

**BUSINESS IMPROVEMENT DISTRICT ADVISORY  
BOARD**

**SPECIAL MEETING AGENDA**

**THURSDAY, DECEMBER 2, 2021**

**8:30 A.M.**

**COMMUNITY DEVELOPMENT DEPARTMENT BUILDING,  
SECOND FLOOR MEETING ROOM,  
215 "D" STREET**

**AS A MATTER OF PUBLIC SERVICE AND GOVERNMENTAL TRANSPARENCY, THIS MEETING MAY  
BE RECORDED, STREAMED LIVE AND/OR ACCESSED AT A LATER TIME. NOTE THAT THIS MAY  
INCLUDE VIDEO AND AUDIO OF ALL PERSONS PRESENT IN THE ROOM**

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*Due to COVID-19 and Governor Little's Stage 4 Order (issued May 11, 2021), the number of people allowed to attend this meeting in-person will be based upon room capacity for 6-foot physical distancing. 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](http://cityoflewiston.org). Persons attending this meeting are strongly encouraged to wear a face covering.*

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**I. CALL TO ORDER**

**II. PUBLIC 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:**

- ✓ Attending in-person
- ✓ Emailing comments and questions prior to the start of the meeting to [lvontersch@cityoflewiston.org](mailto:lvontersch@cityoflewiston.org) or [tbrocke@cityoflewiston.org](mailto:tbrocke@cityoflewiston.org)
- ✓ Mailing written comments prior to the start of the meeting to Laura Von Tersch, PO Box 617, Lewiston, ID 83501
- ✓ Calling 208-746-1318 x 7265 and leaving your message. Your comments will then be forwarded to the Business Improvement District Advisory Board.

**III. ADOPTION OF NOVEMBER 18, 2021 MINUTES (ACTION ITEM)**

- IV. **PRESENTATION BY BEAUTIFUL DOWNTOWN LEWISTON,  
WORK ACCOMPLISHED AND MONIES EXPENDED TO DATE  
(ACTION ITEM)**
- V. **ADOPTION OF WORK PLAN 2022 (ACTION ITEM)**
- VI. **UNFINISHED AND NEW BUSINESS**
  - A. BOARD MEMBERS
  - B. STAFF
- VII. **ADJOURN**

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 to the facility within which this meeting is being held, please contact the meeting coordinator at least forty-eight (48) hours in advance of the meeting at (208) 746-1318.

## NOVEMBER 18, 2021

THE BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a meeting Thursday, November 18, 2021, 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:* Dr. Dennis Ohrtman, Vice Chair; Doug Bauer; Vikky Ross; Joe Strohmaier;

*BOARD MEMBERS ABSENT:* Wendy Price, Chair; Michael Follett; Daniel Haines;

*STAFF MEMBERS PRESENT:* Laura Von Tersch, Community Development Director; Tanya Brocke, Community Development Specialist;

*OTHERS PRESENT:* Brenda Morgan, Executive Director Beautiful Downtown Lewiston

### II. PUBLIC COMMENTS

None.

### III. ADOPTION OF AUGUST 19, 2021 MINUTES

Board members Bauer and Strohmaier moved and seconded, respectively, adoption of the August 19, 2021 meeting minutes. The motion carried 4-0.

### IV. PRESENTATION BY BEAUTIFUL DOWNTOWN LEWISTON, WORK ACCOMPLISHED TO DATE

The Executive Director of Beautiful Downtown Lewiston Brenda Morgan provided a summary of the accomplishments achieved by Beautiful Downtown Lewiston since the August 19, 2021 meeting.

Ms. Morgan highlighted accomplishments such as:

- Map is being updated with new businesses and will be included in a new format in partnership with the Lewiston Tribune and Inland 360. Publication is slated for Plaid Friday on November 26, 2021.
- Rebranding has been put on hold due to the election as well as the restructuring of BDL organization and bylaws.

- An additional bronze statue behind the dancing kids as part of this project has been added. Statues are slated to be moved in the next week.
- Design committee will meet to discuss plans for receptacles, benches and additional needs.
- Downtown Artwalk in its most successful year since its inception. A second Ladies Day out was held with record sales numbers in downtown businesses. Pumpkin Palooza was very well attended and BDL received positive feedback from patrons and businesses downtown. They are gearing up for Plaid Friday on November 26, 2021 and Small Business Saturday on November 27 to round out this year's promotions.

After the update, Ms. Von Tersch noted that there were a couple of concerns. The first is that the City has transferred over \$123,000 in funding and the expenses are only at about \$25,000, leaving \$100,000 sitting unexplained in the account. Ms. Von Tersch explained that the City might have to withhold funds. The other concern is the City contract with Beautiful Downtown Lewiston has timelines, which are not being met. A report is supposed to go to City Council on December 13, along with the work plan.

Board members discussed holding a special meeting so that they could see the financial report and work plan before it goes to City Council. Board members decided on a special meeting December 2, 2021 at 8:30 a.m.

**V. UNFINISHED AND NEW BUSINESS**

**A. BOARD MEMBERS**

Vice Chair Ohrtman invited people to visit the museum, as the winter months are slower.

**B. STAFF**

None.

**VI. ADJOURNMENT**

The Board adjourned at approximately 9:05 a.m.

RESPECTFULLY SUBMITTED,

ATTEST:

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TANYA M. BROCKE  
RECORDING SECRETARY

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BID ADVISORY BOARD CHAIR

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.