



**BUSINESS
IMPROVEMENT
DISTRICT**

Nampa Business Improvement District #2 (BID) Board Meeting Minutes January 12th, 2020

BID Board Meeting Minutes- January 12th, 7:30 – 8:30am, The Block / H&M Meats

Members in Attendance: Adam Hutchings, Matt Lind, Sidney Vogt, Julie Vincent, Mark Schiebout, Erena Lanza, Melinda Romayor

Others in Attendance: Mayor Kling, Lt McGuire, Lt. Burns, Amy Bowman, Robyn Sellers, Jay Snyder

Members Absent: N/A

Hutchings started the meeting at 7:33 AM. Both on-site and Zoom options were available

Minutes: Previous meeting minutes were presented for approval. Schiebout motioned; Lind seconded: ***to approve minutes as presented*** – motion passed.

REPORTS: *City report was moved up on the agenda to allow for the police representative to report and leave at end of their report.*

Financial:

1. BID Actuals through 12/2020
2. Checking balance of \$22,043
3. No deposits have been received from the City
4. Standard monthly expenses have been paid
5. IRS 990 for 2019 has been filed / need to change fiscal year with IRS to match current fiscal year
6. Schiebout asked if financial information will be communicated between BID and DNCA. Snyder reported that appropriate information would be reported on a monthly basis.
7. Flower cost will remain at the same cost of 2020, expected cost to be under \$4,000 and budgeted amount is \$5,000.

Schiebout moved; Lind seconded: ***to approve financial report*** – motion passed.

City Report:

1. Lt McGuire and Lt Burns from the Nampa reported on the Downtown Nampa Directed patrol project as well as the Alcohol Review Committee/Point System for Nampa.
 - a. Since October 2020 – Direct Patrol activity
 - i. 351 – Directed Patrols in the Downtown
 - ii. 600 – moving violations
 - iii. 200 - suspicious activity checks
 - iv. Homeless individuals are moved out of Downtown
 - v. Wheels on sidewalk violations are down
 - vi. Overall service calls are down due to proactive patrol

- b. Alcohol Review Committee
 - i. Lt Burns receive weekly report on alcohol related incidents
 - ii. Next review meeting scheduled January 27th 3:00pm open to public
 - 1. Public can receive notification of meeting times/locations from the Clerk's office
 - iii. Schiebout asked how license holders can work in conjunction with the police department – Burns indicated training of license holder staff and reporting of incidents will be most effective
 - iv. There have been “gaps” in data relating incidents to appropriate establishments, effort is being focused to correct this and provide good data in reports.
- 2. 1st St Project Update – Sellers reported that all electrical and brick work is slated to be completed by January 22nd.
- 3. **Wall Street Phase 1A Project:** Sellers reported that City Council approved the traffic pattern flow change slated for spring of 2021.
 - a. Question was raised to Sellers to see if Wall Street could be kept shut down after the construction on 1st St rather than waiting until Spring. Sellers to investigate possibility of request.
- 4. **Vacant Building Update:** Sellers reported **1211 1st St** is currently undergoing asbestos testing and will be applying for an abatement permit at the conclusion of testing. **1221 1st St** – An order to comply (upper story window replacement) has been sent to legal for review and upon approval will be sent to property owner with a 30-day response timeline.
- 5. Sellers reported that second round of PPP dollars are available starting January 13th, information has been sent to the BID email distribution list.

DNCA:

- 1. **Growth Zone Update:** Snyder reported that implementation work is ongoing with Growth Zone (GZ).
 - a. Discussion was held regarding how best to educate members on the differences between BID and DNCA. Snyder to load current marketing materials to the shared google drive for review.
- 2. **Social Media Update:** Snyder reported that Oscar Diaz will begin taking portrait photos of BID business owners as soon as email introducing him is distributed to BID member list.
- 3. DNCA Committee Reports: No reports were given.

Old Business:

- 1. **DNCA / BID Service Level Agreement:** Snyder reported that work activity is being completed by DNCA and the Service Level agreement is still being refined at the City level.
- 2. **Quarterly Billing:** Snyder reported that quarterly billings are scheduled to be completed by end of January through the Growth Zone application.
 - a. **Agging Report:** Snyder reported no agging report was run, will try and have one for the next board meeting.
- 3. **Signage Ordinance Review:** Tabled until next meeting.
- 4. **Flowers 2021:** Vincent reported that last year the order consisted of 75 hanging baskets and 74 planter pots. Consensus to make same volume order this year, Vincent to place order with Supplier.
- 5. **Downtown Decoration Postmortem:** Tabled

New Business:

1. **Downtown Valentine's promotion:** Discussion was held regarding a possible sales promotion highlighting BID merchants for Valentine's Day. It was the Board's consensus to have a coordinated social media outreach encouraging people to visit Downtown merchants. Suggestion was #CUPIDLOVESDOWNTOWNNAMP. Lind to head up the coordinated effort.

Meeting Adjourned: 8:57 am

Respectfully Submitted:

Jay Snyder