



February 10, 2026 – 9 am – 10 am
498 A Street, Idaho Falls, ID 83402
Colonial Theater – Willard Arts Center

IFDDC BOARD MEETING AGENDA

1. Welcome and Introductions

Presenter: Chip Langerak

2. Review of January 13, 2026 Meeting Minutes

Presenter: Chip Langerak

Action Item: Accept and approve minutes, or take other action as needed.

3. Review of December 2025 Financials

Presenter: Brandi Newton

Action Item: Accept and approve financial report, or take other action as needed.

4. Director's Report

Presenter: Kerry Hammon

Topics:

- Introduction of new agenda format & staff leadership creed
 - Agreement/MOU renewals with the City of Idaho Falls
 - Shade sail project: CDBG non-qualification and alternative funding options
 - Updates on minor parking concerns, ADA accessibility, future planning
 - BID Renewal: Review of 2nd-draft documents, committee members, and next steps
 - Marketing initiatives: New partnerships, inclusive/antidiscrimination efforts, and BID campaign initiatives
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5. Board Nomination

Nominee: Gray Augustus, Executive Director, Idaho Falls Arts Council

Presenter: Chip Langerak

6. Merchant Association Update

Presenter: Terri Ireland

7. Agenda Action Item

Presenter: Chip Langerak

Action Item: Provide direction to staff or take other action as needed.

8. Community Development Block Grants

Façade and Sign Grant Reports

Presenter: Lisa Farris

MISSION: Idaho Falls Downtown Development Corporation (IFDDC) advances our historical downtown as the regional center for commerce, culture and leisure activities for residents and visitors

9. City of Idaho Falls Update

(Including introduction of the new City Council liaison)

Presenter: Caitlin Long / Catherine McClure

10. Open Comments / Discussion

For Business Improvement District (BID) property owners and downtown stakeholders.

Dated this 10th day of February 2026

Idaho Falls City Clerk

IFDDC PERSONNEL MONTHLY ACTIONS AT A GLANCE

2026 Goals & Actions

Training & Professional Development

- Monday.com project management training
- “See My Legacy” community outreach training & implementation
- Director scheduled to attend Main Street America Conference in April

Prioritizing Needs

- Staff met with the Merchant Association to outline roles and responsibilities
- Director invoiced City of Idaho Falls for BID assessments (\$50,755.67)
- Launched “Wednesday District Dialogue” to increase communication with merchants; Director began blogging about district impacts and began meeting with media outlets to assist with messaging.

Reducing Risk & Expenses

- Added password-protection security applications
- Fishers donated a new copy machine; service agreement now active
- Continuing work on aging reports and collection of unpaid invoices
- Cross-training underway (Director + Operations Manager)

Optimizing Current Events

- Migrated event planning from Excel to Monday.com to streamline efficiency
- Relunched “Pets of Downtown” program; transitioning to online payments via See My Legacy

Right-Sizing Beautification

- Drafting updated scope of work; collecting merchant feedback
- Operations Manager expanding sponsorship outreach

Beginning the BID Renewal Process

- Developing communications and marketing plans for BID renewal
- Completed second draft of BID Resource Guide, renewal timeline, and Merchant Survey

Miscellaneous Updates

- Director meetings:
 - New contractor for Broadway Shade Project
 - City Public Works Director—parking, roads, street sweeping, sidewalks, City-wide Cleanup
 - Upcoming meeting with County Commissioners regarding parking & beautification
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Rumor Control

- **Snow Removal:** IFDDC follows City of Idaho Falls thresholds—operations begin only when snowfall reaches 2 inches or more to conserve budget and resources when melt is expected later in the day. Revenue not used for snow removal will be invested into parking lot maintenance.
- **IFDDC Not Supporting Bars:** IFDDC supports all commerce within the Business Improvement District.

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