



**Lewiston Business Improvement District
REGULAR MEETING AGENDA
December 14, 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 website at cityoflewiston.org.

I. CALL TO ORDER

II. CITIZEN COMMENTS

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

III. ACTIVE AGENDA

A. APPROVAL OF NOVEMBER 9, 2023 MINUTES (ACTION ITEM)

B. REVIEW OF BANK STATEMENT & LEDGER

C. REVIEW OF INVOICES (ACTION ITEM)

- 1. QUICKBOOKS (AUTO WITHDRAWAL) \$90.00**
- 2. NEON ONE \$153.47**
- 3. POSTAL & COPY (BID PACKETS) \$255.36**
- 4. PLAID FRIDAY EXPENSES \$66.50**
- 5. FIRST FRIDAY EXPENSES \$96.98**
- 6. BDL STAFF HOURS 78, VOLUNTEER HOURS 65 \$5,720.00**

D. 2023 SUMMARY OF ACTIVITIES PRESENTATION

E. 2024 WORK PLAN

IV. BOARD MEMBER COMMENTS

V. BID ADMINISTRATOR COMMENTS

VI. STAFF LIASON COMMENTS - Action Item

A. QUERY OF BOARD MEMBERS TO ATTEND THE REGULARLY SCHEDULED JANUARY 11, 2023 MEETING (ELECTION OF BOARD OFFICERS).

VII. 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.