



**BUSINESS
IMPROVEMENT
DISTRICT**

**Nampa Business Improvement District #2 (BID)
Board Meeting Minutes
February 9th, 2020**

BID Board Meeting Minutes- February 9th, 7:30 – 8:30am, The Block / H&M Meats

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

Others in Attendance: Mayor Kling, Amy Bowman, Robyn Sellers, Jay Snyder, Bryan Warnock, Jordan Baker

Members Absent: Melinda Romayor

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

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

REPORTS:

Financial: Vogt reported a checking balance of \$25,606.00. Schiebout motioned; Lind seconded: **to approve Finance Report as presented** – motion passed.

DNCA:

1. **Growth Zone Update:** Snyder reported that implementation work is ongoing with Growth Zone (GZ).
 - a. Online billing is set up and available.
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, discussion was held, general consensus is to have pertinent information from committees presented at monthly board meetings.

City Report:

1. **1st St Project Update:** Sellers reported a “Lessons Learned” meeting between City Departments, BID Board, Merchants, and Property Owners will be scheduled. All BID members will be invited to attend.
2. **Wall Street Phase 1A Project:** Sellers reported that the traffic pattern change is slated for Spring of 2021 and that Engineering has filled a draftsman position which will aid in the development of the traffic flow plan.
3. **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.
4. **Alcohol Review Board Update:** Snyder reported that the Review Board held their first meeting and after reviewing incident reports have levied actions against two bars in the Historic District. Both entities have 14-day appeal window. Mayor Kling informed the board that based on recommendation from the review board, the City Council amended the governing ordinance to allow the board to accumulate incidents into one finding.

Old Business:

1. **MOU Agreement:** Hutchings reported that the City is making revisions to the MOU between the BID and the City. No date for completion has been identified.
2. **Quarterly Billing:** Snyder reported that quarterly billings were scheduled to be completed by end of January through the Growth Zone application but were delayed and have not been sent out.
 - a. **Aging Report:** Snyder reported no aging report was run, will try and have one for the next board meeting.
3. **Signage Ordinance Review:** Hutchings informed the board that Economic Development has reviewed a list of proposed changes to current code with Planning & Zoning, and the DNCA Board. Proposed changes will be reviewed with Arts & Historic Commission and the BID Board. Based on this information Lind moved and Schiebout seconded: **to remove the Sign Ordinance Review Item from the agenda**, motion passed.
4. **Flowers 2021:** the flower order has been placed.
5. **Downtown Valentine's Promotion:** Lind informed the board that he would provide social media materials to Snyder for publication on Facebook.
6. **Change of Fiscal Year update:** Board consensus is to remove this from the agenda with a report to be brought after activities have been completed

New Business:

1. **Spring Clean-Up Day:** It was decided to schedule the Spring Clean-Up day and hanging of flower baskets for May 1st. Mark Schiebout will be responsible for planning activities.

Items Discussed:

- Start time for cleaning to be 7:30am
 - Can Parks Department provide the vacuum trailer for the morning?
 - Amy Bowman to contact republic for a dumpster.
 - Reaching out to groups for volunteer help; Churches, Civic groups, schools etc.
2. **Board Secretary:** Discussion was held on moving the duties of Secretary to a Director rather than having City Staff fulfill these duties. Consensus was to search for a candidate to fill an open Director position that would act as Secretary to the Board.
 3. **Parking on 13th Ave S / Parking Enforcement:** Discussion was held on the complaints that the BID has received from members regarding a BID member business using street parking for their fleet vehicles and other businesses employees using street parking which eliminates spaces for customers of adjacent businesses.

- Suggested solutions included:
 - i. Implementation of parking limits on weekends
 - ii. Re-instate parking limit enforcement within the BID District
 - iii. Education to businesses regarding parking options

Action Items:

- Hutchings will reach out to the business to discuss possible alternatives to using street parking for fleet vehicles.
- BID will ask the City to re-instate parking enforcement within the BID District.

Announcements: Next Board Meeting – March 9th

Adjournment: Schiebout motioned, Lind seconded: **to Adjourn the meeting**; meeting adjourned 8:57 am

Respectfully Submitted:

Jay Snyder