



MINUTES  
OF THE REGULAR MEETING OF THE  
NAMPA DEVELOPMENT CORPORATION  
OF THE CITY OF NAMPA, IDAHO  
IS SCHEDULED FOR  
September 21, 2021 at 8:00 am @  
Nampa City Hall  
City Council Chambers  
411 3rd Street South

**PRESENT:** Grant Miller, Claudia Dina, Darl Bruner, Wendy Rhodes, Randy Haverfield, Kenton Lee, Amber Bothwell, Robyn Sellers, Beth Ineck, Rick Hogaboam, Brad Miller, Mike Adler, Bill Nichols, Daniel Badger, Bill Hoffenberg, Jeff Cornilles.

### **Call meeting to order**

#### **Minutes**

Approve minutes for the August 17, 2021 meeting- **Action Item**

**MOTION:** *Commissioner Haverfield moved to accept the minutes as presented. Commissioner Dina seconded. The motion passed unanimously.*

### **Agenda Items**

#### **Staff Report**

Vacant NDC board position update – *Jeff Cornilles and Adam Hutchings will be joining the Board of Commissioners. Their orientation is going to be provided by Robyn Sellers and Amber Bothwell next week. Elections are going to be held next month for the Chair and Vice Chair position. If Jeff Cornilles wins the election for City Council, he may need to vacate the NDC Board.*

#### **New Business**

1. Motion to adjourn into executive session under 74-206(1)(d) to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code and 74-206(1)(e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations – **Action Item**– Robyn Sellers

**MOTION:** *Commissioner Rhodes moved to adjourn into executive session under 74-206(1)(d) to consider records that are exempt from disclosure as provided in chapter 1,*

*To address the Nampa Development Corporation and for placement on the agenda, please contact Amber Bothwell, NDC Secretary, at 208-468-5430. Special assistance or accommodation is available to those in need upon request. Language interpretation may require advance notice.*

*Title 74, Idaho Code and 74-206(1)(e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations. Commissioner Dina seconded. The motion passed unanimously.*

2. North Nampa Adler agreement discussion and approval – **Action Item** – Robyn Sellers

**MOTION:** *Commissioner Haverfield moved to approve this agreement and for Grant Miller to sign on behalf of the Nampa Development Corporation. Commissioner Rhodes seconded. The motion pass unanimously.*

*This project has been in the works for over three years. The area was rezoned as light industrial to create this industrial park in North Nampa. NDC is partnering with Adler, a proven private developer, to bring in this necessary infrastructure in a timely and cost-effective manner. Bill Hoffenburg and Adler helped develop the agreement. NDC will participate with \$3 million in payments to the developer. Receipts will be submitted to the City and Daniel Badger will ensure they are qualified expenses. NDC is agreeing to reimburse up to \$7 million in infrastructure improvements such as curbs, sidewalks, streets, utility extensions, etc. when they supply qualifying receipts. The property assessment values will increase by approximately \$37 million upon completion of the project.*

3. Discuss and approve FY22 Proposed Budget– **Action Item** – Robyn Sellers

**MOTION:** *Commissioner Haverfield moved to approve the FY22 Proposed Budget. Commissioner Dina seconded. The motion passed unanimously.*

*Last month the draft budget was reviewed. Nothing major has changed since the FY21 budget. It was approved in the last months meeting to add a Central Nampa Project Fund in the amount of \$50,000 underneath the Capital and URA Projects. This money was taken from the Early Debt Payment line item. Also differing from last year's budget was the addition of the Downtown Sidewalk Incentive Fund in the amount of \$100,000. Total budget of \$6,466,258.*

## **Public Hearing**

4. Public Comments on FY22 Proposed Budget – **Action Item** – Robyn

### **No public testimony**

**MOTION:** *Commissioner Rhodes motioned to close the public hearing. Commissioned Haverfield seconded. The motion passed unanimously.*

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## New Business

5. NDC/Adler Press Release approval- **Action Item** – Robyn Sellers

**MOTION:** *Commissioner Bruner motioned to approve the NDC/Adler Press Release. Commissioner Haverfield seconded. The motion passed unanimously.*

A Press Release was written in conjunction with the City and Adler to release information to the public regarding the NDC Adler project. It was suggested that the Press Release be edited to make clear that the industrial park would be 194 acres.

6. Finance Report and Payables– **Action Item** – Amber Bothwell

**Motion:** *Commissioner Haverfield motioned to approve the financials as they were presented. Commissioner Dina seconded. The motion passed unanimously.*

Nothing new to report outside of the normal billing items.

7. RFP discussion – **Action Item** – Robyn Sellers

*The RFP discussion with Idaho First Banks Todd Cooper has been an ongoing subject. Todd met with his executive board and gained approval to move forward with a \$250,000 purchase price and \$100,000 in increment financing. The full board will meet end of the week. Next step would be to work on an agreement. A question was put forth whether another bank is what the City wants in Historic Downtown.*

8. Delinquent parking permit fee collections discussion – **Action Item** – Amber Bothwell

**Motion:** *Commissioner Bruner motioned to deny access to the parking garage by disabling the account holders access card after 61 days of delinquency and to authorize NDC staff to contact those accounts overdue on fees to notify that 5 day after receiving notice in the mail that their garage access would be cut off. Commissioner Haverfield seconded. The motion passed unanimously.*

*The total outstanding delinquent parking fees total \$1,429. A question was brought before the board as to how they want to proceed in collecting these fees. Letters were sent to all past due account holders on August 18<sup>th</sup> in an attempt to collect the debt. It was suggested that all account holders more than 61 days late be denied access to the garage by disabling their access card. It was also requested that NDC staff draft a policy for late fees to be approved by legal and presented at the next NDC meeting.*

9. Appoint Amber Bothwell as NDC Secretary – **Action Item** – Robyn Sellers

**Motion:** *Commissioner Bruner motioned to appoint Amber Bothwell as NDC Secretary.*

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Commissioner Rhodes seconded. The motion passed unanimously.

10. ICRMP Renewal Policy – **Action Item** – Robyn Sellers

**Motion:** Commissioner Haverfield motioned to authorize NDC staff to contract directly with ICRMP. Commissioner Dina seconded. The motion passed unanimously.

ICRMP notified staff that there is no longer a representative for the City and asked if the City would like to work with ICRMP directly. Robyn suggested working directly with ICRMP as it's less expensive and responses are timelier.

**MOTION:** Commissioner Haverfield moved to adjourn. Commissioner Dina seconded. The motion passed unanimously.

The commission adjourned at 8:55

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Chairman

ATTEST: \_\_\_\_\_

Secretary