



**MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, August 28, 2013, 4:00pm
Meridian City Hall North Conference Room
33 East Broadway Avenue - Meridian, Idaho**

1. Call Meeting to Order [Pipal]:

At 4:05pm, Vice Chairman Escobar called the meeting to order.

2. Roll-call Attendance [Pipal]:

<u>O</u>	Julie Pipal – Chairman	<u>X</u>	Keith Bird – Member
<u>X</u>	Jim Escobar – Vice-Chairman	<u>X</u>	Luke Cavener – Member
<u>X</u>	Dan Basalone– Secretary/Treasurer	<u>X</u>	Dave Winder – Member
		<u>O</u>	Tammy de Weerd – Member [Arrived at 4:20pm]
		<u>X</u>	Eric Jensen – Member
		<u>X</u>	Kit Fitzgerald – Member
		<u>X</u>	Todd Lakey – Counsel
		<u>X</u>	Ashley Ford – Project Manager

3. Confirm Agenda [Pipal]:

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

ALL AYES.

4. Approve Consent Agenda [Pipal]: 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 August 14, 2013 Regular Meeting**
- b. Accept Treasurer's Report and Financials for July 2013**

Commissioner Basalone reviewed the recent transfer of dollars from checking into savings and gave a fund balance report for both accounts. A motion was made by Commissioner Basalone and seconded by Commissioner Fitzgerald to approve the consent agenda.

ALL AYES.

ACTION ITEMS

5. Discussion of and potential creation of new MDC committees [Basalone]

Commissioner Basalone reviewed the proposed committees with the board. Discussion ensued as to specific number of board members that should serve and the purpose of each committee. The board determined that a minimum of 3 board members should be on each committee. Project Manager Ford discussed that the new structure would take effect in October with the new fiscal year. A motion was made by Commissioner Basalone and seconded by Commissioner Bird to approve the new committees as outlined.

ALL AYES.

6. Discussion of and potential decision to move forward on an RFP for land brokerage services [Basalone]

Commissioner Basalone discussed that due to the status of the two MDC owned buildings and potential future acquisition needs, that it would be in MDC's best interests to pursue land brokerage services through an RFP process. The goal is to bring back a draft RFP for review at the next board meeting. Key items responders would need would include general commercial and office real estate experience, knowledge of Meridian, how they would approach the leasing or selling of the properties and perhaps look for a larger overall development opportunity for the block and their specialty. A motion was made by Commissioner Basalone and seconded by Commissioner Jensen to move forward on an RFP for land brokerage services.

ALL AYES.

DISCUSSION ITEMS

7. Property Committee Update [Escobar]

Commissioner Escobar updated the board on conversations with the Children's Theatre and that a draft agreement will be in front of the board at the next meeting.

8. Wayfinding and Signage Committee Update [Winder]

Commissioner Winder discussed the last committee meeting and the priorities moving forward immediately which include the kiosks, the banners for Destination Downtown and the historical signage.

9. Wine Cooperative Committee Update [Fitzgerald]

Commissioner Fitzgerald discussed the latest with the wine cooperative committee and where the discussions with The Vault stand.

10. Meridian Downtown Partnership Committee Update [Cavener]

Project Manager Ford reviewed the meeting minutes with the board which included a discussion of the forthcoming demonstration project on Idaho Avenue, the idea of a summit between leadership of the chamber, the MDC board and the city council, and the expansion of the committee's role.

11. Split Corridor Public Art Update [de Weerd]

Commissioner de Weerd stated that the committee will be meeting next week to discuss the next steps.

12. Meridian Split Corridor Phase II Update [Ford]

Project Manager Ford discussed the latest town hall meeting and the forthcoming ribbon cutting ceremony for the project on September 19. Details forthcoming.

13. Upcoming Committee Meetings [Ford]

Project Manager Ford reviewed the upcoming committee meetings.

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

No report given by Counsel Lakey.

15. Project Manager's Report [Ford]: Project Manager Ford will review topics that need to be brought to the attention of the Board.

Project Manager Ford discussed the immediate need to replace the water heater in the Ground Floor. The board agreed to allow Ford to move forward on its replacement. Further, legal counsel was instructed to bring back a policy at the next board meeting for review to allow the Project Manager the ability to make financial commitments on behalf of MDC up to a particular, yet to be determined dollar amount.

16. Chairman's Report

Commissioner Winder discussed the Valley Regional Transit meeting he attended last week.

Commissioner de Weerd discussed the Meridian Chamber of Commerce investigating a trolley that would loop downtown to Eagle Road on an hourly basis.

17. Public Comment

No public comment.

18. Executive Session per Idaho State Code 67-2345: The Board may go into executive session pursuant to Idaho Code Section 67-2345 with the specific applicable code subsection cited as part of the motion to go into executive session.

19. Adjourn the Meeting [Pipal]:

At 5:09pm a motion was made by Commissioner Bird and seconded by Commissioner Jensen to adjourn the meeting.

ALL AYES.

Julie Pipal, Chairman