



**MEETING MINUTES**  
**MEETING OF THE BOARD OF COMMISSIONERS**  
**Wednesday, February 22, 2017, 4:00pm**  
**Meridian City Hall, City Council Conference Room**  
**33 East Broadway Avenue - Meridian, Idaho**

**1. Call Meeting to Order [Escobar]:**

At 4:00pm, Chairman Escobar called the meeting to order.

**2. Roll-call Attendance [Escobar]:**

<u>X</u>	Jim Escobar – Chairman	<u>O</u>	Keith Bird – Member
<u>X</u>	Dan Basalone – Vice-Chairman [Left at 5:20pm]	<u>O</u>	Callie Zamzow – Member
<u>X</u>	Dave Winder– Secretary/Treasurer	<u>O</u>	Tammy de Weerd – Member [Arrived at 4:15pm]
		<u>X</u>	Nathan Mueller – Member
		<u>X</u>	Rob McCarvel – Member
		<u>X</u>	Rick Ritter – Member
		<u>X</u>	Todd Lakey – Counsel [Left at 5:03pm]
		<u>X</u>	Ashley Squyres – Administrator

**3. Confirm Agenda [Escobar]:**

A motion was made by Commissioner Basalone and seconded by Commissioner Winder to confirm the agenda with the removal of Item #5 and to move Item #7 to Item #5.

ALL AYES.

**4. Approve Consent Agenda [Escobar]:** These items will be approved by a single vote unless a Board member requests to remove an item for specific discussion and/or action.

- a. Approve Minutes of the February 08, 2017 Regular Meeting**
- b. Approve January 2017 Notice of Bills Paid and Financials**

A motion was made by Commissioner Winder and seconded by Commissioner McCarvel to approve the consent agenda.

ALL AYES.

## **ACTION AND PRESENTATION ITEMS**

### **5. Legislative Update [Scott Turlington]**

This item was removed from the agenda.

### **6. FY2017 Downtown Tree Replacement Presentation by Meridian Parks and Recreation [Elroy Huff]**

Elroy Huff from the Meridian Parks and Recreation Department presented the proposed downtown tree projects for FY17. A MOU will be brought back to the board at the March 08 meeting to commit the \$25,000 for the program.

### **7. Consideration of Approval of a Development Agreement with Novembrewhiskey, LLC and Corresponding Resolution 16-064. The Board may go into Executive Session per Idaho Code Section 74-206(1)(d) to consider records that are exempt from disclosure as provided in Chapter 1, Title 74 Idaho Code. [Lakey]**

Chairman Escobar recused himself due to a conflict of interest and Commissioner Basalone took over the presiding of the meeting.

Commissioner Winder made a motion with Commissioner McCarvel seconding to go into Executive Session pursuant to Idaho Code Section 74-206(1)(d) to consider records exempt from disclosure.

## **EXECUTIVE SESSION COMMENCES**

A motion was made by Commissioner Winder and seconded by Commissioner Ritter to come out of executive session.

Counsel Lakey reviewed the draft Development Agreement with the board. It is hopeful that a final agreement can be approved at the March 08 meeting.

### **8. Consideration of Approval of the Revised Façade Improvement Application for Team MC, LLC [Winder]**

Chairman Escobar recuses himself due to a conflict of interest.

Commissioner Winder and Administrator Squyres reviewed the modifications Meridian Cycles is proposing for both the façade improvement request and the forthcoming owner participation agreement to their new location. The costs have also been further refined for the façade improvement and the request is now for \$65,105 which is almost \$20,000 less than what was previously approved by the board.

The request also updated the request for the owner participation agreement adding in demolition costs. The board discussed if whether some of the costs could fall under the façade improvement reimbursement program vs an OPA. The board would like Counsel Lakey to build in flexibility into the façade improvement subrecipient agreement.

A motion was made by Commissioner Mueller and seconded by Commissioner Ritter to move forward with a subrecipient agreement.

ALL AYES.

**9. Consideration of Approval of the Façade Improvement Application for Cole Valley Christian School [Winder]**

Commissioner Winder and Administrator Squyres reviewed the application requesting for \$35,000 for the restoration of the historic building across from the school. The building is in disrepair and will be utilized as public restrooms for the football games and can also be utilized as public meeting space.

Commissioner Basalone praised the school for this restoration and Commissioner de Weerd stated that the school as been a great community partner.

A motion was made by Commissioner Ritter and seconded by Commissioner McCarvel to move forward with a subrecipient agreement.

ALL AYES.

**10. Election of Officers for March 2017 through February 2018 and Corresponding Resolution 17-003 [Escobar]**

Administrator Squyres reviewed the current slate of candidates based upon previous interest expressed. Chairman Escobar opened up nominations.

For Secretary/Treasurer, a motion was made by Commissioner Winder and seconded by Commissioner de Weerd to nominate and appoint Commissioner Mueller as the new Secretary/Treasurer.

ALL AYES.

For Vice Chairman, a motion was made by Commissioner Ritter and seconded by Commissioner McCarvel to nominate and appoint Commissioner Winder as the new Vice Chairman.

ALL AYES.

For Chairman, a motion was made by Commissioner Ritter and seconded by Commissioner Winder to appoint Commissioner Basalone as the new Chairman.

ALL AYES.

Squyres read the resolution with all of the appointed board members.

A motion was made by Commissioner de Weerd and seconded by Commissioner Ritter to approve the resolution.

**11. Consideration of Approval of an Amendment to the Forsgren Nine Mile Floodplain Study and Corresponding Resolution 17-004 [Squyres]**

Administrator Squyres reviewed the need for additional survey work to finalize the Nine Mile floodplain study. A motion was made by Commissioner de Weerd and seconded by Commissioner Winder to approve the Change Order in the amount of \$1,700.

ALL AYES.

**12. Consideration of Partnership with the City of Meridian to utilize unallocated CDBG funds towards downtown sidewalk projects [Basalone/Squyres/Caleb Hood]**

Caleb Hood introduced Chris Pope, the City's new CDBG Administrator. Caleb reviewed the opportunity to utilize unused CDBG funds and the possible list of projects recommended to the board by the Downtown Parking, Transportation, and Streetscape Committee. The board agreed with the recommendation and Administrator Squyres will work with Caleb and ACHD to obtain high level cost estimates and a subrecipient agreement with the City.

**DISCUSSION ITEMS**

**13. Downtown Parking, Transportation, and Streetscape Committee Update [Basalone]**

Administrator Squyres reviewed the meeting notes with the board.

**14. Property Committee Update [Winder]**

Commissioner Winder reviewed the meeting notes. Commissioner de Weerd stated that she is meeting with ProBuild. Commissioner Mueller will also attend the meeting.

**15. Public Relations Committee Update [Mueller]**

Commissioner Mueller reviewed the meeting notes with the board.

**16. Ten Mile Urban Renewal District Update [Squyres/Lakey]**

Squyres let the board know that Brighton will be submitting monthly reports as to the progress at Ten Mile. Commissioner de Weerd informed the board of the new employer, Paylocity, who will be locating in the new project.

**17. Upcoming Committee Meetings [Squyres]**

Squyres reviewed the upcoming committee meetings with the board.

**18. Counsel's Report [Lakey]:** Counsel Lakey will review legal topics that need to be brought to the attention of the Board.

No report.

**19. Administrator's Report [Squyres]:** Administrator Squyres will review topics that need to be brought to the attention of the Board.

No report.

**20. Chairman's Report**

No report.

**21. Public Comment**

No public comment.

**22. Adjourn the Meeting [Escobar]:**

At 6:04pm, a motion was made by Commissioner de Weerd and seconded by Commissioner Winder to adjourn the meeting.

ALL AYES.

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Dan Basalone, Chairman