



**NAMPA
BUSINESS
IMPROVEMENT
DISTRICT**

**BID Regular Meeting
NDSC
500 12th Ave S
June 11th, 2024
7:30am**

Call to Order/ Roll Call

Present: Chair Clayton Borah, Co-Chair Skee Wood, Member Janna Miller, Member Beatrix Westmoreland and Member Julie Vincent.

Absent: Member Michael Verner and Member Christina Branesky

Staff Present: Attendee Krista Gaona-Cortez, Attendee Amber Bothwell, Attendee Amy Bowman, Attendee Mayor Debbie Kling.

Chair Clayton Borah called the meeting to order at 7:33am.

(1) Minutes

1.1 **Action Item:** Approve May 14th, 2024 Regular Meeting Minutes

MOVED by Beatrix Westmoreland and **SECONDED** by Julie Vincent to approve the May 14th, 2024 Regular Meeting Minutes.

RESULT: Passed [5-0]

AYES: Borah, Wood, Miller, Vincent, Westmoreland

NOES: None

ABSTAIN: None

(2) Reports

2.1 Financial

i. **Action Item:** Approve May financials as presented.

Amber Bothwell reported that staff has limited access to the BID bank accounts due to turnover and are not able to produce full financials. Mayor Debbie Kling asked how BID can add new members to the bank account and provided that an action item would need to be made stating who is to be on the account and then the meeting minutes presented to the bank. Bothwell detailed the available financials and cited there were 3 past due payments due to lack of access to the accounts.

MOVED by Janna Miller and **SECONDED** by Skee Wood to approve May financials as presented.

RESULT: Passed [5-0]

AYES: Borah, Wood, Miller, Vincent, Westmoreland

NOES: None

ABSTAIN: None



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2.2 BID

i. Billing/Validations

Bothwell detailed that validations were complete and a total of 314 businesses were visited. Bothwell also mentioned that 81 new businesses were added to GrowthZone and 49 inactive businesses were dropped.

ii. Idaho Falls Mentorship

Westmoreland detailed how great the experience was to go to Idaho Falls and expressed the need to combine BID and DNCA. Clayton Borah mentioned how in Idaho Falls, business wanted to participate in the BID vs here where businesses are requesting to be excluded.

2.2 City

i. Wall Street Update

Bothwell spoke on Wall Street and that the next round of murals was approved. For the next round of murals, contracts will need to be modified and approved by council before work is to begin. Bothwell mentioned the rough condition of the asphalt in Wall Street and that the City Engineering Department would like to repave the alleyway.

ii. Parking Study Update

Krista Gaona-Cortez advised on the progress of the parking study and that it wrapped up in May and that the final presentation would be during the June Nampa Development Corporation (NDC) meeting. Gaona-Cortez was asked which projects would be implemented from the parking study first. Gaona-Cortez detailed that prior to any changes being implemented, the parking study would need to be approved by City Council. Mayor Kling asked if a copy of the results could be shared with the BID

2.3 DNCA

i. Downtown Events

Gaona-Cortez gave an update on downtown events. The most recent event was the Beer Festival, which had excellent attendance and raised \$17,000 for the DNCA, which is the most an event has ever raised to date.



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ii. Committees

Gaona-Cortez provided an update on the committees. Currently, only the promotions committee is meeting as normal and is still planning events for the year. Westmoreland requested more information on joining the promotions committee.

(3) New Business

3.1 Action Item: Elect new officers (Treasurer, Secretary)

Miller and Westmoreland expressed interest in the Treasurer and Secretary positions, but wanted to know the duties of each position. The roles of Treasurer and Secretary were detailed. Westmoreland volunteered to serve in the Treasurer position and Miller volunteered to serve in the Secretary position.

MOVED by Wood and **SECONDED** by Miller to elect Beatrix Westmoreland as the Treasurer.

RESULT: Passed [5-0]

AYES: Borah, Wood, Miller, Vincent, Westmoreland

NOES: None

ABSTAIN: None

MOVED by Westmoreland and **SECONDED** by Wood to elect Janna Miller as the Secretary.

RESULT: Passed [5-0]

AYES: Borah, Wood, Miller, Vincent, Westmoreland

NOES: None

ABSTAIN: None

3.2 Action Item: Approve signers for the BID bank account.

Bothwell previously detailed the financials and that there are currently past due bills due to not having any signers on the BID bank account.

MOVED by Vincent and **SECONDED** by Wood to authorize Clayton Borah and Beatrix Westmoreland to be signers on the BID account and remove all previous signers.

RESULT: Passed [5-0]

AYES: Borah, Wood, Miller, Vincent, Westmoreland

NOES: None

ABSTAIN: None



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(4) General Discussion

4.1 Discuss policy for responding to billing collections inquires/concerns.

Wade Bloom from the Nampa Model Railroad Club attended the BID meeting to express his concerns with his past due BID fees and is requesting to have future fees waived. Wade presented that his organization was a “social club” and did not meet the requirements for a business. Vincent stated that the BID is more than assessing businesses and that it also helps with the upkeep and maintenance for downtown. The board was advised to table a decision for now and re-evaluate next meeting. Bloom stated that he has been requesting a fee waiver since 2017 and had not been able to receive a response.

Borah mentioned a desire to have a standard response for future billing complaints.

4.2 Discuss downtown cleanliness and re-evaluating contract with Witco for trash needs.

Gaona-Cortez relayed concerns of business owners of cleanliness and trash issues in the downtown. So far, an additional dumpster has been ordered to mitigate trash created during event. The board expressed interest in exploring Witco’s contract to see additional passes through downtown can be added as the contract has not been updated in several years.

4.3 Discuss Robert’s Rules of Order for future meetings.

Borah briefly went over Robert’s Rules of Order and offered to hold additional meetings to provide an opportunity for training.

4.4 Discuss role of BID Board and possible reorganization, led by BID Board Members.

Borah detailed that he would like to have a reorganization led by the BID Board Members once the merge of BID and DNCA happen. In the process, Borah would like to find way for BID to take ownership of the merge and after. Borah would like to have a joint special meeting of the BID and DNCA to discuss the merge.

(5) Announcements

5.1 Next Monthly Board Meeting July 9th, 7:30am – NDSC Large Conference Room

5.2 Parking Lot Maintenance

Gaona-Cortez shared information on parking lot maintenance happening in downtown on June 17 and 18.



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Adjournment

MOVED by Westmoreland and **SECONDED** by Miller to adjourn meeting at 8:43am.

RESULT: Passed [5-0]

AYES: Borah, Wood, Miller, Vincent, Westmoreland

NOES: None

ABSTAIN: None

Passed this ____ day of ____.

CHAIR

ATTEST:

SECRETARY