



MEETING AGENDA
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, June 28, 2017, 4:00pm
Meridian City Hall, Conference Room A
33 East Broadway Avenue - Meridian, Idaho

1. Call Meeting to Order [Basalone]:

At 4:02pm, Vice Chairman Winder called the meeting to order.

2. Roll-call Attendance [Basalone]:

<u>O</u>	Dan Basalone – Chairman	<u>X</u>	Keith Bird – Member
<u>X</u>	Dave Winder – Vice-Chairman	<u>O</u>	Tammy de Weerd – Member [Arrived at 4:04pm]
<u>X</u>	Nathan Mueller– Secretary/Treasurer	<u>X</u>	Rob McCarvel – Member
		<u>X</u>	Rick Ritter – Member
		<u>X</u>	Diane Bevan – Member
		<u>O</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 McCarvel 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 June 14, 2017 Regular Meeting**
- b. Approve May 2017 Financials and Notice of Bills Paid**

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

ALL AYES.

ACTION AND PRESENTATION ITEMS

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

Josh presented the history of the bidding process to the board, the value engineering of the project, the architectural changes, and discussed the upcoming interviews with general contractors. He stated his commitment to this being a catalyst project for downtown and is estimating he is approximately 45-days behind schedule. Counsel Lakey and Squyres discussed the need to modify the Development Agreement to adjust the schedule.

Note: Before beginning the next item, Commissioner Bird read a Proclamation that discussed Commissioner de Weerd's recent Association of Idaho Cities Award.

6. Consideration of Approval of Scope of Work with Civil Survey Consultants for CDBG-funded sidewalk design in the Downtown District and Corresponding Resolution 17-026 [Squyres/Lakey]

Squyres reviewed the scope of work, the budget, and the timeframe with the Board. Counsel Lakey reviewed the vendor's request to reduce the insurance liability to \$1-million. The Board discussed they were comfortable with the reduction. A motion was made by Commissioner Bird and seconded by Commissioner Bevan to approve the scope of work in the amount of \$59,976.

ALL AYES.

7. Consideration of Approval of the Public Relations Committee Recommendation for Public Relations services and Corresponding Resolution 17-027 [Mueller/Squyres]

Commissioner Mueller and Squyres discussed the received RFP's and the earlier interviews of the finalists. Both stated that while both finalists were excellent, the Committee is recommending Strategies 360 as the new PR services vendor. A motion was made by Commissioner Bevan and seconded by Commissioner McCarvel to approve Squyres and Counsel Lakey to begin negotiations on a scope of work with Strategies 360.

ALL AYES.

8. Consideration of Approval of the Scope of Work with DaviesMoore for the MDC Video Concept and Corresponding Resolution 17-028 [Mueller/Squyres]

Commissioner Mueller and Squyres reviewed the scope of work for the Downtown Video with the Board and their recommendation to select Option B for the first phase, which would allow for three different concepts at a cost of \$5,000. A motion was made by Commissioner McCarvel and seconded by Commissioner Bird to approve the scope of work.

ALL AYES.

9. Consideration of Approval of the Scope of Work with Keller Associates for the cost-estimate of UPRR improvements between East Third and Main Street and Corresponding Resolution 17-029 [Squyres/Lakey]

Squyres reviewed the scope of work with the board and reminded them of the purpose of this exercise. A motion was made by Commissioner Mueller and seconded by Commissioner Bevan to approve the \$18,000 scope of work.

ALL AYES.

DISCUSSION ITEMS

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

Commissioner Winder stated that there is a new Ten Mile website.

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

Squyres reviewed the latest meeting notes with the board.

12. Upcoming Committee Meetings [Squyres]

Squyres reviewed the upcoming committee meetings with the board.

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

No report.

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

No report.

15. Chairman's Report

No report.

16. Public Comment

Marty Schindler commended Commissioner de Weerd on her AIC award and praised Josh Evarts project.

17. Adjourn the Meeting [Basalone]:

At 5:02pm, a motion was made by Commissioner Bird and seconded by Commissioner McCarvel to adjourn the meeting.

ALL AYES.

Dan Basalone, Chairman