



**Amended 04/30/2020**

**LEWISTON CITY COUNCIL  
WORK SESSION AGENDA**

**MAY 4, 2020 – 3:00 PM**

Virtual Meeting - 1134 F Street, Lewiston, Idaho 83501

**COUNCIL MEMBERS PRESENT:** Mayor Collins; Mayor Pro Tem Schroeder; Councilor Blakey; Councilor Bradbury; Councilor Kelly; Councilor Pernsteiner; Councilor Miller

**STAFF MEMBERS PRESENT:** Jana Gómez; Chris Davies, Laura Von Tersch, Dan Marsh, Chris Davies, Carol Mauer, Brittne Purington, Kari Ravencroft, Budd Hurd, Tim Barker, Travis Myklebust, Laura Von Tersch, Nikki Province, Lynn Johnson, Aaron Butler, Tonya Brocke

**I. CALL TO ORDER**

Mayor Collins called the meeting to order at 3:00 PM

**II. PLEDGE OF ALLEGIANCE**

Mayor Collins led the Pledge of Allegiance.

**III. CITIZEN COMMENTS**

*Provides 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 City Manager. In consideration of others wishing to speak, please limit your remarks to three minutes. Due to the Governor's Stay Home Order, citizen comments can be provided by calling [208-746-3676](tel:208-746-3676) and leaving your message. Your comments will then be forwarded to the City Council.*

**IV. WORK SESSION ITEMS**

**A. YOUTH ADVISORY COMMISSION:** Brief update on the accomplishments of the Youth Advisory Commission over the past year (Makenna Falkenstein-Barker)

Youth Advisory Commission Chairperson Makenna Falkenstein-Barker provided an overview of what the Youth Advisory Commission has been doing over the past year. She noted that a major focus was on the Tobacco 21 Project, which is an effort to change the legal smoking age from 18 to 21. She stated group members have talked about the negative impacts of smoking in their classes, to students around campus, and even went to Boise in an effort to speak with the legislators. Miss Falkentein-Barker said that during the COVID-19 quarantine, the Commission focused on trying to promote the upcoming openings that will be available due to the graduation of four seniors. Mayor Collins asked if there was a reason the current



legislation was unavailable when the group was in Boise this winter. She stated that they had reached out, but did not receive a response. Mayor Collins offered to help the group get in touch with legislators in the future.

Councilor Miller congratulated Miss Falkenstein-Barker on a great presentation. She stated the Youth Advisory Commission is a great resource for the City Council to call upon for a youth perspective.

Councilor Kelly asked if the commission had plans started for the upcoming year. Miss Falkenstein-Barker stated that the American Cancer Society is a great connection for the group and will be a focus going into next year.

**B. FIRE STATION STUDY: *Review of the fire station study performed by Longwell and Trapp Architects (Myklebust/Architects)***

Fire Chief Myklebust explained the Fire Station Location Analysis that will be presented was part of the Fire Department's strategic plan. He said the department was able to hire Cory Trapp, Brian Harris and Ben Silver to perform the analysis that provided information for possible future development of the Fire Department sites.

Cory Trapp with Longwell + Trapp Architects stated that he and Brian Harris with TCA Architecture were able to tour all of the current facilities to evaluate existing conditions. He explained the presentation will be a condensed version of the full analysis that was provided to Council.

Mr. Harris provided an overview of the existing conditions at each Lewiston Fire Department location that is briefed in the analysis. He explained the assessments of each station and stated that the fire department has used the current facilities the best they could. He outlined each building location and what improvements need to be completed.

Ben Silver with Berk Consulting, Inc. was responsible for the GIS and location analysis portion of the study. He explained the location analysis key assumptions such as study area, number of stations, and response time. He stated growth projections for the City of Lewiston were taken through year 2034. Mr. Silver said the goal of the analysis was how to maximize response time and numbers within the City of Lewiston. He explained how a new layout for the stations would improve the response times to the problematic areas on the outskirts of the city. He said a scenario comparison was done by share of incidents by station from FY2015 through FY2019.

Mr. Harris provided an executive summary of the analysis on each station and the administrative building. He stated that the locations should be considered for future expansion. He said that there could be benefits of adding a training facility as well as teaming up with regional partners. He covered the implementation timeline



from what can be done in the near future to what is on the analysis for fifteen plus years down the road. He suggested acquiring property for the new locations in the near future.

City Manager Nygaard asked about the service area for the new high school, LCSC complex and Community Park as he did not see this area addressed in the analysis. He also questioned if updates to the roadways would be beneficial to response times. Mr. Silver responded stating the future expansion numbers were given to them by the building department and growth in those areas were planned for. He stated that station placement would consider expansion to the North and East. Transportation improvements for future sight placement would need to be looked at by City Engineering Staff and the placement.

Councilor Miller asked if there was a way to improve the current situation with the turnouts being stored in the bays to protect the equipment and personnel. Mr. Harris responded stating that there are things that can be done, but the current stations have space constraints that would not easily allow that at this time. He stated there are aftermarket products that can be used for this issue, but they are not ideal.

Councilor Pernsteiner asked if the ISO rating can affect the homeowner insurance rate and what impact it would make to go from an area with an ISO rating of 3 to an ISO rating of 2. Chief Myklebust responded saying the City was rated a 3 a little over a year ago and stated with a training facility the rating facility was confident that the City would be able to go to a 2. He stated he would be willing to look into the insurance rate savings as directed by Council.

Councilor Blakey asked if there were any suggestions to locate Station 4 to the base of Bryden Canyon Road. Chief Myklebust stated that relocating Station 4 to the base of Bryden Canyon Road would increase the response time for the Country Club area, but decrease response time in other areas of the City. Mr. Silver said that they selected the future site based on the expansion criteria and the base of Bryden Canyon Road was not a viable area for response times. City Attorney Gómez responded to Councilor Blakey's question stating she would have to look into whether the City is able to build on the leased land in question. Mr. Nygaard provided a look at the Transportation Plan showing a future roadway that would help with access the Country Club area.

**C. ECONOMIC DEVELOPMENT UPDATE/DISCUSSION: *Presentation and discussion on the economic development impact of COVID-19 (Pernsteiner)***

Councilor Pernstiener gave a presentation of a Job Accelerator Program to the Council. He stated that Beautiful Downtown Lewiston (BDL), Valley Vision, Clearwater Economic Development Association (CEDA) and various City staff helped contribute to this project.



Councilor Pernsteiner covered what the unemployment rate has done in the last six weeks due to COVID-19. He stated that in the last six weeks, during the COVID pandemic, Nez Perce County has had more unemployment claims filed than in all of 2019.

Councilor Pernsteiner provided a review of how the Lewis Clark Valley recovered from the last economic downfall in 2007. He stated during that time, the valley took nine years to recover the total jobs lost. He said that statically this area has outpaced the US sixty two percent faster in job growth in the last five years. Mr. Pernsteiner covered the five ways to successfully grow jobs in this area.

Councilor Pernsteiner shared a graph showing communities that recovered jobs the fastest grew their number of businesses the most. He stated remote work is going to be job creation and a great usage for talent retention. The Jobs Accelerator Plan has three major areas, remote work, coworking and accelerator. He reviewed each building block and ways to implement them into the community. He said the hope is to revitalize and reuse a space within the City to drive this plan. He feels that we could utilize downtown Lewiston as an opportunity zone for the entrepreneurs to collaborate within the City.

Councilor Pernsteiner stated that the budget for this plan would be \$1.2 - 1.5 million dollars from four major areas, Department of Housing and Urban Development (HUD), City allocation, public partners and private partners. He stated HUD has funds available that were not allocated through the CARES Act that may be obtainable through a grant. He stated that City Manager Nygaard and Community Development Director Von Tersch have already reached out to HUD to start the process of applying for the possible grant. He stated that the remainder of the funds would have to then come from the City CDBG allocation as well as local partners. His hope is that this plan really helps drive innovation within our community for the future.

Mayor Collins supports this idea and will do what he can to get this plan going. Councilor Bradbury thanked Councilor Pernsteiner for his work on this project and is in support of applying for the HUD grant. He wants to be sure we are addressing the fundamental factor that detour entrepreneurs from starting businesses in this area. He believes that eliminating the odor from Clearwater Paper would help to attract entrepreneurs to the valley. Councilor Pernsteiner said that this plan is not to attract outlying business or people, but to have the citizens already in the community help build the economy. He feels this area has just who is needed to empower young minds that already live within the community. He stated the valley has a great education system, but retains less than ten percent of the graduates. He would like to find a way to retain the graduates in our region. Mr. Pernsteiner agreed with Councilor Bradbury that Downtown Lewiston needs to be an area of investment to help drive this plan.



Councilor Miller stated this plan falls under multiple tasks on the Community Development strategic plan as well as creating economic opportunity. She supports this plan, as it fits into the vision that has already been established.

Councilor Blakey stated that having Councilor Pernsteiner on the Council is a great asset and is in full support of this project. Mayor Pro Tem Schroder also fully supports this project and staff time needed to move the project forward.

Mayor Collins asked the Councilors for an approval to address funding once that arises and that reached consensus. He stated that he is in support of dedicated staff time to work on the grant.

Councilor Pernsteiner said he is very grateful for all the support and there is more to come on this project.

**D. GRADUATION PARADE UPDATE: *Update by Public Works Director Davies.***

Public Works Director Davies provided an update on the Lewiston High School graduation parade. He displayed a visual map of the route of the parade for Council. He gave an overview of the process that will take place to prepare for the parade. When the graduates receive their cap and gown they will also receive a number to place in their vehicle. He stated there will be about 350 vehicles involved in the parade. The Police Department will have a briefing regarding the procedures that will take place. Mr. Davies stated it will take approximately 20-40 minutes to complete the parade.

City Manager Nygaard responded to Councilor Miller's question stating the route of the parade was selected with the community members in mind. He feels there is plenty of area for people to maintain proper social distancing and safely watch the parade.

Councilor Bradbury asked how much overtime will be taking place by City employees. Each department involved responded and stated that there would be very minimal employees receiving overtime. City Attorney Gómez responded to Councilor Kelly question regarding volunteers, stating that City employees are not allowed to volunteer and would not recommend others volunteering due to the liability.

**V. UNFINISHED AND NEW BUSINESS**

**A. CITY COUNCILOR COMMENTS**



Mayor Collins asked if there was a date set for Council to meet in person. City Manager Nygaard responded stating the Governor's order stated June 15<sup>th</sup> at the earliest for a group meeting of more than ten people. He stated that will be looked at as the date approaches.

**B. CITY MANAGER COMMENTS**

City Manager Nygaard stated plans have begun to get employees back to work when that is appropriate to do so. He said there are sneeze guards and protocols being put in place to keep every employee and citizen safe. He stated that advisory board meetings have been postponed until June and will reevaluate once the time comes.

**C. ADVISORY BOARD OR COMMISSION APPOINTMENTS**

Mayor Collins stated there will be opening for the Youth Advisory

**D. PROPOSED WORK SESSION TOPICS**

Mayor Collins stated there should be agendas on the list for future topic.

**VI. ADJOURNMENT**

There being no further business to come before the Lewiston City Council, Mayor Collins adjourned the March 2, 2020, Work Session at 5:02 p.m.

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