Lewiston City Council
AMENDMENT #2
12/11/2023
REGULAR MEETING AGENDA
December 11, 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. MOTION TO AMEND AGENDA

Considering a motion to amend the agenda to include item VII. E. for the purchase of a street sweeper - Action Item

III. PLEDGE OF ALLEGIANCE

IV. 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.

V. PRESENTATIONS

A. OCTOBER FINANCIAL REPORT: Financial report for October 2023, in accordance with Idaho Code § 50-208 - No oral report (Finance Director Gordon)

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: 11/27/2023 Regular - Action Item

B. ADVISORY BOARD/COMMISSION MINUTES: 9/14/2023 and 10/12/2023 Business Improvement District Advisory Board - Action Item

C. VOUCHER'S PAYABLE: Considering approval of the Voucher's Payable dated 11/17/2023 - 11/30/2023 in the amount of $1,490,114.88 - Action Item

D. **OLPS ADDITION ADMINISTRATIVE PLAT:** Considering approving a two-lot subdivision located at 835 Main Street in downtown Lewiston between D Street and Main Street, and west of Temple Lane, and approving the related reasoned statement - Action Item

VII. ACTIVE AGENDA

A. **BUSINESS IMPROVEMENT DISTRICT ACTIVITY REPORT:** Presentation by Beautiful Downtown Lewiston's Executive Director Brenda Morgan on activities financed by the Business Improvement District for the 2023 calendar year, as required by the Administration Agreement - Action Item

B. **MUTUAL TERMINATION AGREEMENT:** Considering mutually terminating the Business Improvement District Administration Agreement between the City of Lewiston and Beautiful Downtown Lewiston Revitalization Corporation - Action Item (Mayor Johnson)

C. **DEFERRED MAINTENANCE FUNDING REQUEST:** Requesting funds from the building infrastructure reserve account to be used towards high priority facility deferred maintenance projects - Action Item (Parks & Recreation Facilities Maintenance Supervisor Warren)

D. **ORDINANCES**

1. **FIRST, SECOND AND THIRD READINGS**

a. **ORDINANCE 4905:** Considering amending Chapter 43 of the Lewiston City Code to add definitions of "community resource officer" and "community development director" and replace "code enforcement officer" with "community resource officer" and replace "support services commander" with "community development director" throughout Chapter 43 - Action Item (Assistant City Attorney Drury)

2. **SECOND/THIRD READINGS**

a. **ORDINANCE 4904:** Considering repealing and reserving Section 35-82 of the Lewiston City Code related to infraction penalties associated with parking restrictions - Action Item (Assistant City Attorney Drury)

3. **ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES**

a. **ORDINANCE 4905:** - Action Item

b. **ORDINANCE 4904:** - Action Item

E. **SOURCEWELL PURCHASE - STREET SWEEPER:** Considering accepting the price proposal submitted by Owen Equipment, per the Sourcewell contract #093021-ELG, in the amount of $386,528 and authorizing staff to move forward with the purchase of the street sweeper before the quoted price expires on December 29, 2023- Action Item (Equipment Services Manager Braun)

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. ADVISORY BOARD AND COMMISSION APPOINTMENTS: - Action Item

1. **BUSINESS IMPROVEMENT DISTRICT:** Considering reappointing Doug Bauer, Wendy Price and Dennis Ohrtman to two-year terms - Action Item

E. 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.

CITY OF LEWISTON
TREASURY REPORT - 10/31/23

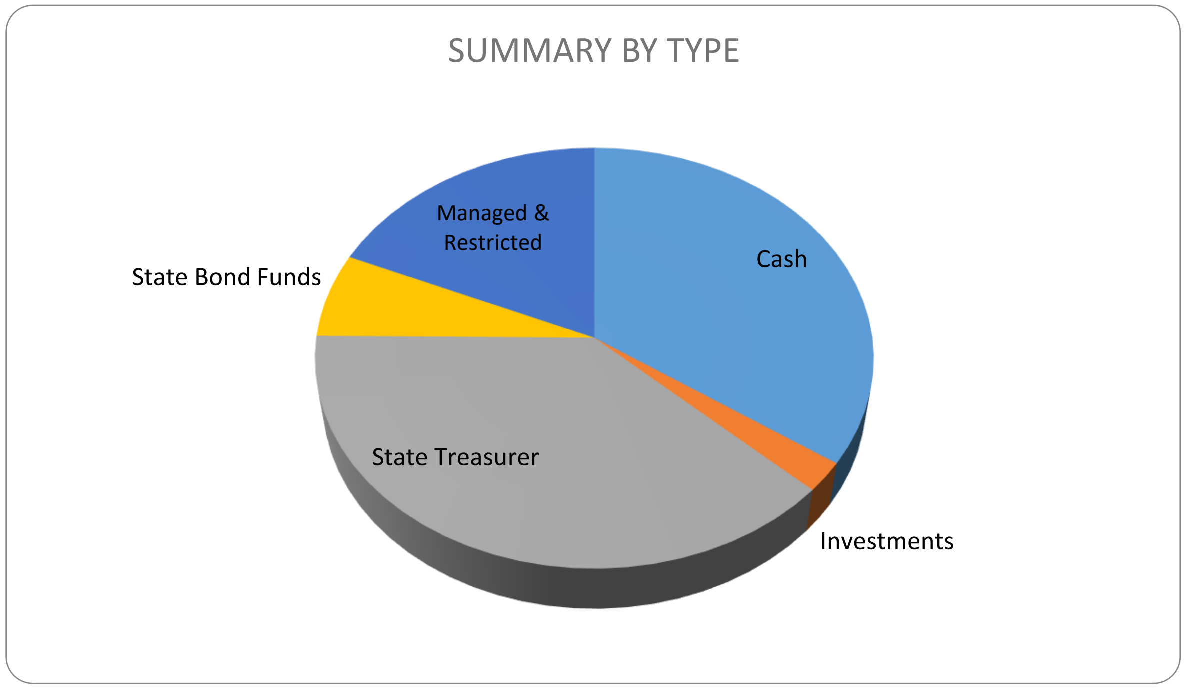
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	$ 4,870,104	$ -	$ -	$ -	$ -	$ 4,870,104
	LCCU	-		-	-	5	5
	P1FCU	-	253,896	-	-	41	253,937
	ICCU					25	25
	FNWCU		255,670			5	255,675
	STATE TREASURER	-	-	8,405,214	3,380,773	-	11,785,986
	UMPQUA	-	-	-	-	633,236	633,236
	ZIONS	-	255,154	-	-	149,616	404,769
	STCU		257,399				257,399
GENERAL FUND TOTAL		**$ 4,870,104**	**$ 1,022,118**	**$ 8,405,214**	**$ 3,380,773**	**$ 782,928**	**$ 18,461,137**
CAPITAL	WELLS FARGO	4,237,328	-		-	-	4,237,328
	STATE TREASURER		-	2,969,628	-	-	2,969,628
CAPITAL FUND TOTAL		**$ 4,237,328**	**$ -**	**$ 2,969,628**	**$ -**	**$ -**	**$ 7,206,956**
WORKER'S COMP	WELLS FARGO	146,587	-	-	-	-	146,587
	GLACIER	-	-	-	-	25,000	25,000
	STATE TREASURER	-	-	318,618	1,614,623		1,933,241
WORKER'S COMP FUND TOTAL		**$ 146,587**	**$ -**	**$ 318,618**	**$ 1,614,623**	**$ 25,000**	**$ 2,104,828**
WATER	WELLS FARGO	4,789,828	-	-	-	522,518	5,312,346
	BANNER BANK	-	-	-	-	159,384	159,384
	STATE TREASURER	-		3,358,248	615		3,358,863
WATER FUND TOTAL		**$ 4,789,828**	**$ -**	**$ 3,358,248**	**$ 615**	**$ 681,902**	**$ 8,830,593**
WASTEWATER	WELLS FARGO	9,707,602	-	-	-	178,442	9,886,044
	BANNER BANK	-	-	-	-	1,217,993	1,217,993
	P1FCU	-	-	-	-	-	-
	ICCU	-	257,473				257,473
	STATE TREASURER	-	-	11,183,385	692,068	-	11,875,454
WASTEWATER FUND TOTAL		**$ 9,707,602**	**$ 257,473**	**$ 11,183,385**	**$ 692,068**	**$ 1,396,435**	**$ 23,236,963**
SANITATION	WELLS FARGO	2,638,030	-	-	-	-	2,638,030
	LCCU	-	250,554	-	-	-	250,554
	P1FCU	-	254,336	-	-	-	254,336
	STATE TREASURER	-	-	2,505,367	-	-	2,505,367
SANITATION FUND TOTAL		**$ 2,638,030**	**$ 504,890**	**$ 2,505,367**	**$ -**	**$ -**	**$ 5,648,287**
STORMWATER	WELLS FARGO	(5,607.66)					(5,607.66)
STORMWATER FUND TOTAL		**$ (5,608)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (5,608)**

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
CEMETERY	WELLS FARGO	367,325	-	-	-	-	367,325
CEMETERY FUND TOTAL		**$ 367,325**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 367,325**
ECONOMIC DEVELOPMENT	WELLS FARGO	295,920	-	-	-	-	295,920
	STATE TREASURER			4,076,497			4,076,497
ECONOMIC DEVELOPMENT FUND TOTAL		**$ 295,920**	**$ -**	**$ 4,076,497**	**$ -**	**$ -**	**$ 4,372,417**
TRANSPORTATION	WELLS FARGO	579,319	-	-	-	-	579,319
	ZIONS	-	256,180	-	-	-	256,180
	STATE TREASURER	-	-	203,216	-	-	203,216
TRANSPORTATION FUND TOTAL		**$ 579,319**	**$ 256,180**	**$ 203,216**	**$ -**	**$ -**	**$ 1,038,715**
LIBRARY	WELLS FARGO	272,305	-	-	-	-	272,305
	STATE TREASURER			108,980			108,980
LIBRARY FUND TOTAL		**$ 272,305**	**$ -**	**$ 108,980**	**$ -**	**$ -**	**$ 381,285**
FLEET	WELLS FARGO	1,812,105	-	-	-	-	1,812,105
	STATE TREASURER	-	-	525,895	-		525,895
FLEET FUND TOTAL		**$ 1,812,105**	**$ -**	**$ 525,895**	**$ -**	**$ -**	**$ 2,338,000**
IT	WELLS FARGO	238,014	-	-	-	-	238,014
	STATE TREASURER			210,292			210,292
IT FUND TOTAL		**$ 238,014**	**$ -**	**$ 210,292**	**$ -**	**$ -**	**$ 448,306**
POLICE RETIREMENT	US BANK	-	-	-	-	12,471,502	12,471,502
POLICE RETIREMENT FUND TOTAL		**$ -**	**$ -**	**$ -**	**$ -**	**$ 12,471,502**	**$ 12,471,502**
PUBLIC TRANSIT	WELLS FARGO	717,149	-	-	-	-	717,149
PUBLIC TRANSIT FUND TOTAL		**$ 717,149**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 717,149**
PERPETUAL CARE	US BANK	-	-	-	-	956,534	956,534
PERPETUAL CARE FUND TOTAL		**$ -**	**$ -**	**$ -**	**$ -**	**$ 956,534**	**$ 956,534**
GRAND TOTALS		**$ 30,666,008**	**$ 2,040,661**	**$ 33,865,340**	**$ 5,688,079**	**$ 16,314,301**	**$ 88,574,389**

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

CITY OF LEWISTON
TREASURY REPORT - 10/31/23

FUND	BANK		CASH IN BANK		MM & CD INVESTMENTS		STATE TREASURER'S POOL		DIVERSIFIED BOND FUNDS		OTHER		TOTAL
SUMMARY BY BANK	WELLS FARGO	$	30,666,008	$	-	$	-	$	-	$	700,960	$	31,366,969
	BANNER BANK		-		-		-		-		1,377,377		1,377,377
	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		-		257,399								257,399
	MOUNTAIN WEST		-		-		-		-		25,000		25,000
	STATE TREASURER		-		-		33,865,340		5,688,079		-		39,553,419
	UMPQUA		-		-		-		-		633,236		633,236
	ZIONS		-		511,333		-		-		149,616		660,949
	US BANK		-		-		-		-		13,428,036		13,428,036
	TOTALS	**$**	**30,666,008**	**$**	**2,040,661**	**$**	**33,865,340**	**$**	**5,688,079**	**$**	**16,314,301**	**$**	**88,574,389**



CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

See comment/footnote on last page

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
GENERAL FUND								
UNDEFINED								
Grants	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	
Intergovernmental	-	-	5,218,100	0.00%	-	-	-	
Licenses & Permits	332	332	6,700	4.96%	-	-	-	
Other	758	758	2,038,400	0.04%	-	-	-	
Property Tax	-	-	16,600,130	0.00%	-	-	-	
Service Charges	125,875	125,875	1,510,600	8.33%	-	-	-	
Interest	73,255	73,255	552,210	13.27%	-	-	-	
Total	$ 200,220	$ 200,220	$ 25,926,140	0.77%	$ -	$ -	$ -	
LEGISLATIVE								
Personnel Services	$ -	$ -	$ -		$ 11,221	$ 11,221	$ 170,440	6.58%
Supplies and Materials	-	-	-		-	-	2,650	0.00%
Services and Charges	-	-	-		160,928	160,928	874,180	18.41%
Capital	-	-	-		-	-	4,000	0.00%
Total	$ -	$ -	$ -		$ 172,149	$ 172,149	$ 1,051,270	16.38%
EXECUTIVE								
Personnel Services	$ -	$ -	$ -		$ 6,455	$ 6,455	$ 378,300	1.71%
Supplies and Materials	-	-	-		49	49	3,050	1.61%
Services and Charges	-	-	-		4,834	4,834	75,940	6.37%
Capital	-	-	-		-	-	2,500	0.00%
Total	$ -	$ -	$ -		$ 11,338	$ 11,338	$ 459,790	2.47%
HUMAN RESOURCES								
Personnel Services	$ -	$ -	$ -		$ 9,249	$ 9,249	$ 390,900	2.37%
Supplies and Materials	-	-	-		90	90	8,300	1.08%
Services and Charges	-	-	-		8,911	8,911	169,910	5.24%
Capital	-	-	-		-	-	1,600	0.00%
Total	$ -	$ -	$ -		$ 18,249	$ 18,249	$ 570,710	3.20%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
LEGAL								
Personnel Services	$ -	$ -	$ -		$ 12,579	$ 12,579	$ 492,860	2.55%
Supplies and Materials	-	-	-		-	-	3,600	0.00%
Services and Charges	-	-	-		13,768	13,768	236,870	5.81%
Capital	-	-	-		-	-	1,100	0.00%
Total	$ -	$ -	$ -		$ 26,347	$ 26,347	$ 734,430	3.59%
PARKS & FACILITIES								
Other	$ 450	$ 450	$ 1,500	30.00%	$ -	$ -	$ -	
Service Charges	-	-	43,200	0.00%	-	-	-	
Personnel Services	-	-	-		49,302	49,302	1,990,300	2.48%
Supplies & Materials	-	-	-		18,103	18,103	255,570	7.08%
Services & Charges	-	-	-		108,161	108,161	1,210,340	8.94%
Capital	-	-	-		-	-	35,500	0.00%
Total	$ 450	$ 450	$ 44,700	1.01%	$ 175,566	$ 175,566	$ 3,491,710	5.03%
POLICE								
Grants	$ -	$ -	$ 53,500	0.00%	$ -	$ -	$ -	
Other	35,945	35,945	45,500	79.00%	-	-	-	
Service Charges	-	-	228,660	0.00%	-	-	-	
Personnel Services	-	-	-		241,616	241,616	7,711,070	3.13%
Supplies & Materials	-	-	-		23,215	23,215	220,940	10.51%
Services & Charges	-	-	-		86,840	86,840	1,268,400	6.85%
Capital	-	-	-		23,074	23,074	543,170	4.25%
Total	$ 35,945	$ 35,945	$ 327,660	10.97%	$ 374,745	$ 374,745	$ 9,743,580	3.85%
FIRE								
Grants	$ -	$ -	$ 57,000	0.00%	$ -	$ -	$ -	
Intergovernmental	-	-	250,000	0.00%	-	-	-	
Licenses & Permits	113	113	20,200	0.56%	-	-	-	
Other	-	-	6,460	0.00%	-	-	-	
Service Charges	-	-	3,466,000	0.00%	-	-	-	
Personnel Services	-	-	-		441,234	441,234	8,210,540	5.37%
Supplies & Materials	-	-	-		60,183	60,183	362,400	16.61%
Services & Charges	-	-	-		80,740	80,740	1,210,850	6.67%
Capital	-	-	-		-	-	93,910	0.00%
Total	$ 113	$ 113	$ 3,799,660	0.00%	$ 582,157	$ 582,157	$ 9,877,700	5.89%
COMMUNITY DEVELOPMENT								
Grants	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	
Licenses & Permits	140,726	140,726	1,149,000	12.25%	-	-	-	
Service Charges	2,100	2,100	26,400	7.95%	-	-	-	
Personnel Services	-	-	-		36,965	36,965	1,433,440	2.58%
Supplies & Materials	-	-	-		616	616	36,580	1.68%
Services & Charges	-	-	-		11,147	11,147	410,100	2.72%
Capital	-	-	-		43	43	17,700	0.25%
Total	$ 142,826	$ 142,826	$ 1,175,400	12.15%	$ 48,771	$ 48,771	$ 1,897,820	2.57%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
RECREATION								
Intergovernmental	$ -	$ -	$ 4,000	0.00%	$ -	$ -	$ -	
Other	750	750	26,100	2.87%	-	-	-	
Service Charges	28,019	28,019	423,000	6.62%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		11,602	11,602	400,490	2.90%
Supplies & Materials	-	-	-		4,373	4,373	160,250	2.73%
Services & Charges	-	-	-		6,633	6,633	167,160	3.97%
Capital	-	-	-		-	-	6,500	0.00%
Total	$ 28,769	$ 28,769	$ 453,100	6.35%	$ 22,608	$ 22,608	$ 734,400	3.08%
FINANCE								
Service Charges	$ 16,402	$ 16,402	$ 200,000	8.20%	$ -	$ -	$ -	
Personnel Services	-	-	-		34,428	34,428	1,183,510	2.91%
Supplies & Materials	-	-	-		(394)	(394)	76,800	-0.51%
Services & Charges	-	-	-		14,411	14,411	321,510	4.48%
Capital	-	-	-		-	-	3,500	0.00%
Total	16,402	16,402	200,000	8.20%	48,446	48,446	1,585,320	3.06%
CONTINGENCY								
Services and Charges			$ -		$ -	$ -	$ 90,000	0.00%
Total	$ -	$ -	$ -	0.00%	$ -	$ -	$ 90,000	0.00%
PUBLIC SAFETY								
Capital			$ -		$ -	$ -	$ 50,000	0.00%
Total	$ -	$ -	$ -	0.00%	$ -	$ -	$ 50,000	0.00%
PROPERTY IMPROVEMENTS								
Other (Reserves)	$ -	$ -	$ 6,400,000	0.00%	$ -	$ -	$ -	
Capital					3,467	3,467	6,870,000	0.05%
Total	$ -	$ -	$ 6,400,000	0.00%	$ 3,467	$ 3,467	$ 6,870,000	0.05%
GOLF COURSE								
Services and Charges	$ -	$ -	$ 174,520		$ -	$ -	$ -	0.00%
Services and Charges	-	-			33,996	33,996	208,720	
Capital	-	-	-		-	-	379,410	0.00%
Total	$ -	$ -	$ 174,520	0.00%	$ 33,996	$ 33,996	$ 588,130	5.78%
OPIOID SETTLEMENT								
Services & Charges	$ -	$ -	$ -		$ -	$ -	$ 175,000	
Total	$ -	$ -	$ -	0.00%	$ -	$ -	$ 175,000	0.00%
INSURANCE TRUST								
Other	$ -	$ -	$ 25,000	0.00%	$ -	$ -	$ -	
Interest	46	46	500	9.13%	-	-	-	
Supplies & Materials	-	-	-		-	-	2,500	0.00%
Services & Charges	-	-	-		5,355	5,355	404,320	1.32%
Total	$ 46	$ 46	$ 25,500	0.18%	$ 5,355	$ 5,355	$ 406,820	1.32%
UNCOLLECTIBLE ACCOUNTS								
Services and Charges	$ -	$ -	$ -		$ 16,667	$ 16,667	$ 200,000	8.33%
Total	$ -	$ -	$ -	0.00%	$ 16,667	$ 16,667	$ 200,000	8.33%
TOTAL GENERAL FUND	$ 424,771	$ 424,771	$ 38,526,680	1.10%	$ 1,539,862	$ 1,539,862	$ 38,526,680	4.0%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	
Other	654	654	50,000	1.31%	-	-	-	
Property Tax	-	-	100,000	0.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	2,668	2,668	10,000	26.68%	-	-	-	
Capital					-	-	160,000	0.00%
Total	$ 3,323	$ 3,323	$ 160,000	2.08%	$ -	$ -	$ 160,000	0.00%
TRANSPORTATION								
Grants	$ -	$ -	$ 514,260	0.00%	$ -	$ -	$ -	
Intergovernmental	-	-	990,930	0.00%	-	-	-	
Other	3,535	3,535	(239,660)	-1.48%	-	-	-	
Property Tax	-	-	2,781,000	0.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	25,161	25,161	100,000	25.16%	-	-	-	
Capital	-	-	-		87,735	87,735	4,146,530	2.12%
Total	$ 28,696	$ 28,696	$ 4,146,530	0.69%	$ 87,735	$ 87,735	$ 4,146,530	2.12%
LIBRARY								
Other	$ 90	$ 90	$ 34,500	0.26%	$ -	$ -	$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	155	155	2,000	7.74%	-	-	-	
Capital	-	-	-		-	-	36,500	0.00%
Total	$ 245	$ 245	$ 36,500	0.67%	$ -	$ -	$ 36,500	0.00%
TOTAL CAPITAL PROJECTS FUND	$ 32,263	$ 32,263	$ 4,343,030	0.74%	$ 87,735	$ 87,735	$ 4,343,030	2.0%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	$ -	$ -	$ 546,000	0.00%	$ -	$ -	$ -	
Interest	6,396	6,396	55,000	11.63%	-	-	-	
Supplies & Materials	-	-	-		-	-	500	0.00%
Services & Charges	-	-	-		12,326	12,326	600,500	2.05%
TOTAL WORKERS COMP FUND	$ 6,396	$ 6,396	$ 601,000	1.06%	$ 12,326	$ 12,326	$ 601,000	2.1%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
WATER FUND								
WATER								
Grants	$ -	$ -	$ 7,000,000	0.00%	$ -	$ -	$ -	
Intergovernmental	-	-	65,720	0.00%	-	-	-	
Other	(1,061)	(1,061)	2,506,000	-0.04%	-	-	-	
Service Charges	754,619	754,619	7,715,460	9.78%	-	-	-	
Interest	37,083	37,083	190,000	19.52%	-	-	-	
Personnel Services	-	-	-		64,471	64,471	2,324,050	2.77%
Supplies & Materials	-	-	-		22,195	22,195	557,880	3.98%
Services & Charges	-	-	-		220,877	220,877	3,355,120	6.58%
Capital	-	-	-		993,812	993,812	11,240,130	8.84%
TOTAL WATER FUND	$ 790,641	$ 790,641	$ 17,477,180	4.52%	$ 1,301,355	$ 1,301,355	$ 17,477,180	7.4%
WASTEWATER FUND								
WASTEWATER								
Grants	$ -	$ -	$ -	-	$ -	$ -	$ -	
Intergovernmental	6,398	6,398	3,707,910	0.17%	-	-	-	
Other	16,376	16,376	6,577,820	0.25%	-	-	-	
Service Charges	613,013	613,013	6,806,980	9.01%	-	-	-	
Interest	91,507	91,507	460,000	19.89%	-	-	-	
Personnel Services	-	-	-		54,616	54,616	2,292,250	2.38%
Supplies & Materials	-	-	-		44,934	44,934	474,300	9.47%
Services & Charges	-	-	-		245,162	245,162	3,905,210	6.28%
Capital	-	-	-		27,809	27,809	10,880,950	0.26%
TOTAL WASTEWATER FUND	$ 727,294	$ 727,294	$ 17,552,710	4.14%	$ 372,520	$ 372,520	$ 17,552,710	2.1%
STORMWATER FUND								
STORMWATER								
Grants	$ -	$ -	$ -	-	$ -	$ -	$ -	
Other	17,414	17,414	(181,110)	-9.62%	-	-	-	
Service Charges	-	-	2,100,000	0.00%	-	-	-	
Personnel Services	-	-	-		3,803	3,803	351,380	1.08%
Supplies & Materials	-	-	-		2,556	2,556	46,900	5.45%
Services & Charges	-	-	-		18,772	18,772	848,490	2.21%
Capital	-	-	-		46	46	672,120	0.01%
TOTAL WASTEWATER FUND	$ 17,414	$ 17,414	$ 1,918,890	0.91%	$ 25,177	$ 25,177	$ 1,918,890	1.3%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
SANITATION FUND								
SANITATION								
Grants	$ -	$ -	$ -	-	$ -	$ -	$ -	
Other	3,479	3,479	14,260	24.40%	-	-	-	
Service Charges	572,966	572,966	7,172,010	7.99%	-	-	-	
Interest	22,260	22,260	105,000	21.20%	-	-	-	
Personnel Services	-	-	-		13,396	13,396	494,890	2.71%
Supplies & Materials	-	-	-		460	460	31,100	1.48%
Services & Charges	-	-	-		309,829	309,829	6,445,780	4.81%
Capital	-	-	-		-	-	319,500	0.00%
TOTAL SANITATION FUND	$ 598,706	$ 598,706	$ 7,291,270	8.21%	$ 323,685	$ 323,685	$ 7,291,270	4.4%
CEMETERY FUND								
CEMETERY								
Other	$ -	$ -	$ 74,520	0.00%	$ -	$ -	$ -	
Property Tax	-	-	150,000	0.00%	-	-	-	
Service Charges	413	413	53,650	0.77%	-	-	-	
Interest	1,558	1,558	7,500	20.78%	-	-	-	
Interfund Transfer	-	-	50,000	0.00%	-	-	-	
Personnel Services	-	-	-		2,867	2,867	146,950	1.95%
Supplies & Materials	-	-	-		646	646	12,500	5.17%
Services & Charges	-	-	-		2,970	2,970	120,720	2.46%
Capital	-	-	-		-	-	55,500	0.00%
TOTAL CEMETERY FUND	$ 1,971	$ 1,971	$ 335,670	0.59%	$ 6,483	$ 6,483	$ 335,670	1.9%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	$ -	$ -	$ 490,000	0.00%	$ -	$ -	$ -	
Licenses & Permits	-	-	-	0.00%	-	-	-	
Other	-	-	3,300,690	0.00%	-	-	-	
Interest	19,772	19,772	97,500	20.28%	-	-	-	
Capital	-	-	-		7,200	7,200	3,888,190	0.19%
TOTAL ECONOMIC DEVELOPMENT	$ 19,772	$ 19,772	$ 3,888,190	0.51%	$ 7,200	$ 7,200	$ 3,888,190	0.2%
TRANSPORTATION & ENGINEERING FUND								
TRANSPORTATION								
Grants	$ -	$ -	$ -		$ -	$ -	$ -	
Intergovernmental	-	-	1,312,840	0.00%	-	-	-	
Licenses & Permits	750	750	15,000	5.00%	-	-	-	
Other	35	35	(199,790)	-0.02%	-	-	-	
Property Taxes	-	-	2,123,000	0.00%	-	-	-	
Service Charges	6,380	6,380	1,189,230	0.54%	-	-	-	
Interest	4,007	4,007	35,000	11.45%	-	-	-	
Personnel Services	-	-	-		63,014	63,014	2,417,450	2.61%
Supplies & Materials	-	-	-		4,788	4,788	484,270	0.99%
Services & Charges	-	-	-		65,884	65,884	1,538,860	4.28%
Capital	-	-	-		-	-	34,700	0.00%
TOTAL TRANSPORTATION FUND	$ 11,172	$ 11,172	$ 4,475,280	0.25%	$ 133,687	$ 133,687	$ 4,475,280	3.0%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
LIBRARY FUND								
LIBRARY								
Grants	$ -	$ -	$ 7,500	0.00%	$ -	$ -	$ -	
Intergovernmental	-	-	200	0.00%				
Other	386	386	103,570	0.37%				
Property Taxes	-	-	1,473,500	0.00%				
Service Charges	209	209	4,500	4.64%				
Interest	1,736	1,736	20,000	8.68%	-	-	-	
Personnel Services					29,994	29,994	1,156,800	2.59%
Supplies & Materials					9,523	9,523	140,050	6.80%
Services & Charges					26,471	26,471	250,920	10.55%
Capital	-	-	-		300	300	61,500	0.49%
TOTAL LIBRARY FUND	$ 2,331	$ 2,331	$ 1,609,270	0.14%	$ 66,288	$ 66,288	$ 1,609,270	4.1%
FLEET MAINTENANCE								
FLEET								
Grants	$ -	$ -	$ 220,000	0.00%	$ -	$ -	$ -	
Intergovernmental	-	-	15,700	0.00%				
Other	50	50	1,593,320	0%				
Service Charges	181,977	181,977	2,022,920	9.00%				
Interest	9,204	9,204	35,000	26.30%	-	-	-	
Personnel Services					18,146	18,146	596,850	3.04%
Supplies & Materials					22,677	22,677	254,730	8.90%
Services & Charges					64,077	64,077	881,360	7.27%
Capital	-	-	-		-	-	2,154,000	0.00%
TOTAL FLEET MAINTENANCE	$ 191,231	$ 191,231	$ 3,886,940	4.92%	$ 104,901	$ 104,901	$ 3,886,940	2.7%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
INFORMATION SYSTEMS								
INFORMATION SYSTEMS								
Grants	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	
Other	1,300	1,300	42,670	3.05%	-	-	-	
Service Charges	110,439	110,439	1,324,630	8.34%				
Interest	1,799	1,799	9,550	18.84%	-	-	-	
Personnel Services					17,566	17,566	641,050	2.74%
Supplies & Materials					-	-	2,300	0.00%
Services & Charges					141,864	141,864	516,500	27.47%
Capital	-	-	-		36,769	36,769	217,000	16.94%
TOTAL INFORMATION SYSTEMS	$ 113,538	$ 113,538	$ 1,376,850	8.25%	$ 196,199	$ 196,199	$ 1,376,850	14.2%
SPECIAL ASSESSMENTS								
BUSINESS IMPROVEMENT DISTRICT								
Assessments	$ -	$ -	$ 200,000	0.00%	$ -	$ -	$ -	
Services & Charges					2,584	2,584	200,000	1.29%
TOTAL SPECIAL ASSESSMENTS	$ -	$ -	$ 200,000	0.00%	$ 2,584	$ 2,584	$ 200,000	1.3%
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	$ (229,069)	$ (229,069)	$ 1,052,000	-21.77%	$ -	$ -	$ -	
Property Tax	-	-	-	0.00%				
Interest	39,205	39,205	236,000	16.61%				
Services & Charges					97,960	97,960	1,288,000	7.61%
TOTAL POLICE RETIREMENT	$ (189,864)	$ (189,864)	$ 1,288,000	-14.74%	$ 97,960	$ 97,960	$ 1,288,000	7.6%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Month Ended October 31, 2023

	MTD REVENUES	YTD REVENUES	BUDGET	% USED	MTD EXPENSES	YTD EXPENSES	BUDGET	% USED
TRANSIT FUND								
TRANSIT								
Grants	$ -	$ -	$ 1,722,480	0.00%	$ -	$ -	$ -	
Intergovernmental	-	-	96,100	0.00%	-	-	-	
Other	-	-	144,100	0.00%	-	-	-	
Property Tax	-	-	460,180	0.00%	-	-	-	
Service Charges	2,534	2,534	43,200	5.87%	-	-	-	
Interest	2,610	2,610	14,000	18.64%				
Personnel Services					23,565	23,565	945,390	2.49%
Supplies & Materials	-	-	-		4,358	4,358	90,200	4.83%
Services & Charges					9,083	9,083	202,630	4.48%
Capital	-	-	-		(20,486)	(20,486)	1,241,840	-1.65%
TOTAL TRANSIT FUND	$ 5,144	$ 5,144	$ 2,480,060	0.21%	$ 16,521	$ 16,521	$ 2,480,060	0.7%
CEMETERY PERPETUAL CARE								
CEMETERY PERPETUAL CARE								
Other	$ -	$ -	$ 34,000	0.00%	$ -	$ -	$ -	
Service Charges	-	-	3,000	0.00%				
Interest	-	-	17,000	0.00%				
Services & Charges	-				-	-	4,000	0.00%
Interfund Transfers	-	-	-		-	-	50,000	0.00%
TOTAL PERPETUAL CARE	$ -	$ -	$ 54,000	0.00%	$ -	$ -	$ 54,000	0.0%
GRAND TOTAL OF ALL FUNDS	$ 2,752,781	$ 2,752,781	$ 107,305,020	2.57%	$ 4,294,482	$ 4,294,482	$ 107,305,020	4.00%

Citizens are invited to inspect the detailed supporting records of the above financial statements

November 27, 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 Spickelmire; Councilor Tousley.

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

III. CITIZENS COMMENTS

John Crawford, a resident of Lewiston, expressed his frustration regarding the reservoir rupture and lack of response from the city related to tort claims that were submitted.

IV. PRESENTATIONS

A. CERTIFICATE OF APPRECIATION: Presenting a certificate of appreciation to Avista Utilities and its crews for their response to the Williams Pipeline damage on November 8, 2023

Mayor Johnson and the City Council presented a certificate of appreciation to Avista Utilities and its crews for their response to the Williams Pipeline damage on November 8, 2023.

V. CONSENT AGENDA

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

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

A. **<u>CITY COUNCIL MINUTES</u>:** 11/6/2023 Executive Session; 11/6/2023 Work Session; 11/13/2023 Regular - Action Item

B. **<u>ADVISORY BOARD/COMMISSION MINUTES</u>:** 10/10/2023 Urban Renewal Agency; 10/18/2023 Library Board of Trustees; 7/20/2023 and 9/21/2023 Library Art Committee - Action Item

C. **<u>VOUCHER'S PAYABLE</u>:** Considering approval of the Voucher's Payable dated 11/02/2023 - 11/16/2023 in the amount of $2,306,497.87 - Action Item

D. **<u>RESOLUTION 2023-53</u>:** Considering authorizing the destruction of certain City Attorney's office records - Action Item

VI. **<u>ACTIVE AGENDA</u>**

A. **<u>NOVEMBER 7, 2023 ELECTION RESULTS</u>:** Accepting and entering into the City Council minutes the tabulation of votes prepared by the Nez Perce County Clerk and the canvass of the November 7, 2023 election results by the Board of Nez Perce County Commissioners, as required by Idaho Code 50-412 - Action Item

Councilors Forsmann and Schroeder moved and seconded, respectively, to accept and enter into the City Council minutes the tabulation of votes prepared by the Nez Perce County Clerk and the canvass of the November 7, 2023, election results by the Board of Nez Perce County Commissioners (see attachment A). The motion passed 6-0.

B. **<u>RESOLUTION 2023-58</u>:** Considering approving the "Lewiston Fire Department Fire Station Analysis" dated April 30, 2020 and drafted by Longwell + Trapp Architects; TCA Architecture + Planning + Design; and Berk Consulting, Inc. - Action Item

Councilors Schroeder and Tousley moved and seconded, respectively, to approve Resolution 2023-58. *ROLL CALL: VOTING AYE: Liedkie; Tousley; Forsmann; Schroeder; Kleeburg; Spickelmire. VOTING NAY: None.*

C. **<u>DUPONT AND 3M PER-AND POLYFLUOROALKYL SUBSTANCES (PFAS) CLASS SETTLEMENTS</u>:** Considering remaining in or opting out of the DuPont and 3M class action lawsuits - Action Item

Councilors Schroeder and Tousley moved and seconded, respectively, to remain in the DuPont class action lawsuit and authorize the Mayor to sign the necessary documents. The motion passed 6-0.

Councilors Schroeder and Forsmann moved and seconded, respectively, to remain in the 3M class action lawsuit and authorize the Mayor to sign the necessary documents. The motion passed 6-0.

D. ORDINANCES

1. FIRST READING

a. **ORDINANCE 4904:** Considering repealing and reserving Section 35-82 of the Lewiston City Code related to infraction penalties associated with parking restrictions - Action Item

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve the first reading of Ordinance 4904. The motion passed 6-0.

ORDINANCE 4904: AN ORDINANCE OF THE CITY OF LEWISTON REPEALING AND RESERVING SECTION 35-82 OF THE LEWISTON CITY CODE RELATED TO INFRACTION PENALTIES ASSOCIATED WITH PARKING RESTRICTIONS, AND PROVIDING AN EFFECTIVE DATE.

2. SECOND/THIRD READINGS

a. **ORDINANCE 4891:** Amending Section 37-183 of the Lewiston City Code related to the duties of the Planning and Zoning Commission; amending Section 37-184 regarding the conduct of public hearings; repealing and replacing Section 37-185 regarding actions after final decisions of the Planning and Zoning Commission and/or the City Council; and amending the deadline to file an appeal in Section 37-192 - 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 4891. The motion passed 5-1 with Council President Liedkie opposed.

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve the second and third readings of Ordinance 4891. The motion passed 5-1 with Council President Liedkie opposed.

ORDINANCE 4891: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 37-183 RELATED TO THE DUTIES OF THE PLANNING AND ZONING COMMISSION; AMENDING SECTION 37-184 REGARDING THE CONDUCT OF PUBLIC HEARINGS; REPEALING AND REPLACING SECTION 37-185 REGARDING ACTIONS AFTER FINAL DECISIONS OF THE PLANNING AND ZONING COMMISSION AND/OR THE CITY COUNCIL; AMENDING THE DEADLINE TO FILE AN APPEAL IN SECTION 37-192; AND PROVIDING AN EFFECTIVE DATE.

b. **ORDINANCE 4901:** Implementing the City Council's decision in ANX23-3 to annex land into the Lewiston City limits - 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 4901. The motion passed 6-0.

Councilors Forsmann and Schroeder moved and seconded, respectively, to approve the second and third readings of Ordinance 4901. The motion passed 6-0.

ORDINANCE 4901: AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ANX23-3 TO ANNEX LAND INTO THE LEWISTON CITY LIMITS, AND PROVIDING AN EFFECTIVE DATE.

c. **ORDINANCE 4908:** Amending Chapter 35 of the Lewiston City Code to allow the Community Development Department to issue parking tickets - 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 4908. The motion passed 6-0.

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve the second and third readings of Ordinance 4908.

Councilors Spickelmire and Liedkie moved and seconded, respectively, to amend Ordinance 4908 by replacing "Community Development Department" with "Community Resource Officer". The motion passed 6-0.

The main motion then passed, as amended, 6-0.

ORDINANCE 4908: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTIONS 35-80 AND 35-81 OF THE LEWISTON CITY CODE TO GIVE THE COMMUNITY RESOURCE OFFICER THE AUTHORITY TO ISSUE CITY PARKING TICKETS, AND PROVIDING AN EFFECTIVE DATE.

3. ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES

Councilors Tousley and Kleeburg moved and seconded, respectively, to adopt Ordinances 4891, 4901, and 4908, as amended, and approve the related ordinance summaries. *ROLL CALL: VOTING AYE: Liedkie; Tousley; Forsmann; Schroeder; Kleeburg; Spickelmire.*

a. **<u>ORDINANCE 4891</u>:** - Action Item

b. **<u>ORDINANCE 4901</u>:** - Action Item

c. **<u>ORDINANCE 4908</u>:** - Action Item

E. **<u>RESOLUTION 2023-57</u>:** Considering implementing the City Council's decision in CPA23-4, amending two Neighborhood No. 7 – East Orchards Maps of Chapter 6.7 of Lewiston's Comprehensive Land Use Plan - Action Item

Councilors Schroeder and Kleeburg moved and seconded, respectively, to approve Resolution 2023-57. *ROLL CALL: VOTING AYE: Liedkie; Tousley; Forsmann; Schroeder; Kleeburg; Spickelmire. VOTING NAY: None.*

F. **<u>ORDINANCES</u>**

1. **<u>SECOND/THIRD READINGS</u>**

a. **<u>ORDINANCE 4902</u>:** Implementing the City Council's decision in ZNC23-6, declaring that certain newly-annexed real property be included in the City of Lewiston Low Density Residential (R-2) Zone; declaring that certain real property be removed from the Suburban Residential (R-1) Zone to the Low Density Residential (R-2) Zone; and amending the official zoning map of the City of Lewiston - Action Item

Councilors Forsmann and Tousley moved and seconded, respectively, to combine the second and third readings and waive the third reading in full of Ordinance 4902. The motion passed 6-0.

Councilors Forsmann and Kleeburg moved and seconded, respectively, to approve the second and third readings of Ordinance 4902. The motion passed 6-0.

<u>ORDINANCE 4902:</u> AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ZNC23-6, DECLARING THAT CERTAIN NEWLY-ANNEXED REAL PROPERTY BE INCLUDED IN THE CITY OF LEWISTON LOW DENSITY RESIDENTIAL (R-2) ZONE; DECLARING THAT CERTAIN REAL PROPERTY BE REMOVED FROM THE SUBURBAN RESIDENTIAL (R-1) ZONE TO THE LOW DENSITY RESIDENTIAL (R-2) ZONE; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LEWISTON; AND PROVIDING AN EFFECTIVE DATE.

b. **ORDINANCE 4903:** Amending Section 39-1 of the Lewiston City Code to update the City of Lewiston Area of City Impact Boundary Map - Action Item

Councilors Schroeder and Spickelmire moved and seconded, respectively, to combine the second and third readings and waive the third reading in full of Ordinance 4903. The motion passed 6-0.

Councilors Schroeder and Spickelmire moved and seconded, respectively, to approve the second and third readings of Ordinance 4903. The motion passed 6-0.

ORDINANCE 4903: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 39-1 OF THE LEWISTON CITY CODE TO UPDATE THE CITY OF LEWISTON AREA OF CITY IMPACT BOUNDARY MAP, AND PROVIDING AN EFFECTIVE DATE.

2. **ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES**

Councilors Tousley and Spickelmire moved and seconded, respectively, to adopt Ordinances 4902 and 4903 and approve the related ordinance summaries. *ROLL CALL: VOTING AYE: Liedkie; Tousley; Forsmann; Schroeder; Kleeburg; Spickelmire. VOTING NAY: None.*

a. **ORDINANCE 4902:** - Action Item

b. **ORDINANCE 4903:** - Action Item

G. **REASONED STATEMENT FOR ZNC23-6:** Considering approval of the Reasoned Statement for ZNC23-6 - Action Item

Councilors Tousley and Schroeder moved and seconded, respectively, to approve the Reasoned Statement for ZNC23-6, as written. The motion passed 6-0.

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

VIII. **UNFINISHED AND NEW BUSINESS**

A. **CITY COUNCILOR COMMENTS:**

Councilor Forsmann thanked all the volunteers that assisted with putting up lights at Locomotive Park for the Winter Spirit display, as well as the Police and State Troopers for assisting citizens across the road during the opening ceremony.

Councilor Schroeder said she was finally able to help the Salvation Army distribute food boxes for Thanksgiving, and it was a great experience. She also commented regarding the number of Firefighters that were pinned at an earlier ceremony and how it was wonderful to see the number of people show up to support the Firefighters.

Councilor Tousley said he was honored to be able to attend the badge pinning ceremony for the Firefighters. He also referenced an article in the newspaper where persons experiencing homelessness expressed empathy with the citizens that lost heat and water during the natural gas outage.

Council President Liedkie encouraged citizens to review their tax assessments and to learn more about how property taxes and income taxes affect the city. She also commended the Mayor and City staff for their work during the budget process.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

C. MAYOR COMMENTS

Mayor Johnson said, in regard to the reservoir incident in January, the city understands that claims have not been administered and is assertively working with all parties believed to be involved in the incident to seek and find resolution. The continued patience and understanding of citizens is recognized and appreciated.

Mayor Johnson thanked City Attorney Hermann and Assistant City Attorney Drury for filling in for City Clerk Brocke, who was in Boise presenting a legislative proposal at the Association of Idaho Cities 2023 Legislative Summit.

Mayor Johnson encouraged citizens to provide their comments for the upcoming Transportation Capital Improvement Plan by the November 30th deadline.

D. AGENDA TOPICS: - Action Item

IX. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Council President Liedkie moved and Councilor Kleeburg seconded to adjourn the November 27, 2023, Regular Meeting. The motion carried 6-0 and the meeting adjourned at approximately 7:08 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

ATTACHMENT A:
November 7, 2023 Canvas of Election Results

STATE OF IDAHO
} ss.
COUNTY OF NEZ PERCE

I, Patty O. Weeks, County Clerk of said county and state, do hereby certify that the attached is a full, true and complete copy of the abstract of votes for the candidates therein named and/or the questions as they appeared on the election ballot on November 7, 2023 for the City of Lewiston Election as shown by the record of the Board of Canvassers filed in my office this 9th day of November, 2023.

SECOND JUDICIAL DISTRICT NEZ PERCE COUNTY EX-OFFICIO AUDITOR AND RECORDER STATE OF IDAHO • CLERK OF DISTRICT COURT

Patty O Weeks

Patty O. Weeks, Clerk
Nez Perce County

NEZ PERCE COUNTY RESULTS
LEWISTON CITY COUNCIL ELECTION
November 7, 2023

VOTING STATISTICS

Precinct	Total Number of Registered Voters at Cutoff	Number of Election Day Registrants	Total Number of Registered Voters	Number of Ballots Cast	% of Registered Voters That Voted
1	632	3	635	75	11.81%
2	741	5	746	96	12.87%
3	828	7	835	147	17.60%
4	703	8	711	110	15.47%
5	604	5	609	91	14.94%
6	923	3	926	135	14.58%
7	587	0	587	119	20.27%
8	1,085	5	1,090	235	21.56%
9	1,171	3	1,174	171	14.57%
10	584	0	584	71	12.16%
11	892	2	894	101	11.30%
12	376	1	377	49	13.00%
13	700	1	701	75	10.70%
14	731	1	732	108	14.75%
15	606	0	606	80	13.20%
16	750	3	753	73	9.69%
17	923	6	929	194	20.88%
18	638	4	642	84	13.08%
19	1,068	8	1,076	192	17.84%
20	934	3	937	148	15.80%
21	1,233	5	1,238	200	16.16%
22	914	1	915	101	11.04%
Absentee				695	
CO. TOTAL	**17,623**	**74**	**17,697**	**3,350**	**18.93%**

NEZ PERCE COUNTY RESULTS
LEWISTON CITY COUNCIL ELECTION

VOTE FOR THREE (3)

Precinct	Maureen Anderson	Rick Eldridge	David Funke	Jim Kleeburg	Jessica Klein	Darlene Lambert	Brennon Leafty	John Spickelmire
Lewiston 1	27	20	10	33	39	20	13	42
Lewiston 2	30	26	23	46	55	23	15	55
Lewiston 3	44	23	34	90	82	41	15	96
Lewiston 4	25	29	30	61	59	19	13	64
Lewiston 5	32	24	22	46	48	27	11	47
Lewiston 6	56	30	37	66	75	22	23	72
Lewiston 7	33	37	27	66	62	35	10	67
Lewiston 8	95	48	56	114	127	58	18	127
Lewiston 9	63	51	37	92	82	32	20	97
Lewiston 10	30	17	23	25	26	26	14	34
Lewiston 11	34	21	22	60	46	26	8	60
Lewiston 12	23	13	12	20	23	8	6	22
Lewiston 13	34	14	18	39	43	18	8	32
Lewiston 14	47	26	32	55	56	19	9	50
Lewiston 15	39	17	15	36	42	32	2	36
Lewiston 16	29	13	8	34	37	19	11	37
Lewiston 17	74	53	55	89	85	48	27	106
Lewiston 18	47	19	19	37	36	12	10	39
Lewiston 19	77	51	55	85	87	47	20	110
Lewiston 20	59	39	39	67	65	38	25	62
Lewiston 21	78	38	49	84	103	59	24	118
Lewiston 22	42	19	22	53	46	24	13	54
Absentee	254	143	184	370	301	187	79	357
CO. TOTAL	**1,272**	**771**	**829**	**1,668**	**1,625**	**840**	**394**	**1,784**

September 14, 2023

THE BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD OF THE CITY OF LEWISTON, IDAHO, met at its regular meeting Thursday, September 14, 2023 at the Community Development Department Second Floor meeting room. The meeting was called to order at 8:36 a.m.

I. CALL TO ORDER AND INTRODUCTION

BOARD MEMBERS PRESENT: Wendy Price, Chair; Tami Meyers, Vice Chair; Doug Bauer; Peter Cook; Susie Jones; Dr. Dennis Ohrtman; Michael Follett

BOARD MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Dawn Ortiz, Community Development Specialist; Aaron Butler, IT; Katie Hollingshead, Assistant Planner

OTHERS PRESENT: Brenda Morgan, Executive Director for Beautiful Downtown Lewiston (BDL)

II. PUBLIC COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF AUGUST 10, 2024 MEETING MINUTES

Board members, Bauer and Ohrtman moved and seconded, respectively, the approval of the August 10, 2023 minutes. The motion carried 7-0.

B. REVIEW OF BANK STATEMENT

Brenda Morgan from Beautiful Downtown Lewiston was available for any questions regarding the previous month's bank statement.

C. REVIEW OF PAID INVOICES BY BID FUNDS

Chair Price requested that a date be provided for each invoice.

1. REIMBURSEMENT FROM AUG EXPENSES ($9,005.94)

Brenda Morgan from Beautiful Downtown Lewiston was available for any questions regarding the previous month's reimbursements.

2. NEON ONE CRM

Brenda Morgan from Beautiful Downtown Lewiston was available for any questions regarding the Neon Once CRM.

3. **QUICKBOOKS ONLINE**
   Brenda Morgan from Beautiful Downtown Lewiston was available for any questions regarding the QuickBooks online.

D. 2023 HOT AUGUST HOOPS EXPENSES $7,796.53

Board members, Ohrtman and Follett moved and seconded, respectively, the approval of the 2023 Hot August Hoops expenses in the amount of $7,796.53. The motion carried 7-0.

E. 2023 CRAZY DAYS EXPENSES $225.00

Board members, Ohrtman and Bauer moved and seconded, respectively, the approval of the 2023 Crazy Days expenses in the amount of $225.00. The motion carried 7-0.

F. 2023 SOUND DOWNTOWN EXPENSES $4,325.00

Vice Chairperson Meyers and board member Bauer moved and seconded, respectively, the approval of the 2023 Sound Downtown expenses in the amount of $4,325.00. The motion carried 7-0.

G. 2023 DOWNTOWN TAILGATE EXPENSES $250.00

Board members, Ohrtman and Bauer moved and seconded, respectively, the approval of the 2023 Downtown Tailgate expenses in the amount of $250.00. The motion carried 7-0.

H. 2023 DOWNTOWN ARTWALK EXPENSES $250.00

Vice Chairperson Meyers and board member Bauer moved and seconded, respectively, the approval of the 2023 Sound Downtown expenses in the amount of $250.00. The motion carried 7-0.

I. PRINTCRAFT PRINTING – BID LOGO BANNER FOR EVENTS $135.15

Board members, Ohrtman and Bauer moved and seconded, respectively, the approval of the Printcraft Printing invoice in the amount of $135.15. The motion carried 7-0.

J. BDL HOURS – STAFF HOURS $1,920.00, VOLUNTEER HOURS $1,320.00 – TOTAL $3,240.00.

Board members, Bauer and Follett moved and seconded, respectively, the approval of the BDL Staff and Volunteer hours in the amount of $3,240.00.

Board member Bauer amended his previous motion to include changing the date on the invoice to August 2023. Board member Cook seconded this motion. The motion carried 7-0.

IV. REVIEW 2023 WORK PLAN AND BUDGET

A. Review 2023 Work Plan and Budget

Staff Hollingshead verbally reviewed the 2023 Work plan and any projects that the Board might want to move to the 2024 Work plan.

Board members discussed projects they want to be rolled over to the 2024 Work plan.

Board members and Staff discussed the option of using contractors instead of City departments to complete some of the 2023 Work plan projects in 2024.

V. DEVELOP 2024 WORKPLAN

Board members and Staff discussed and created a list of projects to add to the 2024 Work plan.

Staff Hollingshead will create a clean list of all the projects and send it out to the Board. The Board will need to finalize this list at the next meeting in order for Mrs. Morgan to present it to City Council.

VI. RESCHEDULE TOWN HALL MEETING

Board members, Staff and Mrs. Morgan discussed rescheduling the Town Hall Meeting to November, what time of the day and what the Board should provide in regards to food and beverage.

Board member, Bauer and Vice Chairperson Meyers moved and seconded, respectively, the reschedule the Town Hall meeting to November 2, 2023 at 8:30 am and provide coffee and pastries. The motion carried 7-0.

VII. BOARD MEMBER COMMENTS

None

VIII. STAFF LIASON COMMENTS

A. Query of Board members to attend the regularly scheduled August 10, 2023 meeting

All board members present will be in attendance besides Board Members Follett and Ohrtman are not sure if they will be able to attend.

IX. BID ADMINISTRATOR COMMENTS

None

X. ADJOURNMENT (ACTION ITEM)

There being no further business, board members Bauer and Follett, moved and seconded, respectively to adjourn. The motion carried 7-0 and the Business Improvement District adjourned at approximately 10:16 a.m.

RESPECTFULLY SUBMITTED,

RECORDING SECRETARY

ATTEST:

BID ADVISORY BOARD CHAIR

Approved this 9 day of November, 2023.

October 12, 2023

THE BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD OF THE CITY OF LEWISTON, IDAHO, met at its regular meeting Thursday, October 12, 2023 at the Community Development Department Second Floor meeting room. The meeting was called to order at 8:34 a.m.

I. **CALL TO ORDER AND INTRODUCTION**

BOARD MEMBERS PRESENT: Wendy Price, Chair; Tami Meyers arriving at 8:35 am, Vice Chair; Peter Cook; Susie Jones; Dr. Dennis Ohrtman; Michael Follett

BOARD MEMBERS ABSENT: Doug Bauer

STAFF MEMBERS PRESENT: Dawn Ortiz, Community Development Specialist; Aaron Butler, IT; Katie Hollingshead, Assistant Planner

OTHERS PRESENT: Brenda Morgan, Executive Director for Beautiful Downtown Lewiston (BDL)

II. **PUBLIC COMMENTS**

Staff Hollingshead read into the record a letter from Donnita Weddle. See Appendix A for the letter and documentation.

Board member Cook asked if this would be a code enforcement situation.

Staff Hollingshead stated this has been forwarded to code enforcement.

Board member Jones stated several BID members feel they are not getting their money's worth from this Board.

Board member Cook stated that he has spent time downtown walking in and out of shops speaking with business owners and he found that there are concerns where BID members do not feel they are benefitting from this and there is also a large concern with the animal care in the downtown. Pet owners are not taking care of their animal's droppings.

III. **ACTIVE AGENDA**

A. APPROVAL OF SEPTEMBER 14, 2024 MEETING MINUTES

Board members, Follett and Ohrtman moved and seconded, respectively, the approval of the September 14, 2023 minutes.

Board members, Follett and Ohrtman moved and seconded, respectively to amend the previous motion to approve September 14, 2023 with changes. The motion carried 6-0.

B. REVIEW OF BANK STATEMENT

Brenda Morgan from Beautiful Downtown Lewiston was available for any questions regarding the previous month's bank statement.

C. REVIEW OF INVOICES (ACTION ITEM)

1. NEON ONE ($153.47)

Brenda Morgan from Beautiful Downtown Lewiston was available for any questions regarding the Neon One.

2. QUICKBOOKS ONLINE ($90)

Brenda Morgan from Beautiful Downtown Lewiston was available for any questions regarding the QuickBooks online.

D. NORTHWEST MEDIA QPINS MOILE MARKETING ($597)

After discussions and multiple questions, Vice Chairperson Meyers and Board Member Jones moved and seconded, respectively to table Northwest Media Qpins Mobile Marketing for the November meeting.

Vice Chairperson Meyers and Board Member Jones moved and seconded, to amend pervious motion to table Northwest Media Qpins Mobile Marketing to the November meeting and amount approved at that meeting will be reimbursed to BDL. The motion carried 6-0.

E. DOWNTOWN TAILGATE EXPENSES ($1,540.04)

Vice Chairperson Meyers and Board Member Ohrtman moved and seconded, respectively, the approval of the Downtown Tailgate expenses in the amount of $1,540.04. The motion carried 6-0.

F. ARTWALK EXPENSES ($1,472.62)

Vice Chairperson Meyers and board member Cook moved and seconded, respectively, the approval of the Artwalk Expenses in the amount of $1,472.62. The motion carried 6-0.

G. BDL STAFF HOURS 60, VOLUNTEER HOURS 36 ($3,840)

Board Members Ohrtman and Follett moved and seconded, respectively, the approval of the BDL staff hours and Volunteer hours in the amount of $3,840.00. The motion carried 6-0.

IV. REVIEW AND APPROVE 2024 WORK PLAN (ACTION ITEM)

Staff Hollingshead verbally reviewed the 2023 Work plan and any projects that the Board might want to move to the 2024 Work plan.

Board members discussed projects they want to be rolled over to the 2024 Work plan.

Board members and Staff discussed the option of using contractors instead of City departments to complete some of the 2023 Work plan projects in 2024. Board member Meyers asked that the Downtown Tailgate event be removed from 2024 events that the Business Improvement District would financially support. Board member Cook asked that pet waste receptacles be added to the neighborhood improvements section.

Board Member Jones and Vice Chairperson Meyers moved and seconded, respectively, to recommend approval of the 2024 work plan draft to the City Council. Motion carried 6-0.

V. BOARD MEMBER COMMENTS

None

VI. STAFF LIASON COMMENTS

A. Query of Board members to attend the regularly scheduled November 9, 2023 meeting

All board members present will be in attendance.

B. Query of Board members to attend the Town Hall Meeting scheduled for November 2, 2023 at 8 am.

Staff Hollingshead will create a notice of a possible quorum for the town hall. Comprehensive Plan Land Use Map open house will be held at the Lewiston City Library on October 18th and board members are encouraged to attend to provide feedback.

VII. BID ADMINISTRATOR COMMENTS

None

VIII. ADJOURNMENT (ACTION ITEM)

There being no further business, Vice Chairperson Meyers and Board Members Jones, moved and seconded, respectively to adjourn. The motion carried 6-0 and the Business Improvement District adjourned at approximately 10:16 a.m.

RESPECTFULLY SUBMITTED,

Dawn Ortiz

RECORDING SECRETARY

ATTEST:

BID ADVISORY BOARD CHAIR

Approved this 9 day of November, 2023.

Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
ADVANCED AUTO GLASS	112143	11/30/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	$60.00
				REPL WINDSHIELD IN #198 PICKUP	$370.00
AMAZON CAPITAL SERVICES	112144	11/30/2023	FIRE	FIRE - AMAZON - EMS SUPPLIES	$44.97
				FIRE - AMAZON - GLUCOSE CASE	$74.95
				FIRE - AMAZON - HEART MONITORS	$163.92
			HR	CARD STOCK FOR HOLIDAY PARTY DECORATIONS	$70.83
			LEGAL	AMAZON - FIRST AID KIT STOCK	$66.63
			LIBRARY	BPO - LIB - DVD ORDERS	$480.48
				BPO - LIB - JUVENILE DVD ORDERS	$7.99
			PARKSFAC	FOR 10 DOG WASTE STATION BAG DISPENSERS-IN PARKS	$816.25
				PORTER CABLE NO26782 PRESSURE SWITCH	$18.27
			POLICE	BPO PD OFFICE AND TECHNOLOGY ITEMS	$136.00
				PD BATTERIES FOR INVESTIGATIONS FLASHLIGHTS	$31.01
ANATEK LABS INC	112145	11/30/2023	WATER	BPO PW WTP/TOC/COLIFORM SAMPLING ANALYSIS	($1,600.00)
				PW-WTP-LEAD & COPPER SAMPLING (60)	$780.00
			WSTWTR	BPO PW IND PTMT ANALYSIS OF SAMPL	$571.00
				BPO PW WWTP LAB SAMPLE ANALYSIS	$417.00
AQUATIC INFORMATICS INC	112146	11/30/2023	WATER	PW-WTR-TOKAY - ANNUAL SUPPORT AND WEBTEST MAINT	$4,672.00
ARTBEAT INC	112069	11/22/2023	RECREATION	SHIRTS FOR YOUTH VOLLEYBALL PROGRAM	$1,142.50
ATLAS COPCO COMPRESSORS LLC	112147	11/30/2023	WSTWTR	PW-WWTP-REPAIR PARTS FOR COMPRESSOR	$978.60
ATLAS SAND & ROCK	112148	11/30/2023	TRNSPN	BPO - ST - SAND & ROCK	$126.54
AXON ENTERPRISE INC	112149	11/30/2023	POLICE	PD IN CAR CAMERA SYSTEM FOR K9 TAHOE	$1,971.80
BANNER BANK-ADM GEN1	112070	11/22/2023	FIRE	WA MEDICARE APPLICATION	$688.00
BANNER BANK-ADM SVCS	112073	11/22/2023	FINANCE	BPO - FIN - URA INTUIT QUICKBOOKS SUBSCRIPTION	$30.00
BANNER BANK-CITY ATTORNEY	112071	11/22/2023	LEGAL	REGISTRATION-DRURY & TENGONO; WEBINAR - 11/2/23	$130.00
BANNER BANK-COMMUNITY DEV	112072	11/22/2023	COMDEV	BPO-CD-INTERNATIONAL CODE COUNCIL - CONTINUE EDUC	$204.00
				CD-J. WOLFE-2021 ITHP BOOK (TINY HOMES)	$224.00
				CD-J.WOLFE-2021 IBC CODE BOOK & TAB COMBO	$185.76
				CD-VENNGAGE ANNUAL FEE, MONTHLY REPORT SOFTWARE	$191.71
BANNER BANK-FIRE 1	112074	11/22/2023	FIRE	FIRE - USPS - HEADSET SHIPPING	$7.15
				FIRE - VISTAPRINT - NONEMERGENT TRANSFER STICKERS	$61.46

				FIRE - ZOOM (PARTIAL REFUND)	($64.71)
				TRAVEL - FIRE - JACKS - HAZARD ZONE CONF	$100.00
BANNER BANK-FIRE 3	112075	11/22/2023	FIRE	FIRE - INDUSTRIAL SAFETY PRODUCTS - 02 SENSOR	$326.00
				FIRE - MATTRESS FIRM - BOX SPRING	$109.99
BANNER BANK-FIRE TRNG 1	112076	11/22/2023	FIRE	FIRE - HARBOR FREIGHT - INSPECTOR SUPPLIES	$266.40
				FIRE - TICKTICK - TO DO LIST	$28.24
				TRAVEL - FIRE - MISC - BLUECARD HAZARD ZONE CONF	($209.97)
BANNER BANK-FIRE TRNG 2	112077	11/22/2023	FIRE	FIRE - BADGE & WALLET - PROMOTIONAL # BADGES	$213.00
				FIRE - BADGE & WALLET - PROMOTIONAL BADGES	$1,863.50
				FIRE - FIRE MAUL - FIREWRAP	$143.27
				FIRE - IFSTA - PUMPING APPARATUS EBOOK	$78.20
BANNER BANK-HUMAN RESOURCES	112078	11/22/2023	COMDEV	CD - ZONING, COMPREHENSIVE PLAN - SPONSORED FACEB	$300.00
			HR	HOLIDAY PARTY FLYER TEMPLATE	$10.49
				TRAVEL-BURRIS & PROVINCE-NEOGOV INGNITE CONFR	$713.16
				TRAVEL-PULLMAN MOSCOW REGL AIRPORT PARKING - BURR	$30.00
				TRAVEL-TAXI TO FROM AIRPT/HOTEL-BURRIS & PROVINCE	$60.22
BANNER BANK-IT	112079	11/22/2023	INFOSYSTMS	BPO - IT - NETWORK/SECURITY HARDWARE	$2,849.01
				GODADDY WEBSITE SECURITY	$4.99
			WSTWTR	WIN911 LICENSE SUBSCRIPTION FOR WWTP SCADA	$800.00
BANNER BANK-LIBRARY	112080	11/22/2023	LIBRARY	LIB - AFTER HOURS SIGN	$69.95
				LIB - MOBILE HOTSPOT ADMIN FEE	$90.00
				LIBRARY JOURNAL - RENEWAL	$99.00
BANNER BANK-PARKS & REC 1	112081	11/22/2023	RECREATION	SENIOR LUNCH TRIP TO JULIAETTA 11/3/23	$25.80
BANNER BANK-PARKS & REC 3	112082	11/22/2023	PARKSFAC	ANNUAL SUBSCRIPTION TO ACHR NEWS	$79.99
BANNER BANK-POLICE 1	112083	11/22/2023	POLICE	BPO PD FOOD FOR K9 ZIVA (CHEWY.COM)	$59.84
				PD SNAGIT SOFTWARE RENEWAL TO CAPTURE SCREENSHOTS	$34.99
				TRAVEL-PD-KUZIK AND KLONE-FBINAA FALL CONFERENCE	$703.36
BANNER BANK-POLICE 2	112084	11/22/2023	POLICE	PD SPACE HEATERS FOR BROWN AND GUMP-COZY PRODUCTS	$196.71
				PD TRAVEL-IACP CONFERENCE-KUZIK, BIRDSELL, REESE	$4,831.97
				TRAVEL-ERICKSON-OSTEOLOGY, TAPHONOMY & FORENSIC	$464.05
				TRAVEL-KLONE, HILL-NATIONAL INTERNAL AFFAIRS	$1,232.76

				TRAVEL-KOEPER-FBI LEEDA SUPERVISOR TRAINING	$472.60
BANNER BANK-POLICE 3	112085	11/22/2023	POLICE	PD DESK FOR FORENSIC LAB IN INVESTIGATIONS	$803.00
				TRAVEL-DAMMON, MORBECK-OFFICER-INVOLVED SHOOTING	$72.22
BANNER BANK-POLICE 4	112086	11/22/2023	POLICE	PD MINUSA2 FILTER REPLACEMENT FOR EVIDENCE (RABBIT	$95.00
				PD TOOLS FOR MAJOR COLLISION INVESTIGATION TEAM	$230.92
BANNER BANK-PUBLIC INFO OFCR	112087	11/22/2023	EXECUTIVE	MUSIC LICENSE	$36.39
				VIDEO LICENSES FOR USE IN LPD PROMOTIONAL VIDEO	$418.70
BANNER BANK-PUBLIC WORKS	112088	11/22/2023	TRNSPN	FLIGHT THOMPSON: STS-ATSSA CONF; 2/2-2/7/24	$575.80
				PW-ENG-A BAILEY PE RENEWAL (2-YR) P-14113	$156.50
				REGIST THOMPSON: ATSSA CONF: SAN DIEGO: 2/2-2/7/24	$150.00
			WATER	ONLINE TRAINING; B GARZA 9/5-7/23 CERT EXAM REV	$425.00
				PW-WTP-3 WILDEN PUMP T SECTION (3) 01-5160-21	$410.06
BANNER BANK-PUBLIC WORKS TRAVEL	112089	11/22/2023	WATER	FLIGHT CREA: CLA-VAL TRAIN: COSTA MESA: 12/11-14	$504.80
				FLIGHT GARZA: CLA-VAL TRAIN: COSTA MESA: 12/11-14	$504.80
			WSTWTR	HOTEL N SMITH: - COMPOSTING TOURS; KENOSHA, WI	$98.98
				PW-WWIPT-ONLINE TRAINING-L WAY; CERT PREP WWCI	$570.00
BANNER BANK-SANITATION	112090	11/22/2023	TRNSPN	HOTEL - THOMPSON - LHTAC ENVIRONMENTAL BMPS	($14.18)
				HOTEL MILLER: MUTCD & TRA: SAGLE ID: 10/24	$240.00
				HOTEL SCHARNHORST: MUTCD & TRA: SAGLE ID: 10/24	$120.00
BANNER BANK-SERVICE CTR	112091	11/22/2023	FLTMAINT	BPO/ LICENSE & REGISTRATION RENEWALS	$5.15
				REPL CONTROLLER FOR #500 ATTENUATOR	$574.67
BANNER BANK-WATER/WASTEWATER	112092	11/22/2023	WATER	PW-WTP-IBOL RENEWALS B INGRAM	$90.00
				PW-WTR-IBOL RENEWAL; C MCLEAN DWT4-23191	$30.00
				PW-WTR-IBOL RENEWALS S CREA BAT-23315 DWD3-24546	$60.00
			WSTWTR	BPO PW WWTP DOORKING INC	$41.95
				PW-WWC-WWCII TESTING FEES; KMURRELL; PSITESTING	$104.00
				PW-WWIPT-CONN SOCKET 16-18AWG TIN CRIMP (25)	$33.29
				WWTP-IBOL EXAM (RETEST 3); S MITTENDORF WWT-III	$104.00

BAVCO	112150	11/30/2023	WATER	BPO PW BACKFLOW PARTS AND KITS	$241.50
BLASTED & BAKED INC DBA CUSTOM COAT POWDER COATING	112165	11/30/2023	PARKSFAC	POWDER COATING SIGN ON THE SCOREBOARD AT HERETH	$630.00
BRANOM OPERATING COMPANY LLC	112151	11/30/2023	WATER	PW-WTP-NOSHOK TRANSMITTER; QUOTE ATTACHED	$2,017.68
BRETTON S WATSON DBA ABLE LOCKSMITH	112142	11/30/2023	PARKSFAC	BPO LOCK WORK FOR CITY BULDINGS	$146.85
BRIAN E WARD DBA GUMBY ENTERPRISES INC	112220	11/30/2023	FLTMAINT	BPO - FLEET TOOLS & SUPPLIES	$140.00
BRIAN GARZA	112136	11/30/2023	WATER	MEALS: CLA-VAL FACTORY TRAINING: 12/11/23	$135.00
BRIDGEPAY NETWORK SOLUTIONS LLC	112152	11/30/2023	FINANCE	BPO - FIN - BRIDGEPAY MONTHLY TRANSACTION FEES	$333.90
BROEMELING STEEL & MACHINE	112153	11/30/2023	PARKSFAC	Fabricate sign base for Hereth Park	$400.00
BSN SPORTS LLC	112154	11/30/2023	RECREATION	SOFTOUCH BALLS FOR MUSHBALL & TONYPEREZ TOURNEY	$748.93
CANON FINANCIAL SERVICES INC	112155	11/30/2023	COMDEV	BPO-CD-CANON PRINTER: DX5760I COPIER LEASE	$253.63
CASCADE FIRE EQUIPMENT COMPANY	112156	11/30/2023	FIRE	FIRE - CASCADE FIRE - HELMET	$514.33
CENTURYLINK	112093	11/22/2023	COMDEV	11/10/23 BILL DATE: UTILITY CHARGE	$44.89
			FIRE	11/10/23 BILL DATE: UTILITY CHARGE	$1,296.08
			INFOSYSTMS	11/10/23 BILL DATE: UTILITY CHARGE	$1,242.24
			LIBRARY	11/10/23 BILL DATE: UTILITY CHARGE	$54.89
			PARKSFAC	11/10/23 BILL DATE: UTILITY CHARGE	$1,283.58
			POLICE	11/10/23 BILL DATE: UTILITY CHARGE	$967.92
			SANITATION	11/10/23 BILL DATE: UTILITY CHARGE	$44.89
			TRANSITOP	11/10/23 BILL DATE: UTILITY CHARGE	$89.79
			WATER	11/10/23 BILL DATE: UTILITY CHARGE	$269.35
			WSTWTR	11/10/23 BILL DATE: UTILITY CHARGE	$332.23
CES	112157	11/30/2023	WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	$1,114.61
CHRIS REESE	112107	11/22/2023	POLICE	REIMBUREMENT FOR 2ND E-COLLAR CASE FOR K9 ZIVA	$49.99
CINTAS CORPORATION #606	112158	11/30/2023	FLTMAINT	BPO/ FLEET UNIFORM RENT & LAUNDRY	$90.48
			PARKSFAC	BPO PARKS UNIFORM LAUNDERED/CLEANING SUPPLIES	$49.83
CITY OF LEWISTON EMPLOYEE BENEFIT-CAFETERIA PLAN	112126	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$8,173.05
CLEARWATER HYDRAULICS LLC	112159	11/30/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	$66.78
CODY BLOOMSBURG	112137	11/30/2023	POLICE	MEALS: BJA VIOLENT CRIME REDUCTION SUMMIT:12/10/23	$259.00
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	112160	11/30/2023	COMDEV	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$133.32
				CP-0056640- 11/26/2023 BILL DATE: FUEL CHARGES	$134.35

			FIRE	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$1,365.32
				CP-0056640- 11/26/2023 BILL DATE: FUEL CHARGES	$848.39
			FLTMAINT	BPO/ FLEET/ LUBE PRODUCTS & CAR WASHES	$712.35
			FLTMAINT	CP-0056640- 11/26/2023 BILL DATE: FUEL CHARGES	$41.19
			PARKSFAC	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$1,435.32
				CP-0056640- 11/26/2023 BILL DATE: FUEL CHARGES	$583.21
			POLICE	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$1,636.29
				CP-0056640- 11/26/2023 BILL DATE: FUEL CHARGES	$1,641.18
			RECREATION	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$45.03
			SANITATION	BPO - TS - FY24 FUEL FOR SDI HAUL	$1,126.04
			STMWTR	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$58.13
			TRANSITOP	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$1,306.78
				CP-0056640- 11/26/2023 BILL DATE: FUEL CHARGES	$1,066.70
			TRNSPN	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$1,419.42
				CP-0056640- 11/26/2023 BILL DATE: FUEL CHARGES	$1,052.21
			WATER	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$339.74
				CP-0056640- 11/26/2023 BILL DATE: FUEL CHARGES	$224.04
			WSTWTR	CP-0055763- 11/19/2023 BILL DATE: FUEL CHARGES	$296.45
				CP-0056640- 11/26/2023 BILL DATE: FUEL CHARGES	$53.19
COMMERCIAL TIRE INC	112161	11/30/2023	FLTMAINT	BPO/ TIRE REPAIRS FOR FLEET	$180.00
CONSOLIDATED ELECTRICAL DISTRIBUTORS	112162	11/30/2023	PARKSFAC	REPLACEMENT DRIVER FOR LIBRARY LIGHT FIXTURE	$87.29
CONTROL SYSTEM TECHNOLOGY INC	112163	11/30/2023	WATER	WR074 WTP SAND SEPARATOR; SCADA PROGRAM CONTROL	$12,500.00
D & D MCLAUGHLIN LLC	112166	11/30/2023	WATER	BPO PW DISTRIB CONCRETE	$300.00
DARREN TRAINOR	112120	11/22/2023	RECREATION	REFEREED 3 CITY LEAGUE BASKETBALL GAMES @ $30/GAME	$90.00
DAY MANAGEMENT CORPORATION DBA DAY WIRELESS SYSTEMS	112167	11/30/2023	POLICE	PD REPLACEMENT OF FIRE TACTICAL ANTENNA	$1,378.84
DRIVE LINE SERVICE	112168	11/30/2023	FLTMAINT	INV/ REBUILT BROOM SWEEPER DRIVELINE	$700.00
EFTPS	1435	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$167,294.11
ERB'S ACE HARDWARE LLC	112169	11/30/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	$39.08
			WATER	BPO PW WTP SUPPLIES	$122.52

FASTENAL COMPANY	112170	11/30/2023	PARKSFAC	BPO SUPPLIES VENDING MACHINE AND SAFETY SUPPLIES	$221.88
FATBEAM LLC	112171	11/30/2023	LIBRARY	BPO - LIB - PUBLIC INTERNET SERVICES	$990.00
FISHER SYSTEMS INC	112172	11/30/2023	WSTWTR	PW-WWTP-SRV ON GAS MONITORS; CNTL #1/ADMIN BLDG	$1,137.40
FOP LEWIS CLARK LODGE #10	112127	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$1,817.46
FOUR SEASONS LAWN CARE	112094	11/22/2023	WATER	PW-WTR DISTRIB LAWN APPLICATIONS	$40.95
			WSTWTR	PW-WW COLL LAWN APPLICATIONS	$264.95
	112173	11/30/2023	WATER	PW-WTR DISTRIB LAWN APPLICATIONS	$81.90
			WSTWTR	PW-WW COLL LAWN APPLICATIONS	$193.90
FREDERICK E BERGLUND	112095	11/22/2023	RECREATION	REFEREED 2 CITY LEAGUE BASKETBALL GAMES @ $30/GAME	$60.00
FREEDOM FIRE LLC	112174	11/30/2023	PARKSFAC	ANNUAL CITY BLDGS AND VEHICLE FIRE EXTINGUISHER	$8,490.00
FURNITURE WHOLESALERS LTD	112175	11/30/2023	COMDEV	CD-FURNITURE FOR BUILDING OFFICIAL & BUILDING PER	$1,567.97
GALLS PARENT HOLDINGS LLC DBA GALLS LLC	112176	11/30/2023	FIRE	FIRE - GALLS - NEW EMPLOYEE UNIFORMS	$323.98
GEORGE HILL	112108	11/22/2023	POLICE	MEALS: NATIONAL INTERNAL AFFAIRS TRAINING: 12/03	$414.00
GMCO CORPORATION	112177	11/30/2023	TRNSPN	BPO - ST - FY24 LIQUID DEICER; NPC BID PIGGYBACK	$251.93
GRAINGER	112178	11/30/2023	WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	$258.28
GREAT WEST ENGINEERING INC	112179	11/30/2023	SANITATION	PW - TS - SCALE BID REVIEW & FLOOR ASSESSMENT	$1,680.00
HACH COMPANY	112180	11/30/2023	WATER	BPO PW WTP LAB SPLYS	$334.59
			WSTWTR	BPO PW WWTP LAB SUPPLIES	$181.39
HAHN SUPPLY	112181	11/30/2023	PARKSFAC	BPO HVAC TOOLS	$94.47
HOME DEPOT CREDIT SERVICES	112182	11/30/2023	FIRE	BPO FIRE - HOME DEPOT - STATION SUPPLIES	$35.94
			PARKSFAC	BPO CONSTRUCTION SUPPLIES	$51.52
				PRESSURE TREATED LUMBER FOR THE TURF AT AIRPORT	$445.30
			WATER	BPO - WTP - OPERATING SUPPLIES	$21.07
HRA VEBA TRUST	112128	11/30/2023	POLICE	VEBA - FUENTES	$17,519.88
IDAHO CHILD SUPPORT RECEIPTING	112129	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$730.24
IDAHO DEPT OF ENVIRONMENTAL QUALITY	112184	11/30/2023	FLTMAINT	IDAHO DEQ ANNUAL TANK FEE	$62.00
IDAHO DIVISION OF OCCUPATIONAL AND PROFESSIONAL	112185	11/30/2023	WSTWTR	PW-WWTP-DOLP INITIAL APPLICATION; W. GRAHAM; WWL1	$100.00
IDAHO STATE TAX COMMISSION	112130	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$29,623.00
	112131	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$436.93
IDAHO TRUCK SALES CO	112186	11/30/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	$47.58

INGRAM LIBRARY SERVICES	112097	11/22/2023	LIBRARY	BPO - LIB - 1ST FLOOR NONFICTION	$270.29
				BPO - LIB - ADULT BOOKMOBILE	$295.64
				BPO - LIB - ADULT FICTION	$175.07
				BPO - LIB - JUVENILE BOOKMOBILE	$177.50
				BPO - LIB - JUVENILE FICTION	$35.59
				BPO - LIB - LARGE PRINT	$18.35
				BPO - LIB - TEEN NONFICTION	$56.95
				LIB - BPO - PROCESSING FEES	$55.62
	112187	11/30/2023	LIBRARY	BPO - LIB - 1ST FLOOR NONFICTION	$654.23
				BPO - LIB - AUDIOBOOKS	$95.75
				BPO - LIB - JUVENILE NONFICTION	$421.12
				BPO - LIB - LARGE PRINT	$253.67
				LIB - BPO - PROCESSING FEES	$12.36
INLAND FASTENER INC	112188	11/30/2023	WATER	PW-WTP-BPO-OPR SUPPLIES, BOLTS, ETC	$2.66
			WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	$56.68
INTEGRATED TURF SOLUTIONS DBA PROGREEN INTERNATIONAL	112212	11/30/2023	PARKSFAC	12 ROLLS OF ARTIFICIAL TURF AT AIRPORT PARK	$23,804.00
INTERMOUNTAIN CLAIMS INC	112098	11/22/2023	INSTRUST	OCTOBER INTERMOUNTAIN INVOICE WORKERS COMP CLAIMS	$1,722.00
	112132	11/30/2023	INSTRUST	INTERMOUNTAIN CLAIMS- REIMB	$15,531.09
	112189	11/30/2023	INSTRUST	PRE-FUND PENDING CHECKS 11/30/2023: WORKERS COMP	$105,104.28
INTERMOUNTAIN SIGN & SAFETY INC	112190	11/30/2023	TRNSPN	PW-STS-18"X96" SNAKE RIVER AVE REPLACEMENT SIGN	$266.00
INTERNATIONAL CITY MANAGEMENT ASSOCIATION DBA MISSIONSQUARE RETIREMENT	1434	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$4,257.94
ITD REVENUE OPERATIONS	112096	11/22/2023	FLTMAINT	FLEET VEHICLE LICENSING / REGISTRATION RENEWALS	$957.40
JEFF KLONE	112109	11/22/2023	POLICE	MEALS: NATIONAL INTERNAL AFFAIRS TRAINING: 12/03	$414.00
JGB YOGA	112099	11/22/2023	LIBRARY	LIB - BPO - YOGA INSTRUCTOR FEES	$300.00
JOE HALL FORD	112191	11/30/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	$400.75
JOHN'S SAW SERVICE	112192	11/30/2023	FIRE	BPO FIRE - JOHNS SAW - SAW SERVICE/SUPPLIES	$243.09
			PARKSFAC	BPO-PK MAINT-SMALL ENGINE REPAIR AND SUPPLIES	$17.99
J-U-B ENGINEERS	112100	11/22/2023	WATER	WR060 COMMUNITY DR RESERVOIR (FKA SE RESERVOIR)	$4,442.12
	112193	11/30/2023	WSTWTR	PW-WW512 TO24 MAIN ST TRUNK LINE CE&I	$2,152.50
				WW501 WWCMA TO23 FY 24 GENERAL ONCALL SVCS	$5,897.10
KELLER ASSOCIATES INC	112101	11/22/2023	CAPITAL PROJECTS	TR066 21ST ST;7TH -19TH FIBERSEAL (OA SERVICES)	$12,456.25
KING'S THRONES & PUMPING SERVICE LLC	112194	11/30/2023	CEMETERY	BPO PORTABLE TOILETS IN CITY PARKS	$83.00

			PARKSFAC	BPO PORTABLE TOILETS IN CITY PARKS	$1,072.00
			WATER	BPO PW DISTRIB PORTAPOT MONTHLY SRV	$45.00
LES SCHWAB TIRE CENTER	112195	11/30/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	$302.98
LHTAC	112102	11/22/2023	TRNSPN	REG - MILLER, KELLEY, SCHARNHORST - MUTCD & TRAFF	$180.00
LOGAN SIMPSON DBA LOGAN SIMPSON	112196	11/30/2023	COMDEV	CD- CITY OF LEWISTON NEW COMPREHENSIVE PLAN DESI	$5,860.00
LOID	112197	11/30/2023	PARKSFAC	11/13/23 BILL DATE: UTILITY CHARGES	$397.68
MERRICK & COMPANY	112105	11/22/2023	ECONOMIC DEVELOPMENT	21.027 WR0600 ARPA DWNTNW MAIN REPLACEMENT-DESIGN	$21,050.00
			WATER	WR070 PALISADES & SOUTHPORT STUDY	$5,750.00
	112198	11/30/2023	CAPITAL PROJECTS	SM008 HALL FORD-19TH AVE REHAB; PSA AMENDMENT	$707.42
MIKE'S MECHANICAL SERVICES LLC	112199	11/30/2023	WATER	PW-WTR-HVAC SERVICES; SOUTH HIGH BOOSTER AND NEW	$1,767.68
MISC CUSTOMER REFUND	112106	11/22/2023	RECREATION	CHECK TO SENIOR NUTRITION VS MEALS ON WHEELS	$115.00
	112133	11/30/2023	UNDEFINED	UB 1900144282 609 CEDAR	$75.72
	112134	11/30/2023	WATER	UB 0403008680 2145 13TH	$14.45
	112135	11/30/2023	SANITATION	UB 2000959774 1520 WARNER	$32.42
NAPA AUTO PARTS	112113	11/22/2023	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	$158.24
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	$49.32
	112200	11/30/2023	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	$467.56
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	$607.56
			WATER	BPO PW DISTRIB SPLYS	$13.23
NATIONWIDE RETIREMENT	1432	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$7,736.57
NATIONWIDE-RESERVE	1436	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$1,658.60
NEZ PERCE COUNTY SHERIFF	112139	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$385.86
NORCO INC	112201	11/30/2023	FIRE	BPO FIRE - NORCO - O2, EMS/SUPPRESSION SUPPLIES	$312.93
NORTH 40 OUTFITTERS	112202	11/30/2023	FIRE	BPO FIRE - NORTH 40 - STATION SUPPLIES	$17.08
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	$29.99
				SAFETY BOOTS FOR JASON KAUFMAN	$175.00
			PARKSFAC	BPO CONSTRUCTION, MAINTENANCE, IRRIGATION SUPPLIE	$55.08
			POLICE	BPO PD UNIFORM PANTS	$139.98
			TRNSPN	PW - STREETS - SAFETY SHOES: RUSS THOMPSON	$164.99
				PW-STS-SAFETY SHOE; J MILLER	$254.99

Voucher's Payable

				PW-STS-SAFETY SHOE; R DAVIS	$69.97
				PW-STS-SAFETY SHOE; S GUEST	$134.99
			WATER	BPO PW DISTRIB SPLYS	$287.22
				BPO PW WTP SPLYS	$33.35
			WSTWTR	BPO PW WW COLL SUPPLIES/TOOLS	$151.13
				BPO PW WWTP SUPPLIES	$22.98
				PW-WWC-C STICKLEY; WINTER OVERALLS; PPE	$139.99
				PW-WWC-SAFETY SHOES; G CREVISTON	$175.00
				PW-WWC-UNIFORM PANTS; G CREVISTON; 4 PAIRS; $50EA	$171.96
NUANCE COMMUNICATIONS INC	112203	11/30/2023	POLICE	BPO PD LICENSES FOR DRAGON SOFTWARE	$1,250.00
ODOO INC	112205	11/30/2023	INFOSYSTMS	INTRANET SUBSCRIPTION	$13,432.80
ODP BUSINESS SOLUTIONS LLC	112206	11/30/2023	EXECUTIVE	BPO - EXEC - OFFICE SUPPLIES FOR CLERK'S OFFICE	$57.99
			POLICE	BPO PD OFFICE SUPPLIES	$95.70
			TRNSPN	BPO - PW OFFICE - OPERATING SUPPLIES	$44.91
ORCHARDS SHOE SHOP	112207	11/30/2023	WATER	PW-WTP-SAFETY SHOES; BILLY INGRAM	$319.95
				PW-WTP-SAFETY SHOES; KEITH HEAVYRUNNER	$159.95
O'REILLY AUTO PARTS	112204	11/30/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS	$428.89
OWEN EQUIPMENT	112208	11/30/2023	STMWTR	PW - STMW - JET NOZZLE FOR VACTOR TRUCK	$171.11
OXARC	112209	11/30/2023	FIRE	FIRE - OXARC - ABSORBANT FOR SUPPRESSION	$1,202.83
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	$155.90
			WATER	BPO PW DISTRIB PERSONNEL SPLYS	$6.50
			WSTWTR	BPO PW WW COLL PERSONNEL EQUIPMENT	$9.30
PBS ENGINEERING &ENVIRONMENTAL	112210	11/30/2023	PROPIMPR	TESTING FOR DIESEL IN FIRE STATIONS	$4,139.90
PERSI	1433	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$211,422.67
PRINTCRAFT PRINTING	112114	11/22/2023	POLICE	PD DEPARTMENT LETTERHEAD ENVELOPES	$268.00
	112211	11/30/2023	FINANCE	2023 TAX FORMS	$300.00
				CITY OF LEWISTON LOGO ENVELOPES	$495.00
			PARKSFAC	SIGNAGE FOR COMMUNITY CENTER ROOMS	$175.00
			STMWTR	PW - STMW - PE&O: POSTCARD PRINTING & MAILING	$4,275.00
RAY SINCLAIR	112110	11/22/2023	FLTMAINT	2 YEAR CDL PHYSICAL REIMBURSEMENT: WA REQUIREMENT	$155.00
RICOH USA INC	112213	11/30/2023	EXECUTIVE	BPO - EXEC - FY24 C.H. COPIER RENT FOR IMC6000	$226.83

Voucher's Payable

			POLICE	BPO PD DISPATCH COPIER RENTAL	$133.65
	112214	11/30/2023	POLICE	PD COPY FEE OVERAGE FROM 2/2022 TO 10/2023	$1,345.21
ROGERS MOTORS LLC DBA ROGERS CHRYSLER JEEP DODGE RAM LLC	112215	11/30/2023	FLTMAINT	BPO - FLEET - REPAIR PARTS & REPAIRS	$164.00
RUSH TRUCK CENTERS OF IDAHO	112216	11/30/2023	FLTMAINT	BPO - FLEET - REPAIR PARTS & REPAIRS	$331.64
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	112225	11/30/2023	SANITATION	BPO - PW - FY24 ANNUAL CURBSIDE COLLECTION	$295,308.18
				BPO - PW - FY24 EXTRA YW & RECY CURBSIDE CARTS	$1,669.19
				BPO - PW - FY24 PROCESSING SINGLE STREAM RECY	$13,518.75
				BPO - TS - FY24 TONNAGE HAUL	$23,691.30
SCALES UNLIMITED INC	112116	11/22/2023	SANITATION	TS001 TRANSFER STATION SCALES REHAB	$41,060.00
SCOTT DAVID MCCLURE	112104	11/22/2023	RECREATION	REFEREED 4 CITY LEAGUE BASKETBALL GAMES @ $30/GAME	$120.00
SHELBY CREA	112138	11/30/2023	WATER	MEALS: CLA-VAL FACTORY TRAINING: 12/11/23	$135.00
SHERWIN WILLIAMS CO	112217	11/30/2023	PROPIMPR	PAINT FOR KOKANEE ROOM IN COM CENTER	$225.19
SITEONE LANDSCAPE SUPPLY LLC	112218	11/30/2023	PARKSFAC	4 HUNTER I-90 SPRINKLERS AND 4 - 3/4" QUICK COUP	$875.08
				BELL END PVC PIPE & REDUCER FITTINGS AIRPORT PARK	$770.27
			WSTWTR	BPO PW WWTP GROUND MAINT SUPPLIES	$611.88
SPALDING AUTO PARTS	112221	11/30/2023	FLTMAINT	*RETURN* REPL INSTR CLUSTER FOR #286 BUCKET TRUCK	($63.60)
				REPL ENGINE FOR #281 AMB	$9,398.00
SPARKLIGHT	112117	11/22/2023	TRNSPN	BPO PW SURVEY STATION - SPLIT BETWEEN W/WW/ST	$41.52
			WATER	BPO PW SURVEY STATION - SPLIT BETWEEN W/WW/ST	$41.51
			WSTWTR	BPO PW SURVEY STATION - SPLIT BETWEEN W/WW/ST	$41.52
SPOKANE HOUSE OF HOSE INC	112183	11/30/2023	FIRE	FIRE - SPOKANE HOUSE OF HOSE - REPAIRS	$98.96
ST JOSEPH HOSPITAL, LLC	112219	11/30/2023	FIRE	FIRE - SJRMC - PALS RECERTIFICATION CARDS	$195.00
STERICYCLE INC	112222	11/30/2023	FIRE	BPO FIRE - STERICYCLE - HAZARDOUS DISPOSAL	$55.13
STERLING BATTERY COMPANY	112223	11/30/2023	FLTMAINT	BPO - FLEET VEHICLE BATTERIES	$124.81
STRIPES-A-LOT LLC	112224	11/30/2023	TRNSPN	TR068 5TH & BRYDEN: MASTIC MACHINE RENTAL (4-DAY)	$1,700.00
TAMMI L SMITH DBA THE COUNTRY STITCH	112164	11/30/2023	FIRE	BPO FIRE - COUNTRY STITCH - NEW EMPLOYEE UNI ALT	$23.80
TANYA BROCKE	112111	11/22/2023	EXECUTIVE	MEALS: AIC LEGISLATIVE SUMMIT: 11/27/23	$64.00
TERRY LYNN DAVIS	112118	11/22/2023	RECREATION	REFEREED 7 CITY LEAGUE BASKETBALL GAMES @ $30/GAME	$210.00

Voucher's Payable

THE MASTER'S TOUCH LLC	112103	11/22/2023	FINANCE	BPO - UB - STATEMENT PRINTING AND MAILING	$6,199.38
THE UPS STORE	112122	11/22/2023	FLTMAINT	BPO - FLEET - SHIPPING	$84.94
TIMOTHY O LYNCH	112119	11/22/2023	RECREATION	REFEREED 5 CITY LEAGUE BASKETBALL GAMES @ $30/GAME	$150.00
TRIBUNE PUBLISHING CO	112121	11/22/2023	EXECUTIVE	BPO -EXEC - PUBLIC HEARING/ORDINANCE PUBLICATIONS	$121.15
UNIFORMS2GEAR INC	112226	11/30/2023	POLICE	BPO PD UNIFORMS/ADMIN	$28.98
				BPO PD UNIFORMS/NEW HIRE	$340.82
				BPO PD UNIFORMS/PATROL	$342.12
UNITED RENTALS (NORTH AMERICA), INC.	112227	11/30/2023	SANITATION	PW - TS - MINI EXCAVATOR RENTAL	$110.91
URM STORES INC	112228	11/30/2023	HR	CANDY BARS FOR HOLIDAY PARTY EMPLOYEE GIFT BAGS	$228.80
			LIBRARY	BPO - LIB - OPERATING SUPPLIES	$21.74
			RECREATION	BPO- SEN NUTRITION-FOOD AND CLEANING SUPPLIES	$358.59
			WATER	BPO PW WTP SPLYS	$31.70
			WSTWTR	BPO PW WW COLL SUPPLIES	$1.98
				BPO PW WWTP SUPPLIES	$264.46
US ARMY CORPS OF ENGINEERS	112229	11/30/2023	WATER	WR076 PW-WTR-2024 INTAKE DREDGING ADMIN FEE	$20,300.00
US FOODS - SPOKANE	112230	11/30/2023	RECREATION	BPO FOOD SUPPLIES FOR SENIOR NUTRITION LUNCHES	$1,335.90
VALLEY CAR SALES INC	112123	11/22/2023	PARKSFAC	VAN RENTAL FOR P&R COMMISSION PARK TOUR	$140.00
			RECREATION	BPO P&R VAN RENTAL FOR SENIOR TRIP VAN RENTALS	$280.00
VERIZON WIRELESS	112124	11/22/2023	COMDEV	11/12/23 BILL DATE: UTILITY CHARGES	$632.73
			EXECUTIVE	11/12/23 BILL DATE: UTILITY CHARGES	$74.10
			FIRE	11/12/23 BILL DATE: UTILITY CHARGES	$2,078.58
			FLTMAINT	11/12/23 BILL DATE: UTILITY CHARGES	$68.68
			HR	11/12/23 BILL DATE: UTILITY CHARGES	$95.29
			INFOSYSTMS	11/12/23 BILL DATE: UTILITY CHARGES	$713.94
			LEGISLATIV	11/12/23 BILL DATE: UTILITY CHARGES	$279.42
			LIBRARY	11/12/23 BILL DATE: UTILITY CHARGES	$231.65
			PARKSFAC	11/12/23 BILL DATE: UTILITY CHARGES	$856.87
			POLICE	11/12/23 BILL DATE: UTILITY CHARGES	$4,073.37
			SANITATION	11/12/23 BILL DATE: UTILITY CHARGES	$34.09
			STMWTR	11/12/23 BILL DATE: UTILITY CHARGES	$222.30

			TRANSITOP	11/12/23 BILL DATE: UTILITY CHARGES	$62.04
			TRNSPN	11/12/23 BILL DATE: UTILITY CHARGES	$1,807.57
			WATER	11/12/23 BILL DATE: UTILITY CHARGES	$6,873.74
			WSTWTR	11/12/23 BILL DATE: UTILITY CHARGES	$1,459.82
VSS INTERNATIONAL INS	112125	11/22/2023	CAPITAL PROJECTS	TR066 21ST ST; 7TH - 19TH; FIBERSEAL DESIGN-BUILD	$254,200.00
WASHINGTON STATE SUPPORT REGISTRY	112140	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$503.30
WESTERN RECYCLERS INC	112231	11/30/2023	TRNSPN	BPO - PW - SHREDDING SERVICES	$17.00
WESTERN STATES EQUIPMENT	112232	11/30/2023	FLTMAINT	BPO - FLEET REPAIR PARTS & REPAIRS	$95.15
WITMER PUBLIC SAFETY GROUP INC	112233	11/30/2023	FIRE	FIRE - WITMER - STREAMLIGHTS	$612.23
WSCFF EMPLOYEE BENEFIT TRUST	112141	11/30/2023	ADMSVC	Payroll Run 1 - Warrant 113023	$150.00
ZACH THOMAS	112112	11/22/2023	POLICE	MEALS: INTERMEDIATE ICAC INVESTIGATIONS: 12/05/23	$45.00
ZACHERY PHILIP RAWLS	112115	11/22/2023	RECREATION	REFEREED 3 CITY LEAGUE BASKETBALL GAMES @ $30/GAME	$90.00
ZIEGLER BUILDING CENTER	112234	11/30/2023	WATER	BPO PW DISTRIB OP SPLYS	$171.31
Total					$1,490,114.88

CITY OF LEWISTON
EXPLORE
IDAHO'S FIRST CAPITAL
1861

CITY COUNCIL MEETING
AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE OLPS ADDITION ADMINISTRATIVE PLAT	**AGENDA NO.** VI. D. **AGENDA DATE:** December 11, 2023

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

The Lewiston City Council has not acted on this plat previously.

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 Olps Addition administrative plat, proposes to subdivide an existing 0.92 acre lot, into two new lots. The proposed subdivision is located in downtown Lewiston, between "D" and Main Streets, and westerly of Temple lane at 835 Main Street. An existing commercial structure and portions of the existing associated parking lots occupy the proposed Lot 2. A canopy for a decommissioned drive-through, and the remaining existing parking facilities are located on the proposed Lot 1. Frontage improvements currently exist along all right-of-way frontages, and no additional public improvements are required at this time. The proposed administrative plat complies with the requirements of the C5 – Central Commercial Zone, as well as the City subdivision code and the requirements of Title 50, Chapter 13 of Idaho Code.

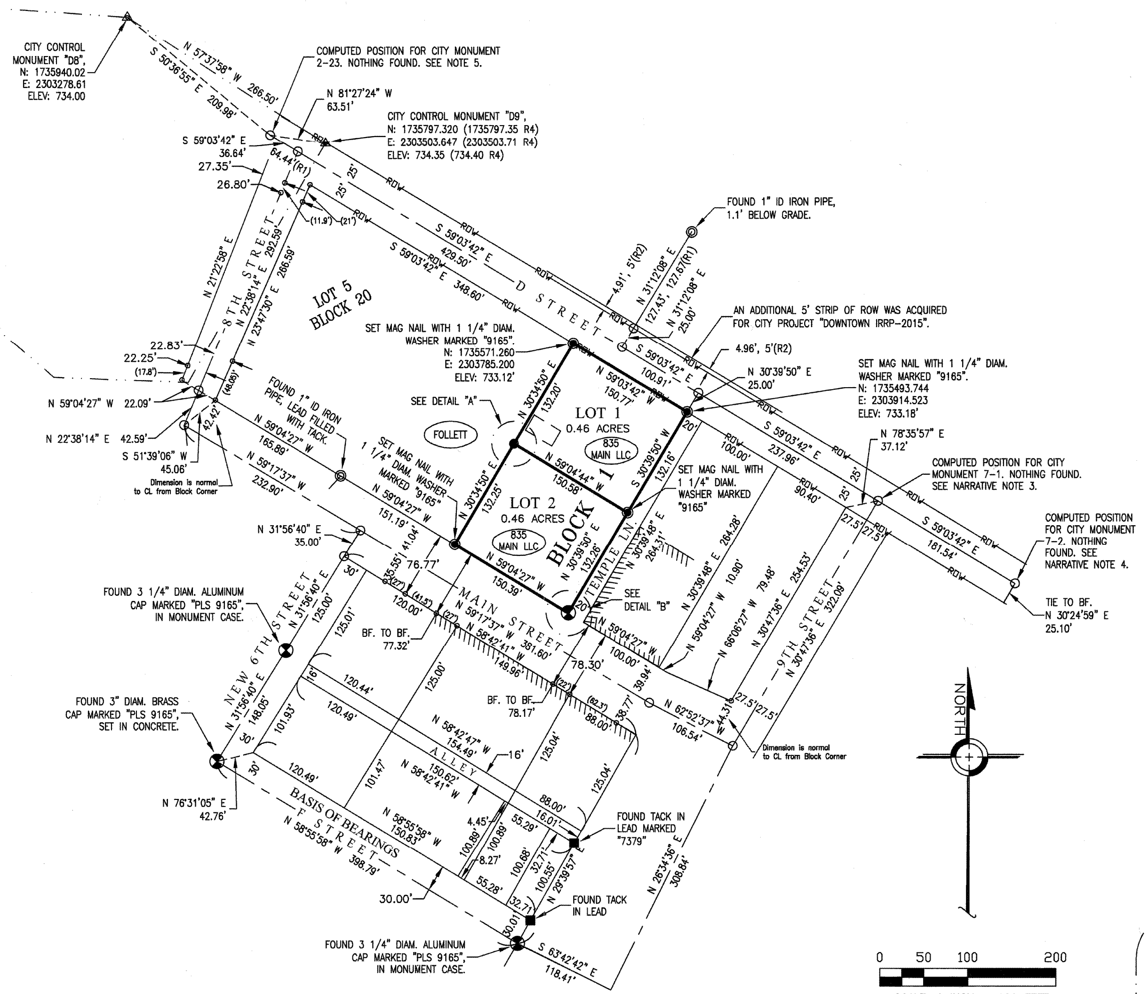
BUDGET IMPACT

Approval of this plat should not have an additional impact on Public Works' staff and budgets.

ACTION PROPOSED

Staff recommends that Council vote to approve and accept the Olps Addition administrative plat, as presented.

ADMINISTRATIVE PLAT OF
OLPS ADDITION
A REPLAT OF A PORTION OF LOT 5, BLOCK 20 OF THE ORIGINAL TOWN OF LEWISTON
LOCATED IN SECTION 31, TOWNSHIP 36 NORTH, RANGE 5 WEST, CITY OF LEWISTON, BOISE MERIDIAN, NEZ PERCE COUNTY, IDAHO



NARRATIVE:

The purpose of this survey was to monument and document the boundary of the subject property, and to divide the property into two lots. Lines shown on this survey were established or reestablished as follows:

1). The subject property is described in Quitclaim Deed No. 903313, and the description is shown on Sheet 3.

2). Very little centerline monumentation exists in the vicinity of the subject parcel.

3). The City Surveyor was consulted during our attempt to recover locations for City Monuments 7-1 and 7-2. The City does not believe physical monuments exist at these locations. As such, the location for Monument 7-1 was computed by splitting the curb along Ninth Street to determine the Centerline bearing. The centerline was project North to intersect the centerline of D Street. The centerline was then offset 27.5 feet to determine the right-of-ways of Ninth Street.

4). The position for Monument 7-2 was computed by extending the bearing of the centerline of D Street a record distance (per the City Initial Plat Map) of 181.55'. The position is supported with a tie to the face of a building on the South right-of-way showing a distance of 25.1' when measured normal to the centerline. Monument 7-2 is the point of commencement for the subject parcel and the computed position fits well with existing curb, sidewalk and other features surrounding the subject parcel. The centerline of D Street is defined by the position of said Monuments 7-2 and 2-23, and it fits well with a found iron pipe set by W.P. Hughes in 1936.

5). City Monument 2-23 is shown as "MON L" on ROS Instrument No. 773777. The position was computed by utilizing reference monuments set for that survey as shown hereon.

6). Main Street was reestablished by best fitting the centerline based on record measurements from the found monuments to the North and South. The right-of-way of Main Street is variable width and proves difficult to establish a position for, as such, measurements from the faces of buildings were used to help verify the final position of the centerline and right-of-ways.

7). The centerline of New 6th Street as shown hereon is defined by two found centerline monuments. The centerline was then projected northerly to intersect with Main Street.

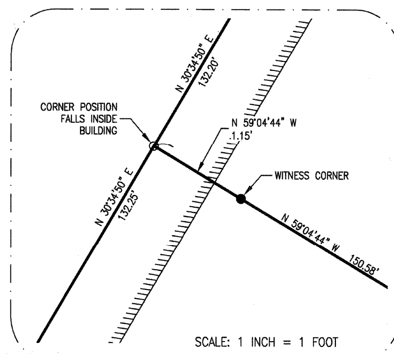
8). The centerline of F Street as shown hereon is defined by two found centerline monuments.

9). Lot 5 of Block 20 was reestablished utilizing the resolved centerlines and right-of-ways, a found iron pipe set by W.P. Hughes in 1936, and a found Idaho Department of Transportation monument.

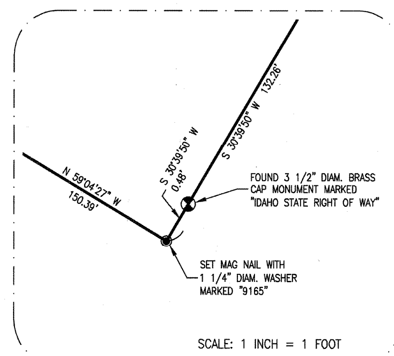
10).The subject property was then laid out per the description in (R14).

11).A party wall agreement exists along the South 164 feet of the West boundary of the subject parcel, for details see Instrument No. 91676.

DETAIL "A"



DETAIL "B"



NOTES:

1). The Basis of Bearings for this survey is N58°55'58"W along the centerline of F Street between the monuments found at the intersection of F Street and New 6th Street, and at the intersection of F Street and 9th Street , as shown hereon.
2). This survey was performed using a Topcon Hiper V GPS with a Topcon FC-5000 data collector, and a Topcon QS3A total station with a Topcon FC-5000 data collector.
3). This survey has an unadjusted mathematical error of closure less than the legally allowed maximum of one (1) part in five thousand (5000).
4). No attempt was made to show all the physical features of the property or all easements, recorded or unrecorded, written or unwritten.
5). Because of the location of the property in downtown Lewiston, and the number of possible buried utilities, both public and private, the decision to set nails with washers containing my PLS number, instead of rebar, was deliberate. The idea of penetrating 30" below the finished surface in this particular area did not seem advisable. It should further be noted that the plat is tied to nine found monuments, several of which are City monuments, set in cases, and the coordinates are reported in the City of Lewiston Coordinate System. This will assist with future retracement should any set monuments be destroyed. The nails meet minimum size requirements.

RECORDER'S CERTIFICATE

STATE OF IDAHO } SS
COUNTY OF NEZ PERCE

FILED FOR RECORD ______ AT ___:___ ___M.
AT THE REQUEST OF ______
COUNTY RECORDER
BY ______ DEPUTY
FEES $ ______
INSTRUMENT NUMBER: ______

SURVEYOR'S CERTIFICATE

BEING A REGISTERED SURVEYOR, I BRADLEY C. CUDDY DO HEREBY CERTIFY THAT THIS RECORD OF SURVEY HEREON SHOWN IS ACCURATE AND CORRECT AND WAS COMPILED FROM THE NOTES OF AN ACTUAL SURVEY MADE BY ME AND UNDER MY DIRECTION IN ACCORDANCE WITH THE LAWS OF THE STATE OF IDAHO AND AT THE REQUEST OF RODERICK OLPS, JR.

BRADLEY C. CUDDY, PLS 9165 — 11/11/23 DATE

PROFESSIONAL LAND SURVEYOR — REGISTERED — 9165 — 11/11/23 — STATE OF IDAHO — BRADLEY C. CUDDY

DOCUMENTS PREPARED WITH THIS SURVEY

DEVELOPER/OWNER
Roderick Olps Jr.
931 Harold St.
Moscow, ID 83843
(208) 301-4029

SURVEYOR
Bradley Cuddy, PLS 9165
Cuddy & Associates, Inc.
P.O. Box 64
Orofino, ID 83544
(208) 476-4643

CUDDY & ASSOCIATES, Inc.
Licensed Surveyors
13950 Highway 12, Orofino, ID 83544
(208)-476-4643
bradcuddy@cebridge.net

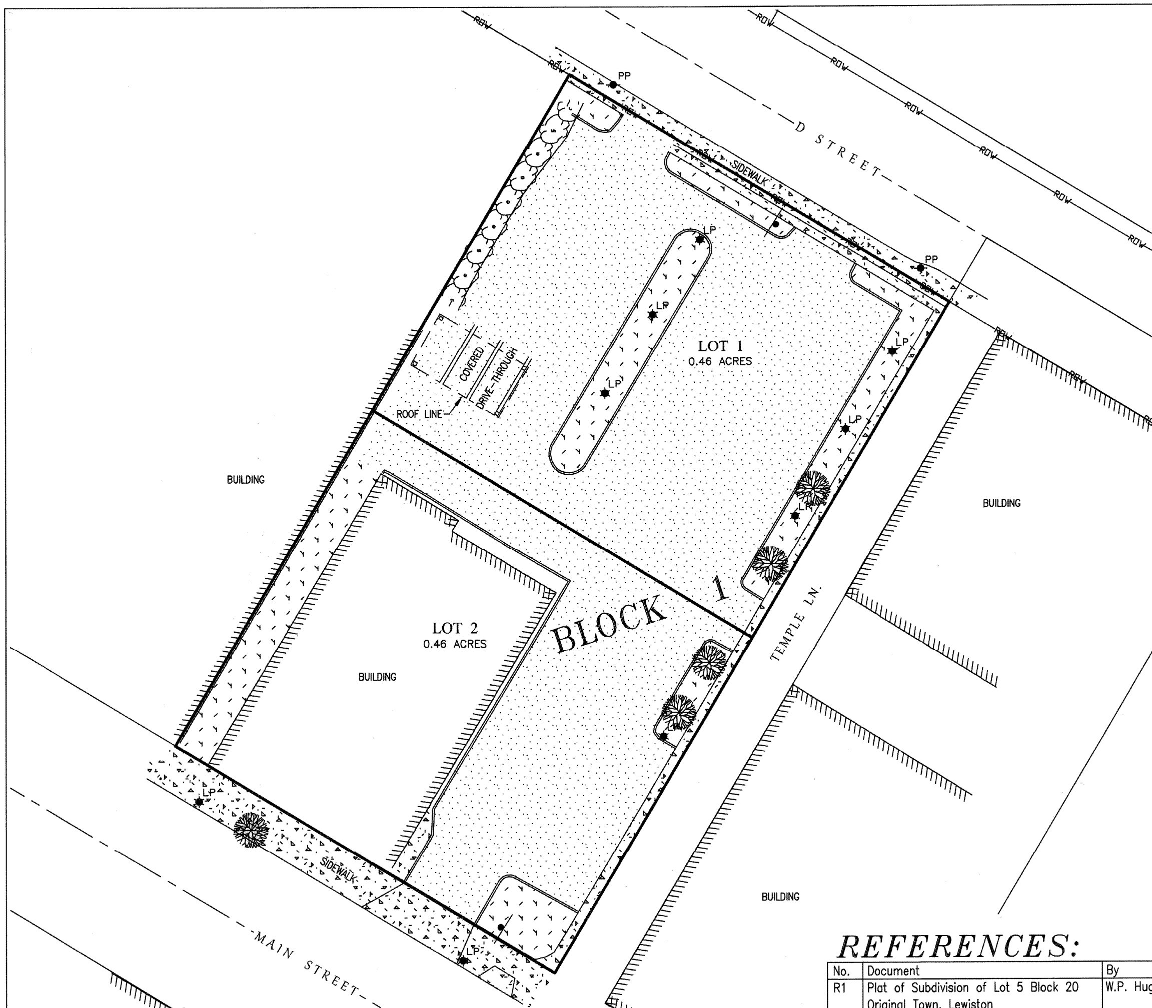
PROJECT: Olps, Rusty	DRAWN BY: JPF
SURVEY COMPLETED: 8/29/2023	CHECKED BY: BCC
FILE LAST MODIFIED: 10/18/2023	SHEET: 1 OF 3
FILE NAME: Olps, Rusty 2.dwg	
LOCATION: S.31, T.36N., R.5W., B.M., NEZ PERCE CO., ID.	

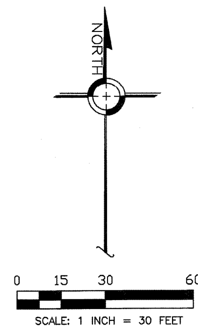
ADMINISTRATIVE PLAT OF

OLPS ADDITION

A REPLAT OF A PORTION OF LOT 5, BLOCK 20 OF THE ORIGINAL TOWN OF LEWISTON

LOCATED IN SECTION 31, TOWNSHIP 36 NORTH, RANGE 5 WEST, CITY OF LEWISTON, BOISE MERIDIAN, NEZ PERCE COUNTY, IDAHO





LEGEND:

Found as noted.	Description	Set as noted.
	Found centerline monument	
	Iron pipe	
	Found monument as noted	
	Rebar – set 5/8" diameter, 30" long rebar with plastic cap stamped "PLS 9165"	
	Set monument as noted	
	Control point	
	Calculated point. Nothing found or set this survey.	
	Dimension Point for ROW widths. Values are in (#).	
LP	Light post	
PP	Power pole	
	Sign	
	Tree	

BF. Building face
DIAM. Diameter
CPFR Corner Perpetuation and Filing Record (w/ instrument #)
(M) Measured
(R1) Reference R1

Section line/Section subdivision line
Boundary of subject property
City of Lewiston control network
Tie line
Roof line
ROW Right-of-way
Centerline
Detail
Building
Hedge
Planter
Concrete
Pavement

PLAT NOTES:

1.) SANITARY SEWER SERVICE FOR ALL LOTS WILL BE PROVIDED BY THE CITY OF LEWISTON.
2.) THE AREA OF THE PLAT INCLUDING DEDICATED RIGHT-OF-WAY IS 0.92 ACRES.
THE AREA OF THE PLAT EXCLUDING DEDICATED RIGHT-OF-WAY IS 0.92 ACRES.
3.) THE TITLE COMMITMENT LISTED AS R15 ON THIS PLAT DISCLOSES NO EASEMENTS OF RECORD FOR THE PLATTED PARCEL.
''
PUBLISHED VALUE OF THE CITY OF LEWISTON MONUMENT POINT NO. D8 AS THE ORIGIN. THE ENTIRE DATA SET WAS THEN ROTATED TO MATCH FIELD TIES TO EXISTING MONUMENTS.

REFERENCES:

No.	Document	By	Inst. No.	Date
R1	Plat of Subdivision of Lot 5 Block 20 Original Town, Lewiston	W.P. Hughes	22-36-01-14	January, 1936
R2	Construction/Record Drawings	City of Lewiston	Downtown IRRP-2015	January, 2015
R3	Alley Dedication Plat	W.P. Hughes	03-25-12-08	December, 1925
R4	Record of Survey	Daniel Lee Hayhurst	773777	September, 2009
R5	Record of Survey	James W. Grow	423781	March, 1979
R6	Record of Survey	Larry W. Lindstrom	435686	April, 1980
R7	Record of Survey	Verl L. Long	713262	January, 2005
R8	Record of Survey	Terry T. Golding	799581	March, 2012
R9	Record of Survey	Kay L. Prickett	800843	June, 2012
R10	Record of Survey	Terry T. Golding	845035	December, 2016
R11	Record of Survey	L. Shayne Thatcher	899482	April, 2022
R12	Warranty Deed	Northwest Children's Home to Follett	542101	September, 1989
R13	City of Lewiston Resoluiton 2014-35	823 D Street, LLC (Grantor)	826267	November, 2014
R14	Quitclaim Deed	US Bank to 835 Main LLC	903313	October, 2022
R15	ALTA Commitment for Title Insurance Commitment No.: NCS-USB5905A-MPLS	Insurer: First American Insured: Olps & Van Den Broek		August 31, 2022
R16	City of Lewiston Initial Plat	City of Lewiston Survey Records		

RECORDER'S CERTIFICATE

STATE OF IDAHO } SS
COUNTY OF NEZ PERCE

FILED FOR RECORD ________ AT ___:___ ___M.
AT THE REQUEST OF ________

________ COUNTY RECORDER

BY ________ DEPUTY

FEES $ ________
INSTRUMENT NUMBER: ________

SURVEYOR'S CERTIFICATE

BEING A REGISTERED SURVEYOR, I BRADLEY C. CUDDY DO HEREBY CERTIFY THAT THIS RECORD OF SURVEY HEREON SHOWN IS ACCURATE AND CORRECT AND WAS COMPILED FROM THE NOTES OF AN ACTUAL SURVEY MADE BY ME AND UNDER MY DIRECTION IN ACCORDANCE WITH THE LAWS OF THE STATE OF IDAHO AND AT THE REQUEST OF RODERICK OLPS, JR.

BRADLEY C. CUDDY, PLS 9165 DATE 11/11/23

PROFESSIONAL LAND SURVEYOR
REGISTERED
9165
11/11/23
STATE OF IDAHO
BRADLEY C. CUDDY

DOCUMENTS PREPARED WITH THIS SURVEY

DEVELOPER/OWNER

Roderick Olps Jr.
931 Harold St.
Moscow, ID 83843
(208) 301-4029

SURVEYOR

Bradley Cuddy, PLS 9165
Cuddy & Associates, Inc.
P.O. Box 64
Orofino, ID 83544
(208) 476-4643

CUDDY & ASSOCIATES, Inc.
Licensed Surveyors
13950 Highway 12
Orofino, ID 83544
(208)-476-4643
bradcuddy@cebridge.net

PROJECT: Olps, Rusty	DRAWN BY: JPF
SURVEY COMPLETED: 8/29/2023	CHECKED BY: BCC
FILE LAST MODIFIED: 10/18/2023	SHEET: 2 OF 3
FILE NAME: Olps, Rusty 2.dwg	
LOCATION: S.31, T.36N., R.5W., B.M., NEZ PERCE CO., ID.	

ADMINISTRATIVE PLAT OF
OLPS ADDITION
A REPLAT OF A PORTION OF LOT 5, BLOCK 20 OF THE ORIGINAL TOWN OF LEWISTON
LOCATED IN SECTION 31, TOWNSHIP 36 NORTH, RANGE 5 WEST, CITY OF LEWISTON, BOISE MERIDIAN, NEZ PERCE COUNTY, IDAHO

CITY ENGINEER

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

Luke Antonich 11/29/23
ENGINEER, CITY OF LEWISTON, IDAHO DATE
P.E. 18362

CITY SURVEYOR

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN EXAMINED AND COMPLIES WITH IDAHO CODE, TITLE 50, CHAPTER 13.

11-29-2023
SURVEYOR, CITY OF LEWISTON, IDAHO DATE
P.L.S. 10504

CITY CLERK

I HEREBY CERTIFY THAT THIS PLAT AND THE DEDICATIONS AND EASEMENTS SHOWN HEREON WERE APPROVED AND ACCEPTED BY THE CITY COUNCIL OF LEWISTON AT A MEETING HELD ON THE_____________DAY OF_____________________,20_____.

CLERK, CITY OF LEWISTON, IDAHO DATE

PUBLIC HEALTH–IDAHO NORTH CENTRAL DISTRICT

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13, HAVE BEEN SATISFIED. SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH SECTION 50–1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

Bonnie Waldemarsen REHS 11-16-23
ENVIRONMENTAL HEALTH SPECIALIST DATE
PUBLIC HEALTH–IDAHO NORTH CENTRAL DISTRICT

COUNTY TREASURER

I HEREBY CERTIFY THAT ALL AD VALOREM TAXES AND ASSESSMENTS FOR THE PROPERTY HEREON DESCRIBED HAVE BEEN PAID FOR THE YEAR 2023 AND PRECEDING YEARS.

M Poxleitner for Treasurer 11/15/2023
TREASURER, NEZ PERCE COUNTY, IDAHO DATE

COUNTY RECORDER

I HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF NEZ PERCE COUNTY, IDAHO AT THE REQUEST OF _______________________ THIS ______ DAY OF ___________________ , 2023, AT ______O'CLOCK ___M., AND DULY RECORDED IN PLAT BOOK _________, AT PAGES _________________ AS INSTRUMENT NUMBER _________________.

RECORDER, NEZ PERCE COUNTY, IDAHO

OWNERS CERTIFICATE

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT I AM THE REGISTERED AGENT OF 835 MAIN LLC, AN IDAHO LIMITED LIABILITY COMPANY, THE OWNER OF THE HEREON DESCRIBED AND PLATTED PROPERTY, AND I DO HEREBY CERTIFY THAT I SUBDIVIDED SAID PROPERTY AS INDICATED BY THIS INSTRUMENT. I ALSO DO HEREBY CERTIFY THAT ALL OF THE LOTS IN THIS PLAT WILL BE ELIGIBLE TO RECEIVE WATER SERVICE FROM THE CITY OF LEWISTON, WHO HAS AGREED IN WRITING TO SERVE ALL OF THE LOTS.

Nov 16, 2023
Roderick Olps, JR. (Registered Agent of 835 Main LLC) DATE

DESCRIPTION OF EXTERIOR PLAT BOUNDARY

Commencing at City Monument 7–2 in the City of Lewiston, County of Nez Perce, State of Idaho, which Monument is located South 60°00' East of the intersection of 9th and D Streets in said City of Lewiston thence North 60°00' West along the centerline of "D" Street a distance of 419.50 feet to a point where said centerline intersects the west line of Temple Lane extended Northerly; thence South 29°44' West a distance of 25.00 feet to the South line of "D" Street, which is the true point of beginning; thence continuing on said course along the West line of Temple lane a distance of 264.31 feet to the North line of Main Street in said City of Lewiston, which point is also described as the Southeast corner of Lot Five (5), Block Twenty (20), Original Town of Lewiston, Nez Perce County, Idaho, according to the E. B. True Survey thereof; thence North 60°01' west along the North line of Main Street a distance of 150.39 feet to a point on the centerline of the East wall of a building owned in 1955 by A. O. Mueller; thence North 29°39' East along the said centerline of said East wall a distance of 264.35 feet to the South line of "D" Street; thence South 60°00' East along the South line of "D" Street a distance of 150.81 feet to the point of beginning.
Together with its appurtenances.

FUTURE DEVELOPMENT

Future development of the lots created by this subdivision plat require building permits based on plans complying with all City of Lewiston codes, duly adopted at the time of development, governing construction of buildings and adjacent public improvements. Prior to developing a lot the owner or prospective owner is responsible for due diligence research to apprise themselves of all development requirements. These requirements may or may not have been identified during the subdivision process and may or may not be shown on the plat. The City of Lewiston is not responsible for any losses, financial or otherwise, resulting from the unsuitability of a lot for a specific use.

ACKNOWLEDGMENT

STATE OF IDAHO
COUNTY OF NEZ PERCE

BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, PERSONALLY APPEARED RODERICK OLPS, JR., REGISTERED AGENT OF 835 MAIN LLC, KNOWN OR IDENTIFIED BY ME TO BE THE PERSONS WHO EXECUTED THE FOREGOING OWNERS CERTIFICATE, A FREE AND VOLUNTARY ACT.

IN WITNESS THEREOF, THIS 16th DAY OF November 2023.
I SET MY HAND AND AFFIX MY SEAL.

Latah County Idaho Bianca Moore
NOTARY PUBLIC, IN AND FOR THE SAID STATE

Latah County
RESIDING AT

7-1-2028
MY COMMISSION EXPIRES

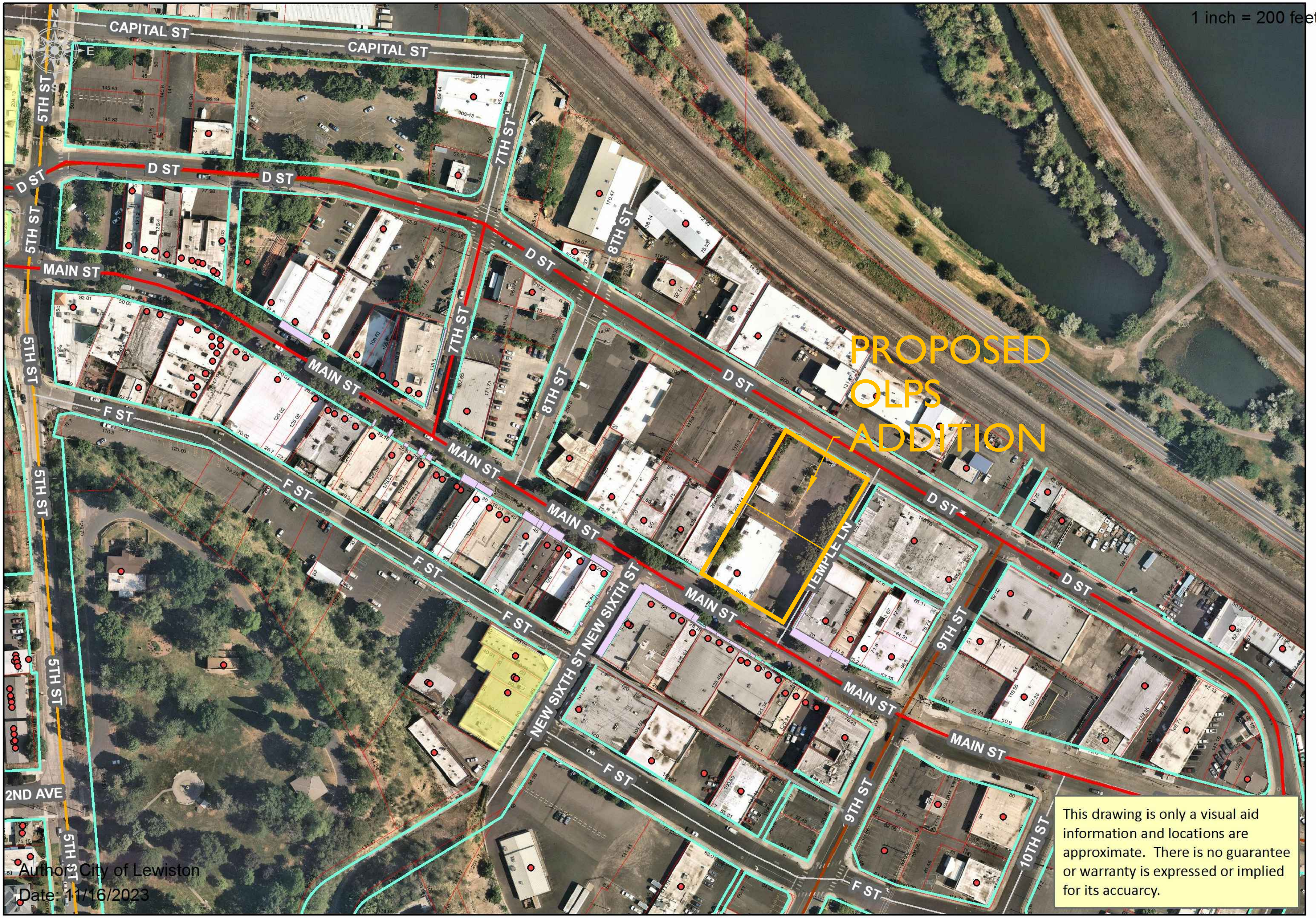
BIANCA MOORE NOTARY PUBLIC MY COMMISSION EXPIRES 7-1-2028 STATE OF IDAHO COMMISSION NUMBER 20225872

RECORDER'S CERTIFICATE	SURVEYOR'S CERTIFICATE	DOCUMENTS PREPARED WITH THIS SURVEY	DEVELOPER/OWNER	SURVEYOR
STATE OF IDAHO } SS COUNTY OF NEZ PERCE FILED FOR RECORD______AT___:___ ___M. AT THE REQUEST OF ______ COUNTY RECORDER BY ______ DEPUTY FEES $______ INSTRUMENT NUMBER: ______	BEING A REGISTERED SURVEYOR, I BRADLEY C. CUDDY DO HEREBY CERTIFY THAT THIS RECORD OF SURVEY HEREON SHOWN IS ACCURATE AND CORRECT AND WAS COMPILED FROM THE NOTES OF AN ACTUAL SURVEY MADE BY ME AND UNDER MY DIRECTION IN ACCORDANCE WITH THE LAWS OF THE STATE OF IDAHO AND AT THE REQUEST OF RODERICK OLPS, JR. 11/21/23 BRADLEY C. CUDDY, PLS 9165 DATE PROFESSIONAL LAND SURVEYOR REGISTERED 9165 11/21/23 STATE OF IDAHO BRADLEY C. CUDDY		Roderick Olps, Jr. 931 Harold St. Moscow, ID 83843 (208) 301–4029	Bradley Cuddy, PLS 9165 Cuddy & Associates, Inc. P.O. Box 64 Orofino, ID 83544 (208) 476–4643

CUDDY & ASSOCIATES, Inc.
Licensed Surveyors
13950 Highway 12, Orofino, ID 83544 — (208)-476-4643 — bradcuddy@cebridge.net

PROJECT: Olps, Rusty	DRAWN BY: JPF
SURVEY COMPLETED: 8/29/2023	CHECKED BY: BCC
FILE LAST MODIFIED: 10/18/2023	SHEET: 3 OF 3
FILE NAME: Olps, Rusty 2.dwg	
LOCATION: S.31, T.36N., R.5W., B.M., NEZ PERCE CO., ID.	

City of Lewiston



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

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

I. APPLICATION NUMBER:
SUB23-000008

II. APPLICANT'S NAME AND ADDRESS:
835 Main, LLC.
c\o Roderick Olps Jr.
931 Harold St.
Moscow ID, 83843

III. IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:
A 0.92 Acre parcel of land located at 835 Main Street

IV. IDENTIFICATION OF ZONING DISTRICT AND NEIGHBORHOOD OF SUBJECT PROPERTY:
Central Commercial (C-5) Zone, Neighborhood No. 2

V. DATE OF CONSIDERATION:
December 11, 2023

VI. NAME OF GOVERNING BODY:
Lewiston City Council

VII. NATURE OF SUBJECT APPLICATION:
Application for approval of subdivision - administrative plat.

VIII. DECISION:
The Lewiston City Council **APPROVES SUB23-000008.**

IX. RELEVANT CONTESTED FACTS RELIED UPON:

The relevant contested facts relied upon are:

None.

X. RELEVANT CRITERIA AND STANDARDS:

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

1. The proposed subdivision **will** be in compliance with the intents and purposes of Chapter 32 (Subdivisions) of the Lewiston City Code. Lewiston City Code § 32-2 (Purpose and Intent) states:

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

   No additional commentary required.

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

No additional commentary required.

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

No additional commentary required.

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

No additional commentary required.

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

No additional commentary required.

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

No additional commentary required.

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

This location is within a historic floodplain, but a U.S. Army Corps of Engineers levee system now protects the area to a level greater than the 1% storm event. The FEMA Flood Insurance Rate Map classifies this site as "Zone C – Area of minimal flooding"

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

No additional commentary required.

9. The proposed subdivision **does** contain ten (10) or fewer lots, all of which **do** have direct access to a pre-existing improved public street. Applicable commentary:

No additional commentary required.

10. The proposed subdivision **does not** require any major improvements as provided in the definition of an administrative plat. Said definition states:

    Administrative plat: A plat of ten (10) or fewer lots, all of which are in conformance with the zoning ordinance, all of which have direct access to an existing improved public street and not requiring any major improvement. The construction of curb, gutter and sidewalk and street patchback needed for street widening shall not be considered major improvements. LCC § 32-4. Applicable commentary:

    No additional commentary required.

11. The City Engineer **has** issued a written recommendation to the City Council recommending approval of the administrative plat. Applicable commentary:

No additional commentary required.

12. The Community Development Department **has** issued a written recommendation to the City Council recommending approval of the administrative plat. Applicable commentary:

No additional commentary required.

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

Not applicable.

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

Not applicable.

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

By: ____

Daniel G. Johnson, Mayor

Date of Signature: ______________________________

ATTEST: ______________________________________

Tanya M. Brocke, City Clerk

November 1st 2022

To: Lewiston City Council

Re: 2023 BID Scope of Work & Budget

This update is being provided to the Lewiston City Council based on the proposed scope of work regarding how the BID administrator, Beautiful Downtown Lewiston recommends using the special assessment revenue generated by the district for the 2023 calendar year. This work plan was approved by the BID Advisory board at our October 27th work session.

The chart below shows the area of work in column 1, approved estimated budget for 2021 in column 2, the 2021 actual expended amounts in column 3, the approved estimated budget for 2022 in column 4, the expended amounts for 2022 are to be determined after the financial review is completed, and the proposed estimated budget for 2023 in column 5.

During 2021, $130,477.03 from the BID assessment collections was deposited into the designated account for BID activity.

BID assessments collected for 2022 will be reflected in the financial review, presented in 2023.

Area	Approved Budget 2021 3/2021 (95%)	2021 YTD EXPENDED	Approved Budget 2022 8/2021 (90%)	2022 YTD EXPENDED	Proposed Budget 2023
Area 1: Commercial, Residential, and Public Investment	$25,000	$2,223.10	$20,236	TBD	$13,000
Area 2: Neighborhood Improvements	$51,000	$1,893.00	$48,000	TBD	$62,000
Area 3: Business Promotion & Neighborhood Marketing	$53,500	$13,376.17	$48,000	TBD	$41,000
Area 4: BID Administration	$13,000	$19,755.27	$18,764	TBD	$22,000
Totals	**$142,500**	**$37,247.54**	**$135,000**	**TBD**	**$138,000**

The projects listed below have been approved by the BID advisory board as work plan items for the 2023 calendar year. These individual projects will require details on the benefit to the community, who's administering the project, cost in the form of 3 requested bids, depending on project scope, as well as pertinent details listed in the BID Project worksheet in order to be considered at the monthly BID advisory committee meetings.

As part of BDL's commitment to transparency, we will be submitting documentation monthly to the BID advisory board to include Project details/status updates, BID bank statements, invoices, and a project synopsis with accounting, if applicable, on a monthly basis that will also be available to ratepayers.

BDL has also created a yearly overview for BID deadlines to better manage expectations with the board, city council and the ratepayers. This will ensure all parties are aware of the expectations moving forward.

Area 1: Commercial, Residential and Public Investment. Area 1 activities will provide investment to engage the community in public spaces, which will lead to improved property occupancy rates, downtown investment, increased residential units, enhancement of the user experience, and strengthening of the downtown economy. **Total 2023 BID Budget $13,000**

A. Create a list of Developers, identifying hurdles they are experiencing and provide assistance. **The BID board discussed this task several times and it didn't quite fit into our workplan. There are so many resources available to businesses that already have websites or social media to help. We agreed to redirect them or point links from the BDL page to those established pages.**
B. Sponsor a forum where subject matter experts from CD, PW and P&R can provide an overview of the permitting process and answer the public's questions. **We hosted 3 Town Hall Meetings this year. The first one was May 9th and had about 30 people in attendance. Out of those present only 7 ratepayers were there. Our second meeting had 4 RSVP responses and we chose to cancel the meeting due to poor attendance. The last one had only the BID board members in attendance. BDL did provide an annual meeting with emphasis on Community Development, Public Works and Parks & Rec. However there were only 3 ratepayers in attendance and did not ask any questions during the meeting.**
C. Develop a list of possible mural locations and content and secure property owner support. **We have compiled a list of mural locations and will move forward with a mural in 2024.**

Area 2: Neighborhood Improvements. Area 2 activities will strive to decrease traffic speeds, enhance pedestrian experience, improve bicycle safety, and invest in public spaces. **Total 2023 BID Budget $62,000.**

A. Coordinate with Parks and Recreation to improve Brackenbury Square with the installation of a sunshade, improved sound system lights, backdrop and removable seating. **The BID board opted to forgo the removable seating, lights and sound. Instead, we focused on the sunshades. These still needing to be installed and will be completed in 2024. The issue we faces with removable seating, lighting and sound is the availability for safe storage of these items as well as who would be responsible for maintaining it all.**
B. Identify locations and specific text for way-finding signs. Sign details shall be submitted to DPW and the BID Board for approval. **We have an inventory of current signage from 1st to 9th. We have already taken down roughly 75 signs that are no longer needed, freeing up visibility of important signage. We plan on completing the signage in 2024 for wayfinding and safety.**
C. Secure a recommendation from DPW and PD on the advisability of and type of crosswalk beacons. Install if appropriate. **We are still working on a solution for beacons or crosswalk safety including a schedule for painting the crosswalks throughout the year. The BID board discussed the cost of beacons and decided that the fund we have would not be able to cover the cost of them. Instead we are looking for a more cost effective solution with the same outcome.**

Area 3: Business Promotion & Neighborhood Marketing. Area 3 activities will provide investment to strengthen the current and future businesses with increased revenue, lower vacancy rates, increased longevity, and engagement of downtown for residents and visitors. **Total 2023 BID Budget $41,000**

A. Include pages or links on the BDL website of properties for sale or lease in the district. **We have been in the process of creating this page for local agents to promote their listings within the BID. This has been** an intricate task that will take some time to test and work out the bugs before it can be ready for the public. This is slated for 2024.

B. Continue to host Dinner in the Dark, Hot August Hoops and Downtown Tailgate. **Although we have decided to cancel Downtown Tailgate due to lack of participation from our community, BDL will continue to host Dinner in the Dark, Hot August Hoops and allocate funding from the cancelled event o support one of the following: Rodeo Royalty, 4-H or the Latah Fair.**
C. Expansion of Programming in Brackenbury Square and Pioneer Park. Provide specific target of additional days of programming. **BDL has increased the number of Friday evenings with live music in Brackebury Square. This includes 8 total weeks of the Summer Concert Series: Sound Downtown that will continue annually in June and July. We chose to help Parks & Rec with the Movie under the stars hosted in Pioneer Park this year.**
D. Install banner brackets on ___ light poles. Purchase ___ banners. **This projects is slated for 2024 with the production of banners, ordering the correct brackets for light posts and submitting permits for installation and removal of said banners during several events throughout the year.**
E. Launch $5 can change your community campaign. **BDL took the majority of the year to collect testimonials, some video and plenty of pictures to create a promotional video promoting our downtown corridor as well as the many events that BDL hosts as well as many local businesses and other non-profit organizations in our valley.**

Area 4: BID Administration. Area 4 focuses on providing fiscal transparency and managing communications of the work of BDL. The budget includes a $7,000 annual fee from the City of Lewiston to bill and collect funds. **Total 2023 BID Budget $22,000**

A. Send quarterly newsletter to BID Advisory Board and ratepayers within the district **We included BID information in the monthly BDL newsletter that also went out to BID ratepayers. A lot of these were unfortunately returned due to inaccurate addresses for ratepayers. We attempted several times to get updated information with no success.**
B. Hire accountant to complete bank reconciliations monthly for BID assessments **We hired Presnell Gage to complete the annual financial review. However it was not approved to use ratepayer assessments to hire a day to day bookkeeper. This has been a task that the BDL Executive Director has taken on.**
C. Hire additional staff to put together information for quarterly newsletters **We have had two employees and an LCSC work scholar that have helped with content for the monthly newsletters and communications to the valley and ratepayers.**

In addition to these work items, we have really struggled to get ratepayer engagement, including both positive and negative feedback on the workplans. As a BID board there were a lot of learning curves in an attempt to run the Business Improvement District which led to a lot of trial and error. Overall, I truly believe this has been an incredible opportunity for the district and the city to really focus on what projects ratepayers, business owners and community members what to see happening.

I believe that adequate staffing and knowledge of Business Improvement Districts is crucial to making it work in favor of the ratepayers. Beautiful Downtown Lewiston along with it's volunteers and board members have done an exceptional job at leaning into this new venture and making the best of it with the information we were given. We hope to continue our relationship with the city as they move forward with projects for our community. Beautiful Downtown Lewiston is focused on supporting our downtown district to promote quality business, cultural representation, and community growth. We appreciate all the support we've received even through some of our trials. Thank you for the opportunity to serve our community.

2023 BID PROJECT HOURS TRACKER

Month / Projects	BDL Staff Hours	BDL Volunteer Hours
January 2023		
AREA 1: Commercial Residential & Public Investments		
Economic Vitality Committee Meeting - Downtown Property Tours	2	2
Downtown Property Tour Committee Meeting	2	2
AREA 2: Neighborhood Improvements		
Meeting with Parks & Rec for benches, trashes & planters	2	1
AREA 3: Business Promotion & neighborhood Marketing		
Dinner in the Dark Follow-Up Meetings	2	3
First Friday Prep & Meetings	2	3
First Friday Marketing/Advertising meetings	3	6
Hot Auguts Hoops Meeting	1	3
AREA 4: Administration		
Neon CRM Management & Updates	3	
BDL Website Updates	6	
Month / Projects	**BDL Staff Hours**	**BDL Volunteer Hours**
February 2023		
AREA 1: Commercial Residential & Public Investments		
Downtown Property Tour Committee Meeting	2	2
AREA 2: Neighborhood Improvements		
Design Committee Meeting - Wayfinding & PW Update	2	4
AREA 3: Business Promotion & neighborhood Marketing		
Dinner in the Dark Follow-Up Meetings	2	2
First Friday Prep & Meetings	2	3
Hot Auguts Hoops Meeting	1	3
AREA 4: Administration		
Neon CRM Management & Updates	2	

BDL Website Updates	1		
Total Commercial, Residential & Public Investment	6	6	12
Total Neighborhood Improvements	4	5	9
Total Business Promotion & Neighborhood Marketing	13	23	36
Total Administration	12	0	12
Total Expended Jan-Feb 2023	35	34	69
Billable - $40 per hour	$1,400.00	$1,360.00	$2,760.00
Billed March 9th 2023	**$1,400.00**	**$1,360.00**	**$2,760.00**

Month / Projects	**BDL Staff Hours**	**BDL Volunteer Hours**	
March 2023			
AREA 1: Commercial Residential & Public Investments			
Economic Vitality Committee Meeting - Downtown Property Tours	1	4	
Tourism & Economic Development Meeting	2	2	
AREA 2: Neighborhood Improvements			
Directory/Wayfinding/Banner Meeting	2	2	
Design Committee Meeting - Wayfinding	1	3	
Parks & Rec - Brackenbury Square Improvements	1	2	
Size-Mo Productions - Brackenbury/Sound Downtown Improvements	2	3	
AREA 3: Business Promotion & Neighborhood Marketing			
Radio & Tribune Meetings for Advertising	2	2	
Ladies Day Out prep & meetings	2	6	
Crazy Days prep & meetings	2	1	
AREA 4: Administration			
Neon CRM Management & Updates	4	2	
BID Bookkeeping	10		
BDL Website Updates	1	2	
Total Commercial, Residential & Public Investment	3	6	9
Total Neighborhood Improvements	6	10	16
Total Business Promotion & Neighborhood Marketing	6	9	15
Total Administration	15	4	19
Total Expended March 2023	30	29	59
Billable - $40 per hour	$1,200.00	$1,160.00	$2,360.00

Billed April 13th 2023	**$1,200.00**	**$1,160.00**	**$2,360.00**

Month / Projects	BDL Staff Hours	BDL Volunteer Hours	
April 2023			
AREA 1: Commercial Residential & Public Investments			
Economic Vitality Committee Meeting - Property Tour Updates	1	4	
Tourism & Economic Development Meeting	2	6	
Meeting with Public Works on event permitting	1		
Meeting with Community Development on Strategic Plan	2		
AREA 2: Neighborhood Improvements			
Directory/Wayfinding/Banner Meeting	2	4	
Design Committee Meeting - Wayfinding/Lighting	1	6	
Parks & Rec - Brackenbury Square Improvements	1	1	
Size-Mo Productions - Brackenbury/Sound Downtown Improvements	2	3	
AREA 3: Business Promotion & neighborhood Marketing			
Radio & Tribune Meetings for Advertising	2	4	
Ladies Day Out prep & meetings	2	6	
Crazy Days prep & meetings	2	8	
Marketing/Advertising meetings for Events	2	4	
AREA 4: Administration			
Neon CRM Management & Updates	2		
BDL Website Updates	8		
Total Commercial, Residential & Public Investment	6	10	16
Total Neighborhood Improvements	6	14	20
Total Business Promotion & Neighborhood Marketing	8	22	30
Total Administration	10	0	10
Total Expended April 2023	30	46	76
Billable - $40 per hour	$1,200.00	$1,840.00	$3,040.00
Billed May 9th 2023	**$1,200.00**	**$1,840.00**	**$3,040.00**

Month / Projects	BDL Staff Hours	BDL Volunteer Hours

May 2023			
AREA 1: Commercial Residential & Public Investments			
Economic Vitality Committee Meeting	1	4	
Tourism & Economic Development Meeting	2	6	
Meeting with Public Works on event permitting	1	2	
Meeting with Community Development on Strategic Plan	2		
AREA 2: Neighborhood Improvements			
Wayfinding/Banner/Swag Line Meeting	4	8	
Design Committee Meeting - Lighting/Wayfinding	2	6	
Parks & Rec - Brackenbury Square Improvements	2	1	
Size-Mo Productions - Brackenbury Improvements	2	6	
AREA 3: Business Promotion & neighborhood Marketing			
Promotions Committee Meeting	4	6	
Crazy Days prep & meetings	2	4	
Sound Downtown prep & meetings	8	4	
Hot August Hoops Meeting	4	6	
First Friday Meetings	4	6	
AREA 4: Administration			
Neon CRM Management & Updates	4		
BDL Website Updates	6		
Total Commercial, Residential & Public Investment	6	12	18
Total Neighborhood Improvements	10	21	31
Total Business Promotion & Neighborhood Marketing	22	26	48
Total Administration	10	0	10
Total Expended May 2023	48	59	107
Billable - $40 per hour	$1,920.00	$2,360.00	$4,280.00
Billed June 8th 2023	**$1,920.00**	**$2,360.00**	**$4,280.00**

Month / Projects	BDL Staff Hours	BDL Volunteer Hours
June 2023		
AREA 1: Commercial Residential & Public Investments		
EVC - vacant spaces, surveys & workplan	6	2

SBDC Meeting - business resources, grants, legal	4	3	
EVC - Property listings webpage	4	2	
Small Business Grant Meeting	4	3	
AREA 2: Neighborhood Improvements			
Swag line planning & meetings	4	2	
Design Committee - Lighting repair	3		
Design Committee - Wayfinding	4	2	
Parks & Rec - Brackenbury, planters, benches, trashes	4	2	
AREA 3: Business Promotion & Neighborhood Marketing			
Artwalk Committee Meeting	4	8	
Hot August Hoops prep & meetings	6	4	
Downtown Tailgate meetings and planning	4	2	
Radio Advertising meeting - remaining events	2	2	
Regional Publication advertising meetings	4	4	
AREA 4: Administration			
Neon CRM Management & Updates	5		
BDL Website Updates	4		
Total Commercial, Residential & Public Investment	18	10	28
Total Neighborhood Improvements	15	6	21
Total Business Promotion & Neighborhood Marketing	14	14	28
Total Administration	9	0	9
Total Expended June 2023	56	30	86
Billable - $40 per hour	$2,240.00	$1,200.00	$3,440.00
Billed July 13th 2023	**$2,240.00**	**$1,200.00**	**$3,440.00**

Month / Projects	BDL Staff Hours	BDL Volunteer Hours
July 2023		
AREA 1: Commercial Residential & Public Investments		
EVC - Email update on work plan items	1	1
SBDC - Meetings for grant opportunities	2	2
AREA 2: Neighborhood Improvements		
Swag line research & legal	4	2
Design Committee - Electrician bidding process	3	

Design Committee - Wayfinding, Signage, Guided Tour	3	6	
AREA 3: Business Promotion & neighborhood Marketing			
Artwalk Committee Meeting	2	10	
Hot August Hoops Committee Meeting	6	8	
Sound Downtown Meetings	2	6	
First Friday Meetings	2	8	
Downtown Tailgate committee meeting	2	4	
AREA 4: Administration			
Neon CRM Management & Updates	2		
BDL Website Updates	2		
Total Commercial, Residential & Public Investment	3	3	6
Total Neighborhood Improvements	10	8	18
Total Business Promotion & Neighborhood Marketing	14	36	50
Total Administration	4	0	4
Total Expended July 2023	31	47	78
Billable - $40 per hour	$1,240.00	$1,880.00	$3,120.00
Billed Aug 10th 2023	**$1,240.00**	**$1,880.00**	**$3,120.00**

Month / Projects	BDL Staff Hours	BDL Volunteer Hours
August 2023		
AREA 1: Commercial Residential & Public Investments		
EVC - Post event Surveys 2023 & 2024 work plan	6	
Green space discussion & mapping	2	1
IEDA Meeting for Economic Development	5	3
AREA 2: Neighborhood Improvements		
Design Committee - Electrician bidding process	4	1
Design Committee - Wayfinding, Signage, Guided Tour	3	5
Directory meeting & location planning	2	1
AREA 3: Business Promotion & neighborhood Marketing		
Artwalk Committee Meeting - Token Program	5	8
LCV Tourism Meeting & Strategy	3	2
HAH Follow-up Meeting and survey distribution	4	6
Tribune meeting for signage & cross promotion	2	2

AREA 4: Administration			
Meeting with Mayor on BID Process	2	1	
Neon CRM Management & Updates	4	2	
BDL Website Updates	6	1	
Total Commercial, Residential & Public Investment	13	4	17
Total Neighborhood Improvements	9	7	16
Total Business Promotion & Neighborhood Marketing	14	18	32
Total Administration	12	4	16
Total Expended August 2023	48	33	81
Billable - $40 per hour	$1,920.00	$1,320.00	$3,240.00
Billed Sept 14th 2023	**$1,920.00**	**$1,320.00**	**$3,240.00**

Month / Projects	BDL Staff Hours	BDL Volunteer Hours
September 2023		
AREA 1: Commercial Residential & Public Investments		
Economic Vitality Committee Meeting - 2024 Work plan and BID contributions	4	6
Green space mapping & workplan	4	4
IEDA Meeting for Economic Development	4	4
AREA 2: Neighborhood Improvements		
Design Committee Meeting - Wayfinding	3	2
Planter/Benches/ Trash Location mapping	6	1
Directory meeting & location planning	2	2
AREA 3: Business Promotion & neighborhood Marketing		
Event advertising meetings	4	1
Pumpkin Palooza Committee Meeting	6	2
Hype Team Meeting	3	4
Plaid Friday Committee meeting	4	6
AREA 4: Administration		
Meetings with Ratepayers about Town Hall Breakfast	8	6
Meeting with Mayor on BID Process	2	1
Neon CRM Management & Updates	6	4
BDL Website Updates	8	1

Work Scholar advisory meeting	2		
Work Scholar supervisor meeting	2		
Total Commercial, Residential & Public Investment	4	6	10
Total Neighborhood Improvements	11	5	16
Total Business Promotion & Neighborhood Marketing	17	13	30
Total Administration	28	12	40
Total Expended Sept 2023	60	36	96
Billable - $40 per hour	$2,400.00	$1,440.00	$3,840.00
Billed October 12th 2023	**$2,400.00**	**$1,440.00**	**$3,840.00**

Month / Projects	BDL Staff Hours	BDL Volunteer Hours	
October 2023			
AREA 1: Commercial Residential & Public Investments			
Economic Vitality Committee Meeting - Finalize 2024 work plan	2	6	
Green space mapping & workplan	2	4	
Innovation Hub Grant Process	4	8	
AREA 2: Neighborhood Improvements			
Planter/Benches/ Trash Location mapping	4	2	
Directory meeting for pricing and installment	4	2	
Design Committee Meeting - 2023 work plan and deciding on 2024 projects	2	6	
Meeting with Parks & Rec - BID projects	1	1	
AREA 3: Business Promotion & neighborhood Marketing			
Event advertising meetings	2		
Promotions Meeting - 2023 Events	2	4	
Pumpkin Palooza Event and post event meeting	6	8	
ArtWalk Committee Meeting - post event meeting	4	6	
Dinner in the Dark Committee Meeting - 2024 event layout	4	4	
AREA 4: Administration			
Neon CRM Management & Updates	6	4	
Work Scholar advisory meeting	2		
Work Scholar supervisor meeting	2		
BDL Website Updates	1	4	
Total Commercial, Residential & Public Investment	8	18	26

Total Neighborhood Improvements	11	11	22
Total Business Promotion & Neighborhood Marketing	18	22	40
Total Administration	11	8	19
Total Expended Oct 2023	48	59	107
Billable - $40 per hour	$1,920.00	$2,360.00	$4,280.00
Billed November 9th 2023	**$1,920.00**	**$2,360.00**	**$4,280.00**

Month / Projects	BDL Staff Hours	BDL Volunteer Hours	
November 2023			
AREA 1: Commercial Residential & Public Investments			
Economic Vitality Committee Meeting - Finalize 2024 work plan/Surveys	1	3	
Green space/Dog Park/Pop up Park	8	4	
Innovation Hub Grant/ArtWalk Grant Applications	2	6	
AREA 2: Neighborhood Improvements			
Crosswalk Beacons/Crosswalk paint	4	4	
Finalize downtown furnishing mapping	6	2	
Meeting with East end of BID for feedback on furnishings	8	2	
Design Committee Meeting - 2023 work plan and deciding on 2024 projects	3	8	
AREA 3: Business Promotion & neighborhood Marketing			
Swag Line strategic meeting	4	2	
2024 BID event involvement	4	1	
Promotions Meeting - 2024 Events	4	4	
Plaid Friday post event meeting	4	4	
First Friday Cookies with Santa strategic meetings	6	8	
Dinner in the Dark Committee Meeting - 2024 event layout	6	6	
AREA 4: Administration			
Monthly meeting with Mayor for BID updates	1		
Inventory of furnishings and purchased items for downtown	3	1	
Neon CRM Management & Updates	8	6	
BDL Website Updates	6	4	
Total Commercial, Residential & Public Investment	11	13	24
Total Neighborhood Improvements	21	16	37
Total Business Promotion & Neighborhood Marketing	28	25	53

Total Administration	18	11	29
Total Expended Nov 2023	78	65	143
Billable - $40 per hour	$3,120.00	$2,600.00	$5,720.00
Billed December 14th 2023	**$3,120.00**	**$2,600.00**	**$5,720.00**

2023 BID General Ledger

Date	Details	Check #	Area 1 Commercial Residential & Public Investment	Area 2 Neighborhood Improvements	Area 3 Business Promotion & Neighborhood Marketing	Area 4 Administration	Deposit/Credit	Withdrawals/Debits
1/1/2023	**Beginning balance**		**$13,000.00**	**$62,000.00**	**$41,000.00**	**$67,000.00**		
1/1/2023	Dinner in the Dark Radio Advertising (Pacific Empire)	3530			$216.00			$216.00
1/3/2023	Dinner in the Dark Radio Advertising (McVey Entertainment)	3529			$850.00			$850.00
1/4/2023	Dinner in the Dark Event Supplies (Stanchion Posts)	DEBIT			$162.29			$162.29
1/5/2023	Dinner in the Dark Event Supplies (Mini Cornhole for raffle, Red Carpet)	DEBIT			$97.39			$97.39
1/10/2023	2023 Town Hall Meeting Supplies (Suggestions box)	DEBIT			$107.01			$107.01
1/11/2023	DEPOSIT						$6,366.98	
1/16/2023	NEON ONE CRM - January Invoice (INV261198)	DEBIT				$153.47		$153.47
1/27/2023	Additional A-frame signs for First Fridays	DEBIT		$475.00				$475.00
1/27/2023	Discount Mugs - Hot August Hoops Waterbottles (DM5433230)	DEBIT			$581.94			$581.94
1/27/2023	Intuit Quickbooks Online for BID Bookkeeping (1000205779852)					$42.50		$42.50
1/30/2023	12 Black 90" Table Cloths for events	DEBIT		$64.86				$64.86
1/30/2023	Dinner in the Dark Radio Advertising (Pacific Empire) (23010265 & 23010266)				$582.00			$582.00
1/31/2023	12 Black 90" Table Cloths for events	DEBIT		$64.86				$64.86
1/31/2023	DEPOSIT Dividend (January)						$10.38	
1/31/2023	Lewiston Tribune - First Friday & Dinner in the Dark Ads (560856)				$987.50			$987.50
2/16/2023	NEON ONE CRM - February Invoice INV269074	DEBIT				$153.47		$153.47
2/21/2023	Happy Day Restaurants (100)	3548			$190.80			$190.80
2/23/2023	DEPOSIT						$11,238.79	
2/26/2023	Printcraft Printing - Hot August Hoops & Dinner in the Dark Posters (166765)				$152.64			$152.64
2/27/2023	Intuit Quickbooks Online for BID Bookkeeping (10001211897964)	DEBIT				$42.50		$42.50
2/27/2023	DEPOSIT						$27,274.25	
2/28/2023	DEPOSIT Dividend (February)						$11.03	
3/9/2023	BID Project Hours - January & February		$480.00	$360.00	$1,440.00	$480.00		$2,760.00
3/15/2023	BID reimbursement to BDL	2507						$7,684.23
3/15/2023	NEON ONE CRM - March Invoice (INV277167)					$153.47		$153.47
3/17/2023	Dinner in the Dark & First Friday Radio Ads (Pacific Empire)	3554			$582.00			$582.00
3/17/2023	Movie Under the Stars Extended Programming Pioneer Park	3556			$575.00			$575.00
3/17/2023	Printcraft Printing - Downtown Property Tour Posters	3552			$127.20			$127.20
3/17/2023	Dinner in the Dark photo backdrop (Balance after BDL trade)	3551			$150.00			$150.00
3/17/2023	DEPOSIT						$8,634.54	
3/17/2023	Lewiston Tribune - Dinner in the Dark and First Friday Ads (562304)	3553			$3,232.25			$3,232.25
3/17/2023	Brava's - Dinner in the Dark Contract (balance after BDL trade)	3557			$2,777.52			$2,777.52
3/25/2023	Facebook Boosted Ads - Downtown Property Tours	DEBIT			$6.26			$6.26
3/28/2023	Facebook Boosted Ads - Downtown Property Tours	DEBIT			$5.96			$5.96
3/28/2023	Intuit Quickbooks Online for BID Bookkeeping (10001217817732)	DEBIT				$85.00		$85.00
3/31/2023	DEPOSIT Dividend (March)						$15.69	
4/3/2023	DEPOSIT						$15,493.48	
4/5/2023	DEPOSIT						$1,240.17	
4/6/2023	McVey Entertainment - Downtown Property Tours	3565			$500.00			$500.00
4/6/2023	Facebook Boosted Ads - Downtown Property Tours	DEBIT			$6.74			$6.74
4/7/2023	Postal Copy + April Newsletter Prints	DEBIT			$520.98			$520.98
4/12/2023	Facebook Boosted Ads - Downtown Property Tours	DEBIT			$9.88			$9.88
4/12/2023	Postal Copy + BID Town Hall Postcards	DEBIT			$197.95			$197.95
4/13/2023	BID Project Hours - March		$360.00	$640.00	$600.00	$760.00		$2,360.00
4/13/2023	Earth Planter - Order#29111	2508		$15,126.00				$15,126.00

4/14/2023	DEPOSIT						$959.15	
4/16/2023	NEON ONE CRM - April Invoice (INV284292)	DEBIT				$153.47		$153.47
4/22/2023	Facebook Boosted Ads - Downtown Property Tours	DEBIT			$8.65			$8.65
4/25/2023	DEPOSIT						$23,189.68	
4/25/2023	BID reimbursement to BDL	2509						$10,042.44
4/26/2023	Perfection Traffic Control - Sound Downtown Traffic Control Plan	2513			$125.00			$125.00
4/27/2023	Brava's - Town Hall Meeting	2510						$1,357.13
4/27/2023	Intuit Quickbooks Online for BID Bookkeeping (10001224233981)	DEBIT				$85.00		$85.00
4/28/2023	Parks 7 Rec - Permit for Brackenbury Square Sound Downtown	3572			$240.00			$240.00
4/28/2023	Printcraft Printing - Ladies Day Stamps	3582			$381.60			$381.60
4/30/2023	BID Project Hours - April		$640.00	$800.00	$1,200.00	$400.00		$3,040.00
4/30/2023	DEPOSIT Dividend (April)						$16.81	
5/2/2023	Incite! Consulting - Town Hall	2511						$1,000.00
5/2/2023	McVey Entertainment - Downtown Property Tours	3576			$250.00			$250.00
5/2/2023	DEPOSIT						$1,348.46	
5/4/2023	Jones Supply - Garbage Receptacles		$692.18					$692.18
5/8/2023	Postal Copy + Crazy Days Posters	DEBIT			$148.78			$148.78
5/9/2023	Postal Copy + BID Town Hall Area Posters	DEBIT				$103.87		$103.87
5/9/2023	Staples - BID Town Hall Supplies	DEBIT				$404.55		$404.55
5/10/2023	Corner Villa - Town Hall no-host bar	3580				$70.00		$70.00
5/10/2023	Facebook Boosted Ads - Town Hall Meeting/Ladies Day/Crazy Days	DEBIT			$175.00			$175.00
5/11/2023	Postal Copy + Ladies Day Posters & 24x36 A-frame Posters	DEBIT			$275.37			$275.37
5/12/2023	Size-Mo Professional Sound - Sound Downtown Portable Stage				$200.00			$200.00
5/16/2023	NEON ONE CRM - May Invoice (INV291830)	DEBIT				$153.47		$153.47
5/19/2023	DEPOSIT						$1,206.09	
5/19/2023	Postal Copy + Sound Downtown Posters	DEBIT			$100.63			$100.63
5/22/2023	Facebook Boosted Ads - Crazy Days/Ladies Day	DEBIT			$67.30			$67.30
5/24/2023	BID reimbursement to BDL	2512						$5,149.89
5/24/2023	Postal Copy + 24x36 Crazy Days A-frame Posters	DEBIT			$319.74			$319.74
5/25/2023	Amazon - Sound Downtown Giveaways	DEBIT			$58.32			$58.32
5/27/2023	Intuit Quickbooks Online for BID Bookkeeping (10001230464336)	DEBIT				$85.00		$85.00
5/31/2023	BID Project Hours - May		$720.00	$1,240.00	$1,920.00	$400.00		$4,280.00
5/31/2023	DEPOSIT Dividend (May)						$17.50	
6/1/2023	Vine 46 Tasting Gift Certificats for Sound Downtown	DEBIT			$79.50			$79.50
6/2/2023	DEPOSIT						$3,700.00	
6/2/2023	Schurman's Brackenbury Improvements hardware	DEBIT		$76.78				$76.78
6/8/2023	Financials and Hours for May	2514						$7,515.81
6/8/2023	Kings Throne - Crazy Days Porta Potties	3594	$482.30					$482.30
6/8/2023	Printcraft Printing - Ladies Day Maps	3595			$164.30			$164.30
6/9/2023	Staples - Ink for newsletter	DEBIT			$137.79			$137.79
6/14/2023	Hells Canyon Apparel Sound Downtown Promotional Products	2515			$1,056.30			$1,056.30
6/15/2023	Facebook Boosted Ads - Crazy Days & Sound Downtown	DEBIT			$250.00			$250.00
6/17/2023	NEON ONE CRM - June Invoice (INV300757)	DEBIT				$153.47		$153.47
6/20/2023	DEPOSIT						$11,233.47	
6/21/2023	Pre-approval items from 6/8/23 meeting	2519						$3,456.80
6/22/2023	Facebook Boosted Ads - Sound Downtown	DEBIT			$51.59			$51.59
6/22/2023	City of Lewiston Administrative Fees	2516				$7,000.00		$7,000.00
6/23/2023	Printcraft Printing - Sound Dowtown Banners	2517			$75.60			$75.60
6/27/2023	Postal Copy + Hot August Hoops Posters and Labels	DEBIT			$316.89			$316.89
6/28/2023	Intuit Quickbooks Online for BID Bookkeeping (10001236689581)	DEBIT				$85.00		$85.00
6/30/2023	BID Project Hours -June		$1,120.00	$840.00	$1,120.00	$360.00		$3,440.00
6/30/2023	DEPOSIT Dividend (June)						$16.22	
7/3/2023	QPINS Text Marketing - Sound Downtown, Artwalk & Hot August Hoops	DEBIT			$597.00			$597.00

7/5/2023	McVey Entertainment - Crazy Days & Hot August Hoops	3608			$1,100.00			$1,100.00
7/12/2023	DEPOSIT						$3,383.40	$3,383.40
7/16/2023	NEON ONE CRM - July Invoice (INV307788)	DEBIT				$153.47		$153.47
7/21/2023	Jones Supply - 10 Garbage receptacles & liners	2520	$692.18					$692.18
7/28/2023	Intuit Quickbooks Online for BID Bookkeeping (10001242967304)	DEBIT				$90.00		$90.00
7/31/2023	DEPOSIT Dividend (July)						$16.67	
7/31/2023	BID Project Hours -July		$240.00	$720.00	$2,000.00	$160.00		$3,120.00
7/31/2023	McVey Entertainment - Sound Downtown & Hot August Hoops	3608			$500.00			$500.00
8/3/2023	Lewiston Tribune - Hot August Hoops, Crazy Days & Thank you Ad	3607			$3,368.00			$3,368.00
8/9/2023	Croft Rentals - Tables, Chair & Canopies	3617			$436.00			$436.00
8/9/2023	Hot August Hoops Team Shirts	3609			$3,972.93			$3,972.93
8/9/2023	Printcraft Printing - HAH Coroplast Sponsor Signs	3613			$169.60			$169.60
8/9/2023	Printcraft Printing - BID Banners	3612			$135.15			$135.15
8/9/2023	Size-Mo Professional Sound 50% payment Sound Downtown	3614			$3,400.00			$3,400.00
8/11/2023	DEPOSIT						$13,384.78	
8/16/2023	Reimbursement to BDL for Invoices approved 8/10/23	2521						$9,005.94
8/16/2023	BID Project Hours - August		$680.00	$640.00	$1,280.00	$640.00		$3,240.00
8/17/2023	NEON ONE CRM - August (INV315102)	DEBIT				$153.47		$153.47
8/31/2023	DEPOSIT Dividend (August)						$17.32	
9/1/2023	McVey Entertainment - HAH, Downtown Tailgate & Artwalk	3633			$1,000.00			$1,000.00
9/5/2023	DEPOSIT						$6,709.37	
9/7/2023	DEPOSIT						$3,623.51	
9/14/2023	DEPOSIT						$11,402.08	
9/15/2023	Reimbursement to BDL for Invoices approved 9/14/23	2522						$16,221.68
9/17/2023	BID Project Hours - Sept		$400.00	$640.00	$1,200.00	$1,600.00		$3,840.00
9/17/2023	NEON ONE CRM - September (INV323070)					$153.47		$153.47
9/28/2023	Intuit Quickbooks Online for BID Bookkeeping (10001256735826)	DEBIT				$90.00		$90.00
9/28/2023	DEPOSIT						$14,551.08	
9/30/2023	Lewiston Tribune DT Tailgate & Artwalk Advertising	3628			$3,071.00			$3,071.00
9/30/2023	DEPOSIT Dividend (Sept)						$17.70	
10/4/2023	Postal Copy + Artwalk Maps	DEBIT			$437.50			$437.50
10/5/2023	Postal Copy + Artwalk A-frame posters	DEBIT			$11.08			$11.08
10/17/2023	BID Project Hours - October		$1,040.00	$880.00	$1,600.00	$760.00		$4,280.00
10/17/2023	NEON ONE CRM - October (INV330640)	DEBIT						$153.47
10/20/2023	Postal Copy + Pumpkin Palooza & Plaid Friday Posters	DEBIT			$255.86			$255.86
10/26/2023	DEPOSIT						$2,589.90	
10/27/2023	Croft Rentals Pumpkin Palooza 20 Tables & 40 Chairs	3637		$250.00				$250.00
10/27/2023	Reimbursement to BDL for Invoices approved 10/12/23	2523						$6,852.66
10/27/2023	Costco Candy for Pumpkin Palooza game sponsors	DEBIT			$859.27			$859.27
10/30/2023	Intuit Quickbooks Online for BID Bookkeeping (10001253203500)	DEBIT				$90.00		$90.00
10/31/2023	Presnell Gage Financial Review for 2022	2524						$4,200.00
10/31/2023	DEPOSIT Dividend (Oct)						$19.76	
11/1/2023	Postal Copy + Plaid Friday & Cookies with Santa (First Friday) Posters	DEBIT			$255.36			$255.36
11/9/2023	DEPOSIT						$1,372.64	
11/10/2023	Reimbursement to BDL for Invoices approved 11/9/23	2525						$8,843.71
11/17/2023	NEON ONE CRM - November (INV339770)	DEBIT				$153.47		$153.47
11/22/2023	Postal Copy + Plaid Friday Maps	DEBIT			$66.50			$66.50
11/27/2023	DEPOSIT						$1,764.94	
11/28/2023	Intuit Quickbooks Online for BID Bookkeeping (10001269629891)	DEBIT				$90.00		$90.00
11/30/2023	DEPOSIT Dividend (Nov)						$17.55	
	TOTAL SPENT YTD		*$4,494.48*	*$19,687.50*	*$25,078.67*	*$11,324.24*		
	REMAINING BUDGET		**$8,505.52**	**$42,312.50**	**$15,921.33**	**$55,675.76**	**$170,843.39**	**$179,786.36**

MUTUAL TERMINATION AGREEMENT

THIS MUTUAL TERMINATION 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 528 Main Street, Lewiston, Idaho 83501 ("BDL"). City and BDL may also individually be referred to as "Party" or collectively as "Parties."

WHEREAS, City and BDL entered into an agreement on December 14, 2020, titled "Business Improvement District Administration Agreement Between the City of Lewiston and Beautiful Downtown Lewiston Revitalization Corporation" ("BID Administration Agreement"), wherein BDL agreed to perform certain duties as administrator of the operation of City's Business Improvement District ("BID"); and

WHEREAS, the Parties desire to mutually terminate the BID Administration Agreement, pursuant to the terms and conditions set forth herein.

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

A. <u>BDL ADMINISTRATION AGREEMENT.</u> A copy of the BDL Administration Agreement is attached hereto and incorporated herein as Exhibit A.

B. <u>TERMINATION OF BDL ADMINISTRATION AGREEMENT.</u> The Parties hereby mutually agree to terminate the BDL Administration Agreement effective as of December 31, 2023 (the "Effective Date").

C. <u>EFFECT OF TERMINATION OF BDL ADMINISTRATION AGREEMENT.</u> Except as expressly provided in this Agreement, the Parties acknowledge and agree that their respective rights and obligations under sections II.E., II.F., II.G., IV.C., and IV.I. in the BDL

Administration Agreement shall survive the termination of the BDL Administration Agreement pursuant to the terms and conditions as set forth therein. Any and all transactions completed by the Parties under the BDL Administration Agreement prior to the Effective Date shall remain in full force and effect and shall not be revoked or adversely effected as a result of the termination of the BDL Administration Agreement through this Agreement.

D. FEES AND EXPENSES. Each Party shall bear its own fees and expenses (including attorney fees, if applicable) incurred in connection with the termination of the BDL Administration Agreement, in accordance with the provisions of this Agreement.

E. COOPERATION BETWEEN THE PARTIES. Both Parties agree to cooperate fully and in good faith during the termination process of the BDL Administration Agreement. Both Parties understand that their cooperation is essential for an orderly and efficient termination of the BDL Administration Agreement. Such cooperation shall include, but not be limited to, the following:

1. Transition Assistance: BDL shall provide reasonable assistance to City in order to facilitate a smooth transition in the administration of the BID. This assistance may include training, knowledge transfer, and any other relevant support necessary for the orderly transfer of the administration of the BID.
2. Timely Communication: Both Parties shall maintain open and timely communication throughout the termination process. Any concerns, issues, or relevant updates shall be promptly communicated to ensure mutual understanding.
3. Compliance with Obligations: Each Party shall continue to fulfill any remaining obligations under the BDL Administration Agreement until the Effective Date, as outlined in this Agreement.

Any failure to cooperate as outlined in this provision may be considered a breach of this Agreement.

F. TRANSFER OF DOCUMENTS. Within ten (10) business days of the Effective Date of this Agreement, BDL shall provide City with copies of: (a) all financial records related to the BID, including a copy of the QuickBooks file and/or credentials, records related to the expenditure of the BID's revenues, and annual independent financial reviews; (b) all contractual obligations related to the BID; (c) any records related to the BID's operations; (d) annual scope of work for the BID for all years that BDL has been the administrator of the BID; and (e) all other necessary information, documents, and records relevant to the termination process upon request by City.

G. TRANSFER OF BID SPECIAL ASSESSMENT REVENUE. Within ten (10) business days of the Effective Date of this Agreement, BDL shall transfer all BID special assessment revenue, and any accrued interest thereon, remaining in its possession to the City Treasurer.

H. FINAL PAYMENT. BDL shall submit an invoice to City no later than January 5, 2024 for any outstanding payments owed by City under the BDL Administration Agreement.

I. NO ADMISSION OF LIABILITY. This Agreement for mutual termination of the BDL Administration Agreement is entered into voluntarily by both Parties solely for the purpose of terminating the BDL Administration Agreement. Neither Party admits any fault, wrongdoing, or liability concerning the termination of the BDL Administration Agreement.

J. CONTRACTING AUTHORITY. Each Party warrants that its signatory to this Agreement has the authority to fully bind the Party to enter into this Agreement.

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

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

M. OPPORTUNITY TO CONSULT WITH ATTORNEYS. Each Party has had the opportunity to consult with an attorney of its choice and to consider the legal ramifications of this Agreement. Both Parties agree that the terms and conditions of this Agreement are understood and accepted, irrespective of whether either Party has chosen to obtain legal counsel or not. This provision shall serve as a clear statement that each Party has been given the opportunity to seek legal advice and has either exercised that right or consciously elected not to do so.

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

O. 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.

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

DATED this _______ day of __________________, 2023.

Signature page to follow

CITY OF LEWISTON

By: ____
Daniel G. Johnson

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 the same.

____
Notary Public for the state of Idaho
Commission Expires: _______________________

EXHIBIT A

BID Administration Agreement

BUSINESS IMPROVEMENT DISTRICT ADMINISTRATION AGREEMENT BETWEEN THE CITY OF LEWISTON AND BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION

THIS 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 ("BID Administrator"). City and BID Administrator may also individually be referred to as "Party" or collectively as "Parties."

WHEREAS, in October 2020, through City Ordinance No. 4792 ("BID Ordinance"), City established a business improvement district pursuant to the provisions of Chapter 26, Title 50, Idaho Code, known as the "Downtown Lewiston Business Improvement District" ("District");

WHEREAS, BID Administrator is a business association operating primarily within the boundaries of the City of Lewiston; and

WHEREAS, pursuant to Idaho Code § 50-2511 and Section 13 of the BID Ordinance, City desires to contract with BID Administrator to administer the operation of the District.

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

I.

INCORPORATION OF RECITALS

The foregoing recitals are hereby incorporated into and made a part of this Agreement, including all defined terms therein.

II.

DUTIES OF BID ADMINISTRATOR

A. <u>ANNUAL SCOPE OF WORK:</u> By January 15, 2021, BID Administrator shall provide City with a proposed scope of work regarding how it recommends using special assessment revenue generated by the District during calendar year 2021. Each year thereafter, BID Administrator shall provide City with a proposed scope of work by October 1 regarding how it recommends using special assessment revenue generated by the District for the following calendar year. Each year, upon City Council's approval of a final scope of work, such scope of work shall be incorporated herein by reference ("Scope of Work"). BID Administrator's proposed scope of work shall comply with Idaho Code § 50-2601 and the BID Ordinance, as amended from time-to-time, which set forth the purposes for which special assessment revenue of the District may be used. BID Administrator shall accomplish as many tasks set forth in the Scope of Work as can be funded by the revenue generated by the District and collected by City.

B. <u>EXPENDITURE OF SPECIAL ASSESSMENT REVENUE:</u> BID Administrator shall expend and appropriate all special assessment revenue generated by the District, and all accrued interest thereon, solely for the purposes authorized by Idaho Code § 50-2601 and the BID Ordinance, as amended from time-to-time.

C. <u>SEGREGATION OF SPECIAL ASSESSMENT REVENUE:</u> BID Administrator shall segregate revenue derived from the collection of District's special assessments.

D. <u>COLLABORATION:</u> BID Administrator shall collaborate and cooperate with City in the performance of its duties as administrator of the District. BID Administrator shall meet with City's Downtown Lewiston Business Improvement District Advisory Board ("Advisory Board") upon City's request, and shall give due consideration to the recommendations made by such Advisory Board.

E. DISTRICT RECORDS: BID Administrator shall retain all financial records related to expenditure of District's revenues in accordance with City's Record Retention Policy and Schedule, as amended from time-to-time. BID Administrator shall allow City to inspect and copy such records during normal business hours. BID Administrator shall provide copies of such records upon request by City. This provision shall survive the expiration or termination of this Agreement until the retention periods for such records expire.

F. ANNUAL INDEPENDENT FINANCIAL REVIEW: Each year, BID Administrator shall have the financial records related to the District reviewed by a certified public accountant licensed in Idaho. BID Administrator shall provide a copy of such financial review to City. This provision shall survive the expiration or termination of this Agreement until the final review of financial records related to the District is completed and provided to City.

G. ANNUAL ACCOUNTING: Each year by December 1, BID Administrator shall give a presentation to the City Council describing activities financed to date with special assessment revenue generated by the District. Additionally, each year by December 31, BID Administrator shall provide a written report to City detailing how the special assessment revenue generated by the District was utilized during the preceding calendar year and indicating to what extent BID Administrator accomplished that year's Scope of Work. This provision shall survive the expiration or termination of this Agreement for a period of twelve (12) months.

H. ADMINISTRATION QUESTIONS: BID Administrator shall consult with City regarding questions that arise related to the administration of the District, including, but not limited to, calculation of special assessments and procurement of goods and services.

I. PROCUREMENT OF GOODS AND SERVICES: BID Administrator shall conduct its procurement activities as they relate to administration of the District in accordance with the provisions of Chapter 28, Title 67, Idaho Code and Idaho Code § 50-2621.

J. COMPLIANCE WITH LAWS: BID Administrator shall comply with all applicable provisions of law, including Chapter 26, Title 50, Idaho Code, all county and City resolutions and ordinances, and all rules and procedures lawfully imposed by the State controller or other State agencies.

K. CITY ADMINISTRATION COSTS: Each year by June 30, BID Administrator shall pay City, from special assessment revenue generated by the District, Seven Thousand Dollars ($7,000) as payment for City's costs in assisting in the administration of the District.

L. INSURANCE: BID Administrator, 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.

M. NON-DISCRIMINATION: BID Administrator shall not refuse to hire any person because of such person's race, creed, sex, color, national origin, ancestry, religion, physical or mental disability, marital or familial status, sexual orientation, or gender identity/expression, unless based on a bona fide occupational qualification or otherwise exempted by state or federal law.

III.

DUTIES OF CITY

A. ANNUAL ASSESSMENT ROLL: City shall prepare an annual special assessment roll for the District in accordance with the provisions of the BID Ordinance, as amended from time-to-time.

B. BILLING: City shall issue special assessment bills in accordance with the provisions of the BID Ordinance, as amended from time-to-time.

C. COLLECTION: City shall collect special assessments from District ratepayers. City shall declare as delinquent special assessments that are not timely paid, as set forth in the BID ordinance, as amended from time-to-time, and certify such delinquent special assessments to the tax collector of Nez Perce County in accordance with Idaho Code § 50-1008.

D. PAYMENT: City shall remit special assessment revenue generated by the District and collected by City to BID Administrator on a weekly basis.

E. SEGREGATION OF SPECIAL ASSESSMENT REVENUE: The City Treasurer shall segregate and account for revenues derived from the collection of special assessments generated by the District.

F. APPROVAL OF ANNUAL SCOPE OF WORK: By March 1, 2021, the City Council shall approve a final Scope of Work regarding how special assessment revenue generated by the District during calendar 2021 is to be used. Each year thereafter, City shall approve an annual Scope of Work by December 31 regarding how special assessment revenue generated by the District is to be used for the following calendar year. The Scope of Work shall comply with Idaho Code § 50-2601 and the BID Ordinance, as amended from time-to-time, which set forth the purposes for which special assessment revenue of the District may be used.

G. PROCUREMENT OF GOODS AND SERVICES: City will be available to assist BID Administrator with procurement activities related to the administration of the District.

H. APPEALS: City shall process appeals related to special assessments of the District in accordance with the provisions of the BID Ordinance, as amended from time-to-time.

IV.

GENERAL PROVISIONS

A. TERM: The term of this Agreement shall be from the Effective Date of this Agreement through December 31, 2026. In the event that this Agreement is dependent upon funding in a future fiscal year, the term of this Agreement shall be wholly contingent upon City's annual appropriation of funds for this Agreement. Said appropriation may be made solely at the option and discretion of City.

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

1. Either Party may terminate this Agreement without cause upon at least ninety (90) days' written notice to the other Party.

2. Either Party may terminate this Agreement for cause, but only after giving the other Party at least fifteen (15) days' written notice of such Party's intent to terminate and allowing the defaulting Party to cure the default within such time period.

3. City may terminate this Agreement in the event that City does not appropriate funds for the Agreement for an ensuing fiscal year. In such event, City shall give prompt written notice to BID Administrator attesting to the non-appropriation of funds and the effective date of termination of this Agreement, and no financial obligations, penalty, liability, or consequence of any kind shall accrue to City after the effective date of said termination.

Upon termination, BID Administrator shall promptly provide City with copies of: (a) all financial records related to the District, (b) all contractual obligations related to the District, and (c) any other records related to the District upon request by City.

C. INDEMNIFICATION: In the event that a Party, including its officers, officials, agents, and employees (collectively "Indemnitee"), is alleged to be liable in any manner as a result of acts or omissions of the other Party, including its officers, officials, agents, or employees (collectively "Indemnitor"), then Indemnitor shall indemnify and hold Indemnitee harmless for all claims, demands, losses, actions, causes of action, suits, damages, judgments, obligations, liabilities, costs, expenses, and/or injuries to persons or property (collectively "Claims") arising out of or in connection with any acts or omissions of Indemnitor. Additionally, Indemnitor shall defend such allegations through counsel chosen by Indemnitor, and Indemnitor 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 indemnification provision shall survive the expiration or termination of this Agreement. The indemnification and defense obligations herein shall extend to Claims occurring after this Agreement is terminated or expired, as well as while this Agreement is in force, and shall continue until all Claims are finally adjudicated and fully and finally barred by applicable laws.

D. INDEPENDENT CONTRACTOR: The Parties agree that BID Administrator is an independent contractor, with no employment relationship with City. Further, the Parties confirm that BID Administrator is not an agency or a subagency of City.

E. CONTRACTING AUTHORITY: Each Party warrants that the person or persons executing this Agreement on behalf of such Party has the full right, power, and authority to enter into and execute this Agreement on such Party's behalf, and that no consent from any other person or entity is necessary to effectuate this Agreement.

F. NOTICES: All notices, requests, demands, statements, and consents required or permitted to be given pursuant to this Agreement shall be in writing and signed by or on behalf of the Party giving the notice. Such communications shall be deemed delivered: (a) immediately if hand-delivered; (b) seventy-two (72) hours after depositing the same in the U.S. mail, certified or registered, addressed to the respective addresses set forth below; or (c) one (1) business day after depositing the same with a recognized commercial air courier or express service, addressed to the respective addresses set forth below. Any communication made by email or similar method shall not constitute notice pursuant to this Agreement.

BID Administrator: Beautiful Downtown Lewiston
Executive Director
301 Main Street, Suite 103
Lewiston, Idaho 8350

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

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

H. SEVERABILITY: Any provision of this Agreement that may be declared invalid or otherwise unenforceable by a court of competent jurisdiction shall not affect the validity or enforceability of any other part of this Agreement, so long as the remainder of the Agreement is reasonably capable of completion.

I. SURVIVAL: Except with respect to City's obligations as set forth in Section IV.A of this Agreement concerning the non-appropriation of funds for this Agreement, all covenants, conditions, indemnifications, and other elements in this Agreement that might involve performance subsequent to any termination or expiration of this Agreement or that cannot be reasonably ascertained or fully performed until after termination or expiration of this Agreement shall survive.

J. AMENDMENTS: This Agreement may be amended only by a writing duly executed by both Parties.

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

L SUCCESSORS AND ASSIGNS: This Agreement may not be assigned in whole or in part by either of the Parties hereto without the prior express written consent of the other Party.

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

N. ATTORNEY FEES: Notwithstanding any statute to the contrary, in the event suit is brought by any Party to this Agreement to enforce the terms of this Agreement, the prevailing Party shall be entitled to recover reimbursement for reasonable attorneys' fees and costs, in the amount determined by the court, in addition to any other available remedies.

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

No Party shall be considered in breach of this Agreement or liable to the other Party for any losses and damages to the extent that performance of their respective obligations is prevented by an Event of Force Majeure. The Party prevented from carrying out its obligations hereunder ("Affected Party") shall give notice to the other Party of an Event of Force Majeure upon it being foreseen by, or becoming known to, the Affected Party. If and to the extent that the Affected Party is prevented from performing its obligations by an Event of Force Majeure, while the Affected Party is so prevented, the Affected Party shall be relieved of its obligations hereunder, but shall endeavor to continue to perform its obligations under the Agreement so far as reasonably practicable.

P. PUBLIC RECORDS: The Parties herein understand and acknowledge that this Agreement, its exhibits and attachments, and communications between them are subject to the Idaho Public Records Act, I.C. §§ 74-101, *et seq.*, and other applicable federal and state laws, and might be subject to disclosure.

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

R. DISPUTE RESOLUTION: In the event that a dispute related to this Agreement arises, the dispute shall be articulated in writing by either Party. City and BID Administrator shall then attempt to negotiate in good faith and resolve the dispute. If the Parties fail to resolve the dispute through negotiation, then the Parties shall enter into non-binding mediation or another mutually agreed upon alternative dispute resolution process. Fees and expenses for mediation shall be split equally between the Parties. The Parties agree that non-binding mediation or another mutually acceptable alternative dispute resolution process shall precede litigation.

S. JOINT DRAFTING: The Parties expressly agree that this Agreement was jointly drafted and both Parties had an opportunity to negotiate its terms and obtain the assistance of legal counsel in reviewing its terms prior to execution. Therefore, this Agreement shall be construed neither against nor in favor of either Party, but shall be construed in a neutral manner.

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

U. 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.

Signature page follows

IN WITNESS WHEREOF, the Parties have executed this Agreement on the last day and year written below ("Effective Date").

DATED this 14th day of December 2020.

City of Lewiston

By: ______________________
Michael G. Collins, Mayor

CITY OF LEWISTON SEAL STATE OF IDAHO

ATTEST:

____
Kari J. Ravencroft, City Clerk

DATED this 2ND day of DECEMBER 2020.

BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION

____

By: GLENN ANDERSON

Title: PRESIDENT, BOARD OF DIRECTORS

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

On this 2nd day of December 2020, before me, a Notary Public, personally appeared Glenn Anderson, known or identified to me as the President, Board of Directors 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.

COLLEEN THORSON
COMMISSION NUMBER 2017-0945
NOTARY PUBLIC
STATE OF IDAHO

Colleen Thorson
Notary Public for the State of Idaho

Commission Expires 11.13.2023

EXHIBIT A

INSURANCE

A. BID Administrator, 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 BID Administrator, and such coverage and limits shall not be deemed as a limitation on BID Administrator'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 full execution of this Agreement and prior to the start date of the Services. All certificates must be signed by an authorized representative of BID Administrator'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. Certificates and endorsements required herein 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:

Each Accident:	$100,000 each accident
Bodily Injury by Accident:	$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
Damage to Rented Premises:	$ 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). Required coverage shall be maintained without interruption from the date City and BID Administrator fully execute this Agreement and prior to BID Administrator commencing work under this Agreement through the statute of limitations (or statute of repose, if applicable).

4. BUSINESS AUTOMOBILE LIABILITY insurance providing bodily injury and property damage liability coverage for not less than $1,000,000 each accident limit. Business Automobile Liability insurance shall be written on a standard ISO policy form, or an equivalent form, providing coverage for liability arising out of owned, hired, or non-owned vehicles in connection with this Agreement.

5. PROFESSIONAL LIABILITY insurance with limits of not less than $1,000,000 per claim and $1,000,000 aggregate. If the insurance required by this section is obtained through a "Claims Made" policy, this coverage or its replacement shall have a retroactive date of no later than the inception of this Agreement. Such insurance or its replacement shall also provide a minimum of five (5) years extended reporting coverage, or the maximum time under the State of Idaho statute of limitations for claims under this coverage, whichever is greater, after services are last provided under this Agreement.

6. CRIME insurance on a "loss sustained form" in the amount of $150,000, including coverage for: (a) employee theft, (b) forgery or alteration, (c) inside the premises – theft of money and securities, (d) inside the premises – robbery or safe burglary of other property, (e) outside the premises, (f) computer fraud, and (g) money orders and counterfeit paper currency.

   The policy must allow for reporting of circumstances or incidents that might give rise to future claims. The policy must include an extended reporting period of no less than one (1) year with respect to events that occurred but were not reported during the term of the policy.

   Any warranties required by BID Administrator's insurer as a result of this Agreement must be disclosed and complied with. Said insurance shall extend coverage to include the principals (all directors, officers, agents, and employees) of BID Administrator as a result of this Agreement.

   The policy shall include coverage for third party fidelity and name City as a "Loss Payee" for all third-party coverage secured. This requirement applies to both primary and excess liability policies, as applicable.

   The policy shall not contain a condition requiring an arrest and conviction. The policy shall include coverage for computer crime/fraud.

E. BID Administrator shall name the City, its officers, officials, and employees ("Additional Insureds") as additional insureds on BID Administrator's commercial general liability insurance policy and all other liability insurance policies with the exception of the professional liability policy, with respect to liability arising out of work or operations performed by or on behalf of BID Administrator, including materials, parts, or equipment furnished in connection with such work or operations. To the maximum extent permitted by law, the coverage provided to the Additional Insureds under the commercial general liability policy shall be provided by a policy provision or an endorsement that is as least as broad as CG 20 10 07 04 (ongoing operations) in combination with CG 20 37 07 04 (completed operations). Notwithstanding the foregoing, BID Administrator shall provide ISO Form B - CG 20 10 11 85 or equivalent coverage where available from its carrier. The Additional Insured endorsement must be provided with the certificate of insurance. Such policy provision(s) or endorsement(s) shall further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the Additional Insureds.

F. BID Administrator waives all rights against City, its officers, officials, and employees for recovery of damages to the extent that damages are covered by commercial general liability, commercial excess/umbrella liability, business automobile liability, workers' compensation or employer's liability insurance, professional liability insurance, or crime insurance maintained pursuant to the requirements of this Agreement.

G. The worker's compensation, employer's liability, professional liability, commercial general liability, and business automobile liability, insurance policies carried by BID Administrator pursuant to this Agreement shall include an endorsement expressly waiving any right of subrogation on the part of the insurer against City and its officers, officials, employees, successors and assigns. BID Administrator shall pay any additional costs or charges for obtaining such waiver. A copy of the waiver of subrogation endorsement shall accompany the certificate(s) of insurance.

H. For any policy required of BID Administrator, any deductible or self-insured retention in excess of $10,000 must be declared and is subject to City's approval. Funding of deductibles or self-insured retentions maintained by BID Administrator is the sole responsibility of BID Administrator, including any deductible or self-insured retentions applicable to coverage afforded to City or other Additional Insureds. The coverage afforded to the Additional Insureds must not be conditioned upon payment of any deductible or self-insured retentions.

I. BID Administrator shall ensure that any contractor of any tier retained to fulfill BID Administrator's duties under this Agreement shall procure and maintain insurance that complies with the requirements set forth in this Exhibit, including the additional insured, primary and non-contributory, and waiver of subrogation requirements. On a case-by-case basis, City may agree to adjust these requirements for any contractor.

J. Receipt by City of a non-conforming certificate of insurance, policy, or endorsement without objection or City's failure to collect a certificate of insurance shall not waive or alter BID Administrator's duty to comply with the insurance requirements set forth herein.

K. BID Administrator shall keep the insurance policies in effect as long as the Agreement is in effect or as otherwise specified herein, whichever is longer.

L. BID Administrator 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 BID Administrator's policies.

M. In addition to any other remedies that City may have if BID Administrator fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may:

1. Order BID Administrator to stop performance under this Agreement and/or withhold any payment(s) that become due to BID Administrator hereunder until BID Administrator demonstrates compliance with the insurance requirements herein, or

2. Terminate this Agreement.

Exercise of any of the above remedies is an alternative to other remedies that City may have and is not the exclusive remedy for BID Administrator's failure to maintain insurance or secure the appropriate endorsements.

N. Nothing herein shall be construed as limiting, in any way, the extent to which BID Administrator may be held responsible for payments of damages to persons or for property arising from BID Administrator's performance of the work covered under this Agreement.

CITY COUNCIL MEETING
AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE DEFERRED MAINTENANCE FUNDING REQUEST	**AGENDA NO.** VII. C. **AGENDA DATE:** December 11, 2023

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

Over the past year, staff have made presentations to the City Council regarding various deferred maintenance needs within our facilities. A large comprehensive list was presented to the council in the spring of 2023. These were paired down in the form of a budget request for the 2024 fiscal year and none were funded at that time.

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.

After reviewing the needs within general fund facilities, staff have identified 6 project areas as immediate priorities and are requesting that council support those requests with the use of funds from the Assigned Building Fund account. Projects include new lighting throughout the entire Lewiston City Library ($250,000), various safety/health improvements to Lewiston Fire Stations 1, 2, & 4 ($150,000), replacement of windows on the west side of City Hall ($100,000), exterior building restoration at the Carnegie Library ($100,000), a new roof at the Traffic Control Shop ($50,000), and a new roof at the Police Training Center ($50,000).

BUDGET IMPACT

Various projects are identified in 6 different areas for a total approximate request of $725,000 from the Assigned Building Fund. Exact project costs will be presented once bids and quotes are accepted. The assigned Building Fund was fully funded in the 2024 Fiscal Year with no specific projects identified for completion.

ACTION PROPOSED

Provide direction for staff to move forward with the planning, bidding and funding for projects identified, so they are able to complete them as soon as possible with an estimated total cost of $725,000.

Memo

To: Lewiston City Council

From: Tim Barker, Parks and Recreation Director

Cc: Dan Johnson, Mayor

Date: Wednesday, November 29th

Re: Deferred Maintenance Funding Request for Facilities

Lewiston City Council-

Over the past year we have been familiarizing you with facilities and parks that the city owns and maintains. For your upcoming City Council meeting, I wanted to share with you a listing of facility projects that the department feels are of the highest priority to complete this winter and early spring. None of the projects listed below were included in the approved 2024 FY budget, but the items being presented could be funded from the Assigned Building Fund, which the balance of the fund was fully budgeted for this year and not assigned to any particular projects (approximately $6 million). The costs associated with the projects listed are estimates, we will need support from the council to move forward for bidding and expense purposes.
At your upcoming meeting on December 11, Valerie will plan to make a brief presentation related to this topic and will then open it up for any questions or comments that you may have.

Proposed Projects	Location	Estimated Cost
Lewiston City Library Lighting Replacement	411 D Street	$275,000
Lewiston Fire Department Stations 1, 2 & 4	Immediate needs	$150,000
City Hall Windows (west side)	1134 F Street	$100,000
Carnegie Library Exterior Restoration	101 5th Street	$100,000
Traffic Control Shop Roof Replacement	1906 17th Avenue	$50,000
Police Training Center Roof Replacement	2419 16th Avenue	$50,000

Total Current Request= $725,000

If you have any additional questions in the meantime, please feel free to reach out to me.

Thank You,

Tim Barker
Parks and Recreation Director

CITY COUNCIL MEETING
AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE ORDINANCE 4905	**AGENDA NO.** VII. D. 1. a. **AGENDA DATE:** December 11, 2023

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

Recently, the Community Development Department added a new position, Community Resource Officer (CRO), to handle the majority of the Lewiston City Code (LCC) compliance. The Lewiston Police Department will still handle all the animal-related LCC calls, but the CRO will primarily handle the rest of LCC calls. Thus, the CRO will handle public nuisances under Chapter 43 of LCC.

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 changes in this ordinance will clarify the CRO's ability to enforce the three public nuisances in Chapter 43 (weeds, inoperable vehicles, and public nuisances in the right-of-way, excluding vehicles). Additionally, the appeals process will move from the Police Department to Community Development since the CRO's position is under the Community Development Department.

BUDGET IMPACT

N/A.

ACTION PROPOSED

Staff suggests adopting Ordinance Number 4905 and combining all three readings.

CITY ORDINANCE NO. 4905

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 43-1 OF THE LEWISTON CITY CODE TO REMOVE UNNECCESARY DEFINITIONS AND ADD DEFINITIONS FOR COMMUNITY DEVELOPMENT DIRECTOR AND COMMUNITY RESOURCE OFFICER; AMENDING SECTIONS 43-2, 43-3, 43-4, 43-13, 43-22, 43-23, 43-24, AND 43-33 TO REPLACE "CODE ENFORCEMENT OFFICER" WITH "COMMUNITY RESOURCE OFFICER" AND TO REPLACE "SUPPORT SERVICES COMMANDER" WITH "COMMUNITY DEVELOPMENT DIRECTOR"; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code § 43-1 is hereby amended as follows:

Sec. 43-1. Definitions.
As used in this chapter, the following terms shall have the meanings set forth in this section:

. . .

~~*Code enforcement officer* means a City of Lewiston code enforcement officer or designee.~~
Community development director means the City of Lewiston community development director or designee.
Community resource officer means a City of Lewiston community resource officer or designee.

. . .

~~*Support services commander* means the Lewiston Police Department's Support Services Commander or designee.~~

. . .

SECTION 2: Lewiston City Code § 43-2 is hereby amended as follows:

Sec. 43-2. Appeal of order to cure.

(a) *Appeal requirements*. A person aggrieved by an order to cure issued by a ~~code enforcement~~ community resource officer pursuant to this chapter may appeal such notice to the ~~support services commander~~ community development director by filing a written notice of appeal with the Community Development ~~Lewiston Police~~ Department on a form prescribed by the Community Development ~~Lewiston Police~~ Department within ten (10) calendar days of receipt of such order to cure. The notice of appeal shall specify the grounds for appeal. If a notice of appeal is not filed within ten (10) calendar days of receipt of an order to cure, then the ~~code enforcement~~ community resource officer's order, as set forth in the order to cure, shall be final.

(b) *Stay*. A timely-filed notice of appeal shall stay enforcement of the ~~code enforcement~~ community resource officer's order to cure until the appeal is heard and a final decision is rendered.

(c) *Notice of appeal hearing*. The ~~support services commander~~ community development director shall hold a hearing on a timely-filed appeal within ten (10) calendar days of receipt of the notice of appeal. Written notice of such hearing shall be provided to the appellant at least forty-eight (48) hours prior to such hearing. Notice shall be deemed delivered:

(1) Immediately if hand-delivered, or

(2) Twenty-four (24) hours after posting such notice on the subject property in a conspicuous place.

(d) *Appeal hearing*. The appellant shall have the right to be represented by legal counsel at the hearing and rebut any evidence that is submitted. The formal rules of evidence shall not apply. The ~~support services commander's~~ community development director's review shall be de novo. The ~~support services commander~~ community development director may affirm, modify, or reverse the ~~code enforcement~~ community resource officer's order to cure. The ~~support services commander~~ community development director shall issue a written decision within seven (7) calendar days after the hearing, and such decision shall be final. Such written decision shall include the following information:

(1) The reasons supporting the ~~support services commander's~~ community development director's decision;

(2) The date of the ~~support services commander's~~ community development director's decision; and

(3) If the ~~support services commander~~ community development director affirms or modifies the ~~code enforcement~~ community resource officer's order to cure, then a deadline by which to comply with such order.

(e) *Service of decision*. The ~~support services commander's~~ community development director's decision shall be provided to the appellant by: (1) personal delivery, (2) mailing to the last known address of the appellant, or (3) posting such decision on the subject property in a conspicuous place.

SECTION 3: Lewiston City Code § 43-3 is hereby amended as follows:

Sec. 43-3. Failure to Comply.

If an owner, occupant, or person in control of property found to be in violation of this chapter fails to comply with an order to cure issued pursuant to this chapter or a decision or order issued by the community development director ~~support services commander~~, then the city may issue a citation and/or abate the public nuisance, as set forth herein.

(1) *Citations and fines*. Any owner, occupant, or person in control of property found to be in violation of this chapter who fails to comply with an order to cure issued pursuant to this chapter or a decision issued by the community development director ~~support services commander~~ may be cited and fined for the violation as follows:

. . .

(2) *Abatement by city*. If an owner, occupant, or person in control of a property found to be in violation of this chapter fails to comply with an order to cure issued pursuant to this chapter or a decision by the community development director ~~support services commander~~, then the city may

prevent, remove, and/or abate the public nuisance pursuant to Idaho Code § 50-334.

. . .

SECTION 4: Lewiston City Code § 43-4 is hereby amended as follows:

Sec. 43-4. Storage and disposition of personal property removed by city through abatement procedures.

(a) *Property to be stored.* Personal property, excluding vehicles, that is removed by city through abatement procedures pursuant to this chapter, shall be stored and disposed of as follows:

(1) *Notice.* At the time of abatement, the ~~code enforcement~~ community resource officer shall provide the owner, occupant, or person in control of the property from which the personal property was removed—or, if the personal property is removed from the right-of-way, the owner, occupant, or person in control of the property adjacent to the right-of-way—a written notice, which notice shall include:

. . .

d. The name of the ~~code enforcement~~ community resource officer or other authorized person who removed the personal property;

. . .

. . .

(4) *Post-storage hearing.* Whenever personal property is stored in accordance with this chapter, the legal owners of the property or their agents may request a post-storage hearing to determine the validity of the storage. In order to receive a post-storage hearing, the owners, or their agents, must request the hearing in writing within ten (10) days of the date of the notice. Any such hearing shall be conducted by the ~~support services commander~~ community development director within seven (7) calendar days of the receipt of the request. Failure of either the legal owner, or their agent, to request or to attend a scheduled hearing shall satisfy the post-storage hearing requirement as to that person. For items to be released to their legal owner, the legal owner shall provide proof of ownership or sign an affidavit of ownership before the release of the property.

. . .

SECTION 5: Lewiston City Code § 43-13 is hereby amended as follows:

Sec. 43-13. Order and opportunity to cure violation.

(a) *Order to cure inoperable vehicle storage violation.* Upon a determination by the ~~code enforcement~~ community resource officer that a violation of section 43-12 of this article has occurred, the ~~code enforcement~~ community resource officer shall serve an order on the owner, occupant, and/or person in control of said property describing the violation and requiring the owner, occupant, and/or person in control of said property to cure the violation by removing the inoperable vehicle(s) and/or parts thereof from the property or complying with the storage requirements set forth in section 43-12 of this article within the time deemed necessary and appropriate by the ~~code enforcement~~ community resource officer.

(b) *Service of order*. Service of such order to cure an inoperable vehicle storage violation shall be made by:

   (1) Personal delivery, which shall be deemed received immediately;

   (2) Posting such order on the subject property in a conspicuous place, which shall be deemed received twenty-four (24) hours after posting; or

   (3) Mailing such order via certified mail to the last known address of the owner, occupant, or person in control of the subject property, which shall be deemed received seventy-two (72) hours after depositing the same in the U.S. mail.

(c) *Appeal; penalties*. An order to cure shall be appealable to the ~~support services commander~~ community development director, as set forth in section 43-2 of this chapter. The penalty for violation of this article shall be as set forth in section 43-3 of this chapter.

SECTION 6: Lewiston City Code § 43-22 is hereby amended as follows:

Sec. 43-22. Weed regulations.

No owner, occupant, or person in control of a property within the city shall:

. . .

(6) Allow or permit any tree infested with disease or insects to remain standing without application of proper treatment(s) to correct and/or eliminate the disease or infestation. If said tree is determined by the city forester to be dying or dead, the tree shall be removed within ten (10) days after receipt of written order from the ~~code enforcement~~ community resource officer~~ or designee~~.

SECTION 7: Lewiston City Code § 43-23 is hereby amended as follows:

Sec. 43-23. Order and opportunity to cure violation.

(a) *Order to cure weed violation*. Upon a determination by the ~~code enforcement~~ community resource officer that a violation of section 43-22 of this article has occurred, the ~~code enforcement~~ community resource officer shall serve an order upon the owner, occupant, and/or person in control of said property describing the violation and requiring the owner, occupant, and/or person in control of said property to cure the violation within ten (10) calendar days from the date such order is received, except that the ~~code enforcement~~ community resource officer may require the violation to be cured immediately if a fire hazard exists.

. . .

(c) *Appeal; penalties*. An order to cure shall be appealable to the ~~support services commander~~ community development director, as set forth in section 43-2 of this chapter. The penalty for violation of this article shall be as set forth in section 43-3 of this chapter.

SECTION 8: Lewiston City Code § 43-24 is hereby amended as follows:

Sec. 43-24. Noxious weeds.

The ~~code enforcement~~ community resource officer may notify Nez Perce County of the presence of any noxious weeds within the city.

SECTION 9: Lewiston City Code § 43-33 is hereby amended as follows:

Sec. 43-33. Order and opportunity to cure violation.

(a) *Order to cure right-of-way nuisance violation*. Upon a determination by the ~~code enforcement~~ community resource officer that a violation of section 43-32 of this article has occurred, the ~~code enforcement~~ community resource officer shall serve an order upon the person who is alleged to have committed such violation describing the violation and requiring such person to cure the violation within ten (10) calendar days from the date such order is received, except that the ~~code enforcement~~ community resource officer may require the violation to be cured immediately if a fire hazard exists, there is imminent danger to the public, or an obstruction prevents the repair or maintenance of the right of way.

. . .

(c) *Appeal; penalties*. An order to cure shall be appealable to the ~~support services commander~~ community development director, as set forth in section 43-2 of this chapter. The penalty for violation of this article is set forth in section 43-3 of this chapter.

SECTION 10: 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:

____
Tanya M. Brocke, City Clerk

CITY ORDINANCE NO. 4904

AN ORDINANCE OF THE CITY OF LEWISTON REPEALING AND RESERVING SECTION 35-82 OF THE LEWISTON CITY CODE RELATED TO INFRACTION PENALTIES ASSOCIATED WITH PARKING RESTRICTIONS, AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code § 35-82, "Infraction penalties," is hereby repealed in its entirety and reserved for future use.

SECTION 2: This ordinance shall take effect and be in full force on January 1, 2024.

PASSED this _______ day of _________________________ 2023.

CITY OF LEWISTON

By: ____
Daniel G. Johnson, Mayor

ATTEST:

____
Tanya M. Brocke, City Clerk

CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4905

<u>ORDINANCE NO. 4905</u>: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 43-1 OF THE LEWISTON CITY CODE TO REMOVE UNNECCESARY DEFINITIONS AND ADD DEFINITIONS FOR COMMUNITY DEVELOPMENT DIRECTOR AND COMMUNITY RESOURCE OFFICER; AMENDING SECTIONS 43-2, 43-3, 43-4, 43-13, 43-22, 43-23, 43-24, AND 43-33 TO REPLACE "CODE ENFORCEMENT OFFICER" WITH "COMMUNITY RESOURCE OFFICER" AND TO REPLACE "SUPPORT SERVICES COMMANDER" WITH "COMMUNITY DEVELOPMENT DIRECTOR"; AND PROVIDING AN EFFECTIVE DATE.

Section 1 removes the definitions of "code enforcement officer" and "support services commander" and adds the definitions of "community development director" and "community resource officer" in Lewiston City Code § 43-1. Sections 2, 3, 4, 5, 6, 7, 8, and 9 replace "code enforcement officer" with "community resource officer" and replace "support services commander" with "community development director" in other sections in Chapter 43 of the Lewiston City Code. Section 10 provides an effective date.

As required by Idaho Code § 50-901A, the following excerpts from Ordinance No. 4905 are required to be published in full:

<u>SECTION 3:</u> Lewiston City Code § 43-3 is hereby amended as follows:

Sec. 43-3. Failure to Comply.
If an owner, occupant, or person in control of property found to be in violation of this chapter fails to comply with an order to cure issued pursuant to this chapter or a decision or order issued by the <u>community development director</u> ~~support services commander~~, then the city may issue a citation and/or abate the public nuisance, as set forth herein.

(1) *Citations and fines*. Any owner, occupant, or person in control of property found to be in violation of this chapter who fails to comply with an order to cure issued pursuant to this chapter or a decision issued by the <u>community development director</u> ~~support services commander~~ may be cited and fined for the violation as follows:

. . .

(2) *Abatement by city*. If an owner, occupant, or person in control of a property found to be in violation of this chapter fails to comply with an order to cure issued pursuant to this chapter or a decision by the <u>community development director</u> ~~support services commander~~, then the city may prevent, remove, and/or abate the public nuisance pursuant to Idaho Code § 50-334.

. . .

Ordinance No. 4905 is effective upon passage and publication.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Tanya M. Brocke
City Clerk

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

I, KAYLA HERMANN, City Attorney, reviewed the foregoing Summary of Ordinance No. 4905. The summary is true and complete and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this __________ day of ________________________ 2023.

____
Kayla Hermann
City Attorney

CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4904

ORDINANCE NO. 4904: AN ORDINANCE OF THE CITY OF LEWISTON REPEALING AND RESERVING SECTION 35-82 OF THE LEWISTON CITY CODE RELATED TO INFRACTION PENALTIES ASSOCIATED WITH PARKING RESTRICTIONS, AND PROVIDING AN EFFECTIVE DATE.

Section 1 repeals and reserves Section 35-82 of the Lewiston City Code related to infraction penalties associated with parking restrictions. Section 2 provides an effective date.

Ordinance No. 4904 is effective upon passage and publication.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Tanya M. Brocke
City Clerk

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

I, KAYLA HERMANN, City Attorney, reviewed the foregoing Summary of Ordinance No. 4904. The summary is true and complete and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this _________ day of _____________________ 2023.

____
Kayla Hermann
City Attorney

CITY COUNCIL MEETING
AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE SOURCEWELL PURCHASE - STREET SWEEPER	**AGENDA NO.** VII. E. **AGENDA DATE:** December 11, 2023

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

On February 25, 2013, Council approved Resolution 2013-5 for the City's membership agreement with the National Joint Powers Alliance (NJPA), a purchasing cooperative now know as Sourcewell.

This purchase will replace unit #466, a 2009 Elgin Crosswind street sweeper. The current sweeper will be surplused once the new sweeper is in service. The sweeper has approximately 42,000 miles and over 6,000 hours on it. Due to the age and high hours on the equipment, it is experiencing more electrical failures and expensive repairs. This is causing excessive downtime to the Street Maintenance Division, and increased operational strain on the remaining sweepers compensating for the out-of-service unit.

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.

Fleet would like to purchase one (1) Crosswind Single Engine Street Sweeper, utilizing the Sourcewell contract. This item was approved in FY22 by Council for Fleet's FY23 budget. Unfortunately, due to unavailability of the chassis, we couldn't obtain a quote within the FY23 timeframe. As a result, the plan for replacing the sweeper has been deferred to FY24.

In November of FY24, Owen Equipment, a Sourcewell vendor, provided a quote of $386,528 upon the availability of the chassis. This quoted price will remain valid until December 29, 2023. However, beyond this date, there will be a 3.5% price increase, equating to an approximate rise of $13,530.

BUDGET IMPACT

Because the sweeper estimate exceeded expectations by $166,528, Fleet intends to utilize reserve funds to cover this cost difference. Revenue from the future sale of the current sweeper will also help to offset the cost. A budget amendment in the amount of $386,500 will be needed to carry forward the $220,000 approved in FY23 and for the additional costs of $166,500.

ACTION PROPOSED

Staff recommends that the City Council approves the current price proposal presented by Owen Equipment, as per the Sourcewell contract #093021-ELG, totaling $386,528. Additionally, the staff requests authorization to proceed with the purchase before the quoted price expires on December 29, 2023.

Memo

To: City Council

From: Equipment Services

Cc:

Date: 12/8/23

Re: Approval of Street Sweeper Replacement

In FY23, Fleet planned $220,000 for the replacement of a street sweeper. This line item was approved in FY22 by Council for Fleet's FY23 budget. Due to chassis unavailability, we were unable to receive an estimate within the FY23 timeframe, and carried the sweeper's replacement plan forward to FY24.

Item History: This purchase will replace unit #466, a 2009 Elgin Crosswind street sweeper. The sweeper has approximately 42,000 miles and over 6,000 hours on it. Due to the age and high hours on the equipment, it is experiencing more electrical failures and expensive repairs. This is causing excessive downtime to the Street Maintenance Division, and is putting more hours on the remaining sweepers that need to cover for this one being out of service. The current sweeper will be sold at a later surplus opportunity once the new sweeper is in service.

Item Commentary: An estimate was received in November from a Sourcewell contract vendor once the chassis finally became available, in the amount of $386,528. At the beginning of December, we received notice that the manufacturer had increased the cost of the sweepers, and the quote would only be honored until December 29th. After that date, there would be a 3.5% increase, or approximately $13,530 price increase.

Budget Impact: Due to the sweeper estimate coming in $166,528 higher than anticipated, Fleet will utilize reserve funding to cover the cost difference. Revenue from the future sale of the current sweeper will also help to offset the cost. A budget amendment in the amount of $386,500 will be needed to carry forward the $220,000 approved in FY23 and for the additional costs of $166,500.

Action Proposed: Staff apologizes for the short notice, but recommends that City Council take immediate action to accept the proposal submitted by Owen Equipment on behalf of Elgin, in the amount of $386,528, before the quote expires at the end of the month.

Roben Braun
Equipment Services Manager

https://www.sourcewell-mn.gov/cooperative-purchasing/093021-ELG

MODEL: CROSSWIND SINGLE ENGINE
EFFECTIVE DATE: 02/06/2023
SUPERCEDES ALL PREVIOUS PRICE LISTS
DEALER PRICE LIST (U.S. DOLLARS)
REV#1

QUANTITY	PART NUMBER	MODEL DESCRIPTION	2023 LIST PRICE	2023 EXTENDED	
		ECOINFUSED SINGLE ENGINE			
0	1127252	**CROSSWIND - M2**	$136,560	$0	
0		**Equipped with MemorySweep®**; 8.0 cu. Yd. Hopper, right and left side brooms, sweeper is powder coated from powder coatings chart 2003/N with powder coated gray undercarriage and includes the standard features listed below.			
1	1128622	**CROSSWIND - DUAL - PETERBILT**	$136,560	$136,560	
1		**Equipped with MemorySweep®**; 8.0 cu. Yd. Hopper, right and left side brooms, sweeper is powder coated from powder coatings chart 2003/N with powder coated gray undercarriage and includes the standard features listed below.			
		CHASSIS			
0	SPECIAL	M2 DUAL STEER	CONTACT INSIDE SALES	$0	
1	SPECIAL	KENWORTH 2025 RIGHT HAND STEER (NON STOCKED CHASSIS) SINGLE SPEED REAR AXLE	$198,750	$198,750	Can this be done with a Kentworth Chassis? YES
0	SPECIAL	PETERBILT DUAL STEER (NON STOCKED CHASSIS) SINGLE SPEED REAR AXLE	CONTACT INSIDE SALES	$0	RH drive only YES
		CHASSIS MOUNTING CHARGE			
0	1127635	M2 CHASSIS - CHASSIS ALTERATIONS	$3,585	$0	
1	2221593	KENWORTH CHASSIS - CHASSIS ALTERATIONS	$3,585	$3,585	

NOTE: Customer Supplied Chassis requires both the Chassis Alterations and the Handling Charge

QUANTITY	PART NUMBER	MODEL DESCRIPTION	2023 LIST PRICE	2023 EXTENDED	
		APPLICATION - SPECIFIC PACKAGES			
0	SPECIAL	**CROSSWIND DUAL FSX PACKAGE**	CONTACT INSIDE SALES	$0	
0		Equipped with FSX pickup head ILO the standard Crosswind pickup head, 11" diameter suction hose and polypropylene side broom segments.			
1	4820001	PAINT CAB STANDARD WHITE	N/C	$0	Leave the cab white
1	4810001	PAINT SWEEPER STANDARD WHITE	N/C	$0	Does Elgin offer a Public out reach wrap for the sweeper ? NO

NOTE: A BODY includes the cost of Elgin standard white finish paint. It does not however, include the price of the chassis.

NOTE: The chassis being supplied by a customer or dealer **must** comply completely with all Elgin requirements or the chassis will be modified at dealer's expense.

NOTE: For cost of sweeper mounted on any other chassis, consult factory.

NOTE: One year warranty on all Elgin supplied parts and labor. Consult your Elgin dealer for full warranty details.

STANDARD FEATURES

QUANTITY	PART NUMBER	MODEL DESCRIPTION	2023 LIST PRICE	2023 EXTENDED
1	0702255	CROSSWIND 1 PARTS MANUAL	STANDARD	$0
1	0701679	CROSSWIND 1 OPERATORS MANUAL	STANDARD	$0
1	0730166	BROOM MEASUREMENT RULER	STANDARD	$0
1	1032481	16' 8" WATER FILL HOSE	STANDARD	$0
1	0701705	MACHINE DELIVERY PACKET	STANDARD	$0
1	0702020	ELGIN SAFETY MANUAL	STANDARD	$0

Alternator, 95 amp
Backup Alarm, electric
Blower, HARDOX®500 steel with linatex lined housing
Brooms, hydraulic rotation
Brooms, Dual
Camera, rear mounted
Console, w/rocker switches for all sweep functions, with full gauge package including tachometer, engine hour meter, oil pressure indicator, coolant temperature, voltmeter and fuel lever indicator, water level gauge and warning lights for hopper "up", hopper rear door "open" and hopper "full", RPM control, side broom down pressure controls and automotive style blade fuses
Doors, access fiberglass doors provide easy service and maintenance on auxiliary engine, hydraulic and electrical system
Electronic Actuated Throttle, sweep resume/sweep transport/reverse pick-up
Flow Blocker
Hopper rear door, hydraulically opened/closed and locked/unlocked with external manual controls
Hose, hydrant fill, 16'8" (5080 mm) with coupling
LED Clearance Lights
Lights; rear clearance and rear identification
Manuals, operator and parts
Mirrors, West Coast type with 8" convex inserts, one each side
Pick-up head, hydraulically operated, 14" (355 mm) outside diameter pressure hose, 12-3/4" (324mm) inside diameter suction hose with quick disconnect on suctions side
Water system; one (1) rocker switch with HI / LOW setting, with manual valves for water control
Spray nozzles, sixteen (16), seven (7) in the pick-up head, three (3) in the suction nozzle, three (3) at each side broom
Side Broom Outer Position Stop
Trans Oil Cooler
Vacuum enhancer, external manually operated
Water tank, molded polyethylene, 240 gallons (907L)
Water pre-filter, hydrant fill hose

QUANTITY	PART NUMBER	MODEL DESCRIPTION	2023 LIST PRICE	2023 EXTENDED	
		MEMORY SWEEP® HAS BEEN SELECTED			
1	1126259	***MEMORY SWEEP®	$3,630	$3,630	
		ELGIN SWEEPER EXCLUSIVE SWEEP RESUME FEATURE; Provides in-cab feedback for operator awareness of sidebroom tilt angle, vacuum enchancer percent open/close and one switch sweep resume of sweep functions. Elgin's optional Memory Sweep ® system allows the operator to resume all previous sweep settings, even broom tilt (if so equipped), with one touch control. This feature enhances productivity and reduces fatigue. Memory Sweep incorporates a multi-screen display that indicates system diagnostics as well as optional features such as broom tilt angle, vacuum enhancer position, and broom hours.			
S T E P # 2		**SELECT PRODUCT ENHANCEMENTS**			
		--------SWEEPER COMPONENTS---------			
0	1114911	***BROOM HOURS **WITH IN-CAB DISPLAY**	$150	$0	
1	1119215	***VACUUM ENHANCER IN-CAB CONTROL **WITH IN-CAB DISPLAY**	$605	$605	
		----------SIDE BROOMS OPTIONS----------			
1	1111176	RIGHT HAND GUTTER BROOM TILT **WITH IN-CAB DISPLAY**	$1,310	$1,310	
1	1111175	LEFT HAND GUTTER BROOM TILT **WITH IN-CAB DISPLAY**	$1,300	$1,300	
0	1127399	VARIABLE SPEED - DUAL SIDEBROOMS	$4,125	$0	no variable speed sidebroom
		ALL WORK & FLOOD LIGHTS ARE EACH CONTROLLED USING INDIVIDUAL ROCKER SWITCHES			
		NOTE: Sidebroom Lights are NOT STANDARD			
0	1127624	INDVIDUAL SWITCHES FOR DUAL SIDEBROOM LIGHTS-LED	$960	$0	
0	1127625	INDVIDUAL SWITCHES FOR RIGHT HAND SIDEBROOM LIGHT-LED	$890	$0	
0	1127626	INDVIDUAL SWITCHES FOR DUAL REAR FLOOD LIGHTS-LED	$1,165	$0	
1	1126157	INDIVIDUAL SWITCHES FOR DUAL SIDEBROOM & REAR FLOOD LTS-LED	$1,625	$1,625	
		-----WATER SYSTEM (CHOOSE UP TO ONE)-----			
0	1110823	FUNCTIONAL CONTROL OF WATER SYSTEM	$925	$0	
		FUNCTIONAL CONTROL OF WATER SYSTEM dispenses water with the use of the sweeper function rocker switch. Not compatible with Individual control water system. Not compatibale with PM-10 water system.			
		OR			
0	1113730	***INDIVIDUAL SWITCHES FOR WATER SYSTEM CONTROL **(NOT COMPATIBLE WITH PM10)**	$1,750	$0	
		---------SIDE BROOMS---------			

https://www.sourcewell-mn.gov/cooperative-purchasing/093021-ELG

MODEL: CROSSWIND SINGLE ENGINE
EFFECTIVE DATE: 02/06/2023
SUPERCEDES ALL PREVIOUS PRICE LISTS
DEALER PRICE LIST (U.S. DOLLARS)
REV#1

QUANTITY	PART NUMBER	MODEL DESCRIPTION	2023 LIST PRICE	2023 EXTENDED	
1	1112947	***DUAL SIDE BROOM SCRUBBING POSITION	$2,240	$2,240	
		SIDE BROOM SCRUBBING POSITION provides additional switch on console to allow the side brooms to sweep inboard in front of the pickup head in the scrubbing position.			
S T E P # 3		**SELECT OPTIONS / ACCESSORIES**			
		--------ALARMS------------			
1	1128244	BACKUP ALARM, SMART	$580	$580	Run wiring for backup alarm and we will install our alarm / SAME COST
		-----AUTO LUBE-----			
0	1127489	AUTO LUBE SWEEPER ONLY	$5,330	$0	Delete Auto Lube DONE
		----------BROOMS----------			
0	1078904	DUAL POLY BROOMS	$270	$0	
		------DECALS------			
1	1128152	RED LOGO/CROSSWIND	$0	$0	
0	1128155	WHITE LOGO/CROSSWIND	$0	$0	
0	1122929	SHIP DECALS AND SWOOSH LOOSE IN HOPPER	$0	$0	
		----------GAUGES----------			
1	1061886	HYDRAULIC OIL LEVEL GUAGE W/THERMOMETER	$235	$235	Tank mounted site glass for level w w/temp thermometer built the level indicator YES
		------HOPPER OPTIONS------			
0	1085864	RIGHT HAND INSPECTION DOOR	$570	$0	
0	1085882	LEFT HAND INSPECTION DOOR	$590	$0	
0	1117147	STAINLESS STEEL RIGHT HAND INSPECTION DOOR	$595	$0	
0	1117148	STAINLESS STEEL LEFT HAND INSPECTION DOOR	$595	$0	
1	1127045	RIGHT HAND INSPECTION DOOR & STEP	$1,010	$1,010	
0	1127046	LEFT HAND INSPECTION DOOR & STEP	$1,010	$0	
0	1085887	6" HOPPER DRAIN	$1,020	$0	
0	1071234	STAINLESS STEEL HOPPER SCREENS	$1,925	$0	
0	1127047	STAINLESS STEEL RIGHT HAND INSPECTION DOOR & STEP	$1,025	$0	
0	1127048	STAINLESS STEEL LEFT HAND INSPECTION DOOR & STEP	$1,025	$0	
0	1119271	STAINLESS STEEL HOPPER DOOR WITH HOPPER DELUGE	$1,355	$0	
		-----LIFELINER HOPPER----			
0	1124502	LIFELINER HOPPER SYSTEM W/WARRANTY	$10,350	$0	Delete Lifeliner DONE
		-----MANUALS----			
1	0702255	CROSSWIND1 PARTS MANUAL	$110	$110	Include all 3 manuals YES
1	0701679	CROSSWIND1 OPERATORS MANUAL	$110	$110	
1	702490	CROSSWIND1 SERVICE MANUAL	$115	$115	
		-----LIGHTING-----			
0	1121500	REAR LED ARROWBOARD	$3,395	$0	
1	1121121	REAR LED BEACON / LED ARROWBOARD	$3,760	$3,760	Include rear Led beacon/Led Arrowboard YES
0	1126158	(2) ALTERNATING FLASHING REAR LIGHTS **(MUST SELECT ONE "INDVDUAL SWITCHES WORK LIGHT OPTION")**	$1,380	$0	
0	1126575	LED ARROWSTICK	$2,790	$0	
		------------PAINT------------			
0	4811018	PAINT SWEEPER YELLOW RAL 1018	$600	$0	See notes on page 1 for wrapping sweeper
0	4811023	PAINT SWEEPER YELLOW RAL 1023	$645	$0	
0	4811037	PAINT SWEEPER YELLOW RAL 1037	$645	$0	
0	4813020	PAINT SWEEPER TRAFFIC RED RAL 3020	$600	$0	
0	SPECIAL	PAINT SWEEPER OTHER RAL THAN ABOVE	CONTACT INSIDE SALES	$0	
0	SPECIAL	PAINT SWEEPER NON RAL COLOR	CONTACT INSIDE SALES	$0	
		----------PM10 COMPLIANCE------------			
1	1132094	PM-10 WATER SYSTEM **(NOT COMPATIBLE WITH FUNCTIONAL OR INDIVIDUAL WATER SYSTEM)**	$5,340	$5,340	
0	1132095	PM-10 WATER SYSTEM USE WITH SS HOPPER **(NOT COMPATIBLE WITH FUNCTIONAL OR INDIVIDUAL WATER SYSTEM)**	$5,265	$0	
0	1132098	PM-10 WATER SYSTEM USE WITH CENTERBROOM **(NOT COMPATIBLE WITH FUNCTIONAL OR INDIVIDUAL WATER SYSTEM)**	$11,595	$0	
0	SPECIAL	PM-10 WATER SYSTEM USE WITH CENTERBROOM AND SS HOPPER **(NOT COMPATIBLE WITH FUNCTIONAL OR INDIVIDUAL WATER SYSTEM)**	CONTACT INSIDE SALES	$0	
		-----------SAFETY---------			
0	1048643	SLOW MOVING VEHICLE SIGN	$205	$0	we will install our slow moving vehicle sign
0	5007219	HYDRAULIC JACK, 5 TON	$335	$0	no jack
0	9306848	TRIANGLE REFLECTOR FLARES (3)	$120	$0	no reflector/flare kit
0	1095548	LEFT HAND SIDE CAMERA	$765	$0	no LH side camera
		-----SWEEP COMPONENTS-----			
0	1132092	CENTERBROOM	$6,145	$0	
		-------TOOLS/TOOL BOX-----			
0	1036150	HYDRANT WRENCH	$145	$0	
0	1057687	TOOL BOX W/TOOLS	$910	$0	
		-----WANDERING HOSE-----			
1	1119217	HYDRAULIC WANDERING HOSE	$6,280	$6,280	
0	1120863	HYDRAULIC WANDERING HOSE **(USE W/VARIABLE SPEED)**	$6,195	$0	
1	1128249	4 FT. ALUMINUM WANDERING HOSE EXTENSION - REAR MOUNT	$980	$980	
		-----WATER SYSTEM---------			
0	1032484	25' WATER FILL HOSE (ILO 16' 8")	$270	$0	
1	1040094	QUICK DISCONNECT WATER FILL	$670	$670	
0	1059209	HOPPER DELUGE	$1,350	$0	
1	1088582	HOPPER WATER NOZZLES	$715	$715	
0	1070059	AIR PURGE FOR WATER SYSTEM	$545	$0	
0	1111680	LOW PRESSURE WASH DOWN **(NOT COMPATIBLE WITH PM 10)**	$1,485	$0	
0	1132096	HIGH PRESSURE WASHDOWN **(USE W/CENTERBROOM)**	$11,520	$0	
1	1132093	HIGH PRESSURE WASHDOWN	$5,340	$5,340	what is this for ? Used with wandering hose, to dig
1	1131853	AIR PURGE FOR WATER SYSTEM **(USE W/PM10)**	$545	$545	what is this for ? winterize water lines
		------WIRE MOUNT----------			
0	1121740	WIRE/MOUNT RIGHT & LEFT REAR **(USE W/WANDERING HOSE)**	$1,225	$0	
0	1121741	WIRE/MOUNT R&L REAR **(USE W/OUT WANDERING HOSE)**	$1,225	$0	
		----- M2 CHASSIS OPTIONS -----			
0	1063734	CAB PAINT	$5,595	$0	
0	1070639	LED/STOP/TAIL/REAR TURN LIGHT	$810	$0	

Sourcewell

https://www.sourcewell-mn.gov/cooperative-purchasing/093021-ELG

MODEL: CROSSWIND SINGLE ENGINE
EFFECTIVE DATE: 02/06/2023
SUPERCEDES ALL PREVIOUS PRICE LISTS
DEALER PRICE LIST (U.S. DOLLARS)
REV#1

QUANTITY	PART NUMBER	MODEL DESCRIPTION	2023 LIST PRICE	2023 EXTENDED	
0	1071626	PAINT TRUCK RIMS	$1,405	$0	
0	1109607	12" CONVEX MIRRORS	$415	$0	
3	1081188	EXTRA KEY	$60	$180	need 3 keys total yes
0	1081901	SPARE TIRE & WHEEL , BALANCED	$1,570	$0	no spare tire
0	1081365	AIR RESTRICTOR GUAGE	$1,060	$0	no air restrictor gauge
0	1111698	FRONT SPRAY BAR **(NOT COMPATIBLE WITH THE STANDARD WATER SYSTEM)**	$730	$0	
0	1111756	FRONT SPRAY BAR **(USE W/PM-10)** **(NOT COMPATIBLE WITH THE STANDARD WATER SYSTEM)**	$730	$0	
0	1090653	DUAL AIR HORN	$2,035	$0	no air horn
0	1128650	2 1/2 LB. FIRE EXTINGUISHER	$275	$0	we will supply fire extinguisher
0	1128651	5 LB. FIRE EXTINGUUISHER	$310	$0	we will supply fire extinguisher
0	1127569	AUTO LUBE TRUCK/SWEEPER	$9,125	$0	no auto luber
0	1121736	CAB & (2) REAR LED BEACONS **(USE W/ WANDERING HOSE)**	$2,560	$0	
0	1121737	CAB & (2) REAR LED BEACONS **(USE W/ WANDERING HOSE & AIR HORN)**	$2,560	$0	
0	1121738	CAB & (2) REAR LED BEACONS **(USE W/O WANDERING HOSE)**	$2,560	$0	
0	1121739	CAB & (2) REAR LED BEACONS **(USE W/O WANDERING HOSE & W/O AIR HORN)**	$2,560	$0	see line 154 for the lighting option
0	1125772	CAB / REAR LED STROBE / LED ARROWSTICK	$4,465	$0	
0	1125773	CAB / REAR WIRE/MOUNT/ LED ARROWSTICK	$4,340	$0	
0	1121162	WIRE/MOUNT CAB & REAR	$1,230	$0	
0	1121163	WIRE/MOUNT CAB & REAR W/GUARD	$1,820	$0	
0	1121164	LED BEACON CAB & REAR	$2,905	$0	
0	1121903	BEACON CAB & REAR WITH ARROWBOARD	$4,885	$0	
0	1121164	LED STROBE CAB/REAR	$2,905	$0	
		----PETERBILT CHASSIS OPTIONS----			pricing for Kentworth chassis
0	1119463	FRONT SPRAY BAR **(NOT COMPATIBLE WITH THE STANDARD WATER SYSTEM)**	$710	$0	
1	1119464	FRONT SPRAY BAR **(USE W/PM-10)** **(NOT COMPATIBLE WITH THE STANDARD WATER SYSTEM)**	$730	$730	
1	1120869	CAB & (2) REAR STROBES **(USE W/ WANDERING HOSE)**	$2,930	$2,930	
0	1120870	CAB & (2) REAR STROBES **(USE W/O WANDERING HOSE)**	$2,930	$0	
0	1121577	EXTRA KEY	$175	$0	
1	1122155	LED STOP, TAIL, TURN LIGHTS	$890	$890	
0	1123158	2 1/2 LB. FIRE EXTINGUISHER	$270	$0	
0	1123159	5 LB. FIRE EXTINGUUISHER	$320	$0	
				$0	
		----------WARRANTY--------		$0	
[illegible]	-NA-2PL	CROSSWIND 2ND YEAR PARTS/LABOR	$3,370	$0	How long if factory warranty? 1 year
[illegible]	-NA-3PL	CROSSWIND 3RD YEAR PARTS/LABOR	$5,125	$0	Does this warranty start after the factory warranty ends? Yes
[illegible]	EW-AI[illegible]-NA-4PL	CROSSWIND 4TH YEAR PARTS/LABOR	$7,820	$0	
0	EW-AIR-NA-5PL	CROSSWIND 5TH YEAR PARTS/LABOR	$10,660	$0	
		FREIGHT RATES			
		EFFECTIVE DATE: 01/01/2022			
0	FRT-124-001	SELF SHIPPING DOCK CHARGE	$975	$0	
0	FRT-124-002	FREIGHT-IL,WI,IA,IN,MI,MN,KY	$2,075	$0	
0	FRT-124-003	FREIGHT-TN,WV,PA,NY	$4,100	$0	
0	FRT-124-004	FREIGHT-NH,VT,ME	$4,805	$0	
0	FRT-124-005	FREIGHT-NEW YORK CITY	$5,360	$0	
0	FRT-124-006	FREIGHT-ND,SD,NE,OK,KS,AR,AL,MO	$3,625	$0	
0	FRT-124-007	FREIGHT-AZ,UT	$6,640	$0	
1	FRT-124-008	FREIGHT-CA,NV,ID,OR,WA	$7,605	$7,605	
0	FRT-124-009	FREIGHT-CHICAGO/MILWAUKEE	$1,125	$0	
0	FRT-124-010	FREIGHT - FL,LA,TX,NM,CO,WY,MT	$5,395	$0	
0	FRT-124-011	FREIGHT- OH,ST.LOUIS METRO	$2,175	$0	
0	FRT-124-012	FREIGHT- MS,GA,SC,NC,VA,MD	$4,380	$0	
0	FRT-124-013	FREIGHT - RI,DE,CT,NJ,MA	$3,990	$0	
0	FRT-124-014	FREIGHT - LAREDO, TX	$7,950	$0	
0	FRT-124-015	SPECIALIZED TRANSPORT EQUIPMENT	$1,275	$0	
			SUB TOTAL	**$387,730**	
		-----DISCOUNTS-----			
0	DISC-124-ADDL	ADDITIONAL DISCOUNT / Sourcewell #093021-ELG	$5,397	-$5,397	
		SPECIAL RFQ OPTIONS / OTHER DESCRIPTIONS			
					no extra water tank
	2221573	Cat Walk Behind Cab (RFQ83564)	$4,195	$4,195	price for Cat Walk behind cab
			GRAND TOTAL	**$386,528**	

"All cost increases for major components and complete builds, all costs resulting from government mandated requirements, and all raw material surcharges will be passed through and added to invoices."

Fwd: Quote for Crooswind1 Sweeper

1 message

Aimee Gordon <agordon@cityoflewiston.org> Mon, Dec 11, 2023 at 9:16 AM
To: Candida Candy McHargue <cmchargue@cityoflewiston.org>

Aimee M Gordon
Finance Director/City Treasurer
City of Lewiston
(208) 746-3671 ext. 6222

View the City Summer Magazine
Watch recorded City of Lewiston Council meeting!

---------- Forwarded message ---------
From: **Roben Braun** <rbraun@cityoflewiston.org>
Date: Thu, Dec 7, 2023 at 11:10 AM
Subject: Fwd: Quote for Crooswind1 Sweeper
To: Aimee Gordon <agordon@cityoflewiston.org>, Stephanie Drury <sdrury@cityoflewiston.org>

Not a good heads up.

Roben Braun

Equipment Services Manager

---------- Forwarded message ---------
From: **Randy Wheelhouse** <rwheelhouse@owenequipment.com>
Date: Thu, Dec 7, 2023 at 7:10 AM
Subject: Quote for Crooswind1 Sweeper
To: Roben Braun <rbraun@cityoflewiston.org>
Cc: Randy Wheelhouse <rwheelhouse@owenequipment.com>

Hello Roben,

Elgin has increased their cost on the sweepers starting on the 5th of December. They will honor any quotes out there until December 29. If you want to avoid the 3.5% increase, please let the powers to be know.

Thank You,

Randy Wheelhouse

Account Manager (Eastern WA, Northern ID and Montana)

Cell: (509) 389-9529

Email: rwheelhouse@owenequipment.com

THE OWEN FAMILY OF COMPANIES
ESSENTIAL EQUIPMENT SALES, RENTALS AND SERVICE

"Act as if what you do makes a difference. It does." William James

---

From: Randy Wheelhouse <rwheelhouse@owenequipment.com>
Sent: Wednesday, November 8, 2023 3:59 PM
To: Roben Braun <rbraun@cityoflewiston.org>
Cc: Randy Wheelhouse <rwheelhouse@owenequipment.com>
Subject: Quote for Crooswind1 Sweeper

Hello Roben,

Finally, attached is the quote for the Crosswind1 on a Kenworth chassis. Utilizing the Sourcewell contract.

If you have any questions, please let me know.

Thank You,

Randy Wheelhouse

Account Manager (Eastern WA, Northern ID and Montana)

Cell: (509) 389-9529

Email: rwheelhouse@owenequipment.com

THE OWEN FAMILY OF COMPANIES
ESSENTIAL EQUIPMENT SALES, RENTALS AND SERVICE

"Act as if what you do makes a difference. It does." William James

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2023 Elgin CROSSWIND SE Sourcewell 093021-ELG 11072023.xlsx
76K

City of Lewiston

APPLICATION FOR DOWNTOWN LEWISTON BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD

All applicants for the Downtown Lewiston Business Improvement District (BID) Advisory Board must own property subject to the BID special assessment.

Date: 11/2/23

Name: Bauer Douglas J
Last *First* *MI*

Telephone (Home) ______ (Work or Mobile) 208.791.8965

E-Mail Address: dbauer@lmtribune.com

Mailing Address: 623 Prospect Avenue Lewiston
Number Street City State Zip

Are you a resident of Lewiston? (not required) Yes / No

If no, approximately how often do you visit or work in Lewiston each year? ______

What property do you own in the BID district (specific address(es))? 505 Capital, 607 Capital (employee - owner)

Do you own a local business? (not required) Yes / No
If yes, what business? Lewiston Tribune

How familiar are you with the work of Beautiful Downtown Lewiston, which is the Administrator of the BID? Very Familiar Somewhat Familiar Not Very Familiar

What is your interest in being on the BID Advisory Board? To continue working as a member after my initial term expires

Do you feel you can make funding recommendations based on the overall betterment of the BID, keeping personal interests or gain out of your decision-making? Yes / No / Not sure

What strengths would you bring to the BID Advisory Board? Experience, knowledge, relationships

Please list the names and telephone numbers of two personal references:

Joe Strohmaier 208.790.0758
Name *Telephone*

Keith Binkley ~~208~~ 206.550.8655
Name *Telephone*

City of Lewiston

APPLICATION FOR DOWNTOWN LEWISTON BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD

All applicants for the Downtown Lewiston Business Improvement District (BID) Advisory Board must own property subject to the BID special assessment.

Date: 10/11/2023

Name: Price, Wendy R
Last *First* *MI*

Telephone (Home) 208.305.2030 (Work or Mobile) 208.799.2100

E-Mail Address: wprice@21priceright.com

Mailing Address: 920 Main Street, Lewiston, ID 83501
Number Street City State Zip

Are you a resident of Lewiston? (not required) Yes / No

If no, approximately how often do you visit or work in Lewiston each year? 300 days or more

What property do you own in the BID district (specific address(es))? 920 Main Street

Do you own a local business? (not required) Yes / No
If yes, what business? CENTURY 21 Price Right

How familiar are you with the work of Beautiful Downtown Lewiston, which is the Administrator of the BID? Very Familiar Somewhat Familiar Not Very Familiar

What is your interest in being on the BID Advisory Board? To continue the work we have been doing and have more time to recruit new members.

Do you feel you can make funding recommendations based on the overall betterment of the BID, keeping personal interests or gain out of your decision-making? Yes / No / Not sure

What strengths would you bring to the BID Advisory Board? Past knowledge having served on this board as well as BDL Board and Committees. And that I CARE about our downtown.

Please list the names and telephone numbers of two personal references:

Name	Telephone
Don Kirby - Western Appraisals	(208) 746-9891
Dick White - River Cities Real Estate	(208) 743-6575

City of Lewiston

APPLICATION FOR DOWNTOWN LEWISTON BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD

All applicants for the Downtown Lewiston Business Improvement District (BID) Advisory Board must own property subject to the BID special assessment.

Date: 10-15-23

Name: Ohrtman Dennis W
Last *First* *MI*

Telephone (Home) 208-743-0694 (Work or Mobile) 208-791-2567

E-Mail Address: dwohrtman@aol.com

Mailing Address: 510 Burrell Dr Lewiston ID 83501-4536
Number Street City State Zip

Are you a resident of Lewiston? (not required) Yes / No

If no, approximately how often do you visit or work in Lewiston each year? ____________

What property do you own in the BID district (specific address(es))? non profit members Liberty Theater & Nez Perce County Historical Society & Museum

Do you own a local business? (not required) Yes / No
If yes, what business? ____________

How familiar are you with the work of Beautiful Downtown Lewiston, which is the Administrator of the BID? Very Familiar Somewhat Familiar Not Very Familiar

What is your interest in being on the BID Advisory Board? economic development & cultural awareness

Do you feel you can make funding recommendations based on the overall betterment of the BID, keeping personal interests or gain out of your decision-making? Yes / No / Not sure

What strengths would you bring to the BID Advisory Board? Board Experience; financial and public relations experience

Please list the names and telephone numbers of two personal references:

Dr Dan Miller, President of NPCHS 208-791-6918
Name *Telephone*

Butch Alford 208 305 7263
Name *Telephone*