



**Lewiston Business Improvement District  
REGULAR MEETING AGENDA  
January 11, 2024 - 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](http://cityoflewiston.org).

---

**I. CALL TO ORDER**

- A. ELECTION OF CHAIR AND VICE CHAIR FOR 2024 (ACTION ITEM):** A chairperson and vice-chairperson shall be elected from among the board members at the first regularly scheduled meeting in January, or at such other times as the Board deems feasible, pursuant to the Business Improvement District Advisory Board Bylaws, Article III, A. - Action Item ()

**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](mailto:khollingshead@cityoflewiston.org) or [dortiz@cityoflewiston.org](mailto: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 DECEMBER 14, 2023 MINUTES (ACTION ITEM)**
- B. REVIEW OF BANK STATEMENT & LEDGER - DISCUSSION**
- C. REVIEW OF INVOICES (ACTION ITEM)**
- 1. QUICKBOOKS (AUTO WITHDRAWAL FOR DECEMBER) \$90.00**
  - 2. PLAID FRIDAY EXPENSES (HELLS CANYON APPAREL) \$869.00**
  - 3. BDL STAFF HOURS 53, VOLUNTEER HOURS 52 \$4,200.00**
- D. 2024 WORK PLAN**
- 1. ADVERTISEMENT, NEWSLETTER, WEBPAGE, SPONSORSHIP**
- E. BUSINESS IMPROVEMENT DISTRICT STRATEGIC PLAN**

**IV. BOARD MEMBER COMMENTS**

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

A. **QUERY OF BOARD MEMBERS TO ATTEND THE REGULARLY SCHEDULED FEBRUARY 8, 2024 MEETING.**

B. **INTENT TO PETITION TO DISSOLVE**

VI. **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.