**Lewiston Business Improvement District**
**REGULAR MEETING AGENDA**
**August 10, 2023 - 8:30 AM**
**Bell Building – Second Floor Conference 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 Facebook page or the City's website at cityoflewiston.org.

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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 JULY 13, 2023 MINUTES (ACTION ITEM)**

IV. **PRESENTATION BY PRESNELL CAGE ON FINANCIAL REPORT**

A. **PRESENTATION BY PRESNELL GAGE ON FINANCIAL REPORT (ACTION ITEM): -** Action Item ()

V. **FINANCIALS**

A. **REVIEW OF BANK STATEMENT :** - Action Item ()

B. **REVIEW OF TABLED INVOICES:** - Action Item ()

1. **2023 ADMINISTRATIVE COSTS INVOICE $7,000:** - Action Item ()

2. **CHECK #2519 TO BDL $3456.80:** - Action Item ()

3. **INVOICE #2336 $1056.30:** - Action Item ()

C. **REVIEW OF PAID INVOICES BY BID FUNDS (ACTION ITEM)**

D. **REVIEW OF INVOICES BEING REIMBURSED TO BDL (TOTAL $5,974.16) (ACTION ITEM)**

1. **NEON ONE $153.47 (JUNE INVOICE):** - Action Item ()
2. **NEON ONE $460.41 (PREPAY FOR JULY,AUG & SEPT):** - Action Item ()
3. **INTUIT QUICKBOOKS $85.00 (JUNE):** - Action Item ()
4. **INTUIT QUICKBOOKS $255.00 (PREPAY JULY, AUGUST, SEPT):** - Action Item ()
5. **META $46.30 (REMAINING BALANCE CRAZY DAYS):** - Action Item ()
6. **POSTAL, COPY + $316.89 (HOT AUG HOOPS ADVERTISING):** - Action Item ()
7. **NORTHWEST MEDIA/INLAND DIGITAL $597.00 (TEXT BLASTS):** - Action Item ()
8. **SCHURMAN'S TRUE VALUE $76.78 (HARDWARE SOUND DT):** - Action Item ()
9. **KING'S THRONES $482.30 (2 INVOICES, CRAZY DAYS):** - Action Item ()
10. **STAPLES $137.79 (PRINTER INK FOR PACKETS):** - Action Item ()
11. **BDL HOURS $3,440 (STAFF 56 HRS, VOLUNTEER 30 HRS):** - Action Item ()

E. **NEW INVOICES FOR REVIEW (ACTION ITEM)**

1. **LEWIS CLARK STATE COLLEGE $130.00 (50% OF WORK SCHOLAR):** - Action Item ()
2. **DOUGLASS LAW $45.00 (MEETING WITH CITY ATTORNEY):** - Action Item ()
3. **BDL HOURS $ (STAFF HOURS, VOLUNTEER HOURS):** - Action Item ()

F. **TOWN HALL MEETING SLATED FOR SEPTEMBER 6TH FROM 11:30AM-1PM (BUDGET FOR MEAL?)**

VI. **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):** - Presentation ()

1. **AREA #2 – NEIGHBORHOOD IMPROVEMENTS:** - Presentation ()

a. **REQUEST BIDS FROM ELECTRICAL CONTRACTORS TO COMPLETE LED INSTALL IN DECORATIVE LIGHT POLES – (ACTION ITEM):** - Action Item ()

b. **PLANTERS FOR DOWNTOWN – UPDATE ON INSTALL DATE (SUNSHADE, SOUND SYSTEM, LIGHTS, REMOVABLE SEATING AT**

**BRACKENBURY SQUARE, WAYFINDING SIGNAGE, CROSSWALK BEACONS.):** - Presentation ()

B. **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?):** - Presentation ()

C. **AREA #4 – BID ADMINISTRATION: UPDATE (NEXT BID NEWSLETTER?):** - Presentation ()

**VII. DEVELOP 2024 WORKPLAN (DISCUSSION)**

**VIII. BOARD MEMBER COMMENTS**

**IX. STAFF COMMENTS** - Action Item

A. **QUERY OF BOARD MEMBERS TO ATTEND THE REGULARLY SCHEDULED SEPTEMBER 7, 2023 MEETING.**

**X. BID ADMINISTRATOR COMMENTS**

**XI. 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 Community Development Specialist Dawn Ortiz at least forty-eight (48) hours in advance of the meeting at 208-746-1318 ext. 7265.

# July 13, 2023

THE BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD OF THE CITY OF LEWISTON, IDAHO, met at its regular meeting Thursday, July 13, 2023 at the Community Development Department Second Floor meeting room. The meeting was called to order at 8:35 a.m.

**I. CALL TO ORDER AND INTRODUCTION**

*BOARD MEMBERS PRESENT:* Wendy Price, Chair; Tami Meyers, Vice Chair; Susie Jones; Dr. Dennis Ohrtman; Michael Follett until 9:40am; Doug Bauer at 8:40am until 9:44am; Peter Cook

*BOARD MEMBERS ABSENT:*

*STAFF MEMBERS PRESENT:* Dawn Ortiz, Community Development Specialist; Aaron Butler, IT;

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

**II. PUBLIC COMMENTS**

None

**III. APPROVAL OF June 08, 2023 MINUTES (ACTION ITEM)**

Board members, Ohrtman and Jones moved and seconded, respectively, the approval of the June 08, 2023 minutes. The motion carried 6-0.

**IV. FINANCIALS – B. MORGAN (ACTION ITEM)**

**A. Review of Bank Statement**

Board members were handed out June bank statement. See appendix A.

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

Board member, Bauer and Vice Chairperson Meyers moved and seconded, respectively, the approval of the June 2023 bank statement. The motion carried 7 - 0.

**B. Review and approval of Invoices**

Ms. Morgan verbally reviewed the provided invoices.

The following checks and invoices were tabled until the August 2023 meeting, 2023 Administrative Costs Invoice in the amount of $7,000; Check number 2519 to BDL for Financials & Hours approved in May; and Invoice #2336 to Hells Canyon Apparel & Athletics.

Board members asked staff to provide separate agenda items for meetings. One for preapproved invoices and one for invoices to be approved.

1. **Neonone $460.41 (Prepay July, August September):**
   Board members Ohrtman and Jones, moved and seconded, respectively, the approval of Neon One June invoice in the amount of $153.47. Motion carried 7-0.

   Board members Ohrtman and Jones, moved and seconded, respectively, the approval to prepay Neon One for July, August and September invoices not to exceed $460.41. Motion carried 7-0.

2. **Intuit Quickbooks $255.00**
   Vice Chairperson Meyers and board member Jones, respectively the approval of payment for Intuit Quickbooks in the amount of $85.00. Vice Chairperson Meyers withdrew her motion.

   Board member Ohrtman and Vice Chairperson Meyers, moved and seconded, respectively the approval to prepay Intuit Quickbooks for the months of July, August and September invoices not to exceed $255.00. Motion carried 7-0.

3. **Meta $301.59 (2 Invoices)**
   Board members Ohrtman and Jones, moved and seconded, respectively, the approval of payment to Meta in the amount of $301.59. Motion carried 7-0.

4. **McVey Entertainment Group, LLC $1,600.00**
   Board members Bauer and Ohrtman, moved and seconded, respectively, the approval of payment for the remaining balance to McVey Entertainment Group. Motion carried 7-0.

5. **Postal & Copy $316.89**
   Vice Chairperson Meyers and board member Jones, respectively the approval of payment to Postal & Copy in the amount of $316.89. Motion passed 7-0.

6. **Northwest Media/Inland Digital $597.00**
   Board members Ohrtman and Jones, moved and seconded, respectively, the approval of payment to Northwest Media/Inland Digital in the amount of $597.00. Motion carried 7-0.

7. **Schurman's True Value $76.78**
   Vice Chairperson Meyers and board member Ohrtman, respectively the approval of payment to Schurman's True Value in the amount of $76.78. Motion carries 7-0.

8. **King's Thrones $482.30**
   Chair Price asked if this request is for reimbursement to BDL since the invoice was already paid by them.

   Ms. Morgan stated yes and that downtown businesses prefer guests use the provided bathrooms instead of the businesses bathrooms.

   Board member Jones stated this is a charge that should be shared with BDL, not fully paid by BID.

   Chair Price asked if there could be a sign on the provided bathrooms that say they are sponsored by the BID.

   Board member Ohrtman and Vice Chairperson Meyers, respectively the approval of payment for reimbursement to BDL for King's Thrones in the amount of $482.30. Motion carried 7-0.

9. **Staples $137.79**
   Board members Ohrtman and Jones, respectively the approval to reimburse BDL for the payment of Staples in the amount of $137.79. Motion passed 7-0.

10. **Vine 46, LLC $79.50**
    Board member Ohrtman and Vice Chairperson Meyers, respectively the approval of payment to Vine 46, LLC in the amount of $79.50. Motion carried 7-0.

11. **Printcraft Printing, Inc $239.90**
    Board members Bauer and Jones, moved and second, respectively the approval to reimburse BDL for the payment of Printcraft Printing, Inc in the amount of

$239.90. Board member Bauer moved to amend motion to pay invoice to Printcraft Printing, Inc in the amount of $439.90. Board member Bauer withdrew their motion. Agenda item to be tabled to August meeting.

12. **BDL Hours $3,440 (Staff 56 HRS, Volunteer 30 HRS)**
    Board members Ohrtman and Bauer, moved and second, respectively the approval of BDL staff and volunteer hours in the amount of $3,440.00. Motion carried 6-0.

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

**A. Area #1 – Commercial, Residential and Public Investment:**
None

**B. Area #2 – Neighborhood Improvements – Update on Projects**
Ms. Morgan stated she received the utility plans for Brackenberry Square and digging has not begun. She is still working on getting the sunshades installed.

1. **Request bids from electrical contractors to complete LED install in decorative light poles.**
   Ms. Morgan is still waiting to receive final bids from contractors.

2. **Planters for downtown – Update on Install Date**
   Ms. Morgan stated she is moving forward with setting and planting the planters in the next 2 months. Also the pricing for the beacons is more than BID could provide and doesn't seem like a viable solution. She also has a meeting in the next week for wayfinding signs and how a tourist perceives downtown.

**C. Area #3 – Business Promotion & Neighborhood marketing – Update**
Ms. Morgan stated she was on a podcast recently and brought up BID and the projects they have been working on. For the banner brackets she is working on getting all the measurements and is going to try and replace all brackets.

**D. Area #4 BID Administration: Update**
Ms. Morgan stated Sound Downtown is underway and next event will be Hot August Hoops.

1. **Presenell Cage to present at August meeting**
   Ms. Morgan stated that Presenell Cage will present at the meeting in August. Ms. Morgan also stated that she will have a work scholar this fall to assist.

**VI. <u>BOARD MEMBER COMMENTS</u>**

**A. Introduction of new Board Member Peter Cook**

Chair Price welcomed new Board Member Peter Cook.

Board member Ohrtman stated the Liberty Theater is starting to work on the marquee and will start working on the interior design.

**VII. <u>STAFF LIASON COMMENTS</u>**

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

All board members present will be in attendance.

**VIII. <u>BID ADMINISTRATOR COMMENTS</u>**

Ms. Morgan stated the next Town Hall meeting is scheduled for August 8, 2023 and will be held at the Orchid Room.

Chair Price recommends having the meeting as a morning meeting or early afternoon.

Ms. Morgan stated that a lunch meeting would be a good idea.

**IX. <u>ADJOURNMENT (ACTION ITEM)</u>**

There being no further business, Vice Chairperson Meyers and board member Jones moved and seconded, respectively to adjourn. The motion carried 5-0 and the Business Improvement District adjourned at approximately 10:00 a.m.

| RESPECTFULLY SUBMITTED, | ATTEST: |
|---|---|
| ________________________________ | ________________________________ |
| RECORDING SECRETARY | BID ADVISORY BOARD CHAIR |

Approved this _____ day of ________________, 2023.

**BEAUTIFUL DOWNTOWN LEWISTON**
**REVITALIZATION CORPORATION**

BUSINESS IMPROVEMENT DISTRICT (BID)
AGREED-UPON PROCEDURES

For the Year Ended December 31, 2022

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

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# INDEPENDENT ACCOUNTANT'S REPORT

Beautiful Downtown Lewiston Revitalization Corporation
Lewiston, Idaho

We have performed the procedures enumerated in Schedule B for the Beautiful Downtown Lewiston Revitalization Corporation for the year ended December 31, 2022. The Beautiful Downtown Lewiston Revitalization Corporation's Management is responsible for the financial information.

The Beautiful Downtown Lewiston Revitalization Corporation has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of issuing a report identifying the results of the agreed-upon procedures. Additionally, Management has agreed to and acknowledge that the procedures performed are appropriate for their purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated results are described in Schedule A.

We were engaged by the Beautiful Downtown Lewiston Revitalization Corporation to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the accounting records of the Beautiful Downtown Lewiston Revitalization Corporation for the year ended December 31, 2022. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Beautiful Downtown Lewiston Revitalization Corporation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of Management and the Business Improvement District (BID) Advisory Board of the Beautiful Downtown Lewiston Revitalization Corporation, and is not intended to be and should not be used by anyone other than those specified parties.



July 12, 2023



Moscow Office: 609 South Washington, Suite 202, Moscow, Idaho 83843, (208) 882-2211
Grangeville Office: 109 South Mill Street, Grangeville, Idaho 83530, (208) 983-1254
Orofino Office: 216 Johnson Avenue, Orofino, Idaho 83544, (208) 476-3012
Pullman Office: 1230 SE Bishop Blvd., Pullman, Washington 99163, (509) 332-6541

Expended Funds

Procedures

- We obtained the BID Project Hours Tracker report and the BID Project Expenses Tracker report for the period January 2022 through December 2022 and performed the procedures outlined in Schedule B.

Results

- In some instances, Beautiful Downtown Lewiston (BDL) initially expends funds on behalf of the BID. Once the BID Advisory Board approves the expended funds, BDL is reimbursed with funds from the BID segregated bank account.

- We reviewed project expenses during the year, which amounted to $155,416.34. Financial records related to expenditures of BID's revenues were in accordance with retention policies and funds were expended for the purpose authorized by *Idaho Code* § 50-2601.

- The 2022 BID project hours tracker for January through March amounted to 314 hours (259 BDL staff and 55 BDL volunteers). These hours were reimbursed at a rate of $40 per hour ($12,560).

- The 2022 BID project hours tracker for April through June amounted to 139 hours (83 BDL staff and 56 BDL volunteers). These hours were calculated at a rate of $45 per hour ($6,255). The approved and paid reimbursement rate was $40 per hour ($5,560).

- The 2022 BID project hours tracker for July through September amounted to 146 hours (80 BDL staff and 66 BDL volunteers). These hours were calculated at a rate of $45 per hour ($6,570). The approved and paid reimbursement rate was $40 per hour ($5,840).

- The 2022 BID project hours tracker for October through December amounted to 69 hours (35 BDL staff and 34 BDL volunteers). These hours were calculated at a rate of $45 per hour ($3,105). The approved and paid reimbursement rate was $40 per hour ($2,760).

- All hour tracker overpayments and remaining expenditures appear to have been paid in November and December 2022.

- No procurement activities were noted requiring to be in accordance with the provisions of Chapter 28, Title 67, *Idaho Code* and *Idaho Code* § 50-2621.

<u>Bank Accounts</u>

Procedures

- We obtained bank statements and bank reconciliations for the period January 2022 through December 2022 and performed the procedures outlined in Schedule B.

Results

- Funds derived from the collection of BID's special assessments are segregated from the Beautiful Downtown Lewiston bank account that reflects a balance held at P1FCU of $77,129.61, at December 31, 2022.

- The Wells Fargo bank account was closed in December and the P1FCU bank account was opened May 2022.

- During 2022, $167,287.78 from the BID assessment collections was deposited into the designated account for BID activity.

- Bank reconciliations for the BID's Wells Fargo and P1FCU bank accounts were reconciled in December 2022.

Bank Accounts

Obtain bank statement and bank reconciliations for January 1, 2022 to December 31, 2022, for the segregated account for the BID's special assessments.

Tested the mathematical accuracy of the account reconciliations.

Compared the bank balances per the reconciliation to the statements.

Prepared a summary of the BID financial activity as reflected on the bank statements (see Attachment 1 and 2).

Traced the deposit for the BID assessment collections from the City of Lewiston to the bank statement.

Reviewed the check copy, from the City of Lewiston, for all deposits noted on the bank statement of payments received.

Expended Funds

Verified the Beautiful Downtown Lewiston Revitalization Corporation (BDL) has retained all financial records related to expenditures of the Business Improvement District's (BID) revenues in accordance with the City of Lewiston's Record Retention Policy and Schedule, as amended from time-to-time.

Obtained the 2022 BID Project Hours Tracker report for the period January through December 2022 (see Attachment 3).

Obtained the 2022 BID Project General Ledger that lists all the expenses BDL has paid on behalf of the BID for the period January through December 2022 (see Attachment 4).

Obtain invoices/supporting documentation for funds expended with special assessment revenue generated by the BID during the period of January 1, 2022 to December 31, 2022, and verified the purpose of the expense was authorized by *Idaho Code* § 50-2601, which includes the following:

a. Acquisition, construction, or maintenance of parking facilities for the benefit of the BID.
b. Physical improvement and decoration of any public space in the BID.
c. Promotion of public events, which are to take place on or in public places in the BID.
d. Acquisition and operation of transportation services to promote retail trade activities with the BID.
e. General promotion of retail trade activities in the BID.

Verified the Beautiful Downtown Lewiston Revitalization Corporation conducted its procurement activities as they relate to administration of the BID in accordance with the provisions of Chapter 28, Title 67, *Idaho Code* and *Idaho Code* § 50-2621.

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID FINANCIAL ACTIVITY WELLS FARGO - Attachment 1
For the Year Ended December 31, 2022

| | Check No. | Activity Description | Source/Payee | Description | Deposits | Disbursements | Sub-Total | Monthly Balance |
|---|---|---|---|---|---|---|---|---|
| January 31, 2022 - Stmt Activity | | | | | | | | $ 103,263.45 |
| January 10, 2022 | | | | | | | | |
| | | Deposit | | | | | $ 1,497.73 | |
| | | Ck #102428 - 1/5/2022 | City of Lewiston | BID assessment collection | $ 691.10 | | | |
| | | Ck #102221 - 12/14/2021 | City of Lewiston | BID assessment collection | 555.89 | | | |
| | | Ck #102270 - 12/21/2021 | City of Lewiston | BID assessment collection | 250.74 | | | |
| | 193902634 | Cashier's Check | Beautiful Downtown Lewiston | BID Payment | | $ (42,022.96) | (42,022.96) | |
| January 31, 2022 | | Month End Balance | | | | | | 62,738.22 |
| March 31, 2022 - Stmt Activity | | | | | | | | |
| March 1, 2022 | | Deposit | | | | | | |
| | | Ck #102952 - 2/17/2022 | City of Lewiston | BID assessment collection | 6,248.83 | | 16,090.66 | |
| | | Ck #102922 - 2/9/2022 | City of Lewiston | BID assessment collection | 2,337.75 | | | |
| | | Ck #102568 - 1/11/2022 | City of Lewiston | BID assessment collection | 100.49 | | | |
| | | Ck #102757 - 2/2/2022 | City of Lewiston | BID assessment collection | 7,403.59 | | | |
| March 22, 2022 | | Ck #103221 - 3/3/2022 | City of Lewiston | BID assessment collection | 6,056.57 | | 12,226.25 | |
| | | Ck #103364 - 3/10/2022 | City of Lewiston | BID assessment collection | 6,169.68 | | | |
| | 193902709 | Cashier's Check | NW Playground Equipment | NW Playground Equipment | | (42,022.96) | (62,196.46) | |
| | 193902708 | Cashier's Check | K&G Construction | | | (15,643.50) | | |
| | 193902486 | Cashier's Check | Valley Bronze of Oregon | | | (4,500.00) | | |
| | | | Wells Fargo | Bank charge for cahier's checks | | (30.00) | | |
| March 31, 2022 | | Month End Balance | | | | | | 28,858.67 |
| April 30, 2022 - Stmt Activity | | | | | | | | |
| April 1, 2022 | | Online Transfer | City of Lewiston | | 42,022.96 | | 42,022.96 | |
| April 22, 2022 | | Deposit | | | | | | |
| | | Ck #103708 - 4/7/2022 | City of Lewiston | BID assessment collection | 1,472.98 | | 10,206.12 | |
| | | Ck #103604 - 3/31/2022 | City of Lewiston | BID assessment collection | 319.69 | | | |
| | | Ck #103378 - 3/17/2022 | City of Lewiston | BID assessment collection | 6,869.80 | | | |
| | | Ck #103583 - 3/24/2022 | City of Lewiston | BID assessment collection | 1,543.65 | | | |
| April 30, 2022 | | Month End Balance | | | | | | 81,087.75 |
| May 31, 2022 - Stmt Activity | | | | | | | | |
| May 13, 2022 | | Withdrawal | Wells Fargo | Check & Fees | | (110.00) | (110.00) | |
| | | Deposit | | | | | | |
| | | Ck #103975 - 4/28/2022 | City of Lewiston | BID assessment collection | 98.99 | | 7,197.17 | |
| May 26, 2022 | | Ck #104320 - 5/19/2022 | City of Lewiston | BID assessment collection | 5,109.25 | | | |
| | | Ck #104136 - 5/12/2022 | City of Lewiston | BID assessment collection | 1,988.93 | | | |
| | | Electronic Transfer | | | | (20,789.37) | (20,789.37) | |
| May 31, 2022 | | Month End Balance | | | | | | 67,385.55 |
| June 30, 2022 - Stmt Activity | | | | | | | | |
| June 14, 2022 | | Deposit | | | | | 10,792.80 | |
| | | Ck #104542 | City of Lewiston | BID assessment collection | 3,026.22 | | | |
| | | Ck #104540 - 6/2/2022 | City of Lewiston | BID assessment collection | 5,894.14 | | | |
| | | Ck #104364 - 5/26/2022 | City of Lewiston | BID assessment collection | 1,872.44 | | | |
| June 30, 2022 | | Month End Balance | | | | | | 78,178.35 |
| September 30, 2022 - Stmt Activity | | | | | | | | |
| September 29, 2022 | | Withdrawal | | Switching to P1FCU | | (78,078.35) | (78,078.35) | |
| September 30, 2022 | | Month End Balance | | | | | | 100.00 |
| October 31, 2022 - Stmt Activity | | | | | | | | |
| October 31, 2022 | | Bank Fees | Wells Fargo | Monthly Service Fee | | (10.00) | (10.00) | |
| | | Month End Balance | | | 100,033.69 | (203,207.14) | | 90.00 |

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID FINANCIAL ACTIVITY WELLS FARGO - Attachment 1 (Continued)
For the Year Ended December 31, 2022

| | Check No. | Activity Description | Source/Payee | Description | Deposits | Disbursements | Sub-Total | Monthly Balance |
|---|---|---|---|---|---|---|---|---|
| October 31, 2022 - Balance Forward | | | | | $ 100,033.69 | $ (203,207.14) | | $ 90.00 |
| November 30, 2022 - Stmt Activity | | | | | | | | |
| November 1, 2022 | | Online Transfer | City of Lewiston | | | (4.15) | (100.00) | |
| | | Online Transfer | City of Lewiston | | | (5.00) | | |
| November 10, 2022 | | Online Transfer | City of Lewiston | | | (29.07) | | |
| November 16, 2022 | | Online Transfer | Business Card | | | (51.78) | | |
| November 30, 2022 | | Monthly Service Fee | Wells Fargo | | | (10.00) | | |
| | | Month End Balance | | | | | | (10.00) |
| December 31, 2022 - Stmt Activity | | | | | | | | |
| December 1, 2022 | | Online Transfer | Business Card | To close account | 10.00 | | 10.00 | |
| December 31, 2022 | | Month End Balance | | | | | | (0.00) |
| | | | | | $ 100,043.69 | $ (203,307.14) | | $ (0.00) |

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID FINANCIAL ACTIVITY P1FCU - Attachment 2
For the Year Ended December 31, 2022



| | Check No. | Activity Description | Source/Payee | Description | Deposits | Disbursements | Sub-Total | Monthly Balance |
|---|---|---|---|---|---|---|---|---|
| May 31, 2022 - Stmt Activity | | | | | | | | |
| May 24, 2022 | | Deposit | | | $ 100.00 | | $ 100.00 | |
| May 31, 2022 | | Month End Balance | | | | | | $ 100.00 |
| June 30, 2022 | | | | | | | | |
| June 1, 2022 | | Dividend | P1FCU | | 0.02 | | 0.02 | |
| June 30, 2022 | | Month End Balance | | | | | | 100.02 |
| July 31, 2022 - Stmt Activity | | | | | | | | |
| July 15, 2022 | | Deposit | | | | | 17,581.43 | |
| | | Ck #204894 - 6/30/2022 | City of Lewiston | BID assessment collection | 794.42 | | | |
| | | Ck #104895 - 6/30/2022 | City of Lewiston | BID assessment collection | 372.17 | | | |
| | | Ck #104923 - 7/7/2022 | City of Lewiston | BID assessment collection | 16,414.84 | | | |
| July 26, 2022 | | Ck #105083 - 7/21/2022 | City of Lewiston | BID assessment collection | 487.45 | | 9,807.95 | |
| | | Ck #105069 - 7/14/2022 | City of Lewiston | BID assessment collection | 9,320.50 | | | |
| | | Dividend | P1FCU | | 1.49 | | 1.49 | |
| July 31, 2022 | | Month End Balance | | | | | | 27,490.89 |
| August 31, 2022 - Stmt Activity | | | | | | | | |
| August 9, 2022 | | Deposit | | | | | 9,055.07 | |
| | | Ck #105281 - 8/4/2022 | City of Lewiston | BID assessment collection | 6,179.13 | | | |
| | | Ck #105266 - 7/28/2022 | City of Lewiston | BID assessment collection | 2,875.94 | | | |
| August 26, 2022 | | Ck #105498 - 8/18/2022 | City of Lewiston | BID assessment collection | 4,893.95 | | 9,049.73 | |
| | | Ck #105477 - 8/11/2022 | City of Lewiston | BID assessment collection | 4,155.78 | | | |
| | | Dividend | P1FCU | | 4.59 | | 4.59 | |
| August 31, 2022 | | Month End Balance | | | | | | 45,600.28 |
| September 30, 2022 - Stmt Activity | | | | | | | | |
| September 29, 2022 | | Deposit | | | | | 85,187.38 | |
| | | Ck #105673 - 8/25/2022 | City of Lewiston | BID assessment collection | 3,565.50 | | | |
| | | Cashier's Ck #0193902897 | | From Wells Fargo Account | 78,068.35 | | | |
| | | Ck #105689 - 9/1/2022 | City of Lewiston | BID assessment collection | 993.85 | | | |
| | | Ck #105911 - 9/15/2022 | City of Lewiston | BID assessment collection | 1,968.00 | | | |
| | | Ck #106042 - 9/22/2022 | City of Lewiston | BID assessment collection | 591.68 | | | |
| | | Dividend | P1FCU | | 6.32 | | 6.32 | |
| September 30, 2022 | | Month End Balance | | | | | | 130,793.98 |
| October 31, 2022 - Stmt Activity | | | | | | | | |
| October 26, 2022 | | Deposit - Ck #106083 - 9/29/2022 | City of Lewiston | | 372.17 | | 388.84 | |
| | | Dividend | P1FCU | | 16.67 | | | |
| October 31, 2022 | | Month End Balance | | | | | | 131,182.82 |
| November 30, 2022 - Stmt Activity | | | | | | | | |
| November 18, 2022 | | Withdrawal | Intuit Quickbooks | Secure Plus Voucher Checks | | $ (83.29) | (83.29) | |
| November 23, 2022 | | Withdrawal | City of Lewiston | Reimbursement for expenses | | (11,828.82) | (11,828.82) | |
| | | Dividend | P1FCU | | 15.78 | | 15.78 | |
| November 30, 2022 | | Month End Balance | | | 131,198.60 | (11,912.11) | | $ 119,286.49 |

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID FINANCIAL ACTIVITY P1FCU - Attachment 2 (Continued)
For the Year Ended December 31, 2022

| | Check No. | Activity Description | Source/Payee | Description | Deposits | Disbursements | Sub-Total | Monthly Balance |
|---|---|---|---|---|---|---|---|---|
| November 30, 2022 - Balance Forward | | | | | $ 131,198.60 | $ (11,912.11) | | $ 119,286.49 |
| December 31, 2022 - Stmt Activity | | | | | | | | |
| December 2, 2022 | 2501 | Check | K & G Construction | | | (15,643.50) | (15,643.50) | |
| December 7, 2022 | | Deposit | | | | | 14,268.71 | |
| | | | City of Lewiston | BID assessment collection | 566.95 | | | |
| | | | City of Lewiston | BID assessment collection | 2,964.10 | | | |
| | | | City of Lewiston | BID assessment collection | 10,737.66 | | | |
| December 9, 2022 | 2506 | Check | Beautiful Downtown Lewiston | | | (29,500.71) | (40,793.21) | |
| December 14, 2022 | 2503 | Check | Presnell Gage | | | (3,875.00) | | |
| | 2504 | Check | City of Lewiston | | | (7,000.00) | | |
| December 19, 2022 | 2502 | Check | Douglas Law | | | (375.00) | | |
| December 28, 2022 | | Withdrawal | Intuit Quickbooks | | | (42.50) | | |
| December 31, 2022 | | Dividend | P1FCU | | 11.12 | | 11.12 | |
| | | Month End Balance | | | | | | $ 77,129.61 |
| | | | | | $ 145,478.43 | $ (68,348.82) | | $ 77,129.61 |

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID PROJECT HOURS TRACKER - Attachment 3
For the Period January - March 2022

| Month/Projects | Workplan Category | BDL Staff Hours | BDL Volunteer Hours |
|---|---|---|---|
| January 2022 | | | |
| BID Administration | Administration | 32 | 4 |
| BDL Promotions | Business Promotions | 64 | 3 |
| BDL Design | Neighborhood Improvement | 16 | 3 |
| BDL Economic Vitality | | 10 | 3 |
| Innovation HUD | Commercial, Residential & Public Investment | 5 | |
| BDL Organization | | | |
| Neon CRM Mgmt. setup | Administration | 30 | |
| BDL Organization | | | |
| BDL website | Business Promotion & Neighborhood Marketing | 10 | |
| February 2022 | | | |
| BID Administration | Administration | 8 | 4 |
| BDL Promotions | | 15 | 3 |
| Workplan and new event development | Business Promotion & Neighborhood Marketing | 8 | 3 |
| BDL Design | Neighborhood improvements | 2 | 3 |
| Brackenbury Square Improvements | | 6 | |
| BDL Economic Vitality | | | |
| Innocation HUB | Commercial, Residential & Public Investment | 3 | 4 |
| BDL Organization | | | |
| Neon CRM Mgmt. setup | Administration | 8 | |
| BDL website | Business Promotion | 4 | |
| March 2022 | | | |
| BID Administration | Administration | 4 | |
| BDL Promotions | | | 3 |
| Business promotions | Business Promotion & Neighborhood Marketing | 12 | |
| Workplan and new event development | Business Promotion & Neighborhood Marketing | 6 | 4 |
| BDL Design | | | 3 |
| Brackenbury Square improvements | Neighborhood improvements | 8 | 8 |
| BDL Economic Vitality | | | 3 |
| Innovation HUD | Commercial, Residential & Public Investment | 2 | 4 |
| BDL Organization | Administration | | |
| Neon CRM Mgmt. setup | Administration | 6 | |
| | | 259 | 55 |
| | | | 314 |
| | | | $ 40.00 |
| | | | $ 12,560.00 |

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID PROJECT HOURS TRACKER - Attachment 3 (Continued)
For the Period April - June 2022

| Month/Workplan Category | Project | BDL Staff Hours | BDL Volunteer Hours |
|---|---|---|---|
| April 2022 | | | |
| **Area 1: Commercial Residential & Public Investments** | Economic Vitality Committee Meeting - Loft Tours/PWP | 3 | 4 |
| | Loft Tour Committee Meeting | 2 | 2 |
| | Meeting with Public Works on event permitting | 1 | |
| | Meeting with Community Development on Strategic Plan | 1 | |
| | Core Committee Meeting - Innovation Hub, Wine Alliance, CEDA, Chamber | 2 | |
| **Area 2: Neighborhood Improvements** | Design Committee Meeting | 3 | 4 |
| | Meeting with K&G for statues removal | 2 | |
| | Meeting with Parks & Rec for statue removal | 3 | |
| **Area 3: Business Promotion & Neighborhood Marketing** | Promotions Committee Meeting | 2 | 8 |
| | Dinner in the Dark Follow-Up Meetings | 6 | |
| | Ladies Day Prep & Meetings | 4 | |
| | Ladies Day Marketing/Advertisign meetings | 2 | |
| **Area 4: Administration** | Neon CRM Management & Updates | 1 | |
| | BDL Website Updates | 4 | |
| May 2022 | | | |
| **Area 1: Commercial Residential & Public Investments** | Economic Vitality Committee Meeting - Loft Tours/PWP | 3 | 4 |
| | Loft Tour Follow-Up Meeting | | |
| **Area 2: Neighborhood Improvements** | Design Committee Meeting - Wayfinding | 3 | 4 |
| | Consultation with NW Playgrounds | | |
| | Meeting with Parks & Rec for main st furnishings | | |
| **Area 3: Business Promotion & Neighborhood Marketing** | Promotions Committee Meeting | 2 | 4 |
| | Hot August Hoops Committee Meeting | 2 | 4 |
| | Hot August Hoops Research | 6 | |
| | Ladies Day out prep & meetings | 4 | |
| | Crazy Days prep & meetings | 2 | |
| **Area 4: Administration** | Neon CRM Management & updates | 2 | |
| | BDL Website Updates | 2 | |
| June 2022 | | | |
| **Area 1: Commercial Residential & Public Investments** | Economic Vitality Committee Meeting - Loft Tours/PWP | 3 | 6 |
| **Area 2: Neighborhood Improvements** | Design Committee Meeting - Wayfinding | 3 | 2 |
| | Parks & Rec - Brackenbury Square Improvements | 2 | |
| | Size-Mo Productions - Brackenbury/Sound Downtown Improvements | 2 | 2 |
| **Area 3: Business Promotion & Neighborhood Marketing** | Promotions Committee Meeting | 2 | 8 |
| | Hot August Hoops prep & meetings | 4 | 4 |
| | Crazy Days prep & meetings | 2 | |
| **Area 4: Administration** | Neon CRM Management & updates | 2 | |
| | BDL Website Updates | 1 | |
| | | 83 | 56 |
| | | | 139 |
| | | | $ 40.00 |
| | | | $ 5,560.00 |

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID PROJECT HOURS TRACKER - Attachment 3 (continued)
For the Period July - September 2022

| Month/Workplan Category | Project | BDL Staff Hours | BDL Volunteer Hours |
|---|---|---|---|
| July 2022 | | | |
| **Area 1: Commercial Residential & Public Investments** | Economic Vitality Committee Meeting - Post Event Survey Process | 3 | 4 |
| | Core Committee Meeting - Innovation Hub, Wine Alliance, CEDA, Chamber | 2 | |
| **Area 2: Neighborhood Improvements** | Design Committee Meeting - Wayfinding | 3 | 2 |
| | Meeting with Knox Concrete for statue removal & Brackenbury | 1 | |
| | Meeting with K&G for statues removal | 1 | |
| | Meeting with Parks & Rec for statue removal & Brackenbury improvements | 2 | |
| **Area 3: Business Promotion & Neighborhood Marketing** | Promotions Committee Meeting | 2 | 8 |
| | Hot August Hoops Committee Meeting | 6 | 8 |
| | Sound Downtown Band Meetings | 4 | 2 |
| | Crazy Days Follow-Up Meeting | 2 | |
| | Downtown Tailgate Committee Meeting | 1 | |
| **Area 4: Administration** | Neon CRM Management & Updates | 2 | |
| | BDL Website Updates | 2 | |
| August 2022 | | | |
| **Area 1: Commercial Residential & Public Investments** | Economic Vitality Committee Meeting - Post Event Survey Execution | | 6 |
| | Core Committee Meeting - Innovation Hub, Wine Alliance, CEDA, Chamber | 2 | |
| **Area 2: Neighborhood Improvements** | Design Committee Meeting - Wayfinding | 3 | 2 |
| | Consultation with NW Playgrounds | 2 | |
| | Meeting with Parks & Rec for main st furnishings | 1 | |
| **Area 3: Business Promotion & Neighborhood Marketing** | Promotions Committee Meeting | 2 | 8 |
| | Hot August Hoops Committee Meeting | 2 | 4 |
| | Hot August Hoops Research | 4 | |
| | Event Advertising Meetings | 4 | |
| | Downtown Tailgate Committee Meeting | 2 | |
| **Area 4: Administration** | Meeting with Mayor on BID Procedures | 2 | |
| | Neon CRM Management & updates | 1 | |
| | BDL Website Updates | 1 | |
| September 2022 | | | |
| **Area 1: Commercial Residential & Public Investments** | Economic Vitality Committee Meeting - Event Survey Overview | 2 | 2 |
| **Area 2: Neighborhood Improvements** | Design Committee Meeting - Wayfinding | 3 | 2 |
| | PW, CD, & BDL Meeting - Parklets for Downtown | 2 | 2 |
| | Size-Mo Productions - Brackenbury/Sound Downtown Improvements | | |
| **Area 3: Business Promotion & Neighborhood Marketing** | Event Advertising Meetings | 2 | |
| | Promotions Committee Meeting | 2 | 8 |
| | Pumpkin Palooza Committee Meeting | 2 | 4 |
| | ArtWalk Committee Meeting | 2 | 2 |
| | Downtown Tailgate Committee Meeting | 2 | 2 |
| **Area 4: Administration** | Neon CRM Management & updates | 4 | |
| | BDL Website Updates | 2 | |
| | | 80 | 66 |
| | | | 146 |
| | | | $ 40.00 |
| | | | $ 5,840.00 |

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID PROJECT HOURS TRACKER - Attachment 3 (Continued)
For the Period October - December 2022

| Month/Workplan Category | Project | BDL Staff Hours | BDL Volunteer Hours |
|---|---|---|---|
| October 2022 | | | |
| **Area 1: Commercial Residential & Public Investments** | Economic Vitality Committee Meeting - 2023 Workplan | 2 | 2 |
| | Meeting with Public Works on Event Permitting - Pumpkin Palooza Traffic | 1 | |
| **Area 2: Neighborhood Improvements** | Design Committee Meeting | 2 | 2 |
| | Meeting with Parks & Rec - BID Projects | 1 | 1 |
| **Area 3: Business Promotion & Neighborhood Marketing** | Event Advertising Meetings | 2 | |
| | Promotions Meeting - 2023 | 2 | 4 |
| | Pumpkin Palooza Committee Meeting | 2 | 4 |
| | ArtWalk Committee Meeting - Artwalk follow-up | 2 | 2 |
| | Dinner in the Dark Committee Meeting - 2023 Event layout | 2 | 2 |
| **Area 4: Administration** | Consultation with BDL attorney for BID | 2 | 2 |
| | Neon CRM Management & Updates | 1 | |
| | BDL Website Updates | 1 | |
| November 2022 | | | |
| **Area 1: Commercial Residential & Public Investments** | Economic Vitality Committee Meeting - Workplan & Event Surveys | 2 | 3 |
| | Strategic Plan Advertising | 1 | |
| **Area 2: Neighborhood Improvements** | Design Committee Meeting - wayfinding 2023 workplan | 2 | 2 |
| | Meeting with Parks & Rec for main st furnishings/Brackenbury | 2 | 2 |
| **Area 3: Business Promotion & Neighborhood Marketing** | Promotions Meeting - 2023 Events | 2 | 2 |
| | Hot August Hoops Committee Meeting -wrap-up and 2023 overview | 2 | 2 |
| **Area 4: Administration** | Neon CRM Management & updates | 2 | 2 |
| | BDL Website Updates | 2 | 2 |
| December 2022 | | | |
| **Area 1: Commercial Residential & Public Investments** | | | |
| **Area 2: Neighborhood Improvements** | | | |
| **Area 3: Business Promotion & Neighborhood Marketing** | | | |
| **Area 4: Administration** | | | |
| | | 35 | 34 |
| | | | 69 |
| | | | $ 40.00 |
| | | | $ 2,760.00 |

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID PROJECT GENERAL LEDGER EXPENSES - Attachment 4
For the Period January - December 2022



| Date | Details | Check # | Date Paid | Area 1 Commercial Residential & Public Investment | Area 2 Neighborhood Improvements | Area 3 Business Promotion & Neighborhood Marketing | Area 4 Administration | Total |
|---|---|---|---|---|---|---|---|---|
| 1/10/2022 | WITHDRAWAL MADE IN A BRANCH/STORE NW Playground Payment -transfer to BDL [Item A] | | | | $ 42,022.96 | | | |
| 1/14/2022 | Advantage Advertising - Downtown Map Edits | 3146 | 05/26/22 | | | $ 65.00 | | |
| 1/16/2022 | NEON ONE CRM - January Invoice 174445 | Debit | 05/26/22 | | | | $ 149.00 | |
| 1/19/2022 | USPS - Postage for BID Mailings | Debit | 11/17/22 | | | | 58.00 | |
| 1/24/2022 | Postal Copy + Dinner in the Dark Advertising | Debit | 11/17/22 | | | 225.00 | | |
| 1/31/2022 | Facebook Ads - 2022 Dinner in the Dark | Debit | 11/17/22 | | | 72.11 | | |
| 2/1/2022 | Amazon - Hand Sanitizer for Ladies Day Event | Debit | 11/17/22 | | | | 37.12 | |
| 2/16/2022 | NEON ONE CRM - February Invoice 181466 | Debit | 05/26/22 | | | | 149.00 | |
| 2/23/2022 | McVey Entertainment - Dinner in the Dark Radio Ads | 2462 | 05/26/22 | | | 600.00 | | |
| 3/4/2022 | Walmart - BID Packet Materials | Debit | 11/17/22 | | | | 31.98 | |
| 3/8/2022 | Pacific Empire Radio - Dinner in the Dark Ads | 3155 | 05/26/22 | | | 216.00 | | |
| 3/10/2022 | Amazon - Masks for Dinner in the Dark | Debit | 11/17/22 | | | 21.62 | | |
| 3/16/2022 | NEON ONE CRM - March Invoice 188455 | Debit | 05/26/22 | | | | 149.00 | |
| 3/19/2022 | Walmart - Sound Downtown PA System Upgrade | Debit | 11/17/22 | | 193.68 | | | |
| 3/19/2022 | Wild at Heart Photography - Dinner in the Dark Photos | Debit | 05/26/22 | | | 280.00 | | |
| 3/21/2022 | IEDA Membership for Developers withing BID | Debit | 12/08/22 | $ 250.00 | | | | |
| 3/22/2022 | USPS - Postage for BID Mailings | Debit | 11/17/22 | | | | 158.00 | |
| 3/23/2022 | Home Depot - Ladies Day A frame sign materials | Debit | 11/17/22 | | | 174.41 | | |
| 3/22/2022 | NW Playground Payment - Cashiers Check | Cashiers Check | 03/22/22 | | 42,022.96 | | | |
| 3/22/2022 | K&G 50% Payment - Cashiers Check | Cashiers Check | 03/22/22 | | 15,643.50 | | | |
| 3/22/2022 | Valley Bronze Payment - Cashier Check | Cashiers Check | 03/22/22 | | 4,500.00 | | | |
| 3/24/2022 | Bit.ly URL Software - Shortned websites for text blasts | Debit | 12/08/22 | | | 348.00 | | |
| 3/31/2022 | Mailchimp Newsletter Software | Debit | 12/08/22 | | | 41.99 | | |
| 4/4/2022 | Brava's - Dinner in the Dark Contract | 3162 | 05/26/22 | | | 4,320.37 | | |
| 4/16/2022 | NEON ONE CRM - April Invoice 195636 | Debit | 11/17/22 | | | | 149.00 | |
| 4/18/2022 | Printcraft Printing - Ladies Day Posters | 3168 | 11/17/22 | | | 68.90 | | |
| 4/18/2022 | Printcraft Printing - Dinner in the Dark Posters | 3168 | 05/26/22 | | | 95.40 | | |
| 4/18/2022 | Printcraft Printing - Dinner in the Dark Printed Materials | 3168 | 05/26/22 | | | 75.15 | | |
| 4/18/2022 | Printcraft Printing - BID Posters "This Project Funded by" | 3168 | 05/26/22 | | | 74.20 | | |
| 4/18/2022 | Pacific Empire Radio - Ladies Day Radio Ads & Dinner in the Dark newsfeed post | 3166 | 05/26/22 | | | 366.00 | | |
| 5/4/2022 | Walmart - Ladies Day Supplies | Debit | 11/17/22 | | | | 92.54 | |
| 5/13/2022 | Printcraft Printing - Ladies Day Out labels & Loft Tour Booklets | 3178 | 11/17/22 | 45.00 | | 300.00 | | |
| 5/13/2022 | Pacific Empire Radio - Ladies Day Radio Ads & Newsfeed Post | 3179 | 11/17/22 | | | 366.00 | | |
| 5/16/2022 | NEON ONE CRM - May Invoice 203266 | Debit | 11/17/22 | | | | 149.00 | |
| 5/23/2022 | Walmart - Hot August Hoops Basketball Hoops | Debit | 11/17/22 | 3,680.32 | | | | |
| 5/23/2022 | Printcraft Printing - Ladies Day Out Maps | 3182 | 11/17/22 | | | 179.14 | | |
| 5/23/2022 | Pacific Empire Radio - Loft Tours & Ladies Day Out Radio ads | 3180 | 11/17/22 | 324.00 | | 108.00 | | |
| 5/26/2022 | McVey Entertainment - Ladies Day Out Radio Ads | 3184 | 11/17/22 | | | 200.00 | | |
| 5/31/2022 | Facebook Ads - 2022 Hot August Hoops | Debit | 11/17/22 | | | 45.73 | | |
| 6/7/2022 | Pacific Empire Radio - Loft Tours & Ladies Day Out Radio ads | 3187 | 11/17/22 | | | 432.00 | | |
| 6/16/2022 | NEON ONE CRM - June Invoice 210118 | Debit | 11/17/22 | | | | 149.00 | |
| 6/30/2022 | Facebook Ads - Hot August Hoops | Debit | 11/17/22 | | | 107.10 | | |
| 6/30/2022 | Pabbly Email Cleaner for Newsletter Software | Debit | 12/08/22 | | | 15.00 | | |
| Balance forward | | | | 4,299.32 | 104,383.10 | 8,797.12 | 1,271.64 | $ 118,751.18 |

**BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATION CORPORATION**

BID PROJECT GENERAL LEDGER EXPENSES - Attachment 4 (Continued)
For the Period January - December 2022

| Date | Details | Check # | Date Paid | Area 1<br>Commercial Residential & Public Investment | Area 2<br>Neighborhood Improvements | Area 3<br>Business Promotion & Neighborhood Marketing | Area 4<br>Administration | Total |
|---|---|---|---|---|---|---|---|---|
| Balance forward | | | | $ 4,299.32 | $ 104,383.10 | $ 8,797.12 | $ 1,271.64 | |
| 7/6/2022 | Printcraft Printing - Crazy Days & Hot August Hoops Posters | 3450 | 11/17/22 | | | 132.50 | | |
| 7/6/2022 | TPC Holdings - Hot August Hoops Registration Tribune Ad | 3451 | 11/17/22 | | | 275.00 | | |
| 7/8/2022 | Pacific Empire Radio - Sound Downtown Radio Ads | 3155 | 11/17/22 | | | 216.00 | | |
| 7/8/2022 | Pacific Empire Radio - Crazy Days & Sound Downtown Radio Ads | 3180 | 11/17/22 | | | 432.00 | | |
| 7/16/2022 | NEON ONE CRM - July Invoice 216869 | Debit | 11/17/22 | | | | 149.00 | |
| 7/26/2022 | Amazon - Temporary Sunshades for Brackenbury | Debit | 12/08/22 | | 180.68 | | | |
| 7/26/2022 | Printcraft Printing - Sound Downtown Posters | 3461 | 11/17/22 | | | 76.32 | | |
| 7/27/2022 | Amazon - Sunshades and Hardware for Brackenbury | Debit | 12/08/22 | | 218.51 | | | |
| 7/29/2022 | EZ Rentals - Scissor lift for sunshade installment | Debit | 12/08/22 | | 168.78 | | | |
| 7/29/2022 | Lucky Acres Fencing - Posts for Sunshade installment | Debit | 12/08/22 | | 236.00 | | | |
| 8/1/2022 | Facebook Ads - Hot August Hoops Registration | Debit | 11/17/22 | | | 129.17 | | |
| 8/6/2022 | Richard Huddleston - MC/DJ Hot August Hoops | 3463 | 11/17/22 | | | 300.00 | | |
| 8/8/2022 | TPC Holdings - Hot August Hoops Tribune Ad | 3465 | 11/17/22 | | | 225.00 | | |
| 8/16/2022 | NEON ONE CRM - August Invoice 224051 | Debit | 11/17/22 | | | | 149.00 | |
| 8/18/2022 | HAHN Supply - Tables & Chairs for Hot August Hoops | 3469 | 11/17/22 | | | 449.20 | | |
| 8/18/2022 | Kings Throne - Hot August Hoops Porta Potties | 3468 | 11/17/22 | | 300.51 | | | |
| 8/25/2022 | Cover Me Tees - Hot August Hopps Player Shirts | 3476 | 11/17/22 | | | 1,320.93 | | |
| 9/8/2022 | Printcraft Printing - Hot August Hoops Sponsor Signs | 3477 | 11/17/22 | | | 196.63 | | |
| 9/8/2022 | Pacific Empire Radio - Sound Downtown Radio Ads | 3478 | 11/17/22 | | | 258.00 | | |
| 9/8/2022 | What's Poppin Balloons - Pumpkin Palooza Backdrop | Debit | 12/08/22 | | | 116.60 | | |
| 9/16/2022 | NEON ONE CRM - September Invoice 231154 | Debit | 11/17/22 | | | | 149.00 | |
| 9/19/2022 | Walmart - Downtown Tailgate Tables, & Canopies | Debit | 11/17/22 | | 445.88 | | | |
| 9/27/2022 | Kings Throne - Downtown Tailgate Porta Potties | 3482 | 11/17/22 | | 654.02 | | | |
| 9/28/2022 | Printcraft Printing - Downtown Tailgate Posters | 3484 | 11/17/22 | | | 76.32 | | |
| 10/1/2022 | Amazon - Pumpkin Palooza Non-candy Prizes | Debit | | | | 69.00 | | |
| 10/4/2022 | Printcraft Printing - Downtown ArtWalk Posters | 3489 | 11/17/22 | | | 76.32 | | |
| 10/6/2022 | Pacific Empire Radio - Downtown Tailgate & ArtWalk Artist | 3491 | 11/17/22 | | | 978.00 | | |
| 10/6/2022 | TPC Holdings - Downtown Tailgate Tribune Ads | 3492 | 11/17/22 | | | 500.00 | | |
| 10/11/2022 | Printcraft Printing - Sound Downtown Posters | 3495 | 11/17/22 | | | 63.60 | | |
| 10/13/2022 | Amazon - Pumpkin Palooza Non-candy Prizes | Debit | 12/08/22 | | | 198.60 | | |
| 10/16/2022 | NEON ONE CRM - October Invoice 238234 | Debit | 11/17/22 | | | | 149.00 | |
| 10/19/2022 | Amazon - Pumpkin Palooza Non-candy Prizes | Debit | 12/08/22 | | | 20.53 | | |
| 10/20/2022 | Amazon - Pumpkin Palooza Games | Debit | 12/08/22 | | 32.45 | | | |
| 10/20/2022 | Amazon - Pumpkin Palooza Games | Debit | 12/08/22 | | 10.81 | | | |
| 10/28/2022 | Schurman's True value - Pumpkin Palooza Game materials | Debit | 12/08/22 | | 64.26 | | | |
| 10/28/2022 | Postal Copy + Pumpkin Palooza Game Signs & Maps | Debit | 12/08/22 | | | 103.69 | | |
| 10/29/2022 | Walmart - Pumpkin Palooza Candy | Debit | 12/08/22 | | | 252.90 | | |
| 10/31/2022 | Walmart - Pumpkin Palooza Supplies | 2465 | 11/17/22 | | | 271.66 | | |
| 11/15/2022 | K&G 50% Payment | 2501 | | | 15,643.50 | | | |
| 11/15/2022 | Douglass Law BID Consultation & 2021 Financial Review | 2502 | 12/08/22 | | | | 375.00 | |
| 11/15/2022 | Presnell Gage Charge for 2021 Financial Review | 2503 | 12/08/22 | | | | 3,875.00 | |
| 11/15/2022 | City of Lewiston Administrative Fees Inv#5545 | 2504 | 12/08/22 | | | | 7,000.00 | |
| 11/17/2022 | Billings From June-December 2021 per 2021 Financial Review | 2500 | 11/17/22 | | | | | |
| 11/28/2022 | Intuit - Checks for BID account | Debit | 11/28/22 | | | | 83.29 | |
| 12/8/2022 | Total Expenditures & Hours Jan-November 2022 | 2506 | 12/08/22 | | | | | |
| 12/28/2022 | Intuit Software Fee | | 12/08/22 | | | | 42.50 | |
| | | | | $ 4,299.32 | $ 122,338.50 | $ 15,535.09 | $ 13,243.43 | $ 155,416.34 |

16

# 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 | Ending Balance | Paid | Total Paid to BDL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **1/1/2023** | **Beginning balance** | | **$13,000.00** | **$62,000.00** | **$41,000.00** | **$67,000.00** | | | **$77,099.61** | | |
| 1/1/2023 | Dinner in the Dark Radio Advertising (Pacific Empire) | 3530 | | | $216.00 | | | $216.00 | $76,883.61 | 02/09/23 | |
| 1/3/2023 | Dinner in the Dark Radio Advertising (McVey Entertainment) | 3529 | | | $850.00 | | | $850.00 | $76,033.61 | 02/09/23 | |
| 1/4/2023 | Dinner in the Dark Event Supplies (Stanchion Posts) | DEBIT | | | $162.29 | | | $162.29 | $75,871.32 | 02/09/23 | |
| 1/5/2023 | Dinner in the Dark Event Supplies (Mini Cornhole for raffle, Red Carpet) | DEBIT | | | $97.39 | | | $97.39 | $75,773.93 | 02/09/23 | |
| 1/10/2023 | 2023 Town Hall Meeting Supplies (Suggestions box) | DEBIT | | | $107.01 | | | $107.01 | $75,666.92 | 02/09/23 | |
| 1/11/2023 | DEPOSIT | | | | | | $6,366.98 | | $82,033.90 | | |
| 1/16/2023 | NEON ONE CRM - January Invoice (INV261198) | DEBIT | | | | $153.47 | | $153.47 | $81,880.43 | 02/09/23 | |
| 1/27/2023 | Additional A-frame signs for First Fridays | DEBIT | | $475.00 | | | | $475.00 | $81,405.43 | 02/09/23 | |
| 1/27/2023 | Discount Mugs - Hot August Hoops Waterbottles (DM5433230) | DEBIT | | | $581.94 | | | $581.94 | $80,823.49 | 03/09/23 | |
| 1/27/2023 | Intuit Quickbooks Online for BID Bookkeeping (1000205779852) | | | | | $42.50 | | $42.50 | $80,780.99 | 03/09/23 | |
| 1/30/2023 | 12 Black 90" Table Cloths for events | DEBIT | | $64.86 | | | | $64.86 | $80,716.13 | 02/09/23 | |
| 1/30/2023 | Dinner in the Dark Radio Advertising (Pacific Empire) (23010265 & 23010266) | | | | $582.00 | | | $582.00 | $80,134.13 | 03/09/23 | |
| 1/31/2023 | 12 Black 90" Table Cloths for events | DEBIT | | $64.86 | | | | $64.86 | $80,069.27 | 02/09/23 | $2,190.88 |
| 1/31/2023 | DEPOSIT Dividend (January) | | | | | | $10.38 | | $80,079.65 | | |
| 1/31/2023 | Lewiston Tribune - First Friday & Dinner in the Dark Ads (560856) | | | | $987.50 | | | $987.50 | $79,092.15 | 03/09/23 | |
| 2/16/2023 | NEON ONE CRM - February Invoice INV269074 | DEBIT | | | | $153.47 | | $153.47 | $78,938.68 | 03/09/23 | |
| 2/21/2023 | Happy Day Restaurants (100) | 3548 | | | $190.80 | | | $190.80 | $78,747.88 | 03/09/23 | |
| 2/23/2023 | DEPOSIT | | | | | | $11,238.79 | | $89,986.67 | 03/09/23 | |
| 2/26/2023 | Printcraft Printing - Hot August Hoops & Dinner in the Dark Posters (166765) | | | | $152.64 | | | $152.64 | $89,834.03 | 03/09/23 | |
| 2/27/2023 | Intuit Quickbooks Online for BID Bookkeeping (10001211897964) | DEBIT | | | | $42.50 | | $42.50 | $89,791.53 | 03/09/23 | |
| 2/27/2023 | DEPOSIT | | | | | | $27,274.25 | | $117,065.78 | 03/09/23 | |
| 2/28/2023 | DEPOSIT Dividend (February) | | | | | | $11.03 | | $117,076.81 | 03/09/23 | |
| 3/9/2023 | BID Project Hours - January & February | | $480.00 | $360.00 | $1,440.00 | $480.00 | | $2,760.00 | $114,316.81 | 03/09/23 | $5,493.35 |
| 3/15/2023 | BID reimbursement to BDL | 2507 | | | | | | $7,684.23 | | | |
| 3/15/2023 | NEON ONE CRM - March Invoice (INV277167) | | | | | $153.47 | | $153.47 | $114,163.34 | 04/13/23 | |
| 3/17/2023 | Dinner in the Dark & First Friday Radio Ads (Pacific Empire) | 3554 | | | $582.00 | | | $582.00 | $113,581.34 | 04/13/23 | |
| 3/17/2023 | Movie Under the Stars Extended Programming Pioneer Park | 3556 | | | $575.00 | | | $575.00 | $113,006.34 | 04/13/23 | |
| 3/17/2023 | Printcraft Printing - Downtown Property Tour Posters | 3552 | | | $127.20 | | | $127.20 | $112,879.14 | 04/13/23 | |
| 3/17/2023 | Dinner in the Dark photo backdrop (Balance after BDL trade) | 3551 | | | $150.00 | | | $150.00 | $112,729.14 | 04/13/23 | |
| 3/17/2023 | DEPOSIT | | | | | | $8,634.54 | | $121,363.68 | 04/13/23 | |
| 3/17/2023 | Lewiston Tribune - Dinner in the Dark and First Friday Ads (562304) | 3553 | | | $3,232.25 | | | $3,232.25 | $118,131.43 | 04/13/23 | |
| 3/17/2023 | Brava's - Dinner in the Dark Contract (balance after BDL trade) | 3557 | | | $2,777.52 | | | $2,777.52 | $115,353.91 | 04/13/23 | |
| 3/25/2023 | Facebook Boosted Ads - Downtown Property Tours | DEBIT | | | $6.26 | | | $6.26 | $115,347.65 | 05/11/23 | |
| 3/28/2023 | Facebook Boosted Ads - Downtown Property Tours | DEBIT | | | $5.96 | | | $5.96 | $115,341.69 | 05/11/23 | |
| 3/28/2023 | Intuit Quickbooks Online for BID Bookkeeping (10001217817732) | DEBIT | | | | $85.00 | | $85.00 | $115,256.69 | 04/13/23 | |
| 3/31/2023 | DEPOSIT Dividend (March) | | | | | | $15.69 | | $115,272.38 | 04/13/23 | |
| 4/3/2023 | DEPOSIT | | | | | | $15,493.48 | | $130,765.86 | 05/11/23 | |
| 4/5/2023 | DEPOSIT | | | | | | $1,240.17 | | $132,006.03 | 05/11/23 | |
| 4/6/2023 | McVey Entertainment - Downtown Property Tours | 3565 | | | $500.00 | | | $500.00 | $131,506.03 | 05/11/23 | |
| 4/6/2023 | Facebook Boosted Ads - Downtown Property Tours | DEBIT | | | $6.74 | | | $6.74 | $131,499.29 | 05/11/23 | |
| 4/7/2023 | Postal Copy + April Newsletter Prints | DEBIT | | | $520.98 | | | $520.98 | $130,978.31 | 05/11/23 | |
| 4/12/2023 | Facebook Boosted Ads - Downtown Property Tours | DEBIT | | | $9.88 | | | $9.88 | $130,968.43 | 05/11/23 | |
| 4/12/2023 | Postal Copy + BID Town Hall Postcards | DEBIT | | | $197.95 | | | $197.95 | $130,770.48 | 05/11/23 | |
| 4/13/2023 | BID Project Hours - March | | $360.00 | $640.00 | $600.00 | $760.00 | | $2,360.00 | $128,410.48 | 04/13/23 | $10,054.66 |
| 4/13/2023 | Earth Planter - Order#29111 | 2508 | | $15,126.00 | | | | $15,126.00 | $113,284.48 | 04/13/23 | |
| 4/14/2023 | DEPOSIT | | | | | | $959.15 | | $114,243.63 | 05/11/23 | |
| 4/16/2023 | NEON ONE CRM - April Invoice (INV284292) | DEBIT | | | | $153.47 | | $153.47 | $114,090.16 | 05/11/23 | |
| 4/22/2023 | Facebook Boosted Ads - Downtown Property Tours | DEBIT | | | $8.65 | | | $8.65 | $114,081.51 | 05/11/23 | |
| 4/25/2023 | DEPOSIT | | | | | | $23,189.68 | | $137,271.19 | 05/11/23 | |
| 4/25/2023 | BID reimbursement to BDL | 2509 | | | | | | $10,042.44 | $127,228.75 | | |
| 4/26/2023 | Perfection Traffic Control - Sound Downtown Traffic Control Plan | 2513 | | | $125.00 | | | $125.00 | $127,103.75 | 05/11/23 | |
| 4/27/2023 | Brava's - Town Hall Meeting | 2510 | | | | | | $1,357.13 | $125,746.62 | | |
| 4/27/2023 | Intuit Quickbooks Online for BID Bookkeeping (10001224233981) | DEBIT | | | | $85.00 | | $85.00 | $125,661.62 | 05/11/23 | |
| 4/28/2023 | Parks 7 Rec - Permit for Brackenbury Square Sound Downtown | 3572 | | | $240.00 | | | $240.00 | $125,421.62 | 05/11/23 | |
| 4/28/2023 | Printcraft Printing - Ladies Day Stamps | 3582 | | | $381.60 | | | $381.60 | $125,040.02 | | |
| 4/30/2023 | BID Project Hours - April | | $640.00 | $800.00 | $1,200.00 | $400.00 | | $3,040.00 | $122,000.02 | 05/11/23 | $6,888.62 |
| 4/30/2023 | DEPOSIT Dividend (April) | | | | | | $16.81 | | $122,016.83 | 05/11/23 | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 5/2/2023 | Incite! Consulting - Town Hall | 2511 | | | | | | $1,000.00 | $121,016.83 | | |
| 5/2/2023 | McVey Entertainment - Downtown Property Tours | 3576 | | | $250.00 | | | $250.00 | $120,766.83 | 05/11/23 | |
| 5/2/2023 | DEPOSIT | | | | | | $1,348.46 | | $122,115.29 | | |
| 5/4/2023 | Jones Supply - Garbage Receptacles | | $692.18 | | | | | $692.18 | $121,423.11 | 06/08/23 | |
| 5/8/2023 | Postal Copy + Crazy Days Posters | DEBIT | | | $148.78 | | | $148.78 | $121,274.33 | 06/08/23 | |
| 5/9/2023 | Postal Copy + BID Town Hall Area Posters | DEBIT | | | | $103.87 | | $103.87 | $121,170.46 | 06/08/23 | |
| 5/9/2023 | Staples - BID Town Hall Supplies | DEBIT | | | | $404.55 | | $404.55 | $120,765.91 | 06/08/23 | |
| 5/10/2023 | Corner Villa - Town Hall no-host bar | 3580 | | | | $70.00 | | $70.00 | $120,695.91 | 06/08/23 | |
| 5/10/2023 | Facebook Boosted Ads - Town Hall Meeting/Ladies Day/Crazy Days | DEBIT | | | $175.00 | | | $175.00 | $120,520.91 | 06/08/23 | |
| 5/11/2023 | Postal Copy + Ladies Day Posters & 24x36 A-frame Posters | DEBIT | | | $275.37 | | | $275.37 | $120,245.54 | 06/08/23 | |
| 5/12/2023 | Size-Mo Professional Sound - Sound Downtown Portable Stage | | | | $200.00 | | | $200.00 | $120,045.54 | 06/08/23 | |
| 5/16/2023 | NEON ONE CRM - May Invoice (INV291830) | DEBIT | | | | $153.47 | | $153.47 | $119,892.07 | 06/08/23 | |
| 5/19/2023 | DEPOSIT | | | | | | $1,206.09 | | $121,098.16 | | |
| 5/19/2023 | Postal Copy + Sound Downtown Posters | DEBIT | | | $100.63 | | | $100.63 | $120,997.53 | 06/08/23 | |
| 5/22/2023 | Facebook Boosted Ads - Crazy Days/Ladies Day | DEBIT | | | $67.30 | | | $67.30 | $120,930.23 | 06/08/23 | |
| 5/24/2023 | BID reimbursement to BDL | 2512 | | | | | | $5,149.89 | $115,780.34 | | |
| 5/24/2023 | Postal Copy + 24x36 Crazy Days A-frame Posters | DEBIT | | | $319.74 | | | $319.74 | $115,460.60 | 06/08/23 | |
| 5/25/2023 | Amazon - Sound Downtown Giveaways | DEBIT | | | $58.32 | | | $58.32 | $115,402.28 | 06/08/23 | |
| 5/27/2023 | Intuit Quickbooks Online for BID Bookkeeping (10001230464336) | DEBIT | | | | $85.00 | | $85.00 | $115,317.28 | 06/08/23 | |
| 5/31/2023 | BID Project Hours - May | | $720.00 | $1,240.00 | $1,920.00 | $400.00 | | $4,280.00 | $111,037.28 | 06/08/23 | $12,665.70 |
| 5/31/2023 | DEPOSIT Dividend (May) | | | | | | $17.50 | | $111,054.78 | | |
| 6/1/2023 | Vine 46 Tasting Gift Certificats for Sound Downtown | DEBIT | | | $79.50 | | | $79.50 | $110,975.28 | | |
| 6/2/2023 | DEPOSIT | | | | | | $3,700.00 | | $114,675.28 | | |
| 6/2/2023 | Schurman's Brackenbury Improvements hardware | DEBIT | | $76.78 | | | | $76.78 | $114,598.50 | | |
| 6/8/2023 | Financials and Hours for May | 2514 | | | | | | $7,515.81 | $107,082.69 | | |
| 6/8/2023 | Kings Throne - Crazy Days Porta Potties | 3594 | $482.30 | | | | | $482.30 | $106,600.39 | | |
| 6/8/2023 | Printcraft Printing - Ladies Day Maps | 3595 | | | $164.30 | | | $164.30 | $106,436.09 | | |
| 6/9/2023 | Staples - Ink for newsletter | DEBIT | | | $137.79 | | | $137.79 | $106,298.30 | | |
| 6/14/2023 | Hells Canyon Apparel Sound Downtown Promotional Products | 2515 | | | $1,056.30 | | | $1,056.30 | $105,242.00 | | |
| 6/15/2023 | Facebook Boosted Ads - Crazy Days & Sound Downtown | DEBIT | | | $250.00 | | | $250.00 | $104,992.00 | | |
| 6/17/2023 | NEON ONE CRM - June Invoice (INV300757) | DEBIT | | | | $153.47 | | $153.47 | $104,838.53 | | |
| 6/20/2023 | DEPOSIT | | | | | | $11,233.47 | | $116,072.00 | | |
| 6/21/2023 | Pre-approval items from 6/8/23 meeting | 2519 | | | | | | $3,456.80 | $112,615.20 | 06/08/23 | |
| 6/22/2023 | Facebook Boosted Ads - Sound Downtown | DEBIT | | | $51.59 | | | $51.59 | $112,563.61 | | |
| 6/22/2023 | City of Lewiston Administrative Fees | 2516 | | | | $7,000.00 | | $7,000.00 | $105,563.61 | | |
| 6/23/2023 | Printcraft Printing - Sound Dowtown Banners | 2517 | | | $75.60 | | | $75.60 | $105,488.01 | | |
| 6/27/2023 | Postal Copy + Hot August Hoops Posters and Labels | DEBIT | | | $316.89 | | | $316.89 | $105,171.12 | | |
| 6/28/2023 | Intuit Quickbooks Online for BID Bookkeeping (10001236689581) | | | | | $85.00 | | $85.00 | $105,086.12 | | |
| 6/30/2023 | BID Project Hours -June | | $1,120.00 | $840.00 | $1,120.00 | $360.00 | | $3,440.00 | $101,646.12 | | |
| 6/30/2023 | DEPOSIT Dividend (June) | | | | | | $16.22 | | $101,662.34 | | |
| 7/3/2023 | QPINS Text Marketing - Sound Downtown, Artwalk & Hot August Hoops | | | | $597.00 | | | $597.00 | $101,065.34 | | |
| 7/5/2023 | McVey Entertainment - Crazy Days & Hot August Hoops | | | | $1,100.00 | | | $1,100.00 | $99,965.34 | | $15,744.62 |
| 7/12/2023 | DEPOSIT | | | | | | $3,383.40 | | $103,348.74 | | |
| 7/21/2023 | Jones Supply - 10 Garbage receptacles & liners | 2520 | $692.18 | | | | | $692.18 | $102,656.56 | | |
| 7/28/2023 | Intuit Quickbooks Online for BID Bookkeeping (10001242967304) | | | | | | | | $102,656.56 | | |
| 7/31/2023 | DEPOSIT Dividend (July) | | | | | | $16.67 | | $102,673.23 | | |
| 7/31/2023 | BID Project Hours -July | | $240.00 | $720.00 | $2,000.00 | $160.00 | | $3,120.00 | $99,553.23 | | |
| | *TOTAL SPENT YTD* | | *$4,494.48* | *$19,687.50* | *$25,078.67* | *$11,324.24* | | | $99,553.23 | | |
| | **REMAINING BUDGET** | | **$8,505.52** | **$42,312.50** | **$15,921.33** | **$55,675.76** | **$115,372.76** | **$100,603.37** | | | |

PO Box 897 Lewiston, ID 83501-0897

# Statement of Account

800-843-7128 | p1fcu.org

Member Number: *******855

Statement For: 07/01/2023 - 07/31/2023



RETURN SERVICE REQUESTED

655836 34595 1/3 UNQ 08-01-23 CLT

000034594 1

BEAUTIFUL DOWNTOWN LEWISTON REVITALIZATI
301 MAIN ST STE 103
LEWISTON ID 83501-1819



## BUSINESS IMPROVEMENT DISTRICT ID 0041

Dividends Year-To-Date $104.30

Annual Percentage Yield earned 0.150% from 07/01/2023 through 07/31/2023

| | |
|---|---|
| Beginning Balance | $128,858.10 |
| 2 Total Deposits for | 3,400.07 |
| 2 Total Withdrawals for | 777.18- |
| Ending Balance | $131,480.99 |

| Date | Transaction Description | Withdrawal | Deposit | Balance |
|---|---|---|---|---|
| 07/12 | Deposit By Check | | $3,383.40 | $132,241.50 |
| 07/21 | Draft 2520 Tracer 860300000588459 | 692.18- | | 131,549.32 |
| 07/28 | Withdrawal ACH Intuit * TYPE: QBooks Onl ID: 0000756346 CO: INTUIT * Entry Class Code: CCD | 85.00- | | 131,464.32 |
| 07/31 | Deposit Dividend 0.150% | | 16.67 | 131,480.99 |

### Summary by Check Number

* Asterisk next to number indicates skip in sequence

1 Checks Cleared for $692.18

| Number | Cleared | Amount | Number | Cleared | Amount | Number | Cleared | Amount |
|---|---|---|---|---|---|---|---|---|
| 2520 | 07/21/23 | $692.18 | | | | | | |

Continued on next page.

NCUA

Clarkston
1301 Highland Ave
Clarkston WA 99403
Inquiries Call: 208-746-8900

Acct XXXXXX4855
Eff: 07/12/23
Tlr: 1732

BEAUTIFUL DOWNTO
Date: 07/12/23
2:23:00 PM

Deposit to BUSINESS IMPROVEMENT DISTRICT 0041
Amount: 3,383.40
Seq: #986785

Check Received 879.68
Check Received 2,503.72

Authorized by

ID Source:
- [ ] Drv Lic
- [ ] SigCard
- [ ] Known
- [ ] Other

CITY OF LEWISTON
CITY HALL
1134 F STREET
PO BOX 617
LEWISTON, ID 83501

# INVOICE

**Customer Copy**

| CUSTOMER | INVOICE DATE | INVOICE NUMBER | AMOUNT PAID | DUE DATE | INVOICE TOTAL DUE |
|---|---|---|---|---|---|
| BEAUTIFUL DOWNTOWN LEWISTON | 06/05/2023 | 5847 | $0.00 | 06/05/2023 | $7,000.00 |

| DESCRIPTION | QUANTITY | PRICE | UOM | ORIGINAL BILL | ADJUSTED | PAID | AMOUNT DUE |
|---|---|---|---|---|---|---|---|
| ADMINISTRATIVE COSTS | 1 | $7,000.00 | EACH | $7,000.00 | $0.00 | $0.00 | $7,000.00 |
| | | | | Invoice Total: | | | $7,000.00 |

2023 ADMINISTRATIVE COSTS

BDL - Business Improvement District

2516

06/14/2023 City of Lewiston

Annual Administrative Fee 7,000.00

PAYMENT RECORD

P1FCU BID Checking

Annual Administrative Fee 7,000.00

10529

105291

Rev 6/21

DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT

Administrative Agreement
for Administrative Costs
invoice of $7,000.-

**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. ANNUAL SCOPE OF WORK: 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. EXPENDITURE OF SPECIAL ASSESSMENT REVENUE: 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. SEGREGATION OF SPECIAL ASSESSMENT REVENUE: BID Administrator shall segregate revenue derived from the collection of District's special assessments.

D. COLLABORATION: 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. <u>DISTRICT RECORDS:</u> 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. <u>ANNUAL INDEPENDENT FINANCIAL REVIEW:</u> 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. <u>ANNUAL ACCOUNTING:</u> 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. <u>ADMINISTRATION QUESTIONS:</u> 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. <u>PROCUREMENT OF GOODS AND SERVICES:</u> 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. <u>TERMINATION:</u> 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. <u>INDEMNIFICATION:</u> 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 _______ day of __________________ 2020.

**City of Lewiston**

By: ___________________________________

Michael G. Collins, Mayor

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

**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. Raventroft, 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<br>
Purchasing Division<br>
P.O. Box 617<br>
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,

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.

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|---|---|
| Each Accident: | $100,000 each accident |
| Bodily Injury by Accident: | $500,000 policy limit |
| Bodily Injury by Disease: | $100,000 each employee |

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| | |
|---|---|
| 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.

# Performance Dates

## BID Administrator

| **2021** | **First Year** |
|---|---|
| 1/15/2021 | 1st draft scope of work due from Administrator to City |
| 3/1/2021 | City Council (CC) approves final scope of work for 2021 |
| 6/30/2021 | BID Administrator pays City for assisting in the administration of the district |
| 10/1/21 | BID Administrator provides City with proposed scope of work for following year |
| 12/1/2021 | BID Administrator presents to CC activities financed through the BID for the calendar year |
| 12/31/2021 | BID Administrator provides written report to City detailing how revenue was utilized and to what extent scope of work was accomplished |
| 12/31/2021 | CC approves a scope of work for 2022 |

**2022-2026**

| | |
|---|---|
| 6/30 | BID Administrator pays City for assisting in the administration of the district |
| 10/01 | BID Administrator provides City with proposed scope of work for following year |
| 12/01 | BID Administrator presents to CC activities financed through BID for the calendar year |
| 12/31 | BID Administrator provides written report to City detailing how revenue was utilized & to what extent scope of work was accomplished |
| 12/31 | Scope of work for following year approved by CC |

11/2020

6/8/2023

APPROVAL OF BUDGET TO EXPAND SOUND DOWNTOWN (RADIO $500 FOR JUNE, TRIBUNE $2000, PRINTING $200, PROMOTIONAL PRODUCTS $2000.) Approval to spent up to $5,000 total.

| | RADIO | TRIBUNE | PRINTING | PROMOTIONAL PRODUCTS |
|---|---|---|---|---|
| Starting Budget | *$500.00* | *$2,000.00* | *$200.00* | *$2,000.00* |
| Mcvey Entertainment | $500.00 | | | |
| Lewiston Tribune | | $675.00 | | |
| Printcraft Printing | | | $293.90 | |
| Postal Copy + | | | $44.50 | |
| Sticker Mule | | | | $50.88 |
| Hells Canyon Apparel | | | | $1,056.30 |
| ***TOTAL SPENT*** | *$500.00* | *$675.00* | *$338.40* | *$1,107.18* |
| **REMAINING BUDGET** | **$0.00** | **$1,325.00** | **-$138.40** | **$892.82** |

| | | | |
|---|---|---|---|
| **SOUND DOWNTOWN** | Total Approved Budget | $5,000.00 | |
| | *Total Spent* | *$2,620.58* | |
| | **Remaining Budget** | **$2,379.42** | |
| | | | |
| | **Check #2519** | **$3,456.80** | |
| Hells Canyon Apparel | Quote #2312 | $502.20 | incorrect invoice |
| FB Meta | Sound Downtown | $250.00 | |
| Hops & Vine | Sound Downtown | $125.10 | Not BID item |
| Vine 46 | Sound DT Giveaways | $79.50 | |
| Radio | Sound Downtown | $500.00 | |
| Tribune | Sound Downtown | $2,000.00 | |
| | TOTAL | $3,456.80 | |
| | | | |
| | **Total Billed** | | |
| Hells Canyon Apparel | Quote #2336 | $1,056.30 | Paid by BID Check #2515 |
| FB Meta | Sound Downtown | $51.59 | |
| FB Meta | Sound Downtown | $203.70 | |
| Vine 46 | Sound DT Giveaways | $79.50 | |
| Mcvey Entertainment | Sound Downtown Radio | $500.00 | |
| Lewiston Tribune | Sound Downtown Thank You | $675.00 | |
| Sticker Mule | Sound DT Stickers & Pins | $50.88 | |
| Postal Copy + | 50 Additional Posters (.89) | $44.50 | |
| | TOTAL | $1,605.17 | |
| | Balance | $1,851.63 | |
| Hops & Vine | Sound Downtown | $125.10 | Not BID item |
| | **Total Amount to be paid back to BID** | **$1,976.73** | |

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

**Beautiful Downtown Lewiston**
Business Improvement District
301 Main Street STE 103
Lewiston, ID 83501-1819

P1FCU
P.O. Box 897 - 1025 Warner Ave
Lewiston, ID 83501
92-7331/3231

2519

06/20/2023

PAY TO THE ORDER OF Beautiful Downtown Lewiston $ **3,456.80

Three thousand four hundred fifty-six and 80/100****************************************************************************** DOLLARS

PROTECTED AGAINST FRAUD

Beautiful Downtown Lewiston
301 Main Street
Suite # 103
Lewiston, ID 83501
United States

MEMO Financials & Hours for May approved on 6/8/23

⑈002519⑈ ⑆323173313⑆104100001548 55⑈

BDL - Business Improvement District 2519

| | | | |
|---|---|---|---|
| 06/20/2023 | Beautiful Downtown Lewiston | | |
| | | Financials approved on 6/8/23 | 3,456.80 |

P1FCU BID Checking Financials & Hours for May approved on 6/8/23 3,456.80


BDL - Business Improvement District 2519

| | | | |
|---|---|---|---|
| 06/20/2023 | Beautiful Downtown Lewiston | | |
| | | Financials approved on 6/8/23 | 3,456.80 |


PAYMENT RECORD


P1FCU BID Checking Financials & Hours for May approved on 6/8/23 3,456.80


10529 105291 Rev 6/21

# Quote #2312

QUOTE

Thank you for your business!

**Hells Canyon Apparel & Athletics**
207 Capital Street
Lewiston, Idaho 83501
208-717-3333
https://hellscanyonapparel.com
kristy@hellscanyonapparel.com

| | |
|---|---|
| **Created** | May 9, 2023 |
| **Customer Due Date** | May 9, 2023 |
| **Total** | $502.20 |
| **Outstanding** | $502.20 |

**Customer Billing**
Beautiful Downtown Lewiston
Brenda Morgan
301 Main Street
Lewiston, Idaho 83501

**Customer Shipping**
Beautiful Downtown Lewiston
Brenda Morgan

| Category | Item # | Color | Description | XS | S | M | L | XL | 2XL | 3XL | 4XL | Qty | Items | Price | Taxed | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | DT6500 | Hthrd Navy | District - District Very Important Tee V-Neck. DT6500 | | 5 | 5 | 5 | 5 | | | | | 20 | $8.98 | X | $179.60 |
| | DT6500 | Lt Hthr Grey | District - District Very Important Tee V-Neck. DT6500 | | 5 | 5 | 5 | 5 | | | | | 20 | $8.98 | X | $179.60 |
| | | | Left Chest print | | | | | | | | | 40 | 40 | $3.50 | X | $140.00 |

| | |
|---|---|
| **Total Quantity** | 80 |
| **Item Total** | $499.20 |
| **Fees Total** | $0.00 |
| **Sub Total** | $499.20 |
| **Tax** | $3.00 ( 0.6% ) |
| **Total Due** | $502.20 |
| **Paid** | $0.00 |
| **Outstanding** | $502.20 |

Fill out your terms & conditions here: https://www.printavo.com/accounts/invoice_information

$3456.80

# Invoice #2336

Thank you for your business!

**Hells Canyon Apparel & Athletics**
207 Capital Street
Lewiston, Idaho 83501
208-717-3333
https://hellscanyonapparel.com
kristy@hellscanyonapparel.com

| | |
|---|---|
| **Created** | May 19, 2023 |
| **Customer Due Date** | May 26, 2023 |
| **Invoice Date** | May 30, 2023 |
| **Payment Due Date** | May 30, 2023 |
| **Total** | $1,056.30 |
| **Outstanding** | $1,056.30 |

**Customer Billing**
Beautiful Downtown Lewiston
Brenda Morgan
301 Main Street
Lewiston, Idaho 83501

**Customer Shipping**
Beautiful Downtown Lewiston
Brenda Morgan

| Category | Item # | Color | Description | XS | S | M | L | XL | 2XL | 3XL | 4XL | Qty | Items | Price | Taxed | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 5000 | Navy | Gildan | | 15 | 25 | 25 | 25 | | | | | 90 | $10.00 | X | $900.00 |
| | 5000 | Navy | Gildan | | | | | | 5 | | | | 5 | $14.00 | X | $70.00 |
| | 5000 | Navy | Gildan | | | | | | | 5 | | | 5 | $16.00 | X | $80.00 |

IMPRINT 1
Screen Printing • 4 color

10th Anniversary Sound Downtown
Full front

IMPRINT 2
Screen Printing • 1 color

Band / Date full back

| | |
|---|---|
| **Total Quantity** | 100 |
| **Item Total** | $1,050.00 |
| **Fees Total** | $0.00 |
| **Sub Total** | $1,050.00 |
| **Tax** | $6.30 ( 0.6% ) |
| **Total Due** | $1,056.30 |
| **Paid** | $0.00 |
| **Outstanding** | $1,056.30 |

---

BPL - Business Improvement District 2515

**06/08/2023** **Hells Canyon Apparel**

Sound Downtown Promotional Products 1,056.30

PAYMENT RECORD

**P1FCU BID Checking** Sound Downtown Promotional Products 1,056.30

10529 105291 Rev 6/21

Meta

## Receipt for Beautiful Downtown Lewiston

Account ID: 914337332948281

Invoice/Payment Date
**Jun 22, 2023, 2:45 AM**

Payment method
**Visa · 7039**
Reference Number: JXFVHQ32D2

Transaction ID
**6195322590580496-12634583**

Product Type
**Meta ads**

Paid

# $51.59 USD

Ad spend since Jun 15, 2023.

### Campaigns

| | | |
|---|---|---|
| **Post: "We are celebrating 10 Years of our Summer Concert..."**<br>From Jun 15, 2023, 12:00 AM to Jun 20, 2023, 11:59 PM | | **$13.42** |
| Post: "We are celebrating 10 Years of our Summer Concert..." | 343 Impressions | $13.42 |
| **Event: Sound Downtown**<br>From Jun 15, 2023, 12:00 AM to Jun 20, 2023, 11:59 PM | | **$15.67** |
| Event: Sound Downtown | 604 Impressions | $15.67 |
| **Post: "If you're interested in participating in the..."**<br>From Jun 15, 2023, 12:00 AM to Jun 20, 2023, 11:59 PM | | **$3.49** |
| Post: "If you're interested in participating in the..." | 615 Impressions | $3.49 |
| **Post: "We're so excited to celebrate 10 years of our..."**<br>From Jun 15, 2023, 12:00 AM to Jun 20, 2023, 11:59 PM | | **$19.01** |
| Post: "We're so excited to celebrate 10 years of our..." | 3,761 Impressions | $19.01 |

$255.29

Meta Platforms, Inc.
1601 Willow Road
Menlo Park, CA 94025-1452

Meta

## Receipt for Beautiful Downtown Lewiston

**Account ID: 914337332948281**

Invoice/Payment Date
**Jun 15, 2023, 8:53 AM**

Payment method
**Visa · 7039**
Reference Number: ES9VAQ32D2

Transaction ID
**6170834793029276-12587106**

Product Type
**Meta ads**

Paid

# $250.00 USD

You're being billed because you reached your $250.00 payment threshold.

### Campaigns

| | | |
|---|---|---|
| **Event: Crazy Days Downtown**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$46.30** |
| Event: Crazy Days Downtown | 3,092 Impressions | $46.30 |
| **Post: "If you're interested in participating in the..."**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$33.40** |
| Post: "If you're interested in participating in the..." | 1,909 Impressions | $33.40 |
| **Event: Sound Downtown**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$79.46** |
| Event: Sound Downtown | 3,650 Impressions | $79.46 |
| **Post: "We're so excited to celebrate 10 years of our..."**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$61.12** |
| Post: "We're so excited to celebrate 10 years of our..." | 5,197 Impressions | $61.12 |
| **Post: "We are celebrating 10 Years of our Summer Concert..."**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$29.72** |
| Post: "We are celebrating 10 Years of our Summer Concert..." | 828 Impressions | $29.72 |

#203.70

Meta Platforms, Inc.
1601 Willow Road
Menlo Park, CA 94025-1452

## Vine 46, LLC

Newberry Square 800 Main St. Suite #6
Lewiston, ID 83501

Phone Number: 280-790-8556
Email: info@vine46.com

PAID

VINE 46

| Bill to | Ship to |
|---|---|
| Guest 1 | Vine 46- Tasting Room<br>Newberry Square 800 Main St. Suite #6<br>Lewiston, ID 83501<br>280-790-8556 |

| | | | |
|---|---|---|---|
| **Order Number** | 8799 | **Customer Number** | 6058 |
| **Order Date** | 06/01/2023 | **Ship Method** | Pickup Order |
| **Sale Date** | 06/01/2023 | **Ship Date** | 06/01/2023 |
| **Customer Class** | Consumer | **Tracking** | - |

| Payment Type | Pay Date | Pay Reference | Approval Code | Amount | Refunds | Total Paid |
|---|---|---|---|---|---|---|
| Credit Card - Visa xxxx7039 | 06/01/2023 | 2095618996 | 001448 | $79.50 | $0.00 | **$79.50** |
| | | | Totals | $79.50 | $0.00 | **$79.50** |

| # | Product | Qty | Item Cost | Ext. Cost |
|---|---|---|---|---|
| 1 | 2017 Cabernet Sauvignon<br>SKU: 88882227-0083<br>wine | 1 | $35.00 | $35.00 |
| 2 | Tasting Fee<br>SKU: 88882227-0006<br>wine | 4 | $10.00 | $40.00 |
| | | | **Total Item Cost** | $75.00 |
| | | | **S & H** | $0.00 |
| | | | **Sales Tax** | $4.50 |
| | | | **Total Order Cost** | $79.50 |

# KVTY 105.1 Invoice

McVey Entertainment Group, LLC
2575 Snake River Avenue
Lewiston ID 83501
208-743-2502

**Invoice ID:** 23060260
**Invoice Date:** 6/30/2023
**Account ID:** 0290
**Order ID:** 0290-020
**Account Rep:** Jenna Kirk

**Amount Due:** $150.00

**Amount Paid:** ____________

BEAUTIFUL DOWNTOWN LEWISTON
301 MAIN STREET, SUITE 103
LEWISTON, ID 83501

The River 105.1 plays all your favorites from the 90s to NOW, with a splash of the 80s too! Also streaming live 24 hours a day!

Sponsor: Beautiful Downtown Lewiston / BDL Update Package
BDL Update Package



| Date | Time | Length | Description | CopyID / ISCI Code | Cost |
|---|---|---|---|---|---|
| 6/2/2023 | 08:13 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/2/2023 | 10:48 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/2/2023 | 05:11 PM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/3/2023 | 08:12 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/3/2023 | 10:13 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/3/2023 | 03:49 PM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/7/2023 | 05:38 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/7/2023 | 08:30 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/7/2023 | 06:10 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/9/2023 | 05:38 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/9/2023 | 08:12 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/9/2023 | 05:15 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/10/2023 | 05:37 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/10/2023 | 10:14 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/10/2023 | 08:53 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/14/2023 | 08:34 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/14/2023 | 10:10 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/14/2023 | 04:13 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/16/2023 | 08:14 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/16/2023 | 12:12 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/16/2023 | 05:11 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/17/2023 | 06:10 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/17/2023 | 02:10 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/17/2023 | 08:35 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/21/2023 | 09:32 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/21/2023 | 11:17 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/21/2023 | 04:14 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/21/2023 | 11:55 PM | :30 | Bonus | Aug Hoops 2023 | [Package] |
| 6/23/2023 | 08:13 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/23/2023 | 02:13 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/23/2023 | 05:47 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/24/2023 | 09:12 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/24/2023 | 09:46 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/24/2023 | 04:13 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/28/2023 | 05:39 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/28/2023 | 09:28 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/28/2023 | 08:55 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/30/2023 | 07:13 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/30/2023 | 11:31 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/30/2023 | 05:13 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/30/2023 | | | Package | | 150.00 |
| | | | 40 Total Items | Total Cost: | $150.00 |

**Amount Due:** $150.00

# KMOK 106.9 Invoice

McVey Entertainment Group, LLC
2575 Snake River Avenue
Lewiston ID 83501
208-743-2502

Invoice ID: 23060261
Invoice Date: 6/30/2023
Account ID: 0290
Order ID: 0290-020
Account Rep: Jenna Kirk

Amount Due: $200.00

Amount Paid: ___________

BEAUTIFUL DOWNTOWN LEWISTON
301 MAIN STREET, SUITE 103
LEWISTON, ID 83501

Canyon Country 106.9 is officially 2 years old! Are you listening to the valley's favorite mix of country music hits? Streaming at canyoncountry1069.com

Sponsor: Beautiful Downtown Lewiston / BDL Update Package
BDL Update Package

Page 1

| Date | Time | Length | Description | CopyID / ISCI Code | Cost |
|---|---|---|---|---|---|
| 6/2/2023 | 09:10 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/2/2023 | 02:30 PM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/2/2023 | 05:30 PM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/3/2023 | 05:36 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/3/2023 | 07:12 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/3/2023 | 06:13 PM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/7/2023 | 06:34 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/7/2023 | 11:17 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/7/2023 | 03:40 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/9/2023 | 10:48 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/9/2023 | 03:39 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/9/2023 | 09:37 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/10/2023 | 08:52 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/10/2023 | 01:13 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/10/2023 | 06:13 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/14/2023 | 08:16 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/14/2023 | 01:13 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/14/2023 | 04:16 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/16/2023 | 06:12 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/16/2023 | 01:34 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/16/2023 | 06:36 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/17/2023 | 03:35 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/17/2023 | 10:10 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/17/2023 | 04:10 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/17/2023 | 08:35 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/21/2023 | 09:35 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/21/2023 | 02:36 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/21/2023 | 04:33 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/23/2023 | 05:39 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/23/2023 | 09:33 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/23/2023 | 12:12 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/24/2023 | 09:52 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/24/2023 | 04:12 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/24/2023 | 08:37 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/28/2023 | 07:16 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/28/2023 | 10:11 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/28/2023 | 03:40 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/30/2023 | 07:15 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/30/2023 | 10:10 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/30/2023 | 04:16 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/30/2023 | | | Package | | 200.00 |
| | | | 40 Total Items | Total Cost: | $200.00 |

**Amount Due:** **$200.00**

# KRLC 1350/93.1 Invoice

McVey Entertainment Group, LLC
2575 Snake River Avenue
Lewiston ID 83501
208-743-2502

Invoice ID: 23060262
Invoice Date: 6/30/2023
Account ID: 0290
Order ID: 0290-020
Account Rep: Jenna Kirk

Amount Due: $150.00

Amount Paid: ___________

BEAUTIFUL DOWNTOWN LEWISTON
301 MAIN STREET, SUITE 103
LEWISTON, ID 83501

Serving the valley since 1935...KRLC 1350 AM and also at 93.1 FM!

Sponsor: Beautiful Downtown Lewiston / BDL Update Package
BDL Update Package



| Date | Time | Length | Description | CopyID / ISCI Code | Cost |
|---|---|---|---|---|---|
| 6/2/2023 | 10:17 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/2/2023 | 01:45 PM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/2/2023 | 08:32 PM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/3/2023 | 08:47 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/3/2023 | 11:18 AM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/3/2023 | 07:01 PM | :30 | Spot | Crazy Days 2023 | [Package] |
| 6/7/2023 | 05:33 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/7/2023 | 07:16 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/7/2023 | 11:33 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/9/2023 | 06:16 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/9/2023 | 11:33 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/9/2023 | 04:30 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/10/2023 | 02:48 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/10/2023 | 04:48 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/10/2023 | 06:57 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/14/2023 | 10:23 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/14/2023 | 05:22 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/14/2023 | 07:35 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/16/2023 | 08:32 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/16/2023 | 12:09 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/16/2023 | 05:18 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/16/2023 | 11:05 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/17/2023 | 07:10 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/17/2023 | 06:19 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/17/2023 | 07:57 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/18/2023 | 03:52 PM | :30 | Bonus | Aug Hoops 2023 | [Package] |
| 6/21/2023 | 06:19 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/21/2023 | 11:29 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/21/2023 | 12:44 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/22/2023 | 11:46 PM | :30 | Bonus | Aug Hoops 2023 | [Package] |
| 6/23/2023 | 05:47 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/23/2023 | 11:31 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/23/2023 | 04:30 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/24/2023 | 05:32 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/24/2023 | 09:47 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/24/2023 | 07:51 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/28/2023 | 08:21 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/28/2023 | 10:30 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/28/2023 | 07:31 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/30/2023 | 05:34 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/30/2023 | 10:18 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 6/30/2023 | 08:35 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 6/30/2023 | 11:37 PM | :30 | Bonus | Sound Downtown 2023 | [Package] |
| 6/30/2023 | | | Package | | 150.00 |
| | | | 43 Total Items | Total Cost: | $150.00 |

**Amount Due: $150.00**

McVey Entertainment Group, LLC
2575 Snake River Avenue
Lewiston ID 83501
208-743-2502

# KVTY 105.1 Invoice

**Invoice ID:** 23070168
**Invoice Date:** 7/31/2023
**Account ID:** 0290
**Order ID:** 0290-020
**Account Rep:** Jenna Kirk

**Amount Due:** $150.00

**Amount Paid:** ___________

BEAUTIFUL DOWNTOWN LEWISTON
301 MAIN STREET, SUITE 103
LEWISTON, ID 83501

The River 105.1 plays all your favorites from the 90s to NOW, with a splash of the 80s too! Also streaming live 24 hours a day!

Sponsor: Beautiful Downtown Lewiston / BDL Update Package
BDL Update Package

Page 1

| Date | Time | Length | Description | CopyID / ISCI Code | Cost |
|---|---|---|---|---|---|
| 7/1/2023 | 08:11 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/1/2023 | 04:14 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/1/2023 | 08:53 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/5/2023 | 02:10 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/5/2023 | 06:10 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/5/2023 | 09:53 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/7/2023 | 09:29 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/7/2023 | 06:11 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/7/2023 | 09:55 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/8/2023 | 09:10 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/8/2023 | 10:11 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/8/2023 | 04:11 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/12/2023 | 05:41 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/12/2023 | 10:12 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/12/2023 | 07:54 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/14/2023 | 11:10 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/14/2023 | 04:13 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/14/2023 | 09:51 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/15/2023 | 05:33 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/15/2023 | 04:10 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/15/2023 | 08:52 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/15/2023 | 10:54 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/18/2023 | 07:56 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/19/2023 | 06:15 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/19/2023 | 01:14 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/19/2023 | 07:53 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/21/2023 | 05:41 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/21/2023 | 07:13 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/21/2023 | 10:13 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/22/2023 | 08:47 AM | :30 | Spot | Tailgate Signup | [Package] |
| 7/22/2023 | 10:11 AM | :30 | Spot | Art Walk Signup | [Package] |
| 7/22/2023 | 04:13 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/26/2023 | 06:30 AM | :30 | Spot | Art Walk Signup | [Package] |
| 7/26/2023 | 10:13 AM | :30 | Spot | Tailgate Signup | [Package] |
| 7/26/2023 | 07:54 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/28/2023 | 08:10 AM | :30 | Spot | Tailgate Signup | [Package] |
| 7/28/2023 | 01:13 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/28/2023 | 08:50 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/29/2023 | 02:39 AM | :30 | Spot | Tailgate Signup | [Package] |
| 7/29/2023 | 10:13 AM | :30 | Spot | Art Walk Signup | [Package] |
| 7/29/2023 | 03:12 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/29/2023 | 09:54 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/31/2023 | | | Package | | 150.00 |

42 Total Items

Total Cost: $150.00

**Amount Due: $150.00**

McVey Entertainment Group, LLC
2575 Snake River Avenue
Lewiston ID 83501
208-743-2502

# KMOK 106.9 Invoice

Invoice ID: 23070169
Invoice Date: 7/31/2023
Account ID: 0290
Order ID: 0290-020
Account Rep: Jenna Kirk

Amount Due: $200.00

Amount Paid: ____________

BEAUTIFUL DOWNTOWN LEWISTON
301 MAIN STREET, SUITE 103
LEWISTON, ID 83501

Sponsor: Beautiful Downtown Lewiston / BDL Update Package
BDL Update Package



| Date | Time | Length | Description | CopyID / ISCI Code | Cost |
|---|---|---|---|---|---|
| 7/1/2023 | 01:40 AM | :30 | Bonus | Aug Hoops 2023 | [Package] |
| 7/1/2023 | 09:13 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/1/2023 | 03:12 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/1/2023 | 09:38 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/5/2023 | 12:40 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/5/2023 | 10:34 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/5/2023 | 06:39 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/5/2023 | 09:37 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/7/2023 | 09:33 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/7/2023 | 02:39 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/7/2023 | 03:40 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/8/2023 | 12:12 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/8/2023 | 06:12 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/8/2023 | 08:35 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/9/2023 | 06:48 AM | :30 | Bonus | Sound Downtown 2023 | [Package] |
| 7/10/2023 | 03:39 AM | :30 | Bonus | Aug Hoops 2023 | [Package] |
| 7/12/2023 | 02:38 AM | :30 | Bonus | Aug Hoops 2023 | [Package] |
| 7/12/2023 | 07:17 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/12/2023 | 12:12 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/12/2023 | 05:15 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/14/2023 | 07:14 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/14/2023 | 01:10 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/14/2023 | 05:38 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/15/2023 | 07:13 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/15/2023 | 12:13 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/15/2023 | 07:37 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/16/2023 | 08:43 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/18/2023 | 02:37 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/19/2023 | 02:37 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/19/2023 | 12:11 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/19/2023 | 02:40 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/19/2023 | 03:43 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/21/2023 | 10:11 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/21/2023 | 06:10 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/21/2023 | 09:37 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/22/2023 | 10:12 AM | :30 | Spot | Tailgate Signup | [Package] |
| 7/22/2023 | 06:09 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/22/2023 | 09:40 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/23/2023 | 07:15 AM | :30 | Spot | Art Walk Signup | [Package] |
| 7/26/2023 | 09:16 AM | :30 | Spot | Tailgate Signup | [Package] |
| 7/26/2023 | 10:35 AM | :30 | Spot | Art Walk Signup | [Package] |
| 7/26/2023 | 03:10 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/28/2023 | 05:40 AM | :30 | Spot | Art Walk Signup | [Package] |
| 7/28/2023 | 01:39 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/28/2023 | 06:16 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/29/2023 | 01:11 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/29/2023 | 04:10 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/29/2023 | 07:36 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/30/2023 | 08:29 AM | :30 | Spot | Art Walk Signup | [Package] |
| 7/31/2023 | | | Package | | 200.00 |
| | | 49 | Total Items | Total Cost: | $200.00 |

**Amount Due: $200.00**

# KRLC 1350/93.1 Invoice

McVey Entertainment Group, LLC
2575 Snake River Avenue
Lewiston ID 83501
208-743-2502

Invoice ID: 23070170
Invoice Date: 7/31/2023
Account ID: 0290
Order ID: 0290-020
Account Rep: Jenna Kirk

Amount Due: $150.00

Amount Paid: ___________

BEAUTIFUL DOWNTOWN LEWISTON
301 MAIN STREET, SUITE 103
LEWISTON, ID 83501

Sponsor: Beautiful Downtown Lewiston / BDL Update Package
BDL Update Package

Page 1

| Date | Time | Length | Description | CopyID / ISCI Code | Cost |
|---|---|---|---|---|---|
| 7/1/2023 | 05:31 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/1/2023 | 03:10 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/1/2023 | 07:45 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/1/2023 | 09:32 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/2/2023 | 05:58 PM | :30 | Bonus | Aug Hoops 2023 | [Package] |
| 7/5/2023 | 06:17 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/5/2023 | 06:15 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/5/2023 | 09:35 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/7/2023 | 06:33 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/7/2023 | 12:09 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/7/2023 | 07:35 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/8/2023 | 08:18 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/8/2023 | 01:17 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/8/2023 | 06:45 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/10/2023 | 11:26 PM | :30 | Bonus | Aug Hoops 2023 | [Package] |
| 7/12/2023 | 06:19 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/12/2023 | 03:18 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/12/2023 | 08:31 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/14/2023 | 09:22 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/14/2023 | 12:11 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/14/2023 | 08:35 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/15/2023 | 05:31 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/15/2023 | 01:16 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/15/2023 | 08:35 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/16/2023 | 03:39 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/17/2023 | 11:56 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/18/2023 | 11:19 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/19/2023 | 05:32 AM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/19/2023 | 09:23 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/19/2023 | 02:16 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/21/2023 | 06:15 AM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/21/2023 | 01:17 PM | :30 | Spot | Sound Downtown 2023 | [Package] |
| 7/21/2023 | 05:17 PM | :30 | Spot | Aug Hoops 2023 | [Package] |
| 7/21/2023 | 11:35 PM | :30 | Bonus | Sound Downtown 2023 | [Package] |
| 7/22/2023 | 11:19 AM | :30 | Spot | Tailgate Signup | [Package] |
| 7/22/2023 | 07:01 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/22/2023 | 09:31 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/26/2023 | 05:32 AM | :30 | Spot | Art Walk Signup | [Package] |
| 7/26/2023 | 09:22 AM | :30 | Spot | Tailgate Signup | [Package] |
| 7/26/2023 | 02:43 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/28/2023 | 05:34 AM | :30 | Spot | Tailgate Signup | [Package] |
| 7/28/2023 | 02:18 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/28/2023 | 08:35 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/29/2023 | 10:20 AM | :30 | Spot | Art Walk Signup | [Package] |
| 7/29/2023 | 03:49 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/29/2023 | 06:57 PM | :30 | Spot | Tailgate Signup | [Package] |
| 7/29/2023 | 07:57 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/30/2023 | 09:35 PM | :30 | Spot | Art Walk Signup | [Package] |
| 7/31/2023 | 04:21 PM | :30 | Bonus | Tailgate Signup | [Package] |
| | | | Package | | 150.00 |

49 Total Items

Total Cost: $150.00

**Amount Due: $150.00**

**TPC Holdings, Inc.**
Lewiston Tribune
Moscow-Pullman Daily News
Auto Clipper
Gander Digital
TPC Printing/Today's Mail
Revolve Print & Pack

Federal EIN #82-0500182
P.O. Box 957 Lewiston, ID 83501
(208) 848-2288
(800) 745-9411 (ID & WA Only)
Fax: (208) 743-0297

# Statement

| DATE | REFERENCE# |
|---|---|
| 06/30/2023 | 568412 |

**BILL TO:**
BEAUTIFUL DOWNTOWN LEWISTON
ACCOUNTS PAYABLE
301 MAIN ST # 103
LEWISTON ID 83501-1819

Account Number: 71510
Balance Due: $900.00

Salesperson: CHERI 208-848-2219

| DATE | AD NUMBER OR P.O. NUMBER | CHARGES OR CREDITS DESCRIPTION/PRODUCT CODE | TOTAL SPACE | COLUMNS | DEPTH | CHARGES |
|---|---|---|---|---|---|---|
| | | Balance Forward: | | | | 2,545.25 |
| 06/01/23 | 627733 | CRAZY DAYS | 15.00 | 3 X 5.00 | 360 | 112.50 |
| 06/03/23 | 627734 | CRAZY DAYS | 15.00 | 3 X 5.00 | DN | 112.50 |
| 06/12/23 | | PAYMENT | | | | (2,545.25) |
| 06/17/23 | 629310 | DOWNTOWN THANK YOU | 15.00 | 3 X 5.00 | DN | 112.50 |
| 06/18/23 | 629310 | DOWNTOWN THANK YOU | 15.00 | 3 X 5.00 | LT | 112.50 |
| 06/22/23 | 629311 | DOWNTOWN THANK YOU | 15.00 | 3 X 5.00 | 360 | 112.50 |
| 06/24/23 | 629310 | DOWNTOWN THANK YOU | 15.00 | 3 X 5.00 | DN | 112.50 |
| 06/25/23 | 629310 | DOWNTOWN THANK YOU | 15.00 | 3 X 5.00 | LT | 112.50 |
| 06/29/23 | 629311 | DOWNTOWN THANK YOU | 15.00 | 3 X 5.00 | 360 | 112.50 |

#675

| PREVIOUS BALANCE | | NEW CHARGES | | CREDITS | | BALANCE DUE |
|---|---|---|---|---|---|---|
| $2,545.25 | + | $900.00 | - | ($2,545.25) | = | $900.00 |

**PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE**

PAYABLE UPON RECEIPT

| CURRENT NET AMOUNT DUE | 31-60 DAYS | 61-90 DAYS | 91-OVER | TOTAL AMOUNT DUE |
|---|---|---|---|---|
| $900.00 | $0.00 | $0.00 | $0.00 | $900.00 |

**1.75% FINANCE CHARGE APPLIED TO BALANCES PAST 30 DAYS**

| REMITTANCE ADDRESS | BILLED ACCOUNT NAME | BILLING PERIOD |
|---|---|---|
| Lewiston Tribune<br>PO Box 957<br>Lewiston, Idaho 83501 | BEAUTIFUL DOWNTOWN LEWISTON<br>ACCOUNTS PAYABLE<br>301 MAIN ST # 103<br>LEWISTON ID 83501-1819 | 06/01/23 -> 06/30/23<br>**ACCOUNT NUMBER**<br>71510<br>**$ AMOUNT ENCLOSED** |

Contact Barb at bmarsh@lmtribune.com or 208.848.2288 if interested in paperless billing stickermule

Receipt May 02, 2023
R406483708

| **Billing address** | **Shipping address** |
| --- | --- |
| Brenda Morgan | Brenda Morgan |
| 301 Main St Ste 103 | 301 Main St Ste 103 |
| Lewiston | Lewiston |
| ID 83501 | ID 83501 |
| United States | United States |
| Beautiful Downtown Lewiston | Beautiful Downtown Lewiston |

| Item | Quantity | Cost |
| --- | --- | --- |
| Custom 2" x 1.04" Die cut stickers | 50 | $60 |

| | |
| --- | --- |
| **Subtotal** | $60 |
| **Promotion (Die cut stickers 050223)** | -$41 |
| **Shipping** | $0 |
| **Sales tax** | $1.14 |
| **Order total** | $20.14 |
| **Amount paid via visa** xxxxxxxxxxxx7039 | $20.14 |

**Sticker Mule, LLC**

336 Forest Ave, Amsterdam, NY 12010

stickermule.com

stickermule

Receipt April 25, 2023
R272558187

| **Billing address** | **Shipping address** |
|---|---|
| Brenda Morgan<br>301 Main St Ste 103<br>Lewiston<br>ID 83501<br>United States<br>Beautiful Downtown Lewiston | Brenda Morgan<br>301 Main St Ste 103<br>Lewiston<br>ID 83501<br>United States<br>Beautiful Downtown Lewiston |

| **Item** | **Quantity** | **Cost** |
|---|---|---|
|  Custom 1.9" x 0.93" Custom pins | 50 | $77 |

| | |
|---|---|
| **Subtotal** | $77 |
| **Promotion (Pins 042523)** | -$48 |
| **Shipping** | $0 |
| **Sales tax** | $1.74 |
| **Order total** | $30.74 |
| **Amount paid via visa**<br>xxxxxxxxxxxx7039 | $30.74 |

**Sticker Mule, LLC**

336 Forest Ave, Amsterdam, NY 12010

stickermule.com

| DATE | TYPE | REF NO. | CONTACT | AMOUNT |
|---|---|---|---|---|
| 11/23/2022 | Check | 2500 | | $11,828.82 |
| 12/2/2022 | Check | 2501 | K&G Construction | $15,643.50 |
| 12/9/2022 | Check | 2506 | | $29,500.71 |
| 12/14/2022 | Check | 2503 | | $3,875.00 |
| 12/14/2022 | Check | 2504 | | $7,000.00 |
| 12/19/2022 | Check | 2502 | | $375.00 |
| 3/15/2023 | Check | 2507 | Beautiful Downtown Lewiston | $7,684.23 |
| 4/13/2023 | Check | 2508 | EarthPlanter | $15,126.00 |
| 4/25/2023 | Check | 2509 | Beautiful Downtown Lewiston | $10,042.44 |
| 4/27/2023 | Check | 2510 | Brava's | $1,357.13 |
| 5/2/2023 | Check | 2511 | Incite! Consulting | $1,000.00 |
| 5/24/2023 | Check | 2512 | Beautiful Downtown Lewiston | $5,149.89 |
| 5/25/2023 | Check | 2513 | Perfection Traffic Control | $125.00 |
| 6/8/2023 | Check | 2515 | Hells Canyon Apparel | $1,056.30 |
| 6/8/2023 | Check | 2514 | Beautiful Downtown Lewiston | $7,515.81 |
| 6/14/2023 | Check | 2517 | Printcraft Printing, Inc. | $275.60 |
| 6/14/2023 | Check | 2516 | City of Lewiston | $7,000.00 |
| 6/20/2023 | Check | 2519 | Beautiful Downtown Lewiston | $3,456.80 |
| 7/20/2023 | Check | 2520 | Jones Supply | $692.18 |

# JONES SUPPLY

203 "D" Street
Lewiston, Idaho 83501-1807
Phone: (208) 746-1332 - Fax (208) 746-1335

# Estimate/Workorder

| Date | Estimate # |
|---|---|
| 5/4/2023 | 1150 |

| Name / Address | Ship To |
|---|---|
| CITY OF LEWISTON<br>P.O. BOX 617<br>LEWISTON, ID 83501 | BDL QUOTE<br>BRENDA |

| P.O. No. | Terms |
|---|---|
| | Net 30 |

| Description | Qty | Rate | U/M | Total |
|---|---|---|---|---|
| GARBAGE CAN BRUTE 32 GL | 10 | 66.02 | EA | 660.20 |
| 33X39, CAN LINERS, 1.50 MIL, 100/CASE, BLACK, (-5% 10 CASE LOT) | 1 | 31.98 | CS | 31.98 |

**BDL - Business Improvement District** 2520

**07/20/2023** **Jones Supply**

10 Garbage Cans & 100 pack of liners Invoice 1150 692.18

PAYMENT RECORD

**P1FCU BID Checking** 692.18

10529

105291

Rev 6/21

| | |
|---|---|
| **Subtotal** | $692.18 |
| **Sales Tax (6.0%)** | $0.00 |
| **Total** | $692.18 |

Signature

3

United States

Neon One, LLC
PO BOX 677136
DALLAS TX 75267-7136
United States

| | |
|---|---|
| | u757 |
| Invoice Date: | 06/16/2023 |
| Due Date: | 06/17/2023 |
| Payment Terms: | Due on receipt - auto |
| Invoice Amount: | $153.47 |

**Bill To**
CUST07737 Beautiful Downtown Lewiston
301 Main Street, #103
Lewiston ID 83501
United States

| ITEM / BUNDLE | DESCRIPTION | AMOUNT |
|---|---|---|
| **NeonCRM Impact Subscription Fee** | NeonCRM Impact Subscription Fee | 153.47 |
| **NCRM Workflows** | Workflows (15) | 0.00 |
| **NCRM Support - Live Chat** | Live Chat and Phone Support | 0.00 |

| | |
|---|---|
| **Subtotal** | $153.47 US Dollar |
| **Tax** | $0.00 US Dollar |
| **Total** | **$153.47 US Dollar** |
| **Amount Due** | **$153.47 US Dollar** |
| **Balance** | **$153.47 US Dollar** |
| **Overdue Balance** | **$0.00 US Dollar** |

**Remittance Information**

**Preferred:** Pay by credit card or e-check/ACH
Click this secure link to submit a one-time payment and optionally save payment information for future billing.

NOTICE: Neon One now has a new remittance address for check payments. Please make sure to review the remittance address below.

To pay by check, send your payment to:

Neon One, LLC
PO BOX 677136
DALLAS TX 75267-7136

**Neon One Customer Billing Portal**

Please Click Here to access your billing portal to view invoices, payment history, and statements.

If this is your first time logging in, please use the "Forgot your password?" option and complete the steps to create a new password. You will receive an email with a link to create your password.

Thank you for being part of the Neon One, LLC community!
Questions about this Invoice? Please contact us at (888) 860-6366 x2 or billing@neonone.com

quickbooks.

# Invoice

Intuit Inc.
2800 E. Commerce Center Place
Tucson, AZ 85706

**Invoice number:** 10001236689581
**Total:** $85.00
**Date:** Jun 27, 2023

**Bill to**

Brenda Morgan
Beautiful Downtown Lewiston Business Improvement District
301 Main St|Ste 103
Lewiston, ID 83501-1819
US
Address may be standardized for tax purposes
**Company ID:** 9130355649683296

## Payment details

| Item | Qty | Unit price | Amount |
|---|---|---|---|
| **QuickBooks Online Plus** | 1 | $85.00 | $85.00 |
| Sales tax - Exempt: | | | $0.00 |
| **Total invoice:** | | | **$85.00** |

## EFT information

| | |
|---|---|
| **Routing number:** | 323173313 |
| **Payment account ending:** | 4855 |
| **Name on the account:** | Brenda Morgan |

**Tax reporting information**

| | |
|---|---|
| **Period for monthly fees:** | Jun 27, 2023 - Jul 27, 2023 |
| **Total without tax:** | $85.00 |
| **Total tax:** | $0.00 |

(1) For subscriptions, your payment method on file will be automatically charged monthly/annually at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires. To cancel your subscription at any time, go to Account & Settings and cancel the subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice.

All dates and times are Pacific Standard Time (PST).

Meta

# Receipt for Beautiful Downtown Lewiston

Account ID: 914337332948281

Invoice/Payment Date
**Jun 15, 2023, 8:53 AM**

Payment method
**Visa · 7039**
Reference Number: ES9VAQ32D2

Transaction ID
**6170834793029276-12587106**

Product Type
**Meta ads**

Paid

## $250.00 USD

You're being billed because you reached your $250.00 payment threshold.

## Campaigns

| | | |
|---|---|---|
| **Event: Crazy Days Downtown**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$46.30** |
| Event: Crazy Days Downtown | 3,092 Impressions | $46.30 |
| **Post: "If you're interested in participating in the..."**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$33.40** |
| Post: "If you're interested in participating in the..." | 1,909 Impressions | $33.40 |
| **Event: Sound Downtown**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$79.46** |
| Event: Sound Downtown | 3,650 Impressions | $79.46 |
| **Post: "We're so excited to celebrate 10 years of our..."**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$61.12** |
| Post: "We're so excited to celebrate 10 years of our..." | 5,197 Impressions | $61.12 |
| **Post: "We are celebrating 10 Years of our Summer Concert..."**<br>From May 20, 2023, 12:00 AM to Jun 15, 2023, 8:53 AM | | **$29.72** |
| Post: "We are celebrating 10 Years of our Summer Concert..." | 828 Impressions | $29.72 |

Meta Platforms, Inc.
1601 Willow Road
Menlo Park, CA 94025-1452
United States

United States

Meta

## Receipt for Beautiful Downtown Lewiston

**Account ID: 914337332948281**

Invoice/Payment Date
**Jun 22, 2023, 2:45 AM**

Payment method
**Visa · 7039**
Reference Number: JXFVHQ32D2

Transaction ID
**6195322590580496-12634583**

Product Type
**Meta ads**

Paid

# $51.59 USD

Ad spend since Jun 15, 2023.

### Campaigns

| | | |
|---|---|---|
| **Post: "We are celebrating 10 Years of our Summer Concert..."**<br>From Jun 15, 2023, 12:00 AM to Jun 20, 2023, 11:59 PM | | **$13.42** |
| Post: "We are celebrating 10 Years of our Summer Concert..." | 343 Impressions | $13.42 |
| **Event: Sound Downtown**<br>From Jun 15, 2023, 12:00 AM to Jun 20, 2023, 11:59 PM | | **$15.67** |
| Event: Sound Downtown | 604 Impressions | $15.67 |
| **Post: "If you're interested in participating in the..."**<br>From Jun 15, 2023, 12:00 AM to Jun 20, 2023, 11:59 PM | | **$3.49** |
| Post: "If you're interested in participating in the..." | 615 Impressions | $3.49 |
| **Post: "We're so excited to celebrate 10 years of our..."**<br>From Jun 15, 2023, 12:00 AM to Jun 20, 2023, 11:59 PM | | **$19.01** |
| Post: "We're so excited to celebrate 10 years of our..." | 3,761 Impressions | $19.01 |

Meta Platforms, Inc.
1601 Willow Road
Menlo Park, CA 94025-1452
United States

United States

Postal & Copy +
601 3RD ST
CLARKSTON, WA 99403
Phone: 509-758-0234 | Fax: 509-758-0236

**POSTAL & COPY +**

**Invoice #** **251326** **Total Due: $0.00** **Due Date: Paid** Page: 1

**Bill To:**

Morgan, Brenda
Down Town Lewiston
301 MAIN STREET

LEWISTON, ID, 83501

Invoice Date: June 27, 2023
Customer ID: 18406

| QUANTITY | DESCRIPTION | PRICE | EXTENDED | |
|---|---|---|---|---|
| 1 | Printing<br>300 SHEETS OF 30 UP | $165.88 | $165.88 | TX |
| 1 | Printing<br>100 12X18 C,GL100#<br>TRIM TO 11X17 FINISH | $127.00 | $127.00 | TX |

Workstation: 0 - Master Workstation
**Notes:**

| | |
|---|---|
| Subtotal: | $292.88 |
| Sales Tax: | $24.01 |
| Total Sale: | $316.89 |
| Deposit: | $316.89 |
| **Total Due:** | **$0.00** |

NORTHWEST MEDIA

## Northwest Media | Inland Digital

1112 36th St N
Lewiston 83501-9662
U.S.A

### PAYMENT RECEIPT

Payment Date **03 Jul 2023**

Reference Number

Payment Mode **Authorize.Net - Credit Cards**

Amount Received
$597.00

**Bill To**

**Beautiful Downtown Lewiston**
PO BOX 618
Lewiston
83501 Idaho
United States

### Payment for

| Invoice Number | Invoice Date | Invoice Amount | Payment Amount |
|---|---|---|---|
| 00011061 | 01 Jul 2023 | $597.00 | $597.00 |

THANK YOU FOR SHOPPING AT
SCHURMAN'S TRUE VALUE
(509) 758-6411

MON-SAT 8 AM TO 6 PM
SUNDAY 10 AM TO 4 PM

06/02/23 10:25AM LA 551 SALE

---

| | | | | |
|---|---|---|---|---|
| 307553 | 2 | EA | 2.49 EA | |
| 150' ORG CRD Wrap | | | | 4.98 |
| 239327 | 2 | EA | 32.99 EA | |
| ME100' 16/20RG EXT Cord | | | | 65.98 |

SUB-TOTAL:$ 70.96 TAX: $ 5.82
TOTAL: $ 76.78

BK CARD AMT: 76.78
BK CARD#: 7039.

==>> JRNL#I48761 <<==
CUST NO:*5752
TVR ID # 5211345850

Customer Copy

HAVE A SUPER SPARKLY DAY!

King's Thrones & Pumping Service LLC
3949 Industrial Way
Lewiston, ID 83501-5892
Tel: (208) 798-8283
Website: www.kingsthrones.com

# Invoice

Invoice Number: 274854
Invoice Date: Jun-05-2023
Job Number:
P.O. Number:
Job Site ID: 18580
Job Site Address:
Crazy Days
Main St
Lewiston, ID 83501

**BILL TO ID: 4022**

Beautiful Downtown Lewiston
301 Main St
Lewiston, ID 83501

| Last Payment on Account | |
|---|---|
| Last Payment Date: | Oct-11-2022 |
| Last Payment Amount: | $654.02 |
| **Job Site Summary** | |
| Prior Unpaid Balance: | $0.00 |
| Current Invoice: | $385.84 |
| Please Pay: | $385.84 |

**Job Site Aging Balances**

| Current: | 30-Day: | 60-Day: | 90-Day+: | Total: |
|---|---|---|---|---|
| $385.84 | $0.00 | $0.00 | $0.00 | $385.84 |

| From | To | Duration | Rental Item/Service Type | Qty | Price Per | Tax | Extension |
|---|---|---|---|---|---|---|---|
| Jun-02-2023 | Jun-02-2023 | 1 | Portable Restroom Per Unit Per Event (Special Event rate) | 4 | $91.00 | ☑ | $364.00 |

| | Taxable | Tax Rate | Tax | Description |
|---|---|---|---|---|
| Rental: | $364.00 | 6% | $21.84 | Idaho Sales Tax |
| Service: | $0.00 | 0% | $0.00 | No Tax |

| | |
|---|---|
| Non-Taxable Subtotal: | $0.00 |
| Taxable Subtotal: | $364.00 |
| Tax Subtotal: | $21.84 |
| **Current Invoice:** | **$385.84** |

Thank you for doing business with King's Thrones! We appreciate it very much!

King's Thrones & Pumping Service LLC
3949 Industrial Way
Lewiston, ID 83501-5892
Tel: (208) 798-8283
Website: www.kingsthrones.com

# Invoice

Invoice Number: 274809
Invoice Date: May-26-2023
Job Number:
P.O. Number:
Job Site ID: 18566
Job Site Address:
Crazy Days
Main St
Lewiston, ID

**BILL TO ID: 4022**

Beautiful Downtown Lewiston
301 Main St
Lewiston, ID 83501

**Last Payment on Account**

| | |
|---|---|
| Last Payment Date: | Oct-11-2022 |
| Last Payment Amount: | $654.02 |

**Job Site Summary**

| | |
|---|---|
| Prior Unpaid Balance: | $0.00 |
| Current Invoice: | $96.46 |
| Please Pay: | $96.46 |

**Job Site Aging Balances**

| Current: | 30-Day: | 60-Day: | 90-Day+: | Total: |
|---|---|---|---|---|
| $96.46 | $0.00 | $0.00 | $0.00 | $96.46 |

| From | To | Duration | Rental Item/Service Type | Qty | Price Per | Tax | Extension |
|---|---|---|---|---|---|---|---|
| May-19-2023 | May-19-2023 | 1 | Portable Restroom Per Unit Per Event (Special Event rate) | 1 | $91.00 | ☑ | $91.00 |

| | Taxable | Tax Rate | Tax | Description |
|---|---|---|---|---|
| Rental: | $91.00 | 6% | $5.46 | Idaho Sales Tax |
| Service: | $0.00 | 0% | $0.00 | No Tax |

| | |
|---|---|
| Non-Taxable Subtotal: | $0.00 |
| Taxable Subtotal: | $91.00 |
| Tax Subtotal: | $5.46 |
| Current Invoice: | $96.46 |

Beautiful Downtown Lewiston

3594

06/08/2023 Kings Throne

2023 Crazy Day Portable Restrooms 482.30

PAYMENT RECORD

P1FCU BDL Checking (0042) 2023 Crazy Day Portable Restrooms 482.30

10532

105321

Rev 6/21

Staples

2320 Thain Grade
Lewiston, ID 83501
208-743-0514

Sale

Store: 619 Register #: 6
Date: 6/9/23 Time: 10:21 AM
Transaction: 23652 Cashier: 2056951

REWARDS NUMBER 3679877583

| Qty | Item | Price | Amount |
|---|---|---|---|
| | HP 952 XL BLACK/CM | | |
| 1 | 889894824653 | 129.99 | 129.99 |

| | |
|---|---|
| Subtotal | 129.99 |
| IDAHO 6% | 7.80 |
| Total | 137.79 |

Visa Credit USD$137.79
Card No.: XXXXXXXXXXXX7039 [C]
Chip Read
Auth No.: 009682
AID.: A0000000031010

Staples,
the working and learning store.
Discover every tool to take on tomorrow
including products, services
and inspiration that help you
unlock what is possible.

Shop Smarter. Get Rewarded.
Staples Rewards members get up to
5% back in Rewards.
Exclusions Apply. See an associate for
full program details or to enroll.

THANK YOU FOR SHOPPING AT
STAPLES!

oT1151WRT1A13DYN4AXGNYo

Customer Copy

| June 2022 | BDL Staff Hours | BDL Volunteer Hours | | |
|---|---|---|---|---|
| **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 | $1,120.00 |
| **Total Neighborhood Improvements** | 15 | 6 | 21 | $840.00 |
| **Total Business Promotion & Neighborhood Marketing** | 14 | 14 | 28 | $1,120.00 |
| **Total Administration** | 9 | 0 | 9 | $360.00 |
| Total Expended June 2023 | 56 | 30 | 86 | $3,440.00 |
| **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 | |

LEWIS-CLARK STATE COLLEGE
LC WORK SCHOLARS

500 8th Ave
Lewiston, ID 83501
Phone 208-792-2084
LCWorkScholars@lcsc.edu
www.lcsc.edu/work-scholars

# INVOICE

**INVOICE # 23FA-12**
**DATE:** June 14, 2023

**BRENDA MORGAN**

**Beautiful Downtown Lewiston**
**Brenda Morgan**
**301 Main St. Ste. 103**
**Lewiston, ID 83501**

| Description | Amount |
|---|---|
| Work Scholar – Stipend Cash Match | $260 |
| **Miller, Rayce** | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| **Total** | $260 |

Make all checks or IDGs payable to **Lewis-Clark State College.** Payment is due 30 days from bill date.
**Note:** Only checks, IDGs, or cash can be accepted. We apologize for the inconvenience, but credit card transactions will no longer be accepted due to the increased service fee.

If you have any questions concerning this invoice, please contact Erin Cassetto | 208-792-2144 | LCWorkScholars@lcsc.edu
LCSC Controller's Office: Deposit to: Enter Work Scholar Account #

THANK YOU

# DOUGLASS LAW, PLLC

# INVOICE

935 6th STREET
CLARKSTON, WA 99403

Invoice # 366
Date: 07/05/2023
Due On: 07/19/2023

BEAUTIFUL DOWNTOWN LEWISTON
c/o BRENDA MORGAN
301 MAIN STREET, SUITE 103
LEWISTON, ID 83501

## 00008-BEAUTIFUL DOWNTOWN LEWISTON

•

| Type | Date | Notes | Quantity | Rate | Total |
|---|---|---|---|---|---|
| Service | 06/01/2023 | JBD: review of lease documents, notes, telephonic consultation with client and board member | 2.00 | $150.00 | $300.00 |
| Service | 06/01/2023 | JBD: consultation with city attorney at city' attorney's request re which office provides legal advice on public funding matters to BID | 0.30 | $150.00 | $45.00 |
| Service | 06/18/2023 | JBD: working on leases and showcasing agreements for client | 1.50 | $150.00 | $225.00 |
| Service | 06/29/2023 | JBD: meeting with Brenda to review lease provisions, etc. | 0.60 | $150.00 | $90.00 |

**Total** **$660.00**

## Detailed Statement of Account

### Other Invoices

| Invoice Number | Due On | Amount Due | Payments Received | Balance Due |
|---|---|---|---|---|
| 358 | 06/20/2023 | $30.00 | $0.00 | $30.00 |

### Current Invoice

| Invoice Number | Due On | Amount Due | Payments Received | Balance Due |
|---|---|---|---|---|
| 366 | 07/19/2023 | $660.00 | $0.00 | $660.00 |

| 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 | $240.00 |
| **Total Neighborhood Improvements** | 10 | 8 | 18 | $720.00 |
| **Total Business Promotion & Neighborhood Marketing** | 14 | 36 | 50 | $2,000.00 |
| **Total Administration** | 4 | 0 | 4 | $160.00 |
| **Total Expended April-June 2022** | 31 | 47 | 78 | $3,120.00 |
| **Billable - $40 per hour** | $1,240.00 | $1,880.00 | $3,120.00 | |
| **Billed December 8th 2022** | **$1,240.00** | **$1,880.00** | **$3,120.00** | |

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.

2023 Workplan & Budget approved by CC 11/14/2022

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. **(April 2023)**
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. **(April 2023)**
C. Develop a list of possible mural locations and content and secure property owner support. **(August 2023)**

**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. **(March-April 2023)**
B. Identify locations and specific text for way-finding signs. Sign details shall be submitted to DPW and the BID Board for approval. **(March 2023)**
C. Secure a recommendation from DPW and PD on the advisability of and type of crosswalk beacons. Install if appropriate. **(March 2023)**

**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. **(January 2023)**
B. Continue to host Dinner in the Dark, Hot August Hoops and Downtown Tailgate. **(Ongoing)**
C. Expansion of Programming in Brackenbury Square and Pioneer Park. Provide specific target of additional days of programming. **(Ongoing)**
D. Install banner brackets on ___ light poles. Purchase ___ banners. **(June 2023)**
E. Launch $5 can change your community campaign. **(January 2023)**

**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 **(January 2023)**
B. Hire accountant to complete bank reconciliations monthly for BID assessments **(March 2023)**
C. Hire additional staff to put together information for quarterly newsletters **(Completed)**

BDL Economic Vitality Committee Update

- Combine Loft Tours and Properties with Possibilities to create one event called Downtown Property Tours
- Tentative date: April 18th 2023
- 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.
    - Connect event meeting spaces with panel or presenters to host forum
- Create a list of Developers, identifying hurdles they are experiencing and provide assistance.
    - BDL to host webpage for developers and property managers to post available properties or residential units.
- Collect vacancy and rental rates for both commercial and residential units

BDL Design Committee Update Regarding Winter Parks Projects Downtown

1. Removal of Planter Boxes (*January-February weather dependent on schedule*)
    a. City Parks staff will remove all round wood planters over the winter
    b. Process will take a couple of hours per planter, and we will work from west to east
    c. Irrigation will be capped at the concrete and filled in
    d. Occasional lane closures may occur while the hydro-excavator is being used to remove the soil

2. Install Benches (*February-March weather dependent on schedule*)
    a. Benches will be installed by parks staff
    b. Parks will need a layout of where the suggested locations are for the benches including the direction they will be facing

3. Install Garbage Cans (*February-March weather dependent on schedule*)
    a. Recommendation from parks is to place cans in common locations such as intersections. We would prefer to not locate them adjacent to apartments, residential units, or restaurants because of the issue it causes with general household items being placed in the cans and not in the provided dumpsters for the residents or business. The intent of the city provided cans is for those visiting the downtown area and for special events.

4. Install of Shade Structures (March-April)
    a. P&R will work with staff on an installation plan for the shade structure over the stage and with a local contractor for additional shade into the seating area

5. Wayfinding is the top priority for the first quarter of 2023 work plan

    - We got a good start of signs to remove or inquire with other departments about if we can remove them from the photos and inventory Katie, Shannon, and Joel competed on Main Street. This should make inventorying the remaining streets simpler
        - Streets remaining are D Street (5th to 9th), Capital Street (1st to 7th), F Street (5th to 9th) and inbetweeners.
    - Schedule for reporting back to the BID on this work plan item
        - By our January meeting, complete the inventory
        - Katie and Brenda are planning to meet on Nov 30 from 10-12 to continue working on this. I can pick up whatever else is needed on a weekend or something between now and January.
        - At the January meeting, get a final list of signs and poles to remove

        - Start a list of what we want to replace and an idea of what we want to replace them with
        - Consider a request to replace signs at crosswalks with flashing beacon signs similar to those being installed elsewhere in town

    - By our February meeting, complete a draft for a wayfinding sign plan and all related paperwork for review by City staff and for the BID Board in March.

6. Other work plan priorities are:

- Plans for a mural downtown (reevaluate locations, potential for additional funding (AVA/Wine Alliance?), requesting bids for artists, following up with LCSC students if we want to pursue the idea they put together)
- Brackenbury Improvements, some of which will be handled through Parks and some we will need to pursue ourselves (sound system, etc)

# Business Improvement District Strategic Plan

**1. Commercial, Residential, and Public Investment (How do you want downtown to grow?)**

1) Central Online Resource for available downtown properties
   a) Create a website link to BDL page (Weaponized Media will be hired for this)
2) Encourage 2nd floor residential use.
   a) Create a guide for what the process entails
   b) What codes (fire and building) apply
      i) Add a link from the BDL website to the City website
      ii) Make a simple brochure with Development Review Committee meeting information, Business license information, contact information for city and other resources (small business development center, secretary of state for name registration, etc)
   c) Are there grants available?
   d) Are there tax incentives available?
3) Create a grant program for rehab of buildings

**2. Neighborhood Improvements (How do you want downtown to look?)**

a) Enhance the "neighborhood" experience
   i) Bathrooms, signage, sidewalks
      (1) Bathrooms. Identify partners (Parks & Rec), identify location (sewer connection, available infrastructure), identify costs (upfront and maintenance)
   ii) Tactile experience
      (1) Play areas
      (2) Water
      (3) Art
   iii) Safety
      (1) Lighting
         (A) Complete inventory of existing lights
         (B) Identify where additional lighting is needed
      (2) Crosswalks
   iv) Visual Enhancements
      (1) Empty Store Fronts – Art? Advertisements?
   v) Encourage a variety of businesses to locate downtown
   vi) Directory
      (1) Eating, shopping, amenities (museum, library, etc)
   vii) Parking

**3. Business Promotion & Neighborhood Marketing (Do you know what is happening downtown?)**

(1) Banners – visual notification of events
(2) Promotion of New Events
   (a) Are we hitting out target audience? Does the message need to be adjusted?
(3) Directory
   (a) What is available? Where to shop? Print and digital formats

(4) How do we encourage Businesses to adjust hours or availability for people working downtown (who need to shop after 5)? How do we encourage them to have hours or availability during events?
(5) How do we encourage LEWISTON participation (not just tourists or visitors)?
(6) Decoration – use of banners in a visual beautification way, not just advertising. Decorating empty store front windows with art.