



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

1. Call Meeting to Order [Basalone]:

At 7:30am, 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>X</u>	Dave Winder – Vice-Chairman	<u>X</u>	Tammy de Weerd – Member
<u>O</u>	Nathan Mueller– Secretary/Treasurer	<u>X</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 Winder 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 November 08, 2017 Regular Meeting**
- b. Approve November 2017 Administrator’s Report**
- c. Approve October 2017 Financials and Notice of Bills Paid**

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

ALL AYES.

ACTION AND PRESENTATION ITEMS

5. Fiscal Year 2017 Audit Presentation by Eide Bailey [Kevin Smith]

Kevin Smith from Eide Bailley presented the FY17 budget. He stated that Eide Bailley is able to issue a clean opinion and did not need the accountants to modify any reports. There were no questions by the board and Commissioner Bird thanked Administrator Squyres for her work.

6. Consideration of Approval of the Fiscal Year 2017 Audit and Corresponding Resolution 17-056 [Basalone]

A motion was made by Commissioner Winder and seconded by Commissioner Bird to approve the FY17 audit.

ALL AYES.

7. Consideration of Acceptance of MDC's portion of the Pine Avenue bids including: ACHD right-of-way and construction, ACHD construction administration, historical lighting on Pine Avenue within the District's boundary, and new landscaping construction and Corresponding Resolution 17-057 [Squyres]

Squyres reviewed the bids for the Pine Avenue project with the board and discussed the bid numbers vs the estimated budget for the project. The numbers came in substantially lower than initial estimates - \$504k vs \$682k, not including the bid alternate and trees. A motion was made by Commissioner Bevan and seconded by Commission McCarvel to approve the bids related to MDC's portion of the project.

ALL AYES.

8. Consideration of Acceptance of the Main Street lighting bid for the construction and installation of historical lighting along Main Street from Pine Avenue to Carlton Avenue and Corresponding Resolution 17-058 [Squyres]

Squyres reviewed the bid alternate for the Main Street lighting with the board. The engineering estimate had a project cost of \$240k and the bid alternate was proposed at \$122k. A motion was made by Commissioner Winder and seconded by Commission Bevan to approve the bid.

ALL AYES.

9. Consideration of Approval of Amendment No. 2 to the CDBG Subrecipient Agreement for the Downtown sidewalk design and Corresponding Resolution 17-059 [Squyres/Lakey]

Squyres reviewed the project status with the board and the reason why the time extension is necessary. A motion was made by Commissioner Winder and seconded by Commissioner McCarvel to approve the amendment.

ALL AYES.

10. Consideration of Approval of Amendment No. 1 to Scope of Work with Civil Survey Consultants for the Downtown sidewalk design and Corresponding Resolution 17-060 [Squyres/Lakey]

Squyres reviewed the need to ensure the time extension with the city is mirrored in the agreement with the project consultant. A motion was made by Commissioner Vlassek and seconded by Commissioner Bevan to approve the amendment.

ALL AYES.

11. Consideration of Approval of the Scope of Work for the production of the Downtown Meridian video and Corresponding Resolution 17-041 [Mueller/Squyres]

Squyres reviewed the revised scope of work and pricing with the board. She provided a history of the prior estimates and conversations with the board, the consultant and the PR committee. Commissioner de Weerd and Commissioner Bird were concerned about the overall cost of just under \$30k. Commissioners Bevan and McCarvel discussed the rationale for recommending approval including the quality and longevity of the deliverables. A motion was made by Commissioner McCarvel and seconded by Commissioner Bevan to approve the scope of work.

NAYS: de Weerd, Bird, and Ritter

AYES: Winder, McCarvel, Bevan, Vlassek, and Basalone

MOTION PASSED.

12. Update on Main and Broadway [Josh Evarts]

Josh Evarts presented the project team who was in audience: Caleb from Pacific Companies; Walt from Lindgren Architects; and John from Rennison Engineering.

Josh provided an update on the demolition of 703 N Main. He is currently awaiting on finalization of the environmental report before he can obtain a permit. He shared the current thinking of the project and showed two different property elevations depending on which properties could be acquired. He discussed the needed discussions with the City regarding old City Hall. Commissioner de Weerd asked about parking. Caleb addressed this. Commissioner Bird praised the schematics of the buildings. Counsel Lakey outlined what MDC would need to modify moving forward and depending on which properties are part of the project. Commissioner Ritter stated that the current DA is out of compliance. Counsel Lakey reminded him that the board is not obligated to move forward with proceedings at this time especially knowing there is a 30-day cure period for any notice given to Josh and also because Josh is actively working on aspects of the project such as the demolition. The project will need larger amendments but there's no harm in waiting. Josh and Caleb will continue working on next steps and needed details and will report back when appropriate.

DISCUSSION ITEMS

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

Squyres provided an update to the board regarding the discussions on reimbursements.

14. Upcoming Committee Meetings [Squyres]

Squyres reviewed the upcoming committee meetings with the board.

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

No report.

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

No report.

17. Chairman's Report

No report.

18. Public Comment

Jim Escobar, downtown property and business owner stated he was excited that Pacific Companies is involved in the Main and Broadway project.

Ron Crow introduced himself and stated due to his relationship with Commissioner Ritter and his parent's history with Downtown Meridian, he is interested in 703 and 713 N Main along with the UPRR properties and is currently researching potential development on these properties.

19. Adjourn the Meeting [Basalone]:

At 9:08am, a motion was made by Commissioner Winder and seconded by Commissioner Bevan to adjourn the meeting.

ALL AYES.

Dan Basalone, Chairman