



MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, October 28, 2015, 4:00pm
Meridian City Hall, Public Works Department, Training Room 40
33 East Broadway Avenue - Meridian, Idaho

1. Call Meeting to Order [Escobar]:

Chairman Escobar called the meeting to order at 4:02pm.

2. Roll-call Attendance [Escobar]:

<u>X</u>	Jim Escobar – Chairman	<u>O</u>	Keith Bird – Member [Arrived at 4:04pm]
<u>X</u>	Dan Basalone – Vice-Chairman	<u>O</u>	Kit Fitzgerald – Member
<u>X</u>	Dave Winder– Secretary/Treasurer	<u>X</u>	Callie Zamzow – Member
		<u>O</u>	Tammy de Weerd – Member
		<u>X</u>	Eric Jensen – Member
		<u>O</u>	Calvin Barrett – 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 with the removal of item #9.

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 October 14, 2015 Regular Meeting**
- b. Approve September 2015 Financials and Notice of Bills Paid**

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

ALL AYES.

ACTION AND PRESENTATION ITEMS

5. Legislative Update and Consideration of Draft Interim Committee Recommendations for Approval [Scott Turlington]

Scott was unable to join the meeting. Squyres reviewed the draft letter to the legislative interim committee with the board. A motion was made by Commissioner Basalone and seconded by Commissioner Winder to approve the letter.

ALL AYES.

6. Approval and Acceptance of the Main Street Islands and Corresponding Resolution 15-051 [Squyres/Lakey]

Squyres reminded the board this was brought back to the board from the previous meeting in order to approve the resolution. A motion was made by Commissioner Basalone and seconded by Commissioner Winder to approve the transfer of ownership of the Main Street islands to the City of Meridian.

ALL AYES.

7. Approval of Scope of Work for the Main Street Island Branding Implementation with Rizen Creative and Corresponding Resolution 15-052 [Barrett]

Squyres reviewed the scope of work with the board. A motion was made by Commissioner Winder and seconded by Commissioner Bird to approve the scope of work for the Main Street island branding implementation.

ALL AYES.

8. Approval of Scope of Work for the Downtown Banner Branding Implementation with Rizen Creative and Corresponding Resolution 15-053 [Barrett]

Squyres reviewed the scope of work with the board. A motion was made by Commissioner Winder and seconded by Commissioner Zamzow to approve the scope of work for the downtown banner branding implementation.

9. Approval of Scope of Work for Marketing Plan Implementation Strategies with Rizen Creative and Corresponding Resolution 15-054 [Barrett]

This items was removed from the agenda.

10. Approval of Scope of Work for the Main Street Island Banners and the Downtown Banner Branding Implementation with Trademark Signs and Corresponding Resolution 15-055 [Zamzow]

Squyres reviewed the scopes of work with the board. A motion was made by Commissioner Winder and seconded by Commissioner Zamzow to approve the scope of work for the Main Street island and downtown banner branding implementation.

11. Approval of Next Steps for Multi-Purpose Center Polling [Barrett]

Squyres reviewed the scope of work from Hilltop Public Solutions and requested permission to approach the City Council to entertain a cost-sharing partnership. A motion was made by Commissioner Basalone and seconded by Commissioner Winder to approve permission for Squyres to approach the Meridian City Council for a cost-sharing partnership.

ALL AYES WITH COMMISSIONER BIRD ABSTAINING.

12. Approval of Valley Regional Transit FY2016 Membership Agreement and Corresponding Resolution 15-056 [Squyres]

A motion was made by Commissioner Bassalone and seconded by Commissioner Winder to table this item until November 18, 2015.

ALL AYES.

13. Approval of Sponsorship of Leadership Meridian Government Day and Corresponding Resolution 15-057 [Squyres]

Squyres reviewed the sponsorship request by the Meridian Chamber of Commerce for MDC to sponsor Government Day in January 2016 for the Leadership Meridian program. The sponsorship is in the amount of \$500. A motion was made by Commissioner Zamzow and seconded by Commissioner Basalone to approve the sponsorship.

ALL AYES.

14. Approval of Change Order #4 for 713 North Main Street and Corresponding Resolution 15-058 [Squyres]

Squyres reviewed the Change Order #4 for Wright Brothers regarding the finalization of the punchlist by the City of Meridian for 713 North Main. A motion was made by Commissioner Zamzow and seconded by Commissioner Bird to approve.

ALL AYES.

15. Approval of Scope of Work for Plumbing Repair Work by Buss Mechanical for 713 North Main Street and Corresponding Resolution 15-059 [Squyres]

Squyres reviewed the scope of work for the plumbing repair work needed for 713 North Main. A motion was made by Commissioner Winder and seconded by Commissioner Zamzow to approve.

ALL AYES.

16. Approval of Additional Accounting Software from Abila and Corresponding Resolution 15-060 [Squyres]

Squyres reviewed the challenges faced with the transition of accounting software from Accounts Plus LLC to CLA and the need for a backup for storage. Squyres requested the board approve the additional funds to secure MDC's financial files with the new accounting firm. A motion was made by Commissioner Winder and seconded by Commissioner Zamzow to approve the additional dollars.

ALL AYES.

DISCUSSION ITEMS

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

Commissioner Basalone reviewed the recent committee meeting notes with the board.

18. Upcoming Committee Meetings [Squyres]

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 reviewed the disclosure of property ownership documents with the board. The following board members own or have ownership in the following:

- A. Commissioner Zamzow – 611 North Main Street
- B. Commissioner Basalone – 903, 907 and 921 North Main Street
- C. Chairman Escobar – 725 North Second Street

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

No report.

21. Chairman's Report

Commissioner Basalone reported on the recent Youth Farmer's Market and Children's Center meetings.

22. Public Comment

No public comment.

23. Adjourn the Meeting [Escobar]:

At 5:27pm, a motion was made by Commissioner Zamzow and seconded by Commissioner Bird to adjourn the meeting.

ALL AYES.

Jim Escobar, Chairman