



**MEETING MINUTES**  
**MEETING OF THE BOARD OF COMMISSIONERS**  
**Wednesday, September 13, 2017, 7:30am**  
**Meridian City Hall, Conference Room A**  
**33 East Broadway Avenue - Meridian, Idaho**

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

Chairman Mueller called the meeting to order on 7:34am.

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

<input type="radio"/>	Dan Basalone – Chairman(*)	<input type="radio"/>	Keith Bird – Member
<input type="radio"/>	Dave Winder – Vice-Chairman(*)	<input type="radio"/>	Tammy de Weerd – Member
<input checked="" type="radio"/>	Nathan Mueller– Secretary/Treasurer(**)	<input type="radio"/>	Rob McCarvel – Member
		<input checked="" type="radio"/>	Rick Ritter – Member
		<input checked="" type="radio"/>	Diane Bevan – Member(***)
		<input checked="" type="radio"/>	Steve Vlassek - Member
		<input checked="" type="radio"/>	Todd Lakey – Counsel
		<input checked="" type="radio"/>	Ashley Squyres – Administrator

***\*Commissioners Basalone and Winder’s terms expired on August 30, 2017. Both failed to be reappointed in time by the Meridian City Council in time to participate in the September 13, 2017 meeting. Therefore, they did not participate in this board meeting as Commissioners, only as engaged public. It was also determined by Legal Counsel that a quorum was to be based upon seven (7) appointed Commissioners versus nine (9) given the two gaps in reappointment. Commissioners Basalone and Winder will be reinstated prior to the September 27, 2017 board meeting.***

***\*\*Commissioner Mueller presided as Acting Chairman for the meeting.***

***\*\*\*Commissioner Bevan presided as Acting Secretary for the meeting.***

**3. Confirm Agenda [Basalone]:**

A motion was made by Commissioner Vlassek and seconded by Commissioner Bevan 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 August 23, 2017 Regular Meeting**
- b. Approve August 2017 Administrator’s Report**

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

ALL AYES.

#### **ACTION AND PRESENTATION ITEMS**

**5. Consideration of Approval of the façade improvement grant request by Jennifer Cook and Corresponding Subrecipient Agreement and Resolution 17-039 [Squyres/Lakey]**

Squyres reviewed the grant request with the board and the recommendation of the Property Committee to approve the awning only. Counsel Lakey reviewed the subrecipient agreement with the board and answered questions. A motion was made by Commissioner Bevan and seconded by Commissioner Vlassek to approve up to \$505.05 for the awning and installation. Commissioner Vlassek added the statement that this would include Commissioner Bevan to sign as Acting Secretary.

ALL AYES.

**6. Consideration of Approval of the FY18 Agreement with the Education Foundation for Joint School District #2, Inc. for the Historical Walking Tour Partnership and Corresponding Resolution 17-040 [Squyres/Lakey]**

Squyres reminded the board of the history of this project and the line-item in the FY18 for the partnership. Counsel Lakey reviewed the agreement with the board and answered questions. A motion was made by Commissioner Bevan and seconded by Commissioner Vlassek to approve the agreement and the \$5,000 partnership with the foundation. Commissioner Vlassek added the statement that this would include Commissioner Bevan to sign as Acting Secretary.

ALL AYES.

#### **DISCUSSION ITEMS**

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

Squyres reviewed the Brighton memo with the board. She also discussed the downtown business flyer that has been created for downtown businesses and the status of the modifications to the Owner Participation Agreement.

**8. Property Committee Update [Mueller]**

Squyres reviewed the Property Committee meeting notes with the board including the aforementioned façade improvement application and an update on the Waltman property.

**9. Public Relations Committee Update [Mueller]**

Squyres updated the board on the next steps with DaviesMoore the video production.

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

Squyres reviewed upcoming meetings between now and the next board meeting.

**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**

Dan Basalone thanked the board on approving the two action items on the agenda. He also announced the ribbon cutting for Potters Tea House next Wednesday, September 20, 2017 at 11am. He further updated the board on the approval of the strategic plan for the Children's Museum known as The Station.

**15. Adjourn the Meeting [Mueller]:**

At 7:58am, a motion was made by Commissioner Vlassek and seconded by Commissioner Ritter to adjourn the meeting.

ALL AYES.

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Nathan Mueller, Acting Chairman