

## September 22, 2022

THE BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Thursday, September 22, 2022 at the Community Development Department Second Floor meeting room. The meeting was called to order at 8:32 a.m.

### I. CALL TO ORDER AND INTRODUCTION

*BOARD MEMBERS PRESENT:* Wendy Price, Chair; Vikky Ross; Michael Follett (left at 9:58 am); Dr. Dennis Ohrtman; Joe Strohmaier, Vice Chair (left at 9:30 am);

*BOARD MEMBERS ABSENT:* Daniel Haines; Doug Bauer;

*STAFF MEMBERS PRESENT:* Laura Von Tersch, Community Development Director; Dawn Ortiz, Community Development Specialist; Katie Hollingshead, Assistant City Planner

*OTHERS PRESENT:* Sharon Taylor Hall Grant

### II. PUBLIC COMMENTS

Sharon Taylor Hall Grant representing herself and her late colleagues (all the artists who had done the sculptures in Pioneer Park and Brackenberry Square). Very concerned with the way the artwork was returned. Has previously had a bad experience with Valley Bronze of Oregon, Inc.

Community Development Director Laura Von Tersch stated that Brenda Morgan with BDL hired the foundry, K&G construction, and Knox concrete. K&G uninstalled and held the statues in the warehouse to be picked up from the foundry. Foundry picked them up, completed the work and returned back to K&G's warehouse. The work order stated statues were to be re-patinated and Ms. Morgan approved the work order. Once K&G had received the returned statues in their warehouse, neither Park and Recs or Ms. Morgan checked the items upon being returned. There are some concerns from the building Official in regard to the installation method used. Ms. Von Tersch was under the impression that the statues were going to be installed in a manner that would allow for easy removal in the future and that is not the case. Ms. Von Tersch reached out to Gary Gassett with Valley Bronze of Oregon, Inc. Mr. Gassett would like to make it right with the BID board and has offered two options. One to send the statues back or two

have workers come to the statues and work on them in place. A third option would be to do nothing.

Board Member Ohrtman feels this should be corrected.

Board Member Ross does not feel the money should come from BID, it is asking the building owners to pay for something twice. She feels Park and Rec department should have been lead on the project and help support these corrections.

Chair Price asked if there were any other quotes for this project.

Ms. Von Tersch stated she was not provided any of that paperwork.

Chair Price asked how much responsibility is Valley Bronze of Oregon, Inc taking for the mishap.

Ms. Von Tersch stated it is a little unclear to her. She knows that Valley Bronze of Oregon, Inc brought the statues back to K&G Warehouse. When she asked about the color they came back in, Gary from Valley Bronze of Oregon stated something about requesting a picture to reference and then added something into the mixture to help protect the statues from the elements. Ms. Von Tersch asked if the item added to the mixture changed the color and Gary responded that it was just the way the color came out. Ms. Von Tersch stated that Valley Bronze of Oregon, Inc has been the most cooperative during this time.

**III. ADOPTION OF AUGUST 18, 2022 MINUTES**

Board members, Ohrtman and Ross moved and seconded, respectively, the adoption of the August 18, 2022 meeting minutes. The motion carried 5-0.

**IV. DANCING CHILDREN & COYOTE STATUES – RECEIVED WITH WRONG COLOR (ACTION ITEM)**

Chari Price asked what is the solution to fix the problem.

Ms. Von Tersch asked if it is a question of money.

Board member Ohrtman stated yes.

Chair Wendy asked if there is a warranty or guarantee for the project?

Board member Ross asked if Valley Bronze of Oregon, Inc had insurance that would cover this and asks staff to check on that.

Ms. Von Tersch stated there might be another source of funds. Special events that BID funds assisted with should receive profits if it was a success. These funds might be an option.

Chair Price asked if new contractor bids need to be done.

Board members discussed concerns about changes to items previously bought such as trash receptacles, planters and benches.

Assistant City Planner Katie Hollingshead made the recommendation that BID board draft a standard operating procedure for future projects.

Board member, Ohrtman and Ross moved and seconded, respectively, that the statues need to be re-patinated to the original colors and with adequate protection to add life to the statues. The motion carried 5-0.

Board members, Strohmaier and Ross moved and seconded, respectively, to direct staff to find funding for the re-patinated correction on the statues. The motion carried 5-0.

Board discussed about having BDL provide detailed information on what are BID projects and what percentage BID is assisting if it is a BDL event.

**V. UNFINISHED AND NEW BUSINESS**

**A. BOARD MEMBERS**

None

**B. STAFF**

Ms. Von Tersch stated there was a meeting on August 23<sup>rd</sup>, 2022 in regards to BID financing. It was discussed that BDL money needs to be shown separate from BID money.

Ms. Hollingshead stated during this meeting they discussed providing specific numbers and expenses that are for BID. City staff provided technical recommendations in QuickBooks that can assist in providing the information needed.

Ms. Von Tersch stated she would be recommending that City Council withhold all monies from BID to BDL until a financial report is submitted and end of year duties defined in the contract are fullfield.

Board discussed having monthly meetings to be able to sign off on invoices.

Board agreed to meet on October 13, 2022 and invite Tim Barker from Park and Recs and Ms. Morgan. Also, ask for financial report and end of year duties from BDL. Board member Ohrtman will not be able to attend this meeting.

Chair Price asked Ms. Hollingshead to create a project form to assist with future projects.

**i) NEED 3 NEW MEMBERS**

Board discussed the need of 3 new members.

Ms. Hollingshead provided a list of downtown businesses that board members might want to reach out to join the board.

Board member Ross asked when these positions will come open.

Ms. Von Tersch stated December.

**VI. ADJOURNMENT (ACTION ITEM)**

There being no further business, Board members Ross and Ohrtman moved and seconded, respectively to adjourn. The motion carried 3-0 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 \_\_\_\_\_, 2022.