

33 E. Broadway Ave.

Meridian, ID 83642

208.477.1632

www.meridiandevelopmentcorp.com

### MEETING MINUTES

**MEETING OF THE BOARD OF COMMISSIONERS**

**Wednesday, May 14, 2014, 7:30am**

**Meridian City Hall North Conference Room**

**33 East Broadway Avenue - Meridian, Idaho**

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

At 7:31am, Chairman Escobar called the meeting to order.

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

X Jim Escobar – Chairman X Keith Bird – Member

[Left at 9:14am]

X Dan Basalone – Vice-Chairman O Kit Fitzgerald – Member

X Dave Winder– Secretary/Treasurer O Julie Pipal – Member

[Arrived at 7:35am/Left at 8:50am]

O Tammy de Weerd – Member

[Arrived at 7:41am]

O Eric Jensen – Member

X Callie Novak – Member

X Todd Lakey – Counsel

X Ashley Ford – Administrator

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

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

ALL AYES.

1. **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.
   * 1. **Approve Amended Minutes of April 09, 2014 Regular Meeting**
     2. **Approve Minutes of April 23, 2014 Regular Meeting**
     3. **Approval of April 2014 Administrator’s Report**

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

ALL AYES.

**PRESENTATIONS**

1. **City of Meridian Strategic Planning Update by Pegasus Planning and Development [Sean Garretson]**

Sean Garretson from Pegasus Planning and Development gave an overview of the findings thus far for the City’s strategic planning efforts. Notable items for MDC’s consideration included a focus on housing in the downtown core, assisting developers with impact fees when appropriate and the need for a true business incubator.

**PRESENTATIONS WITH ACTION ITEMS**

1. **2.5-Street Owner Participation Agreement and Corresponding Resolution 14-014 [Milt Erhart]**

Counsel Lakey gave an overview of the items in the packet and to-date, where communications stand. Given the complexity of the agreement, Lakey recommends that this item be moved to the June 11 board meeting and a correction of the resolution number to 14-018.

1. **Main Street Island Update and Final Decisions [Betsy Roberts]**

Betsy Roberts from CH2M Hill gave an update to the board on the Main Street island project. Betsy reported on the following: efforts to design the irrigation system; the meeting with ACHD on obtaining a waiver for cutting into Main Street during the five year moratorium; trenching vs. boaring; the plantings that will go within the islands and the anticipated schedule and placing lighting as a bid alternative in the construction documents.

**ACTION ITEMS**

1. **Downtown Meridian Branding Scope of Work and Corresponding Resolution 14-015 [Betsy Roberts and Dan Basalone]**

Betsy Roberts from CH2M Hill reviewed the Branding scope of work with the board. A motion was made by Commissioner Winder and seconded by Commissioner Pipal to approve the branding scope of work in the amount of $21,620 and directed Betsy to included Pegasus Planning and Development in their overall efforts.

ALL AYES.

1. **Phase One Historical Lighting Scope of Work for Main Street and Corresponding Resolution 14-016 [Donn Carnahan and Dan Basalone]**

Donn Carnahan from Keller Associates reviewed the phase one historical lighting scope of work for Main Street with the board. A motion was made by Commissioner Pipal and seconded by Commissioner Winder to approve the scope of work and fee of $20,965.

ALL AYES.

1. **Architectural Evaluation Services Scope of Work for 713 North Main Street and Corresponding Resolution 14-017 [Walt Lindgren and Dave Winder]**

Walt Lindgren of Johnson Architects reviewed the scope of work for the code and cost analysis pertaining to the potential wine cooperative at 713 North Main Street. A motion was made by Commissioner Pipal and seconded by Commissioner Winder to approve the scope and fee of $2,750.

ALL AYES.

**EXECUTIVE SESSION**

1. **Executive Session per Idaho State Code 67-2345(1)(c): To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency**

A motion was made by Commissioner Bird and seconded by Commissioner Basalone to go into Executive Session.

ALL AYES.

A motion was made by Commissioner Bird and seconded by Commissioner Basalone to come out of Executive Session.

ALL AYES.

**DISCUSSION ITEMS**

1. **Downtown Parking and Transportation Committee Update [Basalone]**

Commissioner Basalone reviewed the committee notes with the board that included the beginning of prioritization of FY2015 projects.

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

Commissioner Winder and Administrator Ford discussed the next steps for The Vault evaluation process.

1. **Façade Improvement and Streetscape Committee Update [Jensen]**

Commissioner Bird reviewed the notes from the committee meeting earlier that week that included the beginning of prioritization of FY2015 projects.

1. **Upcoming Committee Meetings [Ford]**

Ford reviewed the upcoming committee meetings with the board.

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

No report.

1. **Administrator’s Report [Ford]:** Administrator Ford will review topics that need to be brought to the attention of the Board.

Ford reviewed the following topics:

* 1. The website is in the final stages of the redesign
  2. Reminder that Ford will be out of town May 23 through June 07
  3. Commissioner Novak was recently awarded the Accomplished Under Forty Award
  4. Commissioner de Weerd was given the Bill Moseley Award for the Ada County Boys and Girls Club
  5. Reminder that there will not be a meeting on May 28

1. **Chairman’s Report**

No report.

1. **Public Comment**

No public comment.

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

At 9:16am unanimous motion was made to adjourn the meeting.

ALL AYES.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jim Escobar, Chairman