



**MEETING MINUTES**  
**MEETING OF THE BOARD OF COMMISSIONERS**  
**Wednesday, November 09, 2016, 7:30am**  
**Meridian City Hall, City Council Conference Room**  
**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>	Callie Zamzow - Member
<u>X</u>	Dave Winder– Secretary/Treasurer	<u>X</u>	Tammy de Weerd – Member
		<u>O</u>	Nathan Mueller – Member
		<u>X</u>	Rob McCarvel – Member
		<u>X</u>	Rick Ritter – 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.

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 26, 2016 Regular Meeting**
- b. Approve September 2016 Financials and Notice of Bills Paid**
- c. Approve October 2016 Administrator Report**

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

**ACTION AND PRESENTATION ITEMS**

**5. Consideration of Request by VCD, LLC to Sign a Letter of Support to the Idaho Housing and Finance Association [VCD, LLC]**

Vince Spanglo and Bill Truax from VDC, LLC introduced themselves to the board. They discussed that Meridian is at a disadvantage for IHFA tax credits. The purpose of the letter is to

bring to light these disadvantages and to hopefully educate as to why Meridian hasn't been a recipient of these tax credits. They reminded the board as to the potential envisioned project and their Garden City projects. A motion was made by Commissioner Basalone and seconded by Commissioner Ritter to support the signing of a letter of support to IHFA.

ALL AYES.

**6. Correction and Update the Ownership Name from Meridian Cycles to Team MC, LLC to the Subrecipient Agreement for Façade Improvements at 116 East Broadway Avenue and Corresponding Resolution 16-059 [Lakey]**

Counsel Lakey discussed the need for the change. Chairman Escobar stated that he needed to recuse himself as he was just hired by Meridian Cycles. Vice-Chairman Basalone took over the meeting. Commissioner Winder asked about the ownership issue and when Meridian Cycles can be expected to close on the property. Counsel Lakey and Squyres both stated that it had been represented to them that the property closure occurred in October. Counsel Lakey stated the agreements would not be signed and executed until the property ownership was in place. A motion was made by Commissioner Bird and seconded by Commissioner Winder to approve the modification to the agreement with the stipulation that legal proof of ownership would be required at the time of execution of the agreements.

ALL AYES WITH CHAIRMAN ESCOBAR ABSTAINING.

**7. Consideration of Approval of an Owner Participation Agreement with Team MC for Infrastructure Reimbursements and Corresponding Resolution 16-054 [Lakey]**

This item was tabled until the December 14, 2016 board meeting.

**8. Consideration of Approval of a Memorandum of Agreement with the City of Meridian for Reimbursement of Specific Pine Avenue Construction Costs and Corresponding Resolution 16-056 [Lakey]**

Counsel Lakey reviewed the agreement with the Board. He discussed how change orders and payments would be handled. The board had no questions. A motion was made by Commissioner Winder and seconded by Commissioner de Weerd to approve the agreement.

ALL AYES.

**9. Consideration of Approval of a Task Order with Keller and Associates for the Phase II Main Street Lighting Design and Corresponding Resolution 16-060 [Squyres]**

Squyres reviewed the scope of work with the board and how this design work was planned for this fiscal year's budget. The proposed schedule would allow completion of the design and cost estimates in time to potentially incorporate the construction costs into next fiscal year's budget. Commissioner de Weerd stated that she is concerned about the side streets in the downtown core and that the board should hold off on this design. Chairman Escobar stated that the Main Street lighting has been a goal of this board for several years. Commissioner Basalone stated that without the design, the board has no idea as to the potential costs for the next phase. Commissioner Bird stated that Main Street has always been the focus. Commissioner de Weerd stated she is concerned for the safety of Broadway Avenue. Chairman Escobar stated that perhaps there should be some thought about amending the master lighting plan to include Broadway Avenue. Commissioner Ritter asked if the master plan could be updated. The board ultimately determined to send this back to the Downtown Parking, Transportation and Streetscape Committee for discussion and to bring back at the December 14, 2016 board meeting.

**10. Consideration of Approval of a Task Order with Forsgren Associations for the Fiscal Analysis of the Nine Mile Floodplain Study and Corresponding Resolution 16-061 [Squyres]**

Squyres reviewed the scope of work with the board for the requested fiscal analysis of the Nine Mile Floodplain Study. There were no questions from the board. A motion was made by Commissioner Winder and seconded by Commissioner Basalone to approve the task order.

ALL AYES.

**DISCUSSION ITEMS**

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

Squyres reviewed the upcoming meetings with the board.

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

No report.

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

No report.

**14. Chairman's Report**

Counsel Lakey provided an update on the Ten Mile URD and upcoming meetings with the City and Brighton Corporation.

**15. Public Comment**

No public comment.

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

At 8:22am, a motion was made by Commissioner Basalone and seconded by Commissioner Winder to adjourn the meeting.

ALL AYES.

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**Jim Escobar, Chairman**