

**NAMPA
BUSINESS
IMPROVEMENT
DISTRICT**

**BID Regular Meeting Agenda
Nampa Development Services Center
500 12th Ave S
December 10, 2024
7:30am**

Call to Order 7:39 AM

Roll Call

Board: Clayton Borah, Skee Wood, Beatrix Westmorland, Julie Vincent, Michael Vernor

Guests: Amber Bothwell, Mayor Kling

(1) Minutes

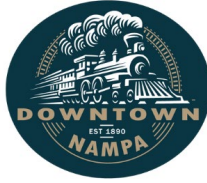
- a. **Action Item:** Approve November 12, 2024 meeting minutes
 - i. Motion to Approve: Westmorland
 - ii. Second: Vincent
 - iii. Motion Passed Unanimously

(2) Reports

- a. Financials
 - i. **Action Item:** Approve November financials as presented
 1. Motion to Approve: Westmorland
 2. Second: Wood
 3. Motion Passed Unanimously
 - ii. Collection's report
 1. Amber reported that she has had to answer questions from the collection company, explaining that it's a city ordinance for those who have been arguing the charges.
 2. Everyone is now in Growth Zone and ready for the new year
- b. General Reports
 - i. DNCA approved their new bylaws. After BID bylaws are approved, the BID will be the board for both entities. All but one of the DNCA members will step down, and one would like to join the BID.
 - ii. We are looking toward a 3-4 hour workshop in early 2025 to merge the two organizations.

(3) Old Business

- a. Snow removal
 - i. Discussion: the businesses are liable for falls; certain vacant buildings don't clear snow; some businesses are closed on certain days; it's a good perceived value for BID members.
 - ii. We will need to set policies for when and how to clear snow: automatic minimum 2", needs to be done early in the AM, push to corner or into one parking space, goal

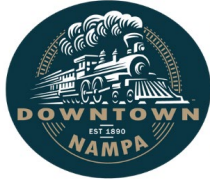


is to create safe paths, not clear all snow, mid-day snow should be addressed by business owners. Communication should go out to all business owners.

- b. Scope of work for social media manager
 - i. Discussion: Point of contact has been Robyn Sellers – needs to be clear; new business intro videos have been good; Clayton’s list (to be added here); need to include farmer’s market events; set policy for social media responses
- c. Beautification and Special Projects discussion
 - i. Fixtures: benches, trash cans, flowerpots, public art, bike racks, ash trays
 - ii. Relocate: bike racks that are in a parking space
 - iii. Need to establish committees to address specifics

(4) New Business

- a. **Action Item:** Approve amended FY25 budget
 - i. Discussion: Fiscal year (October – September) expected earnings is \$124,000+ based on new policies, but we will only collect 3 quarters at that rate. \$10,000 in receivables have been submitted to collections. We have \$64,000+ already in the account from current collections.
 - ii. Discussion: We will invite our accountant to the January meeting to give instructions on budgeting between two organizations.
 - iii. Action:
 - 1. Motion to Approve: Westmorland
 - 2. Second: Wood
 - 3. Motion Passed Unanimously
- b. **Action Item:** Approve request from Oscar Diaz for additional funding of \$500 for installing an increased amount of Christmas lights
 - i. 36 trees, two (2) light poles, two (2) days instead of one (1)
 - ii. Action:
 - 1. Motion to Approve: Westmorland
 - 2. Second: Vernor
 - 3. Motion Passed Unanimously
- c. **Action Item:** Approve amended bylaws of the Downtown Nampa Association
 - i. Discussion: We’re happy with where we landed after multiple re-writes. We will intend to add an MOU
 - ii. Action:
 - 1. Motion to Approve: Wood
 - 2. Second: Westmorland
 - 3. Motion: Passed Unanimously



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(5) General Discussion

- a. Christmas tree lighting and Shop Small Saturday recap and discussion
 - i. Wood's business was open all day and it was busy all day, Westmorland agreed that it was great. Mayor Kling mentioned potentially moving the Christmas tree in the future and updating the lighting and décor. Potentially a lighted walk-through down Front St. that would involve closing the street.
 - ii. Once we have the committees established, they can drive the specifics of each area of responsibility and work together to execute the actions of the organization(s).
- b. Downtown project manager discussion
 - i. Will be posted by the end of the year. It is a city position with 75% focus on downtown.
- c. Communication strategy will be addressed in January

(5) Announcements

5.1 Next Regular Board Meeting January 14, 2024, 7:30am – Nampa Development Services Center

Adjournment: 8:59 AM