



**MEETING MINUTES**  
**MEETING OF THE BOARD OF COMMISSIONERS**  
**Wednesday, March 11, 2015, 7:30am**  
**Meridian City Hall Council Chambers**  
**33 East Broadway Avenue - Meridian, Idaho**

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

At 7:35am, acting Chairman Basalone called the meeting to order.

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

<u>O</u>	Jim Escobar – Chairman	<u>O</u>	Keith Bird – Member
<u>X</u>	Dan Basalone – Vice-Chairman	<u>X</u>	Kit Fitzgerald – Member
<u>X</u>	Dave Winder– Secretary/Treasurer	<u>X</u>	Callie Novak – Member
		<u>O</u>	Tammy de Weerd – Member
		<u>X</u>	Eric Jensen – Member
		<u>O</u>	Calvin Barrett – Member
		<u>X</u>	Victor Villegas – Counsel
		<u>X</u>	Ashley Squyres – Administrator

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

A motion was made by Commissioner Winder and seconded by Commissioner Jensen 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 February 25, 2015 Regular Meeting**
- b. Approve February 2015 Administrator Report**

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

**ACTION AND PRESENTATION ITEMS**

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

Scott reviewed the latest legislative efforts. A draft is forthcoming from Representatives Youngblood and Anderst. The items that may be of concern to MDC include: what is the definition of municipality? Does that mean city limits or Ada County? This would create a conflict for some of the MDC board members if the definition means within city limits. Scott also reviewed the modifications to dates in various requirements for annual reporting and the

penalties that ensue if reporting fails to occur. Scott also stated that there will likely be a resolution put before the House Local Government Committee granting the authority to continue committee efforts throughout the next year.

**6. Approval of Main Street Island and Phase One Historical Lighting Construction Agreement with Paul Construction and Resolution 15-006 [Lakey]**

Counsel Villegas reviewed the construction agreement with the board along with the project cost, schedule and notice to proceed. At the request of Chairman Basalone. Squyres reviewed the project history for the public. A motion was made by Commissioner Jensen and seconded by Commissioner Novak to approve the construction agreement with Paul Construction.

ALL AYES.

**7. Approval of the On-Call Marketing Request for Qualifications [Fitzgerald]**

Commissioner Fitzgerald discussed the recent meeting of the newly formed Public Relations Committee. The purpose of the committee will be to clearly communicate to partners, stakeholders and the public as to MDC's role. The committee feels it is important to have on-call marketing services on a project by project basis. A motion was made by Commissioner Fitzgerald and seconded by Commissioner Novak to approve the on-call marketing RFQ for publication.

ALL AYES.

**8. Change Order for Johnson Architects for Architectural Services for 713 North Main Street and Resolution 15-007 [Squyres]**

Squyres introduced the change in direction for the building use at 713 North Main and the need to modify the agreement with Johnson Architects for the needed TI's for the Library District's learning lab. Walt Lindgren from Johnson Architects discussed the change in project scope and some of the outstanding questions that will be addressed with the City of Meridian's Building Department. Gretchen Caserotti from the Library District discussed some of the programming desires and some research she has conducted on a library's return on investment in communities. A motion was made by Commissioner Jensen and seconded by Commissioner Winder to approve the change order in the amount of \$7,600.

ALL AYES.

**9. Task Order for Trademark Signs for Directional Sign Services and Resolution 15-008 [Squyres]**

Squyres reviewed the task order for the design creation for directional signage in downtown Meridian based upon the recent branding effort and the directional signage prioritization by the Wayfinding and Signage Committee. The design effort is a not to exceed of \$3,230. A motion was made by Commissioner Fitzgerald and seconded by Commissioner Winder to approve the task order.

ALL AYES.

**DISCUSSION ITEMS**

**10. Downtown Economic Development Committee Update [Winder]**

Commissioner Winder reviewed the Downtown Economic Development Committee meeting notes found in the board packet which included updates from the DBA, the City of Meridian, the Chamber and upcoming events.

**11. Steering Committee Update [Barrett]**

Squyres reviewed the last Steering Committee meeting directives with the board which included the creation of several task forces that focus on marketing and public relations, the development of the RFP, the funding of such a project and the performing arts center.

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

Squyres reviewed the upcoming committee meetings including the Idaho Smart Growth and Project for Public Spaces workshop during the week of March 19.

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

No report.

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

No report.

**15. Chairman's Report**

No report.

**16. Public Comment**

No public comment.

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

At 8:25am, a motion was made by Commissioner Winder and seconded by Commissioner Novak to adjourn the meeting.

ALL AYES.

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**Jim Escobar, Chair**