



MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, December 14, 2016, 7:30am
Meridian City Hall, City Council Conference Room
33 East Broadway Avenue - Meridian, Idaho

1. Call Meeting to Order [Escobar]:

At 7:32am, 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>X</u>	Callie Zamzow - Member
<u>X</u>	Dave Winder– Secretary/Treasurer	<u>X</u>	Tammy de Weerd – Member
		<u>O</u>	Nathan Mueller – Member [Arrived at 7:34am]
		<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 November 09, 2016 Regular Meeting**
- b. Approve October 2016 Financials and Notice of Bills Paid**
- c. Approve November 2016 Administrator Report**

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

ALL AYES.

ACTION AND PRESENTATION ITEMS

5. Presentation by Eide Bailey of the FY2016 Audit [Kevin Smith]

Kevin Smith from Eide Bailey presented MDC's FY2016 audit. Kevin stated that the firm is issuing a "clean opinion" for the agency. He stated that Eide Bailey encountered no difficulties during the process and no general entries need to be adjusted.

6. Consideration of Approval of the FY2016 Audit and Corresponding Resolution 16-062 [Lakey]

A motion was made by Commissioner Bird and seconded by Commissioner Winder to approve the FY2016 audit.

ALL AYES.

7. Idaho Avenue Placemaking Award Presentation by the Meridian Downtown Business Association [Marty Shindler]

Marty Shindler presented the award to the board. The board thanked Marty for his assistance and dedication to the project.

8. Presentation by Brighton Corporation discussing their project in the Ten Mile District [David Turnbull and Jon Wardle]

David Turnbull, Mike Hall and Jon Wardle from Brighton Corporation were introduced.

David Turnbull presented the overall concept of their Ten Mile project to the board. He discussed the history of the Ten Mile Specific Plan and how the City approached Brighton two years ago about the concept of an urban renewal district in this area in order to help development begin. He discussed how they believed the URD would impact the property and their expectations. He discussed the envisioned connectivity throughout the project. He stated that Brighton Corporation has spent over \$1-million to-date moving drains. He discussed how they have worked with the neighboring property owners on infrastructure challenges. He stated that the Ameriben building is under construction and their company is relocating to the site. There are two other buildings being planned at this moment and those will be announced at some point in the future. He discussed the challenging economics with the project without urban renewal assistance. Brighton is committed to bringing: pathways, a fitness center and outdoor recreation opportunities. The board asked questions regarding fiber connectivity and the timing of the remaining properties outside of Brighton's control.

9. Consideration of Approval of the Phase One Owner Participation Agreement with Brighton Corporation in the Ten Mile Urban Renewal District and Corresponding Resolution 16-063 [Lakey]

Counsel Lakey reviewed the draft Owner Participation Agreement with the board. He discussed the start date for increment currently planned to be January 01, 2016. He asked for clarification of what costs the board would be willing to reimburse and does this include the cost of purchasing of right-of-way. Commissioner Bird stated he is comfortable with the concept if legal counsel is. Counsel Lakey said while it is unusual, it is something that can be reimbursed. Counsel Lakey stated he is still working through the document with Brighton's counsel and this will be back in front of the board in January 2017.

10. Consideration of Approval of a Development Agreement with Novembrewhiskey, LLC and Corresponding Resolution 16-064 [Lakey]

Chairman Escobar abstained due to the financial interest.

Counsel Lakey reviewed the draft Development Agreement with the board. It would give Josh first right of refusal for 713 North Main as this would be Phase II. It is envisioned that Phase II

will be finalized at the end of 2019. Josh would like to come to the board in January to provide more details and to provide renderings.

11. Presentation by the City of Meridian Parks Department of Estimated Landscape Costs for the Pine Avenue project [Mike Barton]

Mike Barton from Meridian Parks and Recreation presented to the board. He reviewed the cost estimates from The Land Group for the landscape that will be a part of the project. This includes sod, sprinklers and trees within the detached sidewalk area between Meridian Road and East Fifth Street. This amount would be an additional \$135k on top of the \$460k that has been dedicated to the Pine Avenue project to-date. Administrator Squyres discussed how the timing for the landscaping will be at the end of the project which means these additional dollars could be budgeted for in FY2018. Mike discussed the further potential enhancements on the eight total corners of East Second and East Third Streets and Pine. This would include irrigation, brick pavers and flower pots for an additional \$148k in addition to the \$135k. Mike did discuss how the enhancements could be scaled to meet MDC's budget. Commissioner Mueller expressed concern about the budget and Commissioner Bird stated that he did not believe the enhancements were worth the money in light of the other larger projects before MDC. A motion was made by Commissioner Bird and seconded by Commissioner Zamzow to move forward with the required landscape only and that the corners of East Second and East Third Streets and Pine should be sod only.

ALL AYES.

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

Chairman Escobar recused himself as he is involved in the project. Counsel Lakey provided a brief update and Administrator Squyres stated that she had received communication that the property is due to close on February 01, 2017. This item was tabled until Meridian Cycles closes on the property.

13. 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]

Administrator Squyres reviewed the committee's recommendation as to moving forward on the Main Street lighting. Commissioner Basalone concurred with Squyres and stated that the committee believes that Main Street should be the priority right now as the overall development of Broadway Avenue and Idaho Avenue is uncertain at this time. A motion was made by Commissioner Basalone and seconded by Commissioner Winder to approve. Commissioner Ritter stated that he would be voting against the motion as he believes both streets should be included in the overall master plan.

ALL AYES WITH THE EXCEPTION OF COMMISSIONER RITTER.

14. Consideration of Approval of the proposed Destination Downtown Modified Banner Concept [Squyres]

Administrator Squyres reviewed the two concepts provided by Rizen Creative for consideration. She reviewed the recommendations from the Public Relations and Wayfinding and Signage Committees which is Concept A. Commissioner Mueller explained why the PR Committee feels strongly about Concept A. A motion was made by Commissioner Mueller and seconded by Commissioner Zamzow to approve Concept A.

ALL AYES.

DISCUSSION ITEMS

15. Public Relations Committee Update [Zamzow/Mueller]

Commissioner Zamzow reviewed the committee meeting notes with the board.

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

Commissioner Basalone reviewed the committee meeting notes with the board.

17. Ten Mile Urban Renewal District Update [Squyres/Lakey]

Nothing further to add on this topic.

18. Upcoming Committee Meetings [Squyres]

Administrator 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 discussed the memo he is working towards addressing board members' conflicts of interest.

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

Nothing further to report.

21. Chairman's Report

Nothing further to report.

22. Public Comment

Caleb Hood from the City of Meridian stated that COMPASS has a committee addressing the UPRR right-of-way and that their public affairs officer will be here in mid-2017.

23. Adjourn the Meeting [Escobar]:

At 9:36am, a unanimous motion was made to adjourn the meeting.

ALL AYES.

Jim Escobar, Chairman