



**MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, April 26, 2017, 4:00pm
Meridian City Hall, Conference Room A
33 East Broadway Avenue - Meridian, Idaho**

1. Call Meeting to Order [Basalone]:

At 4:02pm, Chairman Basalone called the meeting to order.

2. Roll-call Attendance [Basalone]:

<u>X</u>	Dan Basalone – Chairman	<u>X</u>	Keith Bird – Member
<u>X</u>	Dave Winder – Vice-Chairman	<u>O</u>	Tammy de Weerd – Member [Arrived at 4:03pm]
<u>O</u>	Nathan Mueller– Secretary/Treasurer	<u>O</u>	Rob McCarvel – Member
		<u>X</u>	Rick Ritter – Member
		<u>X</u>	Diane Bevan – Member
		<u>X</u>	Steve Vlassek - Member
		<u>X</u>	Todd Lakey – Counsel
		<u>X</u>	Ashley Squyres – Administrator

3. Confirm Agenda [Basalone]:

A motion was made by Commissioner Winder and seconded by Commissioner Bird to confirm the agenda.

ALL AYES.

4. Approve Consent Agenda [Basalone]: 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 April 12, 2017 Regular Meeting**
- b. Approve March 2017 Notice of Bills Paid and Financials**

A motion was made by Commissioner Winder and seconded by Commissioner Bird to approve the Consent Agenda.

ALL AYES.

ACTION AND PRESENTATION ITEMS

5. Consideration of Approval of the CDBG Subrecipient Agreement with the City of Meridian for Sidewalk Improvements in the Downtown Urban Renewal District and Corresponding Resolution 17-012 [Lakey/Squyres/Caleb Hood]

Counsel Lakey reminded the board of the discussion at the last board meeting on this topic. He discussed the meetings and discussions with city staff after the board meeting. He reviewed the agreement, the locations, the agreement time period and the next steps for the RFQ for the engineering services. A motion was made by Commissioner Bird and seconded by Commissioner Bevan to approve the agreement.

ALL AYES.

6. Consideration of Approval of an Affirmative Action Policy and Corresponding Resolution 17-013 [Lakey]

Counsel Lakey reviewed the Affirmative Action Policy with the board. He discussed the following aspects about the policy: equal opportunity employment for all; employment development; recruiting and hiring practices; compensation; training; termination; and harassment. He further described the responsibility for policy implementation; compliance with non-discrimination guidelines; and consideration of women and minorities consideration of individuals with a disability and veterans. A motion was made by Commissioner Winder and seconded by Commissioner de Weerd to approve the policy.

ALL AYES.

7. Consideration of Approval of a Code of Conduct Policy and Corresponding Resolution 17-014 [Lakey]

Counsel Lakey reviewed the Code of Conduct policy with the board. He reviewed the purpose; the policy; the authority and responsibility; the standards of conduct; and expectations with the board. A motion was made by Commissioner Winder and seconded by Commissioner Vlassek to approve the policy.

ALL AYES.

8. Consideration of Approval of the Dedication of FY2017 funds towards the Pine Avenue Project and Corresponding Resolution 17-015 [Squyres/Lakey]

Administrator Squyres reminded the board of the history of the project including why the dedication of the \$210k towards the project from the FY17 budget is needed. A motion was made by Commissioner Winder and seconded by Commissioner Vlassek to dedicate the aforementioned dollars towards the overall project.

ALL AYES.

9. Consideration of the Owner Participation Agreement Request by Bill Truax for the 2.5-Street Redevelopment Project [Bill Truax/Winder]

Commissioner Bird recused himself due to his role as a Meridian City Councilman and the likelihood he will need to vote on a land use application in the near future.

Bill Truax of Inflection Development, LLC introduced himself and the project to the board. He explained the changes to the project since he last met with the commissioners. He reviewed the specifics of the project and the infrastructure improvements needed. Counsel Lakey reviewed how Owner Participation Agreement's work and asked the board for a direction as to how to move forward. The board felt as if it is a positive project for the area and a motion was made by Commissioner Winder and seconded by Commissioner Bevan to direct Counsel Lakey and Administrator Squyres to begin work on the agreement.

ALL AYES.

DISCUSSION ITEMS

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

Squyres stated there is no new notable information and the monthly report from Brighton will be presented at the next board meeting.

11. Public Relations Committee Update [Mueller]

Squyres reviewed the meeting notes with the board.

12. Property Committee Update [Winder]

Squyres reviewed the meeting notes with the board.

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

Commissioner Basalone reviewed the meeting notes with the board.

14. Upcoming Committee Meetings [Squyres]

Squyres reviewed the upcoming meetings with the board.

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

No report.

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

Squyres discussed the upcoming budgeting process and informed the board that the new kiosk panels had been installed.

17. Chairman's Report

Commissioner Winder, Commissioner de Weerd, and Administrator Squyres reviewed the Leadership Conference with the board.

18. Public Comment

Bruce Chatterton from Community Development discussed recent code enforcement efforts in the Downtown District.

19. Adjourn the Meeting [Basalone]:

At 5pm, a motion was made by Commissioner de Weerd and seconded by Commissioner Bird to adjourn the meeting.

ALL AYES.

Dan Basalone, Chairman