



**Board Meeting
April 05, 2016
Community Development**

Present: Mike Cannon (Secretary), Beeg Johnson (Vice Pres.), Vikky Ross (Treasurer), Wendy Price, Angela Brooks, Wayne Hollingshead, Joe Kaufman (City of Lewiston Guest). Jim Kleeburg (City of Lewiston)

Not Present: Magen Rae Fairley, Emily Holzer

Excused: Joe Stroehmeier, Michelle Witthaus, Kaeli Dry, Scott Trotter

Staff: Courtney Kramer (Executive Director), Erika Styker (Events Coordinator)

Beeg brought the meeting to order at 4:05 pm

F Street Rebuild.

Presented by City Engineer, Joe Kaufman. Came to discuss the IRRP project on F Street. Been working on this project or 3 years. Received a storm water grant to fix the problems on F and Adams lane. The city's goal is to receive the most amount of funding to fix as many issues during the street rebuilds as they can. They opened bids on the 18th of February and no bids were received. The city did some research and found out they were allowed to negotiate with contractors to do the job. Western Construction was awarded the job. Western did the work on the D street rebuild as well. Original schedule is to have the project all done and paved before Thanksgiving of 2017. Funding added for water/sewer/ and streets, 50% is being paid by the URA and other half is funded by the city departments (water, sewer). Most of the infrastructure is over 100 years old. Port of Lewiston is funding fiber optic at the same time of the rebuild. The areas in yellow on the plan set are areas that will not be a complete street rebuild. The rebuild will be more typical of the 5th street rebuild where sections of the street will be torn up at each phase. Aiming to break ground on April 13 (next weekend). Phase II to start on July 6th. The parking on F street will be accessed during construction. In the contract, there is a special section about events. Any events that have a main street closure, the city has informed the contractor that they will have to provide a one way single lane through F street. It is allowed to be gravel. They have two staging areas located near G&A Wheel and Frame. As part of this project, the city will be re-configuring the parking lot. Will receive 9 additional stalls when finished. BDL board voted to use \$6,000 towards media updating the public about construction involving kLEW, radio and qpins. BDL and City of Lewiston will try to do a press release for the schedule of the project. Will keep the community as updated as possible concerning the process.



Board quorum was not met. Will present and review minutes via email.

Vikky presented the finance report.

Vikky – Sent out renewals to our partners on the increase. We have not had any negative reception from our partners. Membership is rolling in. Vikky gave partners until March 31 to bill for the first quarters. A letter from our director will go out explaining the increase at each quarterly billing. Courtney will present to the Port of Lewiston to see if they will increase to a key membership.

Finances approved as presented.

Committee Reports

Promotions – Will meet this Friday at 10am at Fourth Wall. Pub Crawl went good. Just had a little less than 200 pub crawlers. The weather was horrible. They cab companies had 61 pub crawlers that used their services. Overall the event was good. Our net profit was up from last year. Refresh is Saturday. Hometown Pep Rally, little league photos will be done at the Pep Rally this year. Will be over 200 little league players getting their photos taken.

Economic Vitality – April 19 is the developing downtown workshop. Getting to try to tour the Masonic hall building. The tours start at 3 and the workshop is from 4-6pm at the Library. Hosted by the small business development with proceeds to BDL. It is a 30\$ per person fee to attend the event.

Design – We have a meeting this Thursday to discuss and finalize projects for Refresh the Valley. We have another donated Piano that we will need to look at finding a location for. Also, need to discuss how we handle donated Pianos in the future and how those Pianos are delivered to BDL. Still working with LCSC on the Walkyourcity.org signage project in Normal Hill. Also looking at some projects (pallet stage, mural) for the Public Market this summer. Need to get going on those soon since the Market will start up shortly.

Organization – No news to report.

Executive Director Report.

Courtney asked the Board if she is giving too much information in the monthly packets. Quarterly profit and loss statement was attached. We are off pace for the budget. Primarily related to PIR and Pub Crawl. Courtney introduced Erika as the new events



coordinator. It cuts our estimate net profit from 20K to 12K. We are looking good concerning sponsorship for HAN. Also looking at banner renewals and looking at reigniting the Friends of Downtown Program. Courtney has every intention of being at the May BDL meeting, but we will see! Courtney also added a wireless router so BDL has wireless!!!

Old Business

Technology Upgrades for Office. Courtney will email the board on additional information and recommendations from B and I computers.

New Business

Annual Meeting. Tuesday 5:30 with a cash bar June 14th at Brocks. In the past, each chair has been asked to give a report for our membership.

Add Promotions Staff as Signer of BDL's Wells Fargo Account. Vote was approved via email. See attachment.

For the Good of the Order

None provided.

Adjourned at 5:20 pm