



**MEETING MINUTES**  
**MEETING OF THE BOARD OF COMMISSIONERS**  
**Wednesday, July 13, 2016, 7:30am**  
**Meridian City Hall, Conference Room A**  
**33 East Broadway Avenue - Meridian, Idaho**

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

At 7:30am, Chairman Escobar called the meeting to order.

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

<u>X</u>	Jim Escobar – Chairman	<u>X</u>	Keith Bird – Member
<u>X</u>	Dan Basalone – Vice-Chairman	<u>O</u>	Calvin Barrett - Member
<u>X</u>	Dave Winder– Secretary/Treasurer	<u>O</u>	Callie Zamzow – Member
		<u>X</u>	Tammy de Weerd – Member
		<u>O</u>	Eric Jensen – Member
		<u>X</u>	Nathan Mueller – 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 Basalone 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 June 22, 2016 Regular Meeting**
- b. Approval June 2016 Administrator’s Report**

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

ALL AYES.

**ACTION AND PRESENTATION ITEMS**

**5. Meridian Library District Update on unBound [Meridian Library District]**

Library District Director Gretchen Caserotti and Program Director Nick Grove presented to the board to give an update to the board as to how unbound is progressing. MLD has worked to

Agenda for the Meridian Development Corporation Board Meeting – July 13, 2016

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building relationships with downtown businesses. Nick reviewed current fiscal year statistics with the board:

- \*6,129 total door count
- \*28 average daily door count
- \*1,492 program attendees
- \*3,359 total reference questions
- \*Average time with the patrons: 2-hours
  - \*2 FT staff
  - \*3 PT staff

A sampling of program offerings by MLD include:

1. Family Video Game Day
2. Idaho STEM Action Partnership
3. ACLU Idaho – Idaho Freedom Project
4. SaaSFocus – Partnership with Idaho Department of Labor
5. Moms Who Code
6. Makers Storytime
7. Saturdays – kids and family focus programs
8. Podcasting Group utilizing the sound studio and has over 1,000 followers
9. Speaker Series with CWI

LDC is working to identify other partners in the community. unbound is being spoken about on a national level and Nick has been honored for his work.

**6. 2.5-Street Revitalization Plan Presentation and Potential Approval of A Letter of Intent and Corresponding Resolution 16-021 [VCD, LLC]**

Squyres reviewed the information packet with the board. Doug Crowther and Kathryn AlMBERG presented the proposed workforce housing project and some of the specifics. They reviewed the different funding sources including a HUD grant that is being applied for in September. VCD is requesting conditional approval of up to \$350k in reimbursements for utility and infrastructure improvements on-site and off-site. This conditional approval would be in the form of a letter of intent that VCD could include in their grant application for HUD. There are points for community partnerships and a letter of intent could provide up to 15-points out of 100. A motion was made by Commissioner Bird and seconded by Commissioner Winder to approve the conditional approval and authorize the letter of intent.

ALL AYES.

**7. Consideration of Approval of a Façade Improvement Request by Treasure Valley Smoke Shop at 132 East Idaho Avenue [Winder]**

Commissioner Winder presented the application by the Treasure Valley Smoke Shop for a façade improvement reimbursement of \$688.50. The application is for an awning. When the committee reviewed the application they were unaware the application was already installed. Commissioner Winder stated he has concerns about setting precedence. The board acknowledged while it is known the intention is to approve projects before they are started, they stated the language could be stronger in the application and instructed Squyres to modify. The board also instructed legal counsel to bring back a subrecipient agreement to the next board meeting for approval.

**8. Review of the FY2017 Budget Project Priority Rankings [All]**

Squyres reviewed the final project rankings from the June 22 strategic planning session with the board. She stated that she will work with the Executive Committee to bring forth a proposed draft budget for FY2017 to the July 27 board meeting.

**DISCUSSION ITEMS**

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

Squyres reviewed the upcoming committee meetings with the board and also reviewed the current comprehensive committee list with the board.

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

No report.

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

No report.

**12. Chairman's Report**

Chairman Escobar commented that he is pleased to see parking enforcement picking up in downtown.

**13. Public Comment**

No public comment.

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

At 8:29am, a motion was made by Commissioner Winder and seconded by Commissioner de Weerd to adjourn the meeting.

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**Jim Escobar, Chairman**