



**MEETING MINUTES**  
**MEETING OF THE BOARD OF COMMISSIONERS**  
**Wednesday, January 27, 2016, 4:00pm**  
**Meridian City Hall, Conference Room A**  
**33 East Broadway Avenue - Meridian, Idaho**

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

At 4:00pm, Vice-Chairman Basalone called the meeting to order.

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

<u>O</u>	Jim Escobar – Chairman	<u>X</u>	Keith Bird – Member
<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>O</u>	Eric Jensen – Member
			[arrived at 4:05pm]
		<u>X</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 Barrett and seconded by Commissioner Winder 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 January 13, 2015 Regular Meeting**
- b. Approval December 2015 Financials and Notice of Bills Paid**

A motion was made by Commissioner Bird and seconded by Commissioner Zamzow to approve the consent agenda.

ALL AYES

**ACTION AND PRESENTATION ITEMS**

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

Scott provided the following update to the board:

- \*Still awaiting a new draft of the proposed legislation
- \*The next step will be a print hearing

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All materials presented at public meetings shall become the property of the MDC.

Anyone desiring accommodation for disabilities related to documents and / or hearings, please contact the Meridian City Clerk's Office at 888-4433 at least 48 hours prior to the public meeting.

\*Gardner Company's 2020 Report was well-received by those legislators attending the Idaho Chamber Alliance's luncheon.

\*Representative Moyle's telecommunications relocation bill will receive a hearing. It would require URA's to reimburse any telecommunications companies that are required to move their infrastructure due to redevelopment.

**6. Update on 140 East Idaho Avenue [Josh Evarts]**

Josh provided an update to the board on the ongoing renovations at 140 East Idaho. The first event is scheduled for February 26<sup>th</sup>.

**7. Consideration of the Approval of the Bid for the Scope of Work for Construction of the Main Street Island Banners and Corresponding Resolution 16-003 [Zamzow]**

Commissioner Zamzow reviewed the PR Committee's recommendation to approve the Trademark Signs Option A in the amount of \$20,601.60. The recommendation was based upon continuing a positive and solid relationship with Trademark, the amount of time Trademark spent coordinating with MDC and Rizen Creative and the overall thought behind the signage. Commissioner Bird stated that in the future, MDC should obtain multiple bids even when not required. A motion was made by Commissioner Barrett and seconded by Commissioner Zamzow to approve the Trademark Signs Option A Scope of Work in the amount of \$20,601.60.

ALL AYES WITH THE EXCEPTION OF COMMISSIONER BIRD

**8. Consideration of the Approval of the Scope of Work for the Keller Associates Lighting Proposal for Pine Avenue and Corresponding Resolution 16-006 [Keller Associates]**

Squyres reviewed the two scope of work options for the historical lighting design on Pine Avenue. First option is for the design of Pine Avenue from Main Street to East Third Street in the amount of \$49,725. The second option is for the design of Pine Avenue from Main Street to East Fifth Street in the amount of \$38,540, which is what is reflected in the overall historical lighting master plan. Squyres reminded the board that this was not the planned next phase however with the current engineering design of Pine Avenue for the other improvements, this is an opportunity to recognize a cost-savings. The FY16 budget has a line-item for design in the amount of \$35k. Any overage will need to come from the special projects line-item. A motion was made by Commissioner Bird to approve the scope of work for the design of Pine Avenue from Main Street to East Fifth Street in the amount of \$49,725.

ALL AYES.

A motion was made by Commissioner Bird and seconded by Commissioner Jensen to approve Resolution 16-006.

ALL AYES.

**9. Consideration of the Approval of the Project Agreement with the City of Meridian for the reimbursement of Landscape Design Fees for the Pine Avenue Project and Corresponding Resolution 16-007 [Lakey]**

Counsel Lakey reviewed the MOA with the City of Meridian for MDC to reimburse \$9,850 plus up to \$500 in reimburseables to the City for the Pine Avenue landscape design as discussed at the January 13, 2016 board meeting. This item will be paid from the special projects line-item in the budget. A motion was made by Commissioner Winder and seconded by Commissioner Jensen to approve.

ALL AYES.

**10. Consideration of the Approval of the Lease Extension for the Treasure Valley Children's Theatre at 703 North Main Street and Corresponding Resolution 16-008 [Lakey]**

Lakey reviewed the lease extension for the TVCT that will extend the lease until September 30, 2016. A motion was made by Commissioner Zamzow and seconded by Commissioner Barrett to approve the lease extension.

ALL AYES.

**DISCUSSION ITEMS**

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

Commissioner Basalone reviewed the meeting notes with the board.

**12. Public Relations Committee Update [Zamzow]**

Commissioner Zamzow updated the board on the recent meeting with Rizen Creative and Gallatin Public Affairs pertaining to earned media and social media.

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

Squyres reviewed the upcoming meetings with the board.

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

No report.

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

No report.

**16. Chairman's Report**

No report.

**17. Public Comment**

No public comment.

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

At 5:06pm, a motion was made by Commissioner Bird and seconded by Commissioner Winder to adjourn the meeting.

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Jim Escobar, Chairman

