helping to protect historical places, including historical buildings, historical districts, and archaeological sites. The State Historic Preservation Officer directs the State Historic Preservation Office and its functions.

Thematic Districts: A Historic District comprised of sites or properties that have similar or related characteristics, a sense of cultural cohesiveness, or any combination of these attributes but are defined

around a specific theme, instead of geographical lines and polygons. As with any Historic District, a determination of a Thematic District's eligibility for inclusion can be obtained at the local, state, or national level. (Also see Historic District).

Treatment Plan: a legally binding agreement between the parties to mitigate the adverse impacts to cultural resources. Stipulated within the treatment plan can be some rather costly requirements and conditions before the project proponent may obtain a permit to advance the proposed project.



Abbreviations



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Abbreviations

ACHP.....	Advisory Council on Historic Preservation
APE.....	Area of Potential Effect
CAD.....	Computer Aided Design
CAR.....	Condition Assessment Report
CDF.....	Character Defining Features
CLG.....	Certified Local Government
CRS.....	Cultural Resource Survey
DDA.....	Downtown Development Authority
DEQ.....	Department of Environmental Quality
HPC.....	Historic Preservation Commission
HPI.....	Historic Property Inventory
IEBC.....	International Existing Building Code
IBC.....	International Building Code
MOA.....	Memoranda of Agreement
MOU.....	Memoranda of Understanding
NHHO.....	Normal Hill Historic Overlay
NPS.....	National Park Service
SHPO.....	State Historic Preservation Office (or) Officer
SOI.....	Secretary of the Interior
THPO.....	Tribal Historic Preservation Office (or) Officer



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Appendix A: Historic Preservation Survey



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Appendix A: Historic Preservation Survey

1. Please tell us about yourself and your connection to Lewiston's heritage. Please choose all responses that describe you:

- d. 11-20 years
- e. 21-30 years
- f. 31+ years

- a. Do you live in Lewiston? y/n
- b. Are you a business owner? y/n
- c. Are you an educator or student? y/n
- d. Do you have a general interest in history or historic preservation? y/n
- e. Do you utilize businesses in downtown Lewiston? y/n
- f. Do you live in a historic property? y/n
- g. Do you own a historic property? y/n
- h. Do you deal with history or historic preservation in your profession? y/n
- i. Do you work in real estate or the building trades? y/n

4. Please provide your age range:

- a. Under 18
- b. 18-25
- c. 26-35
- d. 36-45
- e. 46-55
- f. 56-65
- g. 65+

2. Please select one of the following that best describes your relationship to Lewiston.

- a. Full time Lewiston resident
- b. Part time Lewiston resident
- c. Full or part time resident elsewhere in Nez Perce County and employed in Lewiston
- d. Full or part time resident elsewhere in Nez Perce County and not employed in Lewiston
- e. Frequent visitor or vacationer in Lewiston
- f. Other (please specify:

5. In order of importance, please list how beneficial do you feel Historic Preservation is to:

- a. Community Character
- b. Local/Heritage Tourism
- c. Economic Development
- d. Sustainability

3. How many years have you been living or spending significant time in Lewiston?

- a. Less than 1 year
- b. 1-5 years
- c. 6-10 years

6. How do you believe that Historic Preservation can benefit the Lewiston economy?

- a. Increasing tourism
- b. Renovation and reuse of historic buildings
- c. Encourages investment in downtown corridor
- d. Community participation in history projects or events
- e. Other (please specify):



Appendix A: Historic Preservation Survey

7. How familiar are you with the various groups advocating for historic preservation within Lewiston?

- a. I'm very familiar
- b. I'm pretty familiar
- c. I'm somewhat familiar
- d. I'm not really familiar at all

8. How do you feel historic preservation is viewed in your community? Please select all that apply.

- a. It's seen as an asset to the community
- b. It's seen as a hindrance to development
- c. It's not well understood
- d. Other (please specify):

9. How do you find historical information about Lewiston?

10. Do you engage with other historical community partners (Nez Perce County Historical Society, etc.)?

11. Do you think the City has adequate programs to promote and/or educate residents and visitors about the city's history?

- a. Strongly agree
- b. Somewhat agree
- c. Not sure
- d. Somewhat disagree
- e. Strongly disagree

12. What is your favorite historic building or neighborhood in Lewiston?

13. If you have family or friends visiting, what historic location or tradition/activity is a "must see?"

14. What buildings or places do you worry about losing in Lewiston?

15. Why do you think it is important to preserve and celebrate Lewiston's heritage? Please select up to three responses:

- a. Raises awareness of the city's history and emphasizes community pride
- b. Supports retention of community character
- c. Provides an educational opportunity for teaching the city's history
- d. Improves quality of life and creates a livable community for long term and newer residents
- e. It can encourage tourists to visit Lewiston
- f. Helps us value our past and share it with future generations



Appendix A: Historic Preservation Survey

16. What do you consider the biggest priority for historic preservation in Lewiston? Choose up to 3 priorities.

- a. Encourage more adaptive reuse (rehabilitation) projects
- b. Identify and document historic properties in the city
- c. Increase the number of properties listed to the National Register
- d. Public outreach/education to raise awareness on the benefits of historic preservation
- e. Increase use of financial incentives available to historic properties
- f. Celebrate the city's heritage
- g. Downtown building rehabilitation and compatible in-fill development
- h. Utilize historic preservation as a tool to support neighborhood character retention
- i. Establish a Lewiston landmark register to provide local designation and controls that protect properties from demolition
- j. Other:

17. What should Lewiston's vision be for Historic Preservation?

- a. Reuse/Rehab of historic buildings for new uses
- b. Encourage removal of blight and improvement of historic neighborhoods
- c. Interpretation and presentation of historical information (kiosks, signage, etc.)
- d. Other (please specify):

18. How do you rank preservation relative to other city initiatives such as public safety, transportation, or other community issues?

- a. Not a priority
- b. Low priority
- c. Medium priority
- d. High priority

19. What do you think when you see or hear the words "historic preservation"? What does historic preservation mean to you?

20. Do you have thoughts about how historic preservation has been handled in the City up to now?

21. As we move forward, what is the best way for you to stay involved in historical preservation? Select all that apply.

- Online surveys
- Virtual meetings
- Email
- Postal mailings
- In-person meetings
- City website



Appendix A: Historic Preservation Survey

22. If you would like to be contacted about future historic preservation projects, please provide your contact information below.

- Name
- Company
- Mailing Address
- Address2
- City, State, ZIP
- Email Address
- Phone Number

23. Do you have any other comments about historic preservation in Lewiston?



Appendix B: Historic Preservation Survey Tabulation



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Appendix B: Survey Tabulation



Figure 41: Responses to survey question #1

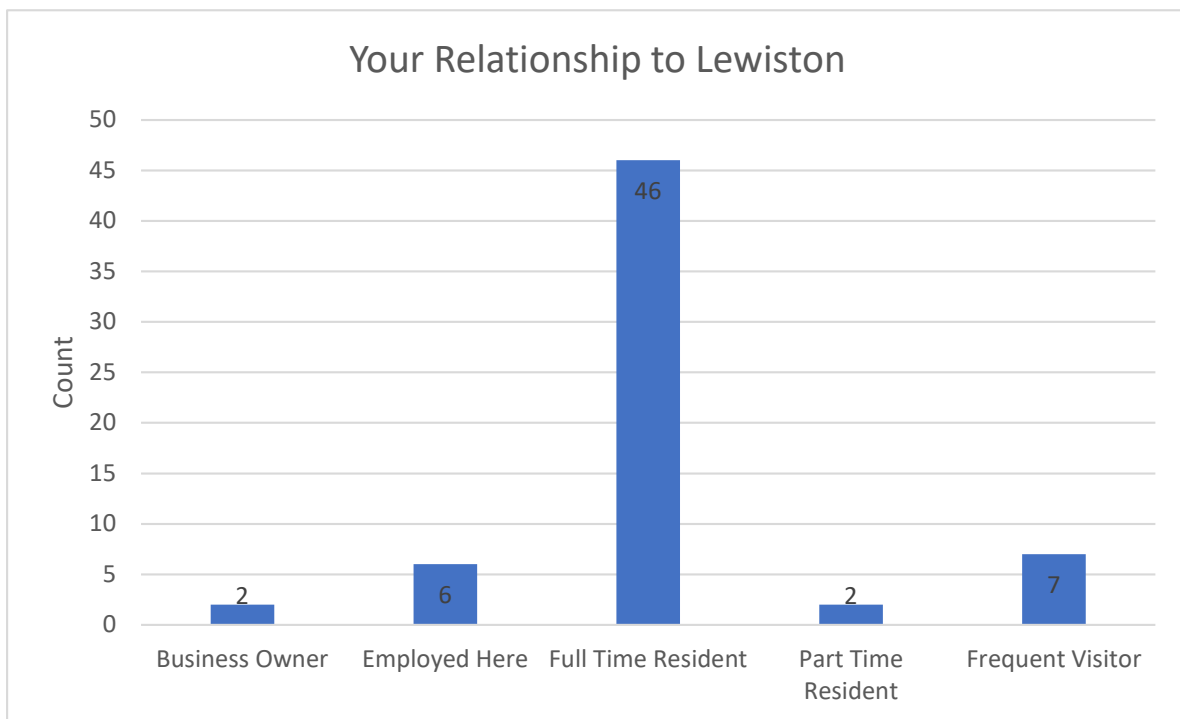


Figure 42: Responses to survey question #2



Appendix B: Survey Tabulation

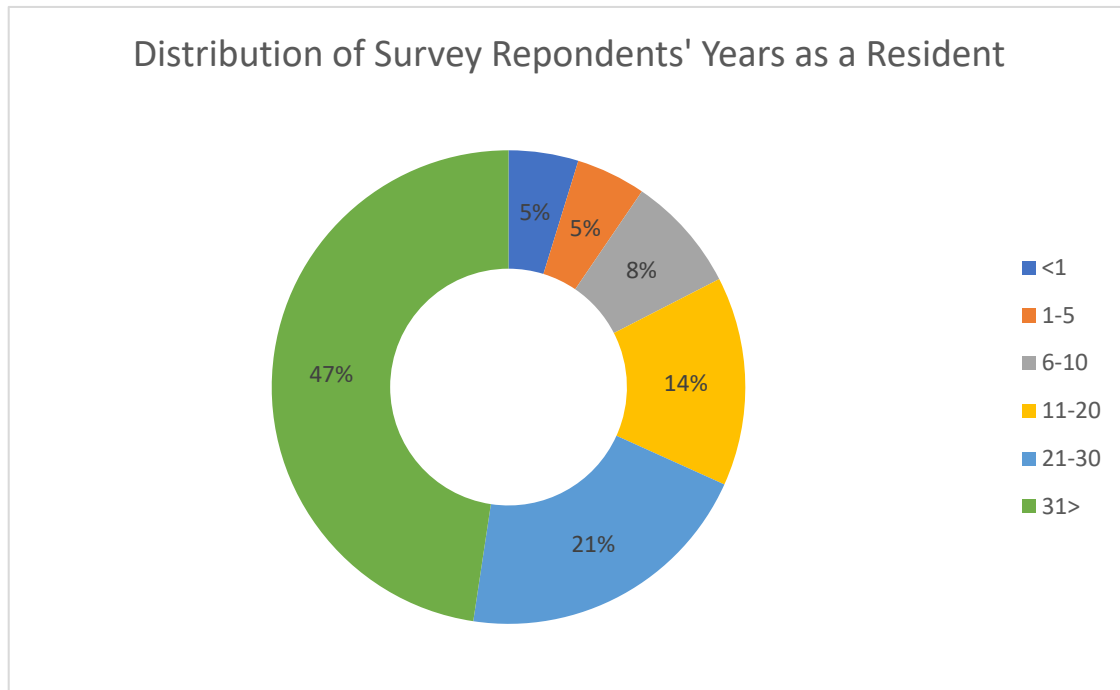


Figure 43: Survey demographics - responses to survey question #3

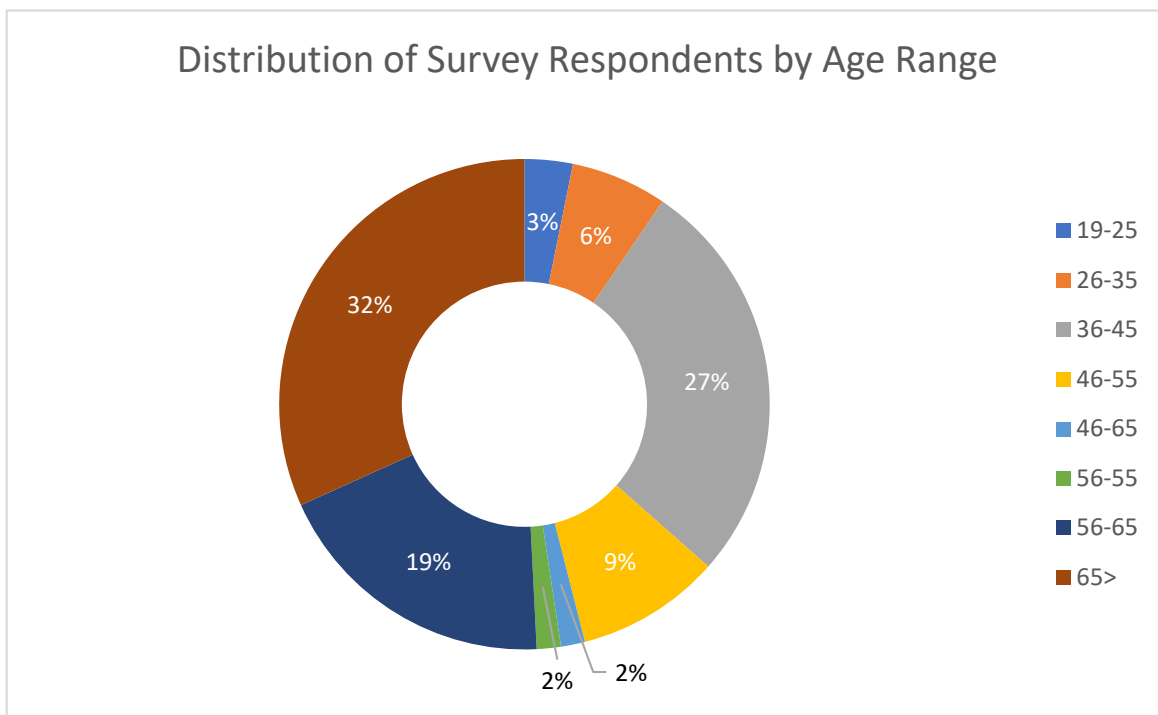


Figure 44: Survey demographics - responses to survey question #4



Appendix B: Survey Tabulation

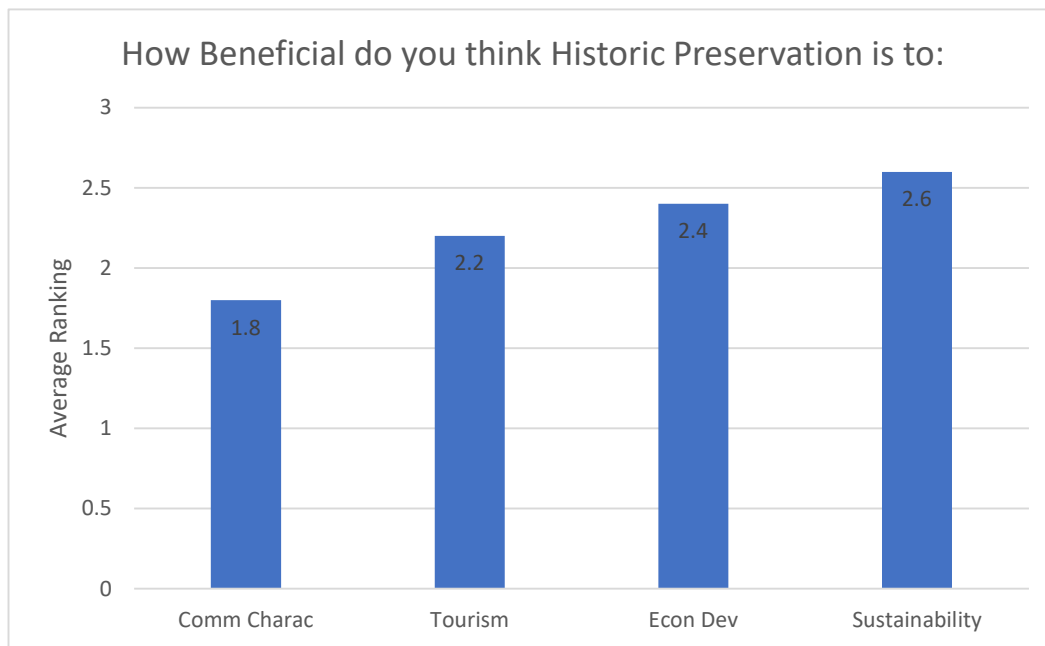


Figure 45: Responses to survey question #5 - ranked responses, lower number represents higher priority.

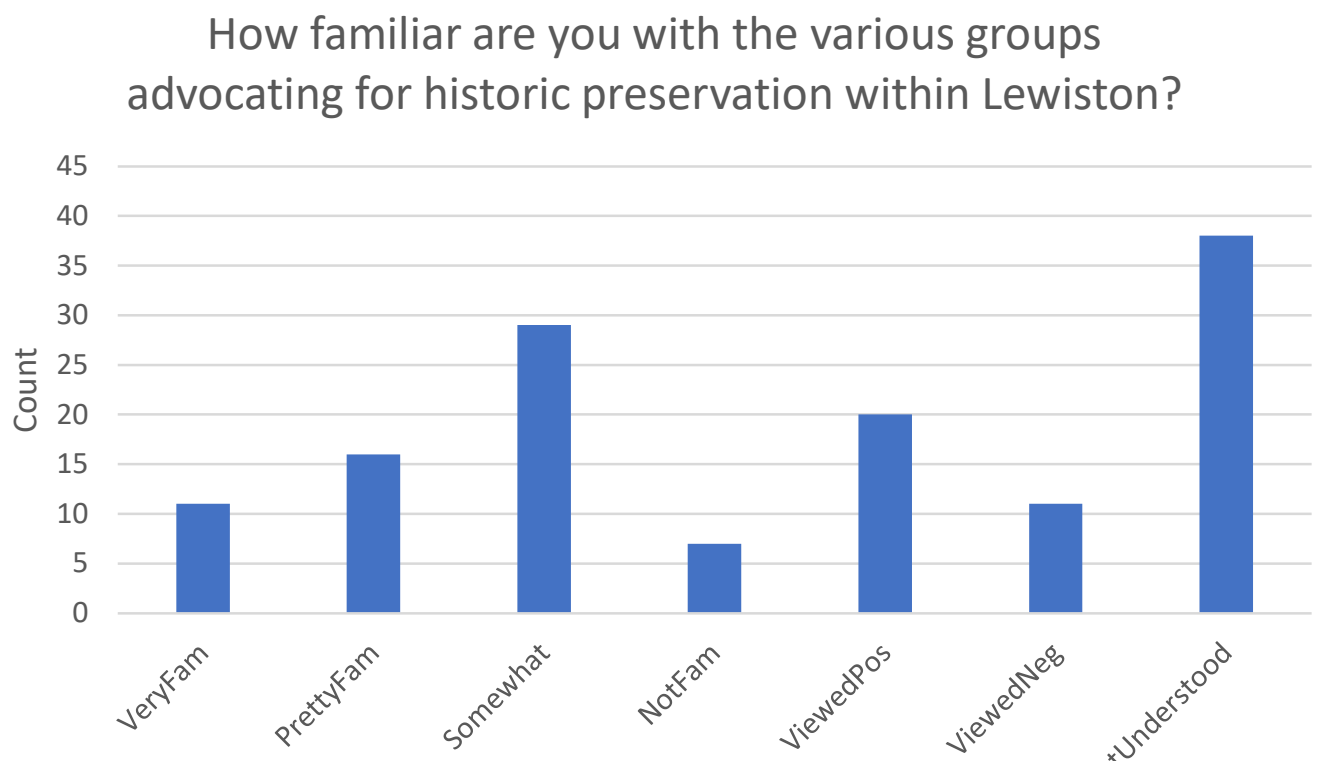


Figure 46: Responses to survey question #7



Appendix B: Survey Tabulation

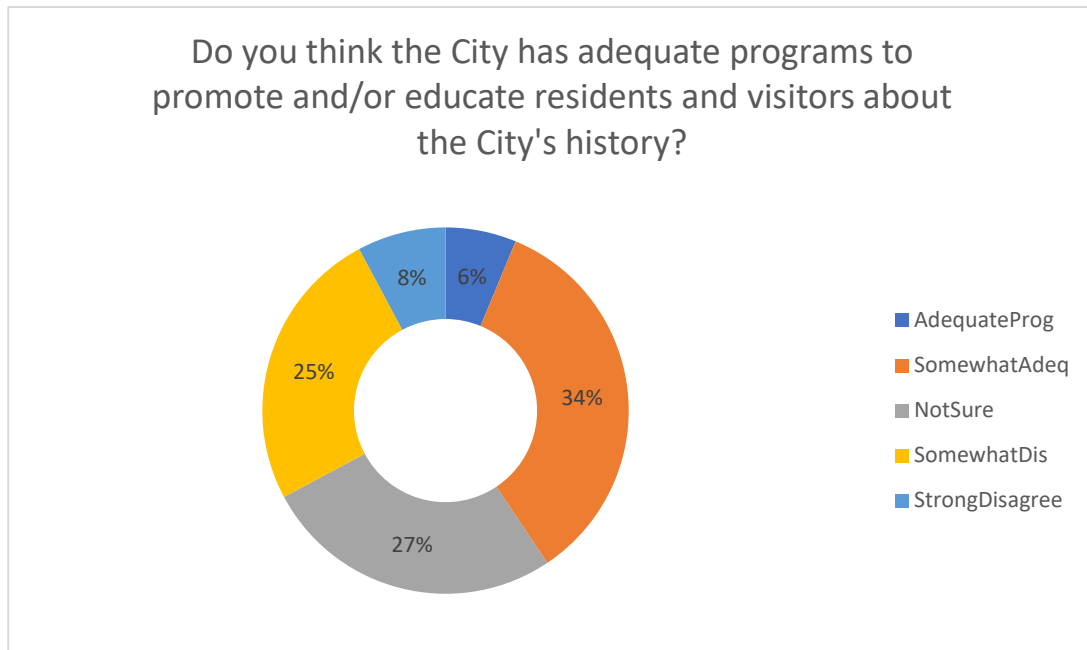


Figure 47: Responses to survey question #11.

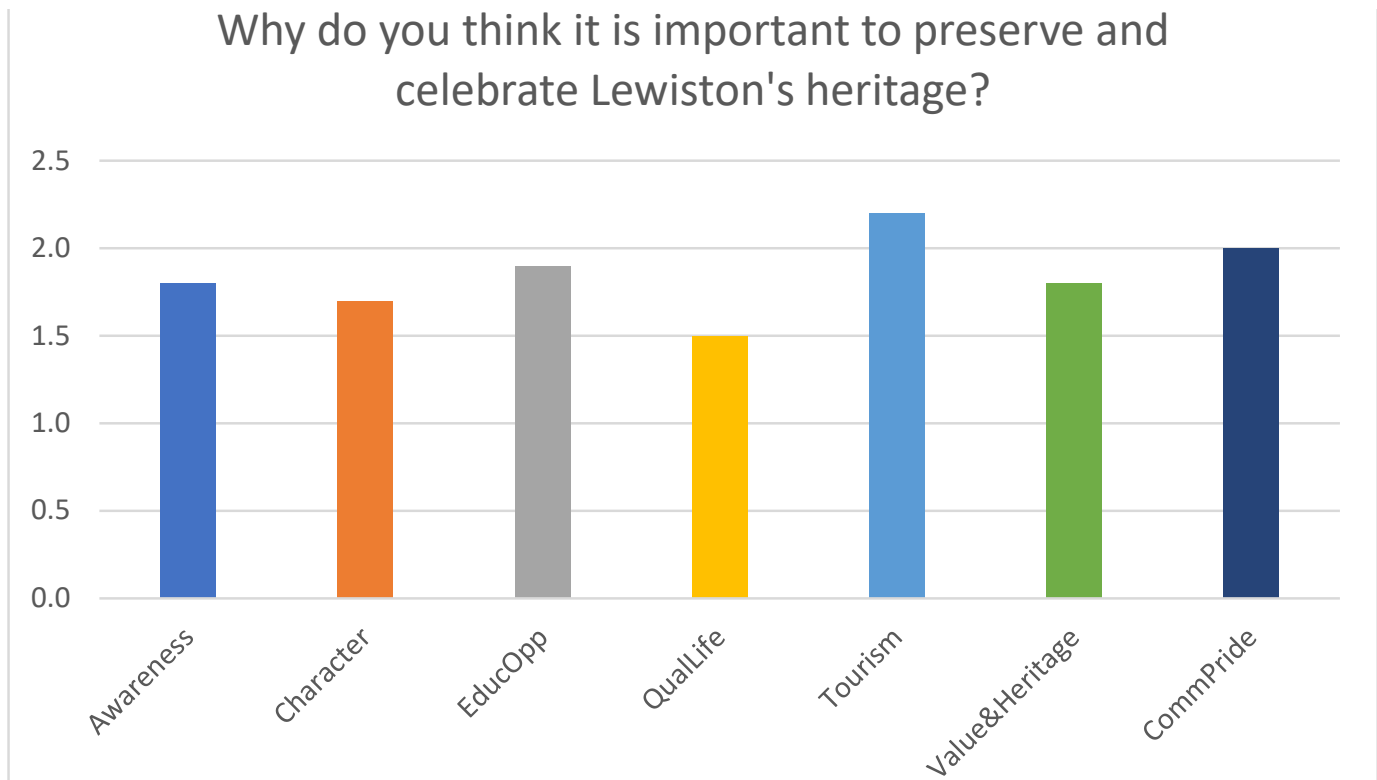


Figure 48: Responses to survey question #15 - lower number equates to higher priority.



Appendix B: Survey Tabulation

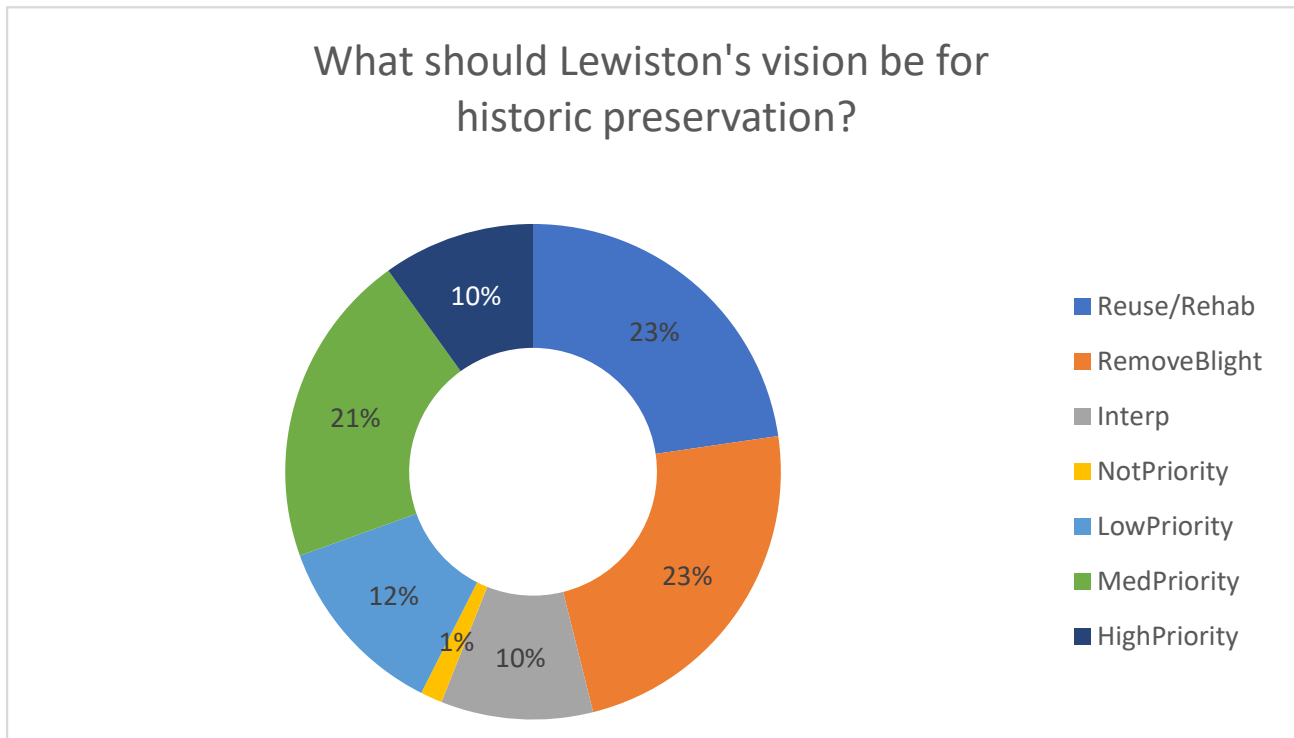


Figure 49: Responses to survey question #17



Figure 50: Responses to survey question #21



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Appendix C: Standards and Guidelines for Historic Preservation



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Appendix C: Standards and Guidelines

STANDARDS AND GUIDELINES

The National Parks Service (NPS) has developed Ten Rehabilitation Standards that speak to undertakings affecting historic objects where the goal is to rehabilitate the artifact.

1. Changes to historic fabric shall be minimized.
2. The historic character shall be retained and preserved.
3. Identify a Period of Significance to guide your rehabilitation.
4. Historic Alterations achieve their own significance and should be considered.
5. Distinctive craftsmanship shall be preserved.
6. Deteriorated materials shall be repaired first or replaced in-kind.
7. Do No Harm: abrasives, chemical treatments and heavy-handed techniques are avoided.
8. Protect Archaeological Resources - recordation and mitigation may be required.
9. Changes to the historic shall be compatible with the features and spatial relationships.
10. Improvements shall be reversible to disturb as little historic integrity as possible.

Changes to historic fabric shall be minimized.

The property should be used as it was originally intended and designed. However, when a new use is necessary, care should be taken so that the new use causes minimal change to distinctive materials, historic features, spatial relationships, and open spaces (interior & exterior).

The historic character shall be retained and preserved.

The removal of distinctive materials, the alterations of space and the spatial relationships that characterize the historic object shall be minimized.

Identify a Period of Significance to guide your rehabilitation.

Each artifact will be recognized as a physical record of its time, its place, and its use. Changes that create a false sense of historical development, such as adding conjectural materials, features, or elements from other historic properties will not be undertaken.

Historic Alterations achieve their own significance and should be considered.

Alterations to the artifact that are more than fifty years of age should be evaluated against the period of significance to determine whether they should be retained. Thorough documentation of historic alterations shall be made prior to deconstruction.

Distinctive craftsmanship shall be preserved.

Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be studied and preserved.

Deteriorated materials shall be repaired first or replaced in-kind.

Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in



Appendix C: Standards and Guidelines

design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

Do No Harm: abrasives, chemical treatments and heavy-handed techniques are avoided.

Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

Protect Archaeological Resources recordation and mitigation may be required.

Archaeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Changes to the historic shall be compatible with the features and spatial relationships.

New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

Improvements shall be reversible to disturb as little historic integrity as possible.

New additions and adjacent new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of

the historic property and its environment will be unimpaired.

GENERAL STANDARDS

In addition to the ten Standards for Treatment of Historic Structures, there are eight General Standards which should define the care used in preservation undertakings.

1. The historic structure shall be put to use, either in a continuing use or a re-use, which requires minimal change to the historic qualities and appearance.
2. The character defining features shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize the artifact shall be avoided.
3. Each piece of history shall be recognized as a physical record of its place, time and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other eras or structures, shall not be undertaken.
4. Most historic structures change or evolve over time; those changes that have acquired historical significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize the artifact shall be preserved.
6. All historic structures should be subject to a program of preventative maintenance. Deteriorated historic features and their materials shall be repaired rather than replaced. Where the severity of deterioration requires removal of a distinctive feature, the



Appendix C: Standards and Guidelines

replacement shall match in design, color, texture, and other visual qualities; and, where possible, material. Replacement of missing features shall be substantiated by historical, physical, and pictorial evidence.

7. Every reasonable effort shall be made to protect and preserve physical evidence of features previously removed, replaced, altered, or otherwise affected in the course of the objects history.
8. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of railroad artifacts, if appropriate, shall be undertaken using the gentlest means possible.

Earlier the topic of integrity was brought up. Often integrity is confused with the term 'condition.' However, this is a misnomer. Even a ruin can possess a high degree of integrity when it is neither altered nor disturbed. There are two major considerations to the integrity of historic properties and objects: the character defining features and the materials. Consequently, the techniques used to apply or manufacture those materials are also considered here as well.



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CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE:

Historic Preservation Plan - Adoption

AGENDA DATE:

ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) :

Idaho Department of Environmental Quality (IDEO) funded City Drinking Water Improvement Projects (Water Treatment Plant, Well 7, Community Drive Reservoir, Raw Water Intake). IDEO conducted the State Environmental Review Process (SERP) of the City's Projects and determined that the City undertaking had an area of potential effects (APE). The Idaho State Historic Preservation Office (SHPO) determined that demolition of the Water Treatment Plant's Filter Building and Administrative Office Building will have an adverse effect to historic property.

IDEQ, in consultation with the SHPO, determined that the adverse effects could not be avoided. As mitigation for the adverse effects resulting from this project, the City of Lewiston was required to complete the following:

A. Within five (5) years of filing the signed agreement (on or after March 1, 2021), IDEQ will coordinate with Idaho SHPO, City of Lewiston, and the Lewiston Historic Preservation Commission to develop a Historic Preservation Plan for the City of Lewiston. The Historic Preservation Plan will help guide the City of Lewiston in decisions regarding historic properties and provide guidance on future preservation priorities.

1. The preservation plan will be prepared by a professional who meets the Secretary of Interior's Professional Standards for "Historic Preservation Planning."

2. Prior to Initiation of the historic preservation planning process, the professional will meet with the Idaho SHPO's Historic Preservation Planner and Outreach Historian to confirm expectations and develop a schedule.

3. The Idaho SHPO will review and approve the draft and final preservation plan prior to adoption by the City of Lewiston.

Draft products shall be submitted to the SHPO for approval and acceptance upon completion, not later than 48 months from March 1, 2021. The IDEQ shall be notified upon submission to the SHPO.

BUDGET IMPACT:

No budget Impact.

ACTION PROPOSED:

Adoption of Municipal Preservation Plan for City of Lewiston, June 2023.

Subject
Date
Page 2