



MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, June 14, 2017, 7:30am
Meridian City Hall, Conference Room A
33 East Broadway Avenue - Meridian, Idaho

1. Call Meeting to Order [Basalone]:

At 7:33am, Chairman Basalone called the meeting to order.

2. Roll-call Attendance [Basalone]:

<u>X</u>	Dan Basalone – Chairman	<u>X</u>	Keith Bird – Member
<u>O</u>	Dave Winder – Vice-Chairman	<u>X</u>	Tammy de Weerd – Member
<u>O</u>	Nathan Mueller– Secretary/Treasurer [Arrived at 7:36am]	<u>O</u>	Rob McCarvel – Member
		<u>X</u>	Rick Ritter – Member
		<u>X</u>	Diane Bevan – Member
		<u>X</u>	Steve Vlassek - Member
		<u>X</u>	Todd Lakey – Counsel
		<u>X</u>	Ashley Squyres – Administrator

3. Confirm Agenda [Basalone]:

A motion was made by Commissioner Bird and seconded by Commissioner de Weerd to confirm the agenda.

ALL AYES.

4. Approve Consent Agenda [Basalone]: 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 May 24, 2017 Regular Meeting**
- b. Approve May 2017 Administrator’s Report**

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

ALL AYES.

ACTION AND PRESENTATION ITEMS

5. Presentation of final architectural drawings for 703 North Main Street [Josh Evarts]

This item was tabled until the June 28, 2017 board meeting.

6. Consideration of Approval of the Committee Recommendation for On-Call Engineering Services for CDBG-funded sidewalk projects in the Downtown Urban Renewal District and Corresponding Resolution 17-023 [Squyres/Lakey]

Squyres reviewed the five RFQ's received by MDC along with the evaluation criteria. Squyres reiterated that fees were not part of the review process and could not be considered. Based upon the review committee's scores, the rankings were as follows:

- *Civil Survey Consultants: 2,880-points
- *Keller Associates: 2,870-points
- *Forsgren Associates: 2,790-points [tie]
- *Riedesel: 2,790-points [tie]
- *Quadrant: 2,590-points

Counsel Lakey discussed the board's options.

A motion was made by Commissioner Vlassek and seconded by Commissioner Bird to accept the Committee's rankings.

ALL AYES.

7. Consideration of Approval of the Request by Autumn Kersey to be a sponsor in the 2017 8 in 48 Event and Corresponding Resolution 17-024 [Squyres]

Squyres reviewed the \$500 sponsorship request by Autumn Kersey with the board. A motion was made by Commissioner Bevan and seconded by Commissioner Bird to approve the request contingent on the event being in the downtown district boundaries.

ALL AYES.

DISCUSSION ITEMS

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

Squyres reviewed the monthly report from Brighton Corporation with the Board.

9. Public Relations Committee Update [Mueller]

Squyres and Mueller updated the board on the RFP's received for PR services and the visioning session with DaviesMoore for the video.

10. Upcoming Committee Meetings [Squyres]

Squyres reviewed the upcoming committee meetings.

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

No report.

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

No report.

13. Chairman's Report

No report.

14. Public Comment

No public comment.

15. Adjourn the Meeting [Basalone]:

At 8:01am, a motion was made by Commissioner de Weerd and seconded by Commissioner Mueller to adjourn the meeting.

ALL AYES.

Dan Basalone, Chairman