



**BUSINESS
IMPROVEMENT
DISTRICT**

**Nampa Business Improvement District #2 (BID)
Board Meeting Minutes
August 10th, 2021**

BID Board Meeting Minutes- August 10th, 2021 7:30 – 8:30am, The Block / H&M Meats

Members in Attendance: Adam Hutchings, Matt Lind, Julie Vincent, Jordan Baker, Chelsea Johnson

Others in Attendance: Amy Bowman, Rick Hogaboam, Marie Baker, Oscar Diaz, Amber Bothwell, Patrick Sullivan, Mayor Kling.

Members Absent: Melinda Romayor, Mark Schiebout

Hutchings started the meeting at 7:30 AM.

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

REPORTS:

Financial: Baker reported an ending balance of \$46,566. Incoming funds \$11,502. Outgoing funds \$27.00. Met within budget constraints for month. Moving forward we will be looking into hiring a bookkeeper to run books. We also will be focusing more on our four buckets for budgeting; Beautification, Cleanliness, Voice for Members, and Events. Lind motions, Johnson seconds: **to approve Finance Report as presented** – Motion passes

DNCA:

1. **BID Invoicing Update:** BID has sent out collection letters. BID board is working through process and collection efforts. Economic Development staff is helping with this process, but has been pretty overwhelmed with staffing shortages.

DNCA Committee Reports:

- 1) Promotion and Events Committee: Diaz reports that he is now the Downtown Event Coordinator. Hot August Nights and the Trick or Treat events are next up. They will be closing the streets for both of the events. Diaz asks for BID to consider paying \$1,000 for the Trick or Treat event to help cover costs. Discussion about BID supplying candy to our downtown businesses for event. Lind motions, Baker seconds: **to approve \$1,000 of BID budget to spend as requested by Downtown Event Coordinator** – Motion passes.
- 2) Economic Vitality Committee: Nothing new to report
- 3) Organization Committee: Potentially move Main Street underneath the Nampa Chamber is still being discussed. Hiring of Downtown Event Coordinator, Oscar Diaz, to be the main point of contact for events downtown.
- 4) Design Committee: Nothing new to report

.City Report:

- 1) **Downtown Event Coordinator:** Bowman and Hogaboam report that Oscar Diaz has been hired as the Downtown Nampa Event Coordinator.

2) **Wall Street Update:** Nothing new to report

3) **Vacant Building Update:**

1206/1212 1st St. S. -Nothing new to report

1221 1st St – Windows are installed. Project is finished.

1211 1st St. S. – Nothing new to report

116 12th Ave. S. – Nothing new to report

4) **Downtown Infrastructure:** Corners of 13th and 1st are scheduled to be improved in the Spring of 2022. Flyer was handed out from Bowman and Hogaboam. This project will bring the bulb outs in compliance with the new streetscape plan and current ADA standards.

5) **Letter to Code Compliance Downtown Buildings:** Sullivan reports that Planning and Zoning, Economic Development, Mayor's Office, and Fire Department reviewed the letter the BID board sent on behalf of BID membership about several code compliance issues in the downtown. Some inspections were done and the departments are currently working with those businesses that need to address code violations. Every department agreed that education about the current codes is the best way to head off these violations in the future.

6) **Downtown Furniture Fixtures:** Bowman reports that there is not currently an inventory of furniture fixtures but Mussell will report on the fixtures he has from the city at the City Council meeting when he asks for a rezone for the Old Towne half block.

Beautification and Cleanliness:

Nothing new to report

Old Business:

- a) Purchasing of ashtrays- tabled until next meeting

New Business:

a) Collection Process: Pat due letters were sent out. Lind recommends that we consider writing off \$9181.20. This amount is several years past due and all balances under \$250. The data is also somewhat questionable, and has probably been paid but not updated. He recommends focusing energies into the \$31,203 total that is spread across 17 different businesses. BID board is working with those members that have responded to our collections letters to verify and bring their accounts current. Moving forward for collections process, we need to have a base map to make sure that members are being assessed correctly and that current contact info is uploaded into Growth Zone to keep the data clean. Process needs to be a separate discussion and determined ASAP since we are already behind on collections for the 2021 year.

- b) Annual Meeting will be second week in October. Date and location TBD.

Announcements: Next Executive Board Meeting- September 1st at 2pm

Next Board Meeting – September 14th at 7:30

Adjournment: Lind motions, Baker seconded: *to Adjourn the meeting*; meeting adjourned 9:04 am

Respectfully Submitted:

Chelsea Johnson