



MERIDIAN

development corp.

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104 E. Fairview Ave
#239
Meridian, ID 83642
208.477.1632
www.meridiandevelopmentcorp.com

MEETING AGENDA
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, January 11, 2017, 7:30am
Meridian City Hall, Conference Room A
33 East Broadway Avenue - Meridian, Idaho

1. Call Meeting to Order [Escobar]:

2. Roll-call Attendance [Escobar]:

_____ Jim Escobar – Chairman
_____ Dan Basalone – Vice-Chairman
_____ Dave Winder – Secretary/Treasurer

_____ Keith Bird – Member
_____ Callie Zamzow – Member
_____ Tammy de Weerd – Member
_____ Nathan Mueller – Member
_____ Rob McCarvel – Member
_____ Rick Ritter – Member

_____ Todd Lakey – Counsel
_____ Ashley Squyres – Administrator

3. Confirm Agenda [Escobar]:

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 December 14, 2016 Regular Meeting
- b. Approve November 2016 Financials and Notice of Bills Paid
- c. Approve December 2016 Administrator Report

ACTION AND PRESENTATION ITEMS

5. Presentation of the UnBound FY16 Report by the Meridian Library District [Nick Grove]

6. Presentation of the Meridian Youth Farmer's Market and FY17 Sponsorship Request [Becky Breshears]

7. Consideration of Approval of the Phase One Owner Participation Agreement with Brighton Corporation in the Ten Mile Urban Renewal District and Corresponding Resolution 16-063 [Lakey]

8. Consideration of Approval of a Development Agreement with Novembrewhisky, LLC and Corresponding Resolution 16-064 [Lakey]

DISCUSSION ITEMS

- 9. Public Relations Committee Update [Mueller]**
- 10. Ten Mile Urban Renewal District Update [Squyres/Lakey]**
- 11. Upcoming Committee Meetings [Squyres]**
- 12. Counsel's Report [Lakey]:** Counsel Lakey will review legal topics that need to be brought to the attention of the Board.
- 13. Administrator's Report [Squyres]:** Administrator Squyres will review topics that need to be brought to the attention of the Board.
- 14. Chairman's Report**
- 15. Public Comment**
- 16. Adjourn the Meeting [Escobar]:**

Executive Session per Idaho State Code 74-206: The Board may go into executive session pursuant to Idaho Code Section 74-206 with the specific applicable code subsection cited as part of the motion to go into executive session.

Regular meetings of the Meridian Development Corporation Board of Commissioners are scheduled for the second Wednesday of each month at 7:30 am and the fourth Wednesday at 4:00 pm in the North Conference Room at the Meridian City Hall.



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MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, December 14, 2016, 7:30am
Meridian City Hall, City Council Conference Room
33 East Broadway Avenue - Meridian, Idaho

1. Call Meeting to Order [Escobar]:

At 7:32am, Chairman Escobar called the meeting to order.

2. Roll-call Attendance [Escobar]:

<u>X</u>	Jim Escobar – Chairman	<u>X</u>	Keith Bird – Member
<u>X</u>	Dan Basalone – Vice-Chairman	<u>X</u>	Callie Zamzow - Member
<u>X</u>	Dave Winder– Secretary/Treasurer	<u>X</u>	Tammy de Weerd – Member
		<u>O</u>	Nathan Mueller – Member [Arrived at 7:34am]
		<u>X</u>	Rob McCarvel – Member
		<u>X</u>	Rick Ritter – Member
		<u>X</u>	Todd Lakey – Counsel
		<u>X</u>	Ashley Squyres – Administrator

3. Confirm Agenda [Escobar]:

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

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 November 09, 2016 Regular Meeting**
- b. Approve October 2016 Financials and Notice of Bills Paid**
- c. Approve November 2016 Administrator Report**

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

ALL AYES.

ACTION AND PRESENTATION ITEMS

5. Presentation by Eide Bailey of the FY2016 Audit [Kevin Smith]

Kevin Smith from Eide Bailey presented MDC's FY2016 audit. Kevin stated that the firm is issuing a "clean opinion" for the agency. He stated that Eide Bailey encountered no difficulties during the process and no general entries need to be adjusted.

6. Consideration of Approval of the FY2016 Audit and Corresponding Resolution 16-062 [Lakey]

A motion was made by Commissioner Bird and seconded by Commissioner Winder to approve the FY2016 audit.

ALL AYES.

7. Idaho Avenue Placemaking Award Presentation by the Meridian Downtown Business Association [Marty Shindler]

Marty Shindler presented the award to the board. The board thanked Marty for his assistance and dedication to the project.

8. Presentation by Brighton Corporation discussing their project in the Ten Mile District [David Turnbull and Jon Wardle]

David Turnbull, Mike Hall and Jon Wardle from Brighton Corporation were introduced.

David Turnbull presented the overall concept of their Ten Mile project to the board. He discussed the history of the Ten Mile Specific Plan and how the City approached Brighton two years ago about the concept of an urban renewal district in this area in order to help development begin. He discussed how they believed the URD would impact the property and their expectations. He discussed the envisioned connectivity throughout the project. He stated that Brighton Corporation has spent over \$1-million to-date moving drains. He discussed how they have worked with the neighboring property owners on infrastructure challenges. He stated that the Ameriben building is under construction and their company is relocating to the site. There are two other buildings being planned at this moment and those will be announced at some point in the future. He discussed the challenging economics with the project without urban renewal assistance. Brighton is committed to brining: pathways, a fitness center and outdoor recreation opportunities. The board asked questions regarding fiber connectivity and the timing of the remaining properties outside of Brighton's control.

9. Consideration of Approval of the Phase One Owner Participation Agreement with Brighton Corporation in the Ten Mile Urban Renewal District and Corresponding Resolution 16-063 [Lakey]

Counsel Lakey reviewed the draft Owner Participation Agreement with the board. He discussed the start date for increment currently planned to be January 01, 2016. He asked for clarification of what costs the board would be willing to reimburse and does this include the cost of purchasing of right-of-way. Commissioner Bird stated he is comfortable with the concept if legal counsel is. Counsel Lakey said while it is unusual, it is something that can be reimbursed. Counsel Lakey stated he is still working through the document with Brighton's counsel and this will be back in front of the board in January 2017.

10. Consideration of Approval of a Development Agreement with Novembrewhiskey, LLC and Corresponding Resolution 16-064 [Lakey]

Chairman Escobar abstained due to the financial interest.

Counsel Lakey reviewed the draft Development Agreement with the board. It would give Josh first right of refusal for 713 North Main as this would be Phase II. It is envisioned that Phase II

will be finalized at the end of 2019. Josh would like to come to the board in January to provide more details and to provide renderings.

11. Presentation by the City of Meridian Parks Department of Estimated Landscape Costs for the Pine Avenue project [Mike Barton]

Mike Barton from Meridian Parks and Recreation presented to the board. He reviewed the cost estimates from The Land Group for the landscape that will be a part of the project. This includes sod, sprinklers and trees within the detached sidewalk area between Meridian Road and East Fifth Street. This amount would be an additional \$135k on top of the \$460k that has been dedicated to the Pine Avenue project to-date. Administrator Squyres discussed how the timing for the landscaping will be at the end of the project which means these additional dollars could be budgeted for in FY2018. Mike discussed the further potential enhancements on the eight total corners of East Second and East Third Streets and Pine. This would include irrigation, brick pavers and flower pots for an additional \$148k in addition to the \$135k. Mike did discuss how the enhancements could be scaled to meet MDC's budget. Commissioner Mueller expressed concern about the budget and Commissioner Bird stated that he did not believe the enhancements were worth the money in light of the other larger projects before MDC. A motion was made by Commissioner Bird and seconded by Commissioner Zamzow to move forward with the required landscape only and that the corners of East Second and East Third Streets and Pine should be sod only.

ALL AYES.

12. Consideration of Approval of an Owner Participation Agreement with Team MC, LLC for Infrastructure Reimbursements and Corresponding Resolution 16-054 [Lakey]

Chairman Escobar recused himself as he is involved in the project. Counsel Lakey provided a brief update and Administrator Squyres stated that she had received communication that the property is due to close on February 01, 2017. This item was tabled until Meridian Cycles closes on the property.

13. Consideration of Approval of a Task Order with Keller and Associates for the Phase II Main Street Lighting Design and Corresponding Resolution 16-060 [Squyres]

Administrator Squyres reviewed the committee's recommendation as to moving forward on the Main Street lighting. Commissioner Basalone concurred with Squyres and stated that the committee believes that Main Street should be the priority right now as the overall development of Broadway Avenue and Idaho Avenue is uncertain at this time. A motion was made by Commissioner Basalone and seconded by Commissioner Winder to approve. Commissioner Ritter stated that he would be voting against the motion as he believes both streets should be included in the overall master plan.

ALL AYES WITH THE EXCEPTION OF COMMISSIONER RITTER.

14. Consideration of Approval of the proposed Destination Downtown Modified Banner Concept [Squyres]

Administrator Squyres reviewed the two concepts provided by Rizen Creative for consideration. She reviewed the recommendations from the Public Relations and Wayfinding and Signage Committees which is Concept A. Commissioner Mueller explained why the PR Committee feels strongly about Concept A. A motion was made by Commissioner Mueller and seconded by Commissioner Zamzow to approve Concept A.

ALL AYES.

DISCUSSION ITEMS

15. Public Relations Committee Update [Zamzow/Mueller]

Commissioner Zamzow reviewed the committee meeting notes with the board.

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

Commissioner Basalone reviewed the committee meeting notes with the board.

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

Nothing further to add on this topic.

18. Upcoming Committee Meetings [Squyres]

Administrator Squyres reviewed the upcoming committee meetings with the board.

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

Counsel Lakey discussed the memo he is working towards addressing board members' conflicts of interest.

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

Nothing further to report.

21. Chairman's Report

Nothing further to report.

22. Public Comment

Caleb Hood from the City of Meridian stated that COMPASS has a committee addressing the UPRR right-of-way and that their public affairs officer will be here in mid-2017.

23. Adjourn the Meeting [Escobar]:

At 9:36am, a unanimous motion was made to adjourn the meeting.

ALL AYES.

Jim Escobar, Chairman

MERIDIAN DEVELOPMENT CORPORATION

FINANCIAL STATEMENTS

NOVEMBER 30, 2016

**MERIDIAN DEVELOPMENT CORPORATION
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ACCOUNTANTS' COMPILATION REPORT

Board of Directors
Meridian Development Corporation
Boise, Idaho

Management is responsible for the accompanying historical financial statements of Meridian Development Corporation, which comprise the balance sheet - governmental funds as of November 30, 2016, and the related statement of revenues, expenditures, and changes in fund balance – budget and actual for the period from October 1, 2016 through November 30, 2016, for the general fund and ten mile district fund in accordance with accounting principles generally accepted in the United States of America, presented as comparative information in the statement of revenues, expenditures, and changes in fund balance – budget and actual for the general fund and ten mile district fund. We have performed a compilation engagement of the historical financial statements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the historical financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these historical financial statements.

The accompanying annual budget information of Meridian Development Corporation for the year ending September 30, 2017, that is presented in comparison with the historical statement of revenues, expenditures, and changes in fund balance has not been compiled or examined by us, and, accordingly, we do not express an opinion or any other form of assurance on it.

Management has elected to omit the government-wide financial statements, the statement of revenues, expenditures and changes in fund balances - governmental funds, the management discussion and analysis, and substantially all of the disclosures required by accounting principles generally accepted in the United States of America for historical financial statements and the summaries of significant assumptions and accounting policies required under established guidelines for presentation of prospective financial statements. If the omitted statements and disclosures were included in the historical financial statements, and the omitted summaries were included in the annual budget information, they might influence the user's conclusions about the district's financial position, results of operations, cash flows, and budgeted revenues and expenditures. Accordingly, these historical financial statements and the annual budget information are not designed for those who are not informed about such matters.

We are not independent with respect to Meridian Development Corporation.

Supplementary Information

The historical supplementary information is presented for purposes of additional analysis and is not a required part of the basic historical financial statements. This information is the representation of management. The historical information was subject to our compilation engagement; however, we have not audited or reviewed the historical supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on the historical supplementary information.

CliftonLarsonAllen LLP

Boise, Idaho
December 19, 2016

MERIDIAN DEVELOPMENT CORPORATION
BALANCE SHEET – GOVERNMENTAL FUNDS
NOVEMBER 30, 2016
(SEE ACCOUNTANTS' COMPILATION REPORT)

ASSETS

Cash and Cash Equivalents, Unrestricted	\$ 853,052
Other Receivable	267
Property Tax Receivable	1,203,494
Prepaid Expenses	2,451
Total Assets	<u><u>\$ 2,059,264</u></u>

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts Payable	\$ -
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DEFERRED INFLOWS

Advanced Revenues - Property Taxes	1,203,494
Total Liabilities and Deferred Inflows	<u>1,203,494</u>

FUND BALANCE

Nonspendable	2,718
Restricted	853,052
Total Fund Balance	<u>855,770</u>

Total Liabilities, Deferred Inflows, and Fund Balance	<u><u>\$ 2,059,264</u></u>
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MERIDIAN DEVELOPMENT CORPORATION
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL
TWO MONTHS ENDED NOVEMBER 30, 2016
(SEE ACCOUNTANTS' COMPILATION REPORT)

	Annual Budget	Year to Date Actual	Variance
REVENUE			
General Property Tax Revenue	\$ 883,000	\$ 2,829	\$ 880,171
Interest Earnings	2,000	792	1,208
Grant Revenues	42,500	-	42,500
Other Revenue	1,274	178	1,096
Revolving Line of Credit	100,000	-	100,000
Total Revenue	<u>1,028,774</u>	<u>3,799</u>	<u>1,024,975</u>
EXPENDITURES			
Office and Operating Expense	49,192	7,223	41,969
Professional Services, Surveys, and Studies	196,100	23,806	172,294
Public Education and Marketing	35,000	1,667	33,333
Debt Service:			
Principal	94,968	16,887	78,081
Interest	29,862	3,919	25,943
Revolving Line of Credit	100,000	-	100,000
Capital Outlay	<u>1,043,702</u>	<u>10,604</u>	<u>1,033,098</u>
Total Expenditures	<u>1,548,824</u>	<u>64,106</u>	<u>1,484,718</u>
EXCESS OF REVENUE OVER (UNDER)			
EXPENDITURES	(520,050)	(60,307)	(459,743)
Fund Balance - Beginning	<u>690,000</u>	<u>916,077</u>	<u>(226,077)</u>
FUND BALANCE - ENDING	<u><u>\$ 169,950</u></u>	<u><u>\$ 855,770</u></u>	<u><u>\$ (685,820)</u></u>

SUPPLEMENTARY INFORMATION

MERIDIAN DEVELOPMENT CORPORATION
SCHEDULE I - REVENUES AND EXPENDITURES BUDGET TO ACTUAL
TWO MONTHS ENDED NOVEMBER 30, 2016
(SEE ACCOUNTANTS' COMPILATION REPORT)

	Total Original Budget	Current Month Actual	Current Year Actual	Total Original Budget Variance	Percent Total Original Budget Remaining	Prior Year Actual
OPERATING REVENUE						
703 N. Main Street Lease	\$ 12	\$ -	\$ -	\$ 12	100%	\$ -
713 N. Main Street Lease	12	-	-	12	100%	-
Property Tax Revenue	883,000	2,829	2,829	880,171	100%	887,546
Interest Earnings	2,000	733	792	1,208	60%	3,135
Copier Cost-sharing with TVCC	1,250	89	178	1,072	86%	2,251
Revolving Line of Credit	100,000	-	-	100,000	100%	-
Grant Revenue	42,500	-	-	42,500	100%	-
Compass/VRT Revenue	-	-	-	-	0%	2,635
Beginning Fund Balance	879,285	-	-	879,285	100%	-
TOTAL REVENUES AND AVAILABLE CASH	1,908,059	3,651	3,799	1,904,260	100%	895,567
CONTRACTUAL OBLIGATIONS						
<u>Professional Services</u>						
Administrator Services - General Fund	90,000	7,500	7,500	82,500	92%	90,000
Administrator Services - Ten Mile	10,000	-	-	10,000	100%	-
Public Relations/Marketing - General Fund	35,000	1,667	1,667	33,333	95%	6,338
Legal Services - General Fund	50,000	6,854	6,854	43,146	86%	23,964
Legal Services - Ten Mile	10,000	252	252	9,748	97%	12,474
Legislative Services - General Fund	17,500	2,500	5,000	12,500	71%	17,500
Audit Services - General Fund	15,000	-	-	15,000	100%	13,600
Accounting Services - General Fund	23,000	4,200	4,200	18,800	82%	25,694
Accounting Services - Ten Mile	2,000	-	-	2,000	100%	-
Total Professional Services	252,500	22,973	25,473	227,027	90%	189,570
<u>Operational Expenses</u>						
ICRMP - Insurance Premiums/Claims	1,772	148	296	1,476	83%	1,773
Partnerships - Valley Regional Transit	3,215	3,295	3,295	(80)	-2%	3,215
Partnerships - City of Meridian, Concerts on Broadway	10,000	-	-	10,000	100%	10,000
Irrigation Taxes	150	-	-	150	100%	146
Legal Notices/Publications	1,700	-	612	1,088	64%	1,481
Grounds Maintenance - 713 N Main	-	36	72	(72)	0%	462
Grounds Maintenance - Compass/VRT	4,000	-	205	3,795	95%	3,666
Grounds Maintenance - 703 N Main	-	140	205	(205)	0%	829
Debt Service - Revolving Line of Credit	100,000	-	-	100,000	100%	-
Debt Service - Principal Payments - WT	94,968	8,457	16,887	78,081	82%	99,145
Debt Service - Interest Payments - WT	29,862	1,946	3,919	25,943	87%	25,687
Debt Service - Copier Lease	2,148	178	356	1,792	83%	2,106
Total Operational Expenses	247,815	14,200	25,847	221,968	90%	148,510
<u>On Going Expenses</u>						
Software Maintenance/License	1,260	747	864	396	31%	2,382
Utilities - 713 N. Main	-	-	-	-	0%	1,066
Building Maintenance 703 & 713 N Main	5,000	342	342	4,658	93%	10,924
Parking Lot Maintenance 703 & 713 N Main	1,350	-	-	1,350	100%	1,413
WIFI - 703 N Main	2,064	-	199	1,865	90%	1,605
Electronics Expense - General Fund	4,500	300	400	4,100	91%	3,350
Printing - 703 N. Main	1,250	-	-	1,250	100%	2,054
Office Expense - General	300	-	191	109	36%	285
Meeting Expense	400	71	86	314	79%	160
Leadership Conference	900	-	-	900	100%	688
Travel Expenses	1,000	-	-	1,000	100%	1,160
Postage & Mailings	200	-	-	200	100%	62
Bank Fees	300	-	-	300	100%	500
Mason Parking	1,350	-	65	1,285	95%	1,406
Total On Going Expenses	19,874	1,460	2,147	17,727	89%	27,055
REVENUE LESS CONTRACTUAL OBLIGATIONS	1,387,870	(34,982)	(49,668)	1,437,538	104%	530,432

MERIDIAN DEVELOPMENT CORPORATION
SCHEDULE I - REVENUES AND EXPENDITURES BUDGET TO ACTUAL (CONTINUED)
TWO MONTHS ENDED NOVEMBER 30, 2016
(SEE ACCOUNTANTS' COMPILATION REPORT)

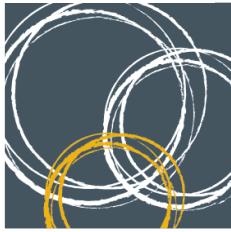
	Total Original Budget	Current Month Actual	Current Year Actual	Total Original Budget Variance	Percent Total Original Budget Remaining	Prior Year Actual
DISCRETIONARY EXPENSES						
<u>Operational Expenses</u>						
Advertising/Promotional/Publications	\$ 1,000	\$ -	\$ -	\$ 1,000	100%	\$ -
Training	5,000	-	-	5,000	100%	162
Dues & Subscriptions	1,650	35	35	1,615	98%	1,390
Total Operational Expenses	7,650	35	35	7,615	100%	1,552
CAPITAL EXPENDITURES						
Partnership w/ City Parks - Downtown Tree Replacement	25,000	-	-	25,000	100%	25,000
Partnership w/ City Arts Commission - Utility Box Art	5,000	-	-	5,000	100%	5,127
Partnership w/ West Ada School District - Walking Tour						
Transportation	5,000	-	5,000	-	0%	-
Destination Downtown Banners	5,000	-	-	5,000	100%	2,322
Special Projects	225,785	-	2,485	223,300	99%	106,963
Main Street Lighting Phase II (Survey & Design)	35,000	-	-	35,000	100%	-
Pine Avenue	460,550	-	-	460,550	100%	-
Alleyway between 703 and 713 North Main Street	2,500	-	-	2,500	100%	-
Nine-Mile Floodplain	20,000	-	-	20,000	100%	-
Entrance Signs at Downtown Meridian	180,000	-	-	180,000	100%	-
Downtown Kiosks	9,245	-	-	9,245	100%	6,587
Directional Signage Plan Implementation	50,000	-	-	50,000	100%	4,585
Partnership w/ City - Youth Farmer's Market	5,000	-	-	5,000	100%	5,000
Window Replacement for 713 North Main Street	11,000	-	-	11,000	100%	-
Tenant/Façade Improvements for 703 North Main Street	25,000	-	-	25,000	100%	-
East 2.5 Street Improvements - Construction	140,000	-	-	140,000	100%	-
Signage on Meridian and Cherry Lane	20,000	-	-	20,000	100%	-
Old Town Street Sign Project	4,500	-	-	4,500	100%	-
Unwired City Promotion	2,000	-	-	2,000	100%	-
Creation of Downtown Video	10,000	-	-	10,000	100%	-
Bike Map Printing	5,000	3,119	3,119	1,881	38%	-
Bike Repair Shop	4,000	-	-	4,000	100%	3,995
Façade Improvement Program	60,000	-	-	60,000	100%	29,766
Idaho Avenue Lighter Quicker Cheaper Project	-	-	-	-	0%	11,717
Main Street Island Banners and Flower Baskets	-	-	-	-	0%	15,000
SCP - Multi Purpose Center Polling Costs	-	-	-	-	0%	16,200
Total Capital Expenditures	1,309,580	3,119	10,604	1,298,976	99%	232,262
FUND BALANCE RESERVE	70,640	-	-	70,640	100%	-
TOTAL EXPENDITURES	1,908,059	41,787	64,106	1,843,953	97%	598,949
NET EFFECT FUND BALANCE	\$ -	\$ (38,136)	\$ (60,307)	\$ 60,307	0%	\$ 296,618

MERIDIAN DEVELOPMENT CORPORATION
SCHEDULE II - MONTHLY AND YTD INCOME AND EXPENDITURES
TWO MONTHS ENDED NOVEMBER 30, 2016
(SEE ACCOUNTANTS' COMPILATION REPORT)

	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	July 2017	Aug 2017	Sep 2017	Total
OPERATING REVENUE													
General Property Tax Revenue	\$ 89	\$ 2,918											\$ 3,007
Copier Cost-sharing with TVCC	-	-											-
Compass/VRT Revenue	-	-											-
Interest Earnings	59	733											792
Total Operating Revenue	148	3,651	-	-	-	-	-	-	-	-	-	-	3,799
EXPENDITURES													
Office Expense	191	-											191
Ground Maintenance	306	176											482
Parking Lot Maintenance	-	-											-
Partnerships - Broadway	-	-											-
Software Maintenance/License	117	747											864
Electronics Expense	100	300											400
Legislative Services	2,500	2,500											5,000
Audit & Accounting Services	-	4,200											4,200
Administrator Services	-	7,500											7,500
Contracted Legal Services	-	7,106											7,106
Wifi - 703 N Main	199	-											199
Postage and Mailings	-	-											-
Meeting Expense	15	71											86
Leadership Conference	-	-											-
Travel Expenses	-	-											-
Legal Notices/Publications	612	-											612
Public Education/Marketing	-	1,667											1,667
ICRMP-Insurance Prem/Claims	148	148											296
Printing	-	-											-
Dues and Subscriptions	-	35											35
Bank Fees, Charges	-	-											-
Principal Payments	8,430	8,457											16,887
Interest Expense	1,973	1,946											3,919
Debt Service - Copier Lease	178	178											356
Valley Regional Transit	-	3,295											3,295
Training	-	-											-
Utilities	-	-											-
Repairs and Maintenance	-	342											342
Mason Parking Lot	65	-											65
Irrigation and Taxes	-	-											-
Downtown Kiosks	-	-											-
Bike Map Printing	-	3,119											3,119
Youth Farmer's Market	-	-											-
Façade Improvement	-	-											-
Directional Signage	-	-											-
Utility Box Art	-	-											-
Entrance Signs	-	-											-
East 2.5 Street Improvements	-	-											-
Special Projects	2,485	-											2,485
Destination Downtown Banner	-	-											-
Pine Ave	-	-											-
Walking Tour Transportation	5,000	-											5,000
Downtown Tree Maintenance	-	-											-
Total Expenditures	22,319	41,787	-	-	-	-	-	-	-	-	-	-	64,106
Net Revenues Over Expenditures	\$ (22,171)	\$ (38,136)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (60,307)

MERIDIAN DEVELOPMENT CORPORATION
SCHEDULE III – VENDOR PAYMENTS
TWO MONTHS ENDED NOVEMBER 30, 2016
(SEE ACCOUNTANTS' COMPILATION REPORT)

Doc #	Vendor Name	Effective Date	Amount	Description
4455	AF Public Solutions	11/7/2016	\$ 7,553.52	Admin Services & Reimbursable October 2016
4456	Borton-Lahey Law	11/7/2016	6,560.10	Legal Services 10/1/16 - 10/21/16
	Borton-Lahey Law	11/7/2016	546.00	Legal Services 10/22/16 - 10/26/16
4457	CliftonLarsonAllen	11/7/2016	2,200.00	Accounting Services October 2016
	CliftonLarsonAllen	11/7/2016	2,630.00	Audit Support Services & Abila Hosting Fee
4458	Gallatin Public Affairs	11/7/2016	1,667.00	Consulting Services October 2016
4459	Idaho Statesman	11/7/2016	-	Legal Notice Advertisement
4460	Master Rooter Plumbing	11/7/2016	342.37	Handle Faucet Repair
4461	Meridian Chamber of Commerce	11/7/2016	12.00	Economic Development Committee
	Meridian Chamber of Commerce	11/7/2016	25.00	Economic Excellence Breakfast - Entrepreneurs
	Meridian Chamber of Commerce	11/7/2016	15.00	Meridian Chamber Luncheon 11/1/16
4462	Nampa & Meridian Irrigation	11/7/2016	123.89	Irrigation Compass/VRT
	Nampa & Meridian Irrigation	11/7/2016	31.15	Irrigation Prepaid 713 Main
4463	Primus MG	11/7/2016	2,500.00	Government Relations Services Nov 2016
4464	Provision Landscape	11/7/2016	35.83	Landscape Maintenance - 713 Main
	Provision Landscape	11/7/2016	139.92	Landscape Maintenance - Compass/VRT
4465	TFS Leasing	11/7/2016	178.07	Copier Lease - 703 Main
4466	The Network Operations	11/7/2016	300.00	Unwired monthly support
4467	Treasure Valley Litho	11/7/2016	3,118.52	Meridian Bike Paths Map
4468	Valley Regional Transit	11/7/2016	3,295.00	Annual Dues
4469	Washington Trust Bank	11/7/2016	10,402.47	December loan payment
			<u>\$ 41,675.84</u>	



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To: Board Members, Meridian Development Corporation
From: Ashley Squyres, Administrator
Date: January 02, 2017
RE: December 2016 Administrator Activities

This is intended to be a brief summary of the December 2016 Administrator activities conducted by AF Public Solutions, LLC. Included within the project summaries is work completed during the month.

Notable Items from December 2016:

- Executive Committee Meetings: Coordination of and attendance at Executive Committee meetings with discussions of on-going issues and priorities along with setting of the agendas for the Board meetings.
- Board Meetings: Planning for, coordination of and attendance at one [1] regular board meeting.
- Property: Coordination with Meridian Cycles on finalizing the Façade Improvement Grant and Owner Participation Agreement for their new location. Meetings with Commissioners Mueller and Winder along with legal counsel on desired UPRR information. Meeting and coordination with Forsgren and Associates on the Nine Mile Floodplain. Preapplication meeting with potential developer of properties next to the proposed mixed-income project on 2.5-Street.
- Downtown Parking, Transportation and Streetscape: Meeting with the City and ACHD to discuss downtown priorities for projects. Two meetings with the City as to proposed next steps for the Idaho Avenue Placemaking Project.
- Public Relations: Coordination of and attendance at one [1] committee meeting. Review of marketing material narratives. Creation of content for marketing materials. Coordination with Gallatin Public Affairs on the website audit. On-going management of the MDC and MDBA Facebook pages. Update of the MDC website as necessary and coordination with Tribute Media as to modifications needed to the site.

- Ten Mile URD: On-going communications and coordination with Brighton Corporation and legal counsel pertaining to the December 14 board meeting. Meeting with legal counsel and the Ada County Assessor's office regarding questions pertaining to the specifics of the district and timing of the first round of increment being dispersed for the district.
- Wayfinding and Signage: On-going coordination with Rizen Creative on the modifications to the Destination Downtown banners and the kiosk panels.
- Financial Administration: On-going communications and preparation with Eide Bailey and CLA regarding the finalization of the FY16 audit. Uploaded the audit to the Idaho State Registry along with the FY17 budget. Submitted the FY16 audit for the city of Meridian's records.
- Downtown Meridian Business Association: Attendance at one [1] board meeting along with a follow up meeting with the Vice Chairman. Research as to DBA and Chamber partnerships.
- Urban Renewal Legislative Affairs: On-going communication with MDC lobbyist as to his on-going discussions with legislators as to 2017 expectations.
- Other Meetings/Communications: Attendance at the Chamber of Commerce Economic Development committee luncheon. Attendance at the Meridian Children's Museum board meeting. Meeting with Lori Jones to discuss the MDBA.

unBound

Fiscal Year 2015-16

Prepared by Alex Johnatakis on October 12, 2016



By the numbers:

- In our first year, we had 8875 visits with a daily average of 30. (See Appendix A)
- We answered 4764 reference questions in September. (See Appendix A)
- Program attendance for the year was 1746
- Social media stats: Facebook likes - 274 - up 59% compared to 113, Twitter followers - 262, up 37% compared to 166, Instagram - 33 - up 85%
- The average visitor stays for 2.5 hours.

Equipment:

- The Ultimaker printers have printed over 7000 hours between the two of them.
 - Some notable prints include a litograph, prototypes for business card holders, a case for a hard of hearing device, and various sculptures. We've produced art pieces, prototypes, and replacement parts.



Some examples of prints designed by a local artist.

- The recording studio quickly became one of our most popular features. There are several groups who book it regularly for podcasting and recording audio books.
- We've added a cart with self-directed STEM activities for our younger patrons. This was made possible through grant funding from the Friends of the Library. There is a table next to it, or they can move stuff to any other table. It includes robots that teach coding, building blocks and engineering toys, stop motion apps, and more.

In The News:

- This article came out about our grand opening. Throughout the year we've been highlighted by multiple news outlets for various topics. I've listed a handful of them here.
http://www.mymeridianpress.com/news/meridian-library-s-unbound-digital-services-branch-opens-downtown/article_7f2e6452-7364-11e5-a99d-835e6ffd6c09.html
- KBOI - Idaho Living at Western Idaho Fair (starts at 4 minute mark) -
<http://kboi2.com/idaho-living/idaho-living-full-episode-aug-19>
- Meridian Press -
http://www.mymeridianpress.com/meridian/robots-holograms-laser-cutters-and-more-at-unbound/article_a839db2d-a92b-57cb-b26d-afbff486fd09.html

- Nick Grove presented at the American Library Association on the Top Tech Trends panel about the work done at unBound. This gave unBound and Meridian notice on a national stage about the unique nature of the unBound project.
<https://americanlibrariesmagazine.org/blogs/the-scoop/litas-top-tech-trends-panel-2016/>
- http://www.mymeridianpress.com/news/meridian-library-s-nick-grove-named-tech-leader-among-movers/article_c37b1ca6-ed29-11e5-8a41-5b66c76a3cb5.html

Programs:

- unBound partnered with the Department of Labor and SAAS Focus to offer training on Salesforce. Salesforce is a software used by many companies in the area, but there are more jobs for Salesforce Admins than qualified individuals. This class took 29 people through the training, and SAAS Focus paid for individuals who completed the course to take the Salesforce Admin certification test. We are looking forward to repeating the course again early next year.
- Life Sized Video Games was one of our most successful Family Make It programs. We created a variety of games using Makey Makeys, cardboard, and more. Games included Angry Birds, Fruit Ninja, Tetris, and Mario with a floor controller.



- Our Family Make It program has covered a range of topics over the year. We've launched marshmallows, built elaborate Rube Goldberg machines, and offered training on the CNC milling machine. Structuring it as a drop-in style class seems to work well for families with busy weekends. Through various activities, we've introduced concepts of design thinking, prototyping, basic physics, and more.
- Moms Who Code / Maker Story Time has evolved from following tutorials to more of a project-based collaboration. The group has covered advanced Wordpress topics, worked on iPhone App development, and learned some Python. Maker Story Time has not been as popular, but we will continue to offer it as an adjacent program to make it as accessible as possible to at-home parents.
- To celebrate National Library Week, a Food Truck Rally was hosted at City Hall. The Bookmobile set up near the food trucks, and Silverstone Library had activities in the parking lot. Inside we had set up an open house environment to allow people to experience most of our technology.
- In December, the STEMBus came out to unBound for Hour of Code. 170 individuals came through and we were able to introduce computer science topics to children and families. We have this event on our calendar again for next year.
- This summer we offered a workshop on robotics to teens. They were given materials and worked together to create a robot out of arduinos, popsicle sticks, and more. All though the program was only supposed to go through July, many of the attendees returned through August to continue working on the robot. The finished product had a display that says "Welcome to unBound" and can dance "the robot"

- The Library Freedom Project, along with the ACLU, presented on protecting and advocating for patron privacy in public libraries.

Facility:

- Air conditioning units had a few hiccups over the summer, but were repaired.
- An Request for Proposals is currently out on the building. We are continuing to operate as usual. Should an offer be accepted, we'll evaluate our relocation options.

Quick Notes:

- Nick has accepted the role of Tech Center Supervisor starting October 6.

Notable Visitors

- Navy USS Boise stopped by to tour our facility. They are based in the southern United States, and are huge supporters of libraries.
- Mayor Tammy de Weerd stopped by for a tour. An article about her visit was published in The Valley Times.
- Representative Luke Cavener attended our event about privacy issues in library. The Library Freedom Project and ACLU Idaho presented on patron privacy rights in a public library.



- Representatives from the Governor's office came to our Hour of Code last December.

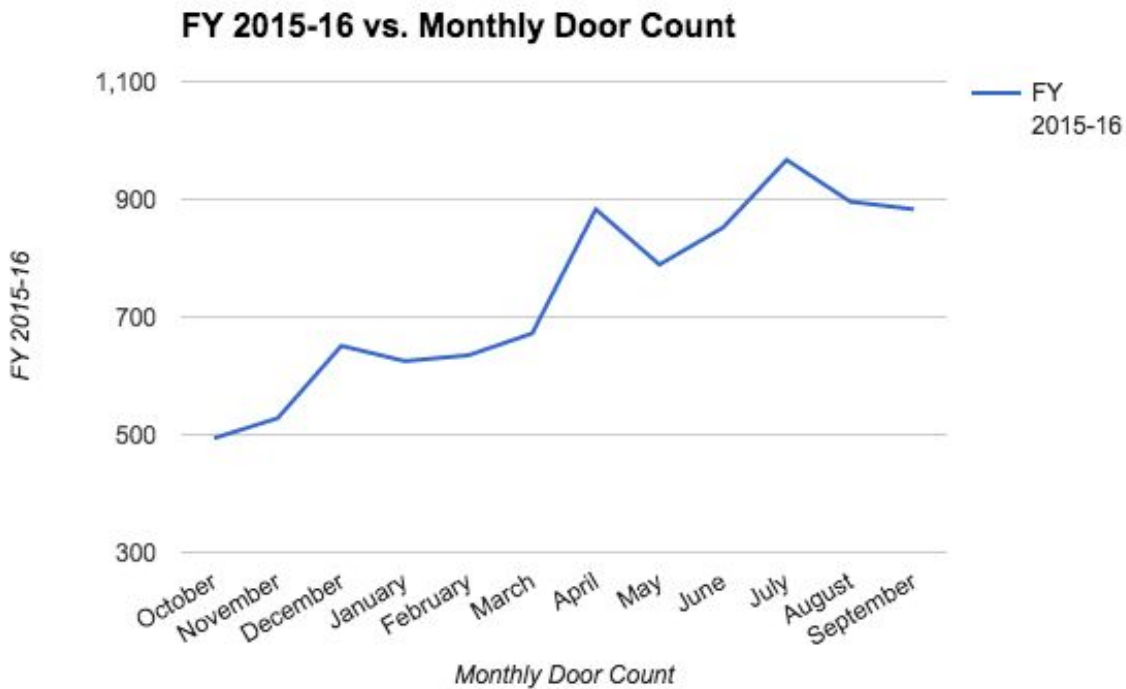
Businesses Utilizing unBound

- Why the Health Not is a tech startup developing an app that focuses on 6 pillars of wellness using an algorithm that pairs patients with wellness providers. Their first app, "what the health", an anonymous sharing app like Whisper, but for health, debuted in September. They have been using unBound as their office most of the year.
- Forge Your Potential is a podcast group that discovered unBound when they went to the Cherry Lane location to use a study room as a recording space. It was the same week unBound opened, so they were sent our direction. They utilize our recording studio up to twice a week, and have been very successful. They organized a "Clean Up Tablerock" event earlier this year.
- Here's a podcast with Forge Your Potential interviewing Chrissy Larsen, the founder of Why The Health Not : <https://soundcloud.com/forgeyourpotential/chrissy-larsen-building-an-empire>
- Eddie Christian, an artist and animator who recently moved to Idaho has been working out of unBound, designing and printing 3D sculptures, along with other work.
- Your Geek Is Showing includes a staff member of the Discovery Center of Idaho. They've been recording their podcast out of our studio.
- Sonia Rosario is a local film maker and historian who has recently started working out of our space off and on. Below are some examples of the work she's been doing. Currently she is working in a graphic novel, and has been able to get advice and artwork from some of our other patrons.
 - Documentary film, Idaho's Forgotten War, on Amy Trice, Kootenai Chairwoman, 1974 who declared war on the US Government on Sept 20th 1974. <https://www.youtube.com/watch?v=tugG6qJJr3E>
 - Idaho Prayer from Horace Axtell, Spiritual Advisor for the Nez Perce Tribe, for Filmmakers across the country. <https://www.youtube.com/watch?v=U71YNufxDVI>

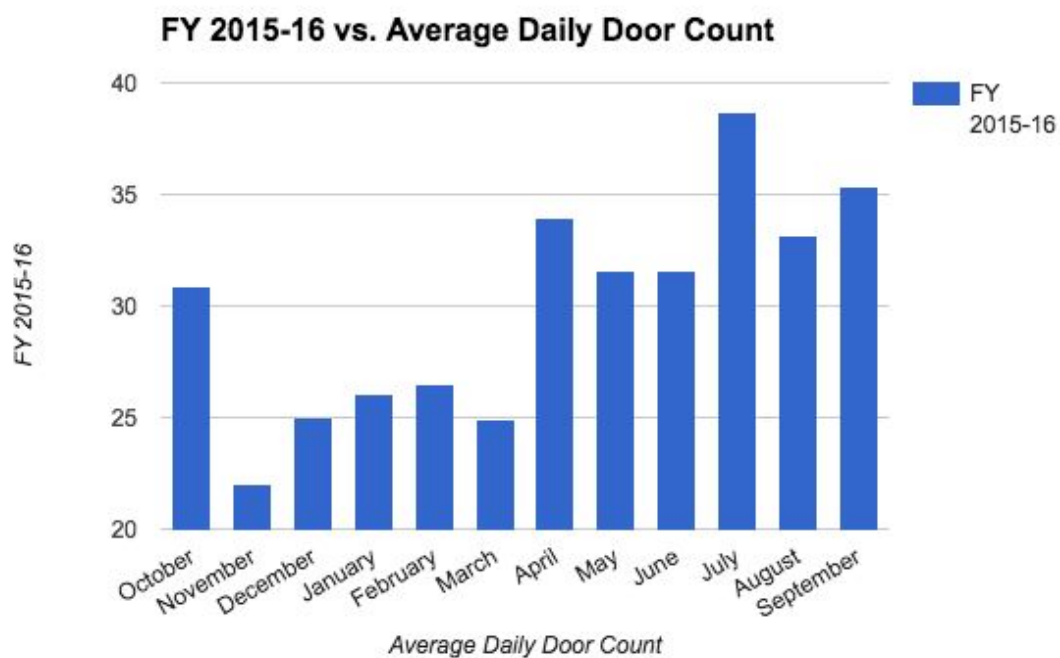
- We also have a handful of business owners who generally work from home come in and utilize our space. Companies from New Ventures Lab, our neighbor, drop in regularly to use the Adobe software or just to use the Wi-Fi.

Appendix A: STATS

<u>Monthly Door Count</u>	<u>FY 2015-16</u>
<u>October</u>	<u>494</u>
<u>November</u>	<u>528</u>
<u>December</u>	<u>651</u>
<u>January</u>	<u>625</u>
<u>February</u>	<u>635</u>
<u>March</u>	<u>672</u>
<u>April</u>	<u>883</u>
<u>May</u>	<u>789</u>
<u>June</u>	<u>852</u>
<u>July</u>	<u>967</u>
<u>August</u>	<u>896</u>
<u>September</u>	<u>883</u>
<u>Total</u>	<u>8875</u>

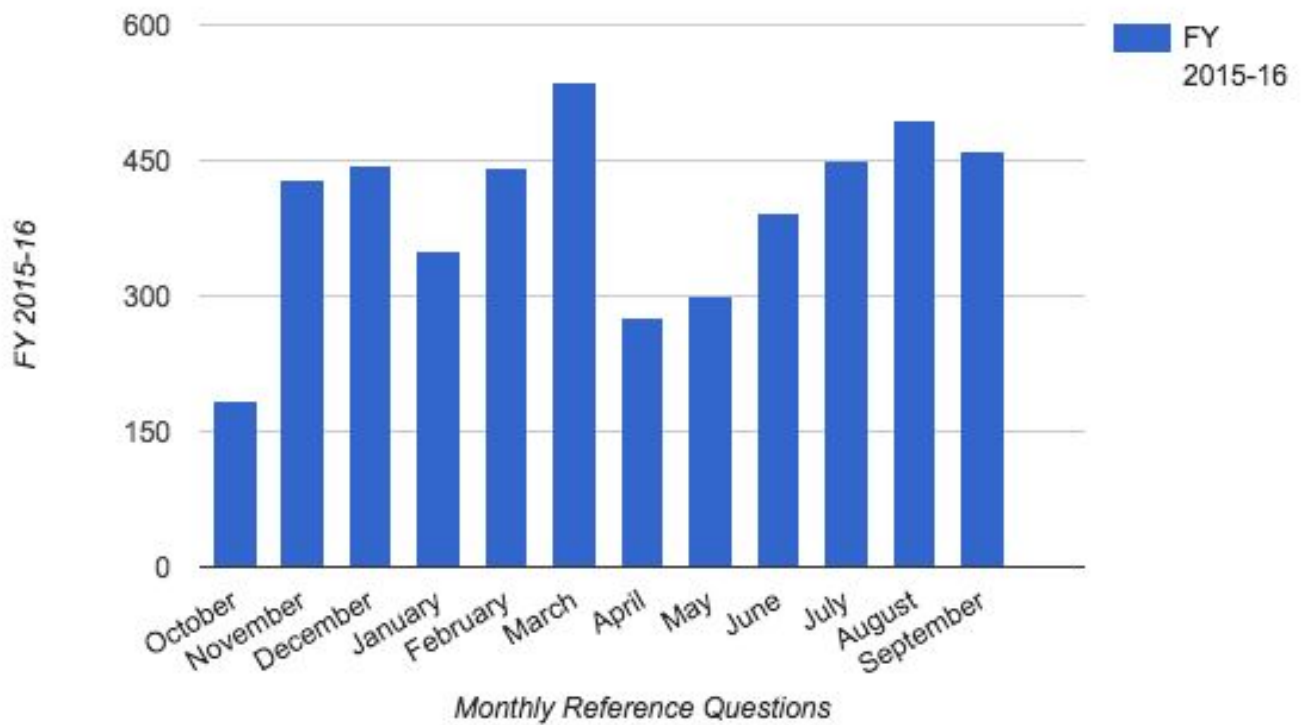


<u>Average Daily Door Count</u>	<u>FY 2015-16</u>
<u>October</u>	<u>31</u>
<u>November</u>	<u>22</u>
<u>December</u>	<u>25</u>
<u>January</u>	<u>26</u>
<u>February</u>	<u>26</u>
<u>March</u>	<u>25</u>
<u>April</u>	<u>34</u>
<u>May</u>	<u>32</u>
<u>June</u>	<u>32</u>
<u>July</u>	<u>39</u>
<u>August</u>	<u>33</u>
<u>September</u>	<u>35</u>

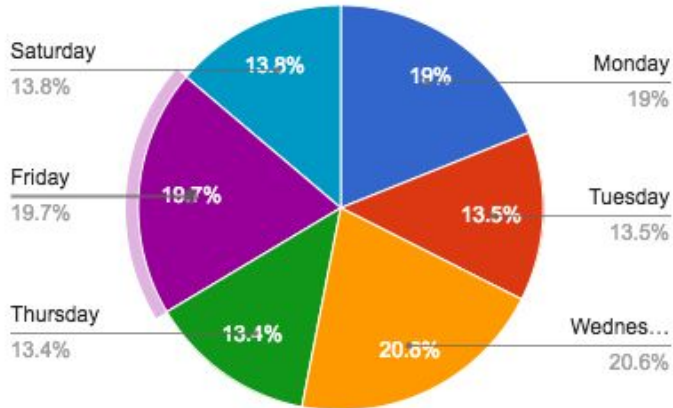


<u>Monthly Reference Questions</u>	<u>FY 2015-16</u>
<u>October</u>	<u>184</u>
<u>November</u>	<u>430</u>
<u>December</u>	<u>446</u>
<u>January</u>	<u>351</u>
<u>February</u>	<u>441</u>
<u>March</u>	<u>537</u>
<u>April</u>	<u>277</u>
<u>May</u>	<u>301</u>
<u>June</u>	<u>392</u>
<u>July</u>	<u>450</u>
<u>August</u>	<u>494</u>
<u>September</u>	<u>461</u>

FY 2015-16 vs. Monthly Reference Questions



FY 2015-16



Daily Door Count	FY 2015-16
Monday	1,682
Tuesday	1,197
Wednesday	1,831
Thursday	1,186
Friday	1,752
Saturday	1,227
Total	8875

APPENDIX B: Kind words from a patron

My wife and I have lived in Meridian about 3 years; I work in Boise and after 30+ years with the state, am near retirement. Soon after we moved to Meridian my encounters with MLD began. First with a chance encounter at the Boise Discovery Center and then a series of conversations related to the library's expansion into robots and technology, then 3D printing at Cherry Lane, and finally the UnBound Library Branch. At each step I marveled at the innovative and forward thinking that not only created what I saw but gave me the opportunity to explore and actually participate with new technology, products, and services.

While I have expressed my appreciation in phone calls and face to face interactions with a number of people working for MLD I also wanted to express those thoughts in writing. Today I watched a short video from one of my weekly newsletters: (<https://www.brainpickings.org/2016/10/06/libraries-storycorps-bookmobile/>) that talked of how libraries save lives and determined to finally share my thanks in writing.

I have always enjoyed libraries, but wondered if they could retain their relevance with technology, the internet, social media, and our obsession with entertainment. In my opinion MLD has! First with the Cherry Lane 3D printing and then UnBound, I have learned to 3D print, design in 3D with three different products, design for and operate a CNC machine, benefit from a large format color printer, and use advanced PhotoShop and related software products. Those experiences, made possible by the incredible vision and real hands on interaction, were only starting points. It has impacted my retirement planning, created some exploratory small business ventures, and increased my exposure to and possible participation in education activities related to STEM. I now know it will take me to new places, unknown to me today, as I find new interests and the ability to explore those interests in a totally new way. Oh, and I bring my two six year old granddaughters to the UnBound library branch where we learn and explore together in ways that would not be possible otherwise.

A week ago I toured a Maker Space in Phoenix and then last week I was introduced to JUMP's effort to 'creating something' in Boise. What I've come away with is that what is happening in Meridian, what the Meridian Library District is creating, driving, and making available to the public, is truly phenomenal and far beyond what would be expected in a small town in Idaho. When I tell my peers across the country what I do in my spare time, made possible by a public library, they are in awe. I don't know how you do it, but I hope you know how incredible it is and hope that you can sustain it. The UnBound branch is small and sometimes I think of it as a 'wild west frontier effort' but it is amazing. Allowing hands on experiences with new technologies is changing my life and I believe will change the lives of others...and ultimately will help make the world we live in a better place.

Thank you again! And thanks also to all those who work with the MLD, I know it takes a team to make everything work. I am extremely grateful to live here in Meridian where the MLD vision is being implemented.

From: Becky Breshears becky@epiqueevents.com 📧
Subject: MYFM Year end summary
Date: November 10, 2016 at 4:52 PM
To: Ashley Squyres (meridiandevelopmentcorp@gmail.com) meridiandevelopmentcorp@gmail.com, Colin Moss cmos@meridiancity.org, Tammy de Weerd tdeweerd@meridiancity.org

The first Meridian Youth Farmers Market was a great success for the community as well as the vendors. There were 38 vendors of which 32 were youth vendors. The market was friendly and the youth became amazing, confident salesmen over the summer. The vendors were able to interact with the public that came to purchase produce and homemade goods. The kids learned valuable lessons about marketing, making change, reconciling their books, as well as how to keep up with supply and demand from week to week. The public were treated to great produce, home baked goods, and artwork along with the occasional visit by goats, baby pigs and exotic birds. The Treasure Valley Children's Theater, the local band Credenda, Future Image band (Weatherhead Music), and the Honor Orchestra provided great entertainment for the market making it a well rounded community event.

The market ran from June through the end of September with an average of 15 vendors each week. Vendors typically grossed \$600 to \$1000 for their efforts for the summer depending on the number of weeks they were available to attend. All of the vendors anticipate participating again next summer provided their schedules allow. The value of a Farmers Market in Meridian will certainly increase over time and with increased marketing efforts and community support it will be guaranteed a bright future. The first year was very successful and is absolutely the friendliest Market in the valley.

Respectfully submitted,
Becky Breshears
MYFM Coordinator

From: Becky Breshears becky@epiqueevents.com
Subject: Request for funding
Date: December 5, 2016 at 10:49 AM
To: Ashley Squyres (meridiandevelopmentcorp@gmail.com) meridiandevelopmentcorp@gmail.com

I respectfully am requesting the funding for the Meridian Youth Farmer's Market for the 2017 Summer Season. We are projecting that the dates will be from Dairy Days Weekend through and including Labor Day weekend. That could be extended based on traffic as needed. I am requesting that the \$5000 stipend be paid for 2017. It is my understanding that the city would rather not intervene in the payment process this year. If that is the case then the payments would come directly to the Meridian Youth Farmer's Market, LLC. The schedule is certainly up to you, but no less than paid in full by August 1, 2017. I would expect at least a partial payment at the onset of the planning process to secure insurance and marketing costs are covered - April 2017.

The funds will be used to increase our marketing efforts for 2017, including more grass roots Facebook ads, provided that they are still working with Facebook's ongoing changes. We will evaluate and consider print media campaign perhaps with the Meridian Press as well for this year. The funds will also cover the liability insurance needs for the market as required by the city contract, the ongoing costs of the website, the registration site, bank fees, labor help as needed, signage and posters, and other costs associated with producing this market. My goal for 2017 is to feel that the market is stable and will continue on every summer as long as the City is interested in hosting it.

As you all know, this is a great opportunity for youth vendors that was afforded to them through a grant from Blue Cross of Idaho that allowed the city to provide tents and tables for them at no cost. The market is also searching for some additional adult produce vendors to insure that there will be stable, repeat customers for the long term. I strongly feel that this will be the secret of long term success in Meridian for a Farmers Market. I plan to work closely with the Idaho Farmer's Market Assoc this year to get the word out that we are a great, friendly, affordable venue for anyone selling produce (not just youth). As far as who the agreement is with for sponsorship, I think the best bet is directly with the Meridian Youth Farmers Market, LLC. That keeps it totally for use by the Market and releases the city of its administration of the funding.

Please let me know if you have any additional questions, or you want more specific information.

Respectfully submitted,
Becky Breshears

--



Becky Breshears
Owner/Event Producer Extraordinaire
Epique Events

[Refer Me](#)



FY2017 BUDGET

FY2017 Budget

Operating Revenue

703 N. Main Street Lease	\$ 12
713 N. Main Street Lease	\$ 12
Property Tax Revenue	883,000
Interest Earnings	2,000
Copier/Printing Cost-Sharing with 703 N. Main	1,250
Revolving Line of Credit	100,000
Grant Revenue	42,500
Funding Carryover	879,285

TOTAL REVENUES and AVAILABLE CASH \$ 1,908,059

Contractual Obligations:**Professional Services**

Administrator Services - <i>General Fund</i>	90,000
Administrator Services - <i>Ten Mile</i>	10,000
Public Relations/Marketing - <i>General Fund</i>	35,000
Legal Services - <i>General Fund</i>	50,000
Legal Services - <i>Ten Mile</i>	10,000
Legislative Services - <i>General Fund</i>	17,500
Audit Services - <i>General Fund</i>	15,000
Accounting Services - <i>General Fund</i>	23,000
Accounting Services - <i>Ten Mile</i>	2,000
	<u>252,500</u>

Operational Expenses

ICRMP-Insurance Premium/Claims	1,772
Partnerships - Valley Regional Transit	3,215
Partnerships - City of Meridian, Concerts on Broadway	10,000
Irrigation Taxes	150
Legal Notices / Publications	1,700
Grounds Maintenance - Compass/VRT	4,000
Debt Service - Revolving Line of Credit	100,000
Debt Service - Principal Payments - WT	94,968
Debt Service - Interest Payments - WT	29,862
Debt Service - Copier Lease	2,148
	<u>247,815</u>

ON GOING EXPENSES:

Software Maintenance/License	1,260
Utilities - 713 North Main Street	-
Building Maintenance 703 & 713 N. Main	5,000
Parking Lot Maintenance 703 & 713 N. Main	1,350
WIFI - 703 N. Main	2,064
Electronics Expense - General Fund	4,500
Printing - 703 N. Main (MDC's cost-share)	1,250
Office Expense - General	300
Meeting Expense	400
Leadership Conference	900
Travel Expenses	1,000
Postage & Mailings	200
Bank Fees	300
Mason Parking	1,350

FY2017 BUDGET

	FY2017 Budget	
	19,874	
Revenues less Contractual Obligations	1,387,870	
DISCRETIONARY EXPENSES:		
Operational Expenses		
Advertising/Promotional/Publications	1,000	
Training	5,000	
Dues & Subscriptions	1,650	
SUBTOTAL OPERATIONAL EXPENSES	7,650	
Project Expenditures		
Partnership with City Parks - Downtown Tree Replacement	25,000	25,000
Partnership with City Arts Commission - Utility Box Art	5,000	
Partnership with West Ada School District - Historic Walking Tour Transportation	5,000	
Destination Downtown Banners - <i>Design Only</i>	5,000	5,000 Total Project Cost = \$5,130. Overage will go into Special Projects
Special Projects	225,785	\$55,640 Committed as of: January 01, 2017. This includes the overages as mentioned in other line items
Main Street Lighting Phase II - <i>Survey and Design Only</i>	35,000	35,000 Total Project Cost = \$36,510. Overage will go into Special Projects
Pine Avenue - <i>For Construction</i>	460,550	460,550 We will need to budget an additional \$137k in FY2018 for the landscaping
Alleyway Project	2,500	Restricted Funds
Nine-Mile Floodplain - <i>Engineering Costs</i>	20,000	20,000 Total Project Cost between Task Orders 1 and 2 = \$54k. Overage will go into special projects
Entrance Sign into Downtown Meridian - <i>Design and Construction</i>	180,000	
Downtown Kiosks - <i>Design, manufacturing, install</i>	9,245	6,125 Surplus = \$3,120
Directional Signage Plan Implementation - <i>Design and Manufacturing</i>	50,000	
Partnership with City - Youth Farmers Market	5,000	
Window Replacement for 713 North Main Street	11,000	
Tenant/Facade Improvements for 703 North Main Street	25,000	
East 2.5-Street Improvements - <i>towards construction</i>	140,000	\$40,000 are Restricted Funds
Signage on Meridian and Cherry Lane - <i>Design and towards construction</i>	20,000	
Old Town Street Sign Project - <i>Design Only</i>	4,500	
Unwired City Promotion - <i>Design and production</i>	2,000	
Creation of Downtown Video	10,000	
Bike Map Printing	5,000	2,942 Surplus = \$2,058
Bike Repair Stations	4,000	
Façade Improvement Program	60,000	60,000 Approved \$80k for Meridian Cycles. Overage will go into Special Projects
SUBTOTAL CAPITAL EXPENDITURES	1,309,580	
Use of Fund Balance	70,640	
TOTAL EXPENDITURES	1,908,059	
NET	-	



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UPCOMING MDC COMMITTEE AND OTHER MEETINGS

January 16, 2017:

Who: MDC-City Monthly Coordination Meeting

When: 2:00pm

Where: City Hall, Community Development Conference Room

January 17, 2017:

Who: Executive Committee Meeting

When: 7:30am

Where: Ed's 50's Diner

January 18, 2017:

Who: Wayfinding and Signage Committee

When: 3pm

Where: City Hall, City Council Conference Room

January 18, 2017:

Who: Downtown Parking, Transportation and Streetscape Committee

When: 4pm

Where: City Hall, City Council Conference Room

From: Linda Handlos lhandlos@rizencreative.com
Subject: timeline for new Destination Downtown signs
Date: January 4, 2017 at 8:10 AM
To: Ashley Ford-Squyres meridiandevelopmentcorp@gmail.com

Morning,

Hope you are staying inside today. Wanted to give you a quick update that Trademark is aiming for the first week in February for installation of new signs. They will be removing the existing signs early next week.

Thanks, Linda


--

linda handlos / underdog
rizencreative

314 S. 9th Street Suite 200 Boise, Idaho 83702
T [208.938.5583](tel:208.938.5583) **M** [208.761.1249](tel:208.761.1249)

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From: Linda Handlos lhandlos@rizencreative.com 
Subject: Destination Downtown Signs Artwork & Next Steps
Date: January 3, 2017 at 2:28 PM
To: Ashley Ford-Squyres meridiandevelopmentcorp@gmail.com

Hi Ashley,

Happy New Year! Hope you had a great holiday.

Attached is the artwork that's been provided to Trademark for production.

A few things to note in terms of process and materials:

- all 6 signs will be pulled down and taken to the Trademark shop for production
- existing bracketry will be utilized
- existing vinyl graphics will be removed from each sign
- a black powder coat layer will be applied (using the same black color as the island signs)
- a squared off, color coated piece will be added to the top
- vinyl graphics will be applied for the type. For the mini feed mill graphic in the bottom right, that will be painted on to match the island sign. The feed mill will be on every sign.
- the end existing knob on the bracketry will be removed

This process will be used in order to salvage the existing signs. For vinyl graphics, Trademark has indicated they can get baked on after a number of years, if for some reason they hit a snag with removal, they have a plan b in place to achieve the same end result.

For turnaround time, Trademark will have that timeline to me by tomorrow, so as soon as I know that I will let you know.

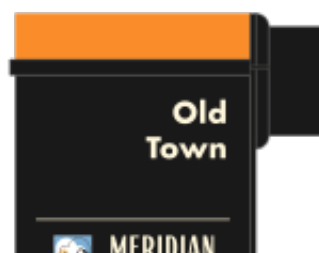
Thanks, Linda

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unBound

December 2016

Prepared by Nick Grove on January 6, 2017

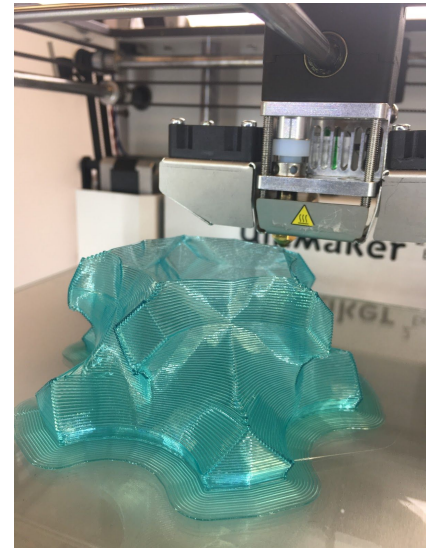


By the numbers:

- In December we had 853 visits with a daily average of 33. (*See Appendix*)
- We answered 495 reference questions in December. (*See Appendix*)
- Social media stats: Facebook likes - 340, Twitter followers - 280, Instagram - 181

Equipment:

- The replacement spindle on the CNC machine is working well and has been in use often by a highly motivated regular patron.
- A new filament called T-Glase was ordered and used on the Ultimaker 2 Extended +. The filament is translucent when printed with a specialized settings; we've been able to make a number of experimental prints ranging from holiday ornaments to vases.



Programs:

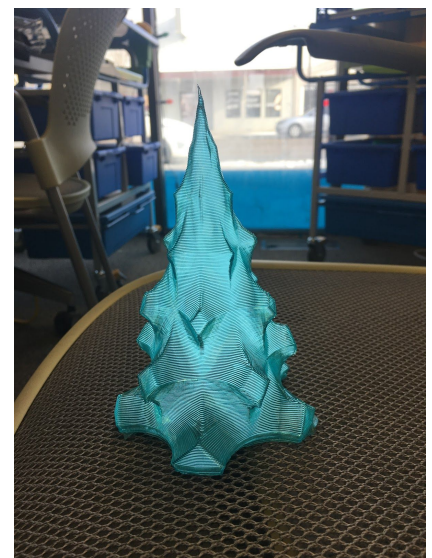
- During Computer Science Education Week we partnered with the STEM Bus for the 2nd year to host an Hour of Code event at unBound on December 7. We had 72 participants despite the poor weather that day.

Facility:

- We've worked on further optimizing our space and furniture use by moving our laptop cabinet into the 3D Printer Cove and moving the large counter-height wheeled table into the front of the Open Space.

Quick Notes:

- The circulating devices have been a huge hit in their first month. Almost everything has checked out once but the most popular item has been the DVD/VCR recorder.
- Nick presented at the Centennial Rotary group in Boise about how unBound came about and the unique services that are offered.
- We have talked to the organizers of Hackfort, part of Treefort in Boise, and are scheduled to have a table at the event in addition to providing an hands-on presentation.
- We had 227 visitors during the Meridian Winter Lights Parade. We used this time to highlight the Downtown Business Decorating Contest, our involvement in the Chronicle app and the upcoming Bike Check-Out program that will debut this spring.



Appendix:

Door Count

	S	M	T	W	Th	F	S	Weekly Stats
Week 1 (Dec. 1-3)	Closed	X	X	X	21	240	37	298
Week 2 (Dec. 4-10)	Closed	43	16	93	15	41	17	225
Week 3 (Dec. 11-17)	Closed	37	13	18	15	16	15	114
Week 4 (Dec. 18-24)	Closed	26	19	23	18	15	X	101
Week 5 (Dec. 25-31)	Closed	19	15	40	9	18	14	115
					Average	33	Total	853

Reference Questions

	S	M	T	W	Th	F	S	Weekly Stats
Week 1 (Dec. 1-3)	Closed	X	X	X	35	7	25	67
Week 2 (Dec. 4-10)	Closed	13	2	23	13	39	7	97
Week 3 (Dec. 11-17)	Closed	36	2	2	20	17	17	94
Week 4 (Dec. 18-24)	Closed	16	7	53	27	5	X	108
Week 5 (Dec. 25-31)	Closed	13	26	53	5	29	3	129
Monthly Stats					Average	19	Total	495