

December 14, 2023

THE BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD OF THE CITY OF LEWISTON, IDAHO, met at its regular meeting Thursday, December 14, 2023 at the Community Development Department Second Floor meeting room. The meeting was called to order at 8:33 a.m.

I. CALL TO ORDER AND INTRODUCTION

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

BOARD MEMBERS ABSENT: None

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

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

II. PUBLIC COMMENTS

Staff Hollingshead read a public comment email from Dawn Abbott, owner of Blue Lantern in downtown Lewiston in regards to parking downtown. Chairperson Price read public comment email from Vikki Ross and Mark Alexander requesting BID to dissolve. See the appendix for both emails.

Mayor Johnson addressed Dawn Abbott's concerns stating that there is a new Code Resource Officer who will soon be able to help monitor the downtown parking and help eliminate some of these issues.

III. ACTIVE AGENDA

A. **APPROVAL OF NOVEMBER 09, 2023 MEETING MINUTES**

Board Member Bauer and Vice Chairperson Meyers moved and seconded, respectively, the approval of the November 09, 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 INVOICES (ACTION ITEM)**

1. QUICKBOOKS (AUTO WITHDRAWAL) (\$90)
2. NEON ONE (\$153.47)
3. POSTAL & COPY (BID PACKETS) (\$255.36)
4. PLAID FRIDAY EXPENSES (\$66.50)
5. FIRST FRIDAY (\$96.98)
6. BDL STAFF HOURS 78, VOLUNTEER HOURS 65 (\$5,720)

Board member Jones asked for further explanation of the green space/dog park/pop-up park and the associated hours spent on that project.

Mrs. Morgan stated she worked with the City's grant writer to locate areas where a potential dog space would benefit the downtown area. She was able to locate 4 areas that might potentially work. There is a grant that will be applied for in February for this project.

Board Members Bauer and Jones moved and seconded, respectively, the approval of the invoices as submitted. The motion carried 7-0.

D. 2023 SUMMARY OF ACTIVITIES PRESENTATION

Mrs. Morgan stated the main questions and comments were in regard to the dissolution of the agreement between the City of Lewiston and BDL.

E. 2024 WORK PLAN

Staff Hollingshead wants to board to take a look at what was accomplished from the 2023 work plan and due to the dissolution of the administrator agreement what can the board can actually accomplish in the 2024 work plan.

The board discussed what projects might be removed or are not a priority on the 2024 work plan. Also discussed what happens to the projects on the 2023 work plan with the dissolution of the administrator agreement. Discussion on how to accomplish projects moving forward, such as hiring contractors or matching funds with BID.

IV. BOARD MEMBER COMMENTS

Board members taken back about the dissolution of the administrator agreement. Would have liked to be notified before it going to City Council. Discussion on comments from rate payers stating they do not want the City to be the administrator.

Board member Ohrtman asked how does the board respond to the citizen comments and also gave the board an update on the Liberty Theater. Trying to get the marquee completed.

Staff Hollingshead stated Dawn Abbott with Blue Lantern was given the Code Resource Officer's information. She stated she would provide Vikki Ross and Mark Alexander with the information they need.

Board member Cook asked if BDL will still be a large supporter of the BID.

Mrs. Morgan stated the BDL support for BID will not change. There will need to be some changes to the 2024 work plan because there are things that should not be on there.

Staff Hollingshead stated she has spoken with an electrical contractor that the City uses and they should be starting work on updating the lights downtown. There are Avista rebates that can be used and there may be no cost for this upgrade. She is also reaching out to local landscapers in regards to emptying the planters so the City can replace them with the new planters.

Board member Cook asked why all advertisements were just with McVay.

Mrs. Morgan stated there is a no-compete clause for advertising.

V. BID ADMINISTRATOR COMMENTS

Mrs. Morgan stated that she will put together something from BDL for what they will be able to assist with. She stated that she has reached out to the City Parks Department and received the same answer over and over of not having enough staff. She has learned a lot from this experience.

VI. STAFF LIASON COMMENTS

A. Query of Board members to attend the regularly scheduled January 11, 2024 meeting

Board members Ohrtman and Follett said that they were questionable to attend and would know closer to the meeting date.

Staff Hollingshead stated she will invite the City Engineer to attend the next meeting in regards to the crossing beacons.

VII. ADJOURNMENT (ACTION ITEM)

There being no further business, Board members Bauer and Jones, moved and seconded, respectively to adjourn. The motion carried 7-0 and the Business Improvement District adjourned at approximately 09:51 a.m.

RESPECTFULLY SUBMITTED,

ATTEST:

Dawn Oates
RECORDING SECRETARY

Tami Meyer
BID ADVISORY BOARD CHAIR

Approved this 11th day of Jan, 2024.

APPENDIX



Lewiston

Dawn Ortiz <dortiz@cityoflewiston.org>

Fwd: Business Improvement District

1 message

Wendy Price <wprice@21priceright.com>
To: Dawn Ortiz <dortiz@cityoflewiston.org>

Thu, Dec 14, 2023 at 8:37 AM

Wendy Price
Century 21 Price Right

On Thu, Dec 14, 2023, 7:10 AM vikkyross@aol.com <vikkyross@aol.com> wrote:
Wendy Price, Chair
Board of Directors
City of Lewiston Business Improvement District

As stakeholders of the Lewiston Business Improvement District, we are very concerned about the recent actions of Beautiful Downtown Lewiston and the Lewiston City Council. With the lack of progress in what the BID was intended to do from the beginning, we vote to prepare a petition of dissolution of the Business Improvement District as soon as possible with termination to be 12/31/2023.

Please let us know if we can help in retaining the signatures in the petition of dissolution of the Business Improvement District.

We hereby submit our votes to terminate the City of Lewiston Business Improvement District.

Vikky & John Ross
Nikky Hites
Mark Alexander



Lewiston

Dawn Ortiz <dortiz@cityoflewiston.org>

Fwd: BID citizen comment

1 message

Katie Hollingshead <khollingshead@cityoflewiston.org>
To: Dawn Ortiz <dortiz@cityoflewiston.org>

Fri, Jan 5, 2024 at 8:32 AM

Katie Hollingshead
Assistant Planner
City of Lewiston

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F 208.746.5595
215 D Street
P.O. Box 617
Lewiston, ID 83501-1930
www.cityoflewiston.org

----- Forwarded message -----

From: **Tami Meyers** <tamisells1cv@gmail.com>
Date: Mon, Dec 11, 2023 at 12:35 PM
Subject: BID citizen comment
To: Katie Hollingshead <khollingshead@cityoflewiston.org>

Katie I was cc'd on this email a couple of days ago. I think it's relevant for the BID. I told her I would share it as a citizen comment. We still have a meeting on Thursday, correct?

Hello Brenda,

It is my understanding that it was at your request that the no overnight parking signs be taken down from Main Street. It is also my understanding that the city has no other parking monitoring policies in place to help control overnight parking yet, and are still considering other options. Since the signs have been taken down, the block where my business is has been full with overnight cars parked every night. Most of them are students, but of course other people living in the buildings on this block have taken advantage of it. Mostly, those overnight parked cars sit there throughout the day unless the students need to run an errand, then they get parked back in any other available spot on Main Street, and then continue to sit since the 3 hour parking signs are not being enforced either. Without the No Overnight Parking signs, the police are unable to ticket parked cars overnight to help encourage the students to park in their designated lots at least overnight. This would keep their cars moved nightly off of Main Street at least, and the block would have open parking on the street in the morning.

I've mentioned many times before that my business is significantly down this year. Between Main Street being torn up all summer with road construction, to now this, no parking for customers, which has been an ongoing problem from the first day I opened for business 11 years ago.

As a struggling business owner I am begging you to please tell the city that it was a mistake to take down the signs before any other parking control has been put in place. Please contact the city and request that the signs be put back up as quickly as possible. As a member of BDL and as a business directly impacted by this decision, I hope that you will be able to see that it is best to put back up the No Parking Overnight signs until a more permanent solution is instated.

Thank you for your time. Please let me know what you will be able to do about this.

*Dawn Abbott
Blue Lantern*

Tami Meyers
Realtor®

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tamisellslc@gmail.com

TEAM B.M.C.
SILVERCREEK REALTY GROUP

ID# SP34323 & WA# 27536

A circular portrait of Tami Meyers, a woman with long brown hair, wearing a white blazer over a red top, is positioned to the right of the contact information.