



**DOWNTOWN
NAMPA**

**Nampa Business Improvement District #2 (BID)
Board Meeting Minutes
November 10th, 2020**

BID Board Meeting Minutes- November 10th, 7:30 – 8:30am, The Block / H&M Meats

Members in Attendance: Adam Hutchings, Matt Lind, Sidney Vogt, Julie Vincent

Others in Attendance: Jay Snyder, Robyn Sellers, Amy Bowman, Melinda Romayor, Chelsea Johnson, Gabby (??), Rosa Meza, Luis Aquirra

Members Absent: Mark Schiebout,

Hutchings started the meeting at 7:32 AM.

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

Reports:

Financial:

1. Vogt submitted the current financials including;
 - BID Actuals through 10/2020
 - Proposed Budget for 2020

Vogt reported checking account balance of \$24,719

Lind motioned; Vogt seconded: **to add a \$10,000 line item to the 2020/2021 budget to assist funding of wayfinding efforts in the Downtown in coordination with the Downtown Nampa Main Street Association Design Committee.** – motioned passed

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

Main Street:

1. Snyder reported the following new/changing businesses:
 - The Vintage Cupboard
2. Snyder reported the he is working with the Growth Zone project implementation team and have an initial go-live date the second week of January 2021.
3. Snyder reported on initial conversations with Shop Loyal an Ecommerce and Customer Loyalty Program available to National Main Street Affiliates. Snyder will continue to research feasibility of offering the program to Downtown businesses.
4. Snyder reported that there is an abandoned car on 13th Ave, he will work with code enforcement to remove the car prior to the delivery of the Christmas Tree on 11/12/20.

City Report:

1. **1st Street – Street Scape Project:** Snyder reported that the 1st Street, Street Scape project has been awarded to a contractor and that Snyder will be attending an initial project

meeting on 11/10/20 and will prioritize communication with business owners regarding access to their businesses during construction.

2. **Wall Street Phase 1A Project:** Snyder reported that City Staff would like to present the Wall Street Extension project phase 1A to City Council at the December 7th Council Meeting. Snyder requested that the BID Board submit a letter of support for the project that could be submitted in the Council Packet prior to the December 7th Meeting.
 - a. Lind reported that the building owner of 1215 1st Street South had a discussion with Lind asking that the BID not send a letter of support. Snyder requested that this item be tabled and moved to an executive session of the BID Board.
3. **SIGNAGE ORDINANCES IN DH/ZONE:** Snyder reported that Hutchings had requested a report and conversation around the current signage ordinances in the DH/Zone. Snyder presented copies of information brochures available via the Nampa City web site, copies of pertinent code, and photos of current signage in the DH/Zone that are in violation of current code.
 - a. Discussion was held specific to a code violation by 4T Sports Bar (owner and manger were present at the meeting) and the letter that the business and landowner received from Code Enforcement. There was specific discussion regarding the confusing nature of the verbiage in the letter.
 - b. Snyder indicated that he is planning on meeting with Code Enforcement and City Management to discuss the verbiage and get clarity on what the enforcement process entails.
 - c. Additional discussion was held with desire to formulate a process to educate businesses in the DH/Zone to current code.
 - d. Discussion was held on working in tandem with the Downtown Nampa Main Street Association in reviewing current code and making recommendation to Planning & Zoning for code changes.
 - e. **ACTION ITEM:** Board members are requested to review current codes that Snyder presented and bring suggested changes to the December Boards meeting.
4. **CHRISTMAS TREE:** Snyder reported that the Downtown Christmas tree will be installed on Thursday, November 12th and that street parking on 13th Ave South will be restricted from 5:30am until the tree has passed that location.

Old Business:

1. **NEW BOARD POSITION REPORTING:** Hutchings to provide verbiage to Snyder for email distribution to membership.
2. **Way Finding Report:** Lind will work with Design Committee from DNA to develop Way Finding ideas, costing and potential funding avenues.
3. **DNA – MOU:** Snyder reported that after consideration to the MOU process, he has prepared a Service Agreement rather than an MOU and he has presented the Agreement to the DNA Chair and the City for comment.
4. **Fiscal Year End:** Vogt will continue to work with bookkeeper to finalize all necessary documents.
5. **Flower Removal:** Hutchings reported that all flower baskets have been removed. Snyder will contact Parks & Rec to see if they are able to assist in the removal of the planter flowers.
6. **Quarterly Billing:** Snyder reported that assessment billing has been delayed but is scheduled to be completed prior to 11/19/20.
7. **Real Life Church Request:** Snyder reported that an individual has offered to pay one quarter dues for Real Life Church. Snyder will work with the individual and church to get donation to them.

New Business:

1. **Shop Small Saturday:** Snyder reported that National Shop Small Saturday is 11/28/20 and he will be distributing merchandizing materials to merchants prior to the event. Discussion was held and general consensus is to spend up to \$350 on a print add in the Press Tribune to advertise Shop Small Saturday and coordinate the add with the add that the City is running the Sunday prior.
2. **Christmas Lights:** Snyder reported that additional Christmas lights have been purchased for use in the downtown. Snyder suggested that \$50 of the \$850 allotted funds be held back for miscellaneous items that may be needed during installation and that the remaining \$800 be allocated towards the cost of the lights. The City will make up the cost difference of approximately \$600.
3. **Downtown Decorating:** Snyder reported that teams of volunteers have been scheduled for 11/13 and 11/14, however, the weather report is calling for rain, wind and cold so the decorating event may be cancelled.

Announcements:

1. Next regularly scheduled board meeting December 8th, 2020 at 7:30am to be held at The Block / H&M Meats

Meeting Adjourned: 9:37am; Board moved to executive session.

Respectfully Submitted:

Jay Snyder