



**Lewiston Business Improvement District
REGULAR MEETING AGENDA
July 13, 2023 - 8:30 AM
Bell Building - 2nd Floor Meeting Room - 215"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. CITIZEN COMMENTS

An opportunity for citizens to address the Board with comments and/or questions. Citizens are asked to limit their time to three (3) minutes each. Comments and questions may be made by: 1) attending in-person; 2) emailing comments and questions prior to the meeting to khollingshead@cityoflewiston.org or dortiz@cityoflewiston.org; 3) mailing written comments prior to the meeting to Katie Hollingshead, PO Box 617, Lewiston ID 83501; 4) Calling 208-746-1318 x 7261 and leaving a message. Your message will then be forwarded to the Board.

III. APPROVAL OF MINUTES

A. APPROVAL OF JUNE 08, 2023 MINUTES (ACTION ITEM)

IV. FINANCIALS

A. REVIEW OF BANK STATEMENT (ACTION ITEM)

B. REVIEW & APPROVAL OF INVOICES (ACTION ITEM)

1. NEONONE \$460.41 (PREPAY JULY, AUGUST, SEPTEMBER): - Action Item ()

2. INTUIT QUICKBOOKS \$255.00 (PREPAY JULY, AUGUST, SEPTEMBER): - Action Item ()

3. META \$301.59 (2 INVOICES): - Action Item ()

4. MCVEY ENTERTAINMENT GROUP \$1,600.00: - Action Item ()

5. POSTAL & COPY \$316.89: - Action Item ()

6. NORTHWEST MEDIA/INLAND DIGITAL \$597.00: - Action Item ()

7. SCHURMAN'S TRUE VALUE \$76.78: - Action Item ()

8. KING'S THRONES \$482.30 (2 INVOICES): - Action Item ()

9. **STAPLES \$137.79:** - Action Item ()
10. **VINE 46, LLC \$79.50:** - Action Item ()
11. **PRINCRAFT PRINTING, INC \$239.90:** - Action Item ()
12. **BDL HOURS \$3,440 (STAFF 56 HRS, VLOUNTEER 30 HRS):** - Action Item ()

V. **REVIEW 2023 WORK PLAN AND BUDGET – B. MORGAN (ACTION ITEM)**

- A. **AREA #1 – COMMERCIAL, RESIDENTIAL AND PUBLIC INVESTMENT: UPDATE ON PROJECTS:** (1. Create a list of Developers, identifying hurdles they are experiencing and provide assistance. 2. Sponsor a forum where subject matter experts from CD, DPW and Fire can provide an overview of the permitting process and answer the publics' questions 3. Develop a list of possible mural locations and content and secure property owner support) - Action Item ()
- B. **AREA #2 - NEIGHBORHOOD IMPROVEMENTS:** - Action Item ()
 1. **REQUEST BIDS FROM ELECTRICAL CONTRACTORS TO COMPLETE LED INSTALL IN DECORATIVE LIGHT POLES – (ACTION ITEM):** - Action Item ()
 2. **PLANTERS FOR DOWNTOWN – UPDATE ON INSTALL DATE:** (Sunshade, sound system, lights, removable seating at Brackenbury Square, Wayfinding signage, Crosswalk beacons.) - Action Item ()
- C. **AREA #3 - BUSINESS PROMOTION & NEIGHBORHOOD MARKETING::** (Include pages or links on BDL website of properties for sale or lease in the district- Weaponized Media??- Install banner brackets – update on ordering these? Launch \$5 can change your community campaign?) - Action Item ()
- D. **AREA #4 – BID ADMINISTRATION: UPDATE:**
 1. (Presnell Gage to present in August. Next BID newsletter?)
- Action Item ()

VI. **BOARD MEMBER COMMENTS**

- A. **INTRODUCTION OF NEW BOARD MEMBER PETER COOK**

VII. **STAFF LIASON COMMENTS** - Action Item

- A. **QUERY OF BOARD MEMBERS TO ATTEND THE REGULARLY SCHEDULED AUGUST 10, 2023 MEETING**

VIII. **BID ADMINISTRATOR COMMENTS**

IX. **ADJOURNMENT** - Action Item

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, ext. 6203.