



**MEETING MINUTES**  
**MEETING OF THE BOARD OF COMMISSIONERS**  
**Wednesday, January 09, 2019, 7:30am**  
**Meridian City Hall, Conference Room A**  
**33 East Broadway Avenue - Meridian, Idaho**

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

At 7:30am, Chairman Winder called the meeting to order.

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

X	Dave Winder – Chairman	X	Keith Bird – Member
X	Nathan Mueller– Vice-Chairman	O	Tammy de Weerd – Member [Arrived at 7:34am]
X	Steve Vlassek– Secretary/Treasurer	X	Rob McCarvel – Member
		X	Rick Ritter – Member
		X	Diane Bevan – Member
		O	Dan Basalone - Member
		X	Todd Lakey – Counsel
		X	Ashley Squyres – Administrator

**ACTION ITEMS**

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

A motion was made by Commissioner McCarvel and seconded by Commissioner Ritter to confirm the agenda.

ALL AYES.

**4. Approve Consent Agenda [Winder]:** 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 December 12, 2018 Regular Meeting**
- b. Approve November 2018 Financials and Notice of Bills Paid**
- c. Approve December 2018 Administrator’s Report**

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

ALL AYES.

**5. Consideration of the MDC joint Property and Downtown Parking Committee's recommendation of approval for cost-sharing for proposed public parking on the Retail West property and corresponding Resolution 19-001 [Vlassek]**

Commissioner Vlassek reviewed the joint committee meeting notes with the board and the request for cost-sharing of the public parking in the UPRR easement on the Retail West property. Discussions centered on: number of required parking spots vs providing excess parking; the overall cost estimates provided by the property owner as Commissioner Vlassek said the average cost for surface parking spaces is usually in the \$3500-5000 range; how much would be available to the public and how often; this is the first significant investment south of the UPRR tracks and an important project; and it would be useful to understand the other costs that may be reimbursed through an OPA for the streetscape so as to review holistically. A motion was made by Commissioner Vlassek and seconded by Commissioner Ritter to allow Counsel Lakey and Squyres to enter into negotiations with the developer with the above comments in mind.

ALL AYES.

**6. Consideration of the MDC leadership committee's recommendation of approval for the approval of a third on-call engineering firm and Corresponding Resolution 19-002 [Winder]**

Chairman Winder stated that two responses were provided to the RFQ: HECO and Civil Survey. Based on the results of the scoring, the leadership committee recommended to the board to enter into negotiations with Civil Survey Consultants for a professional services agreement and rates. A motion was made by Commissioner Vlassek and seconded by Commissioner Mueller to move forward with negotiations with Civil Survey Consultants.

ALL AYES.

**7. Consideration of approval of the scope of work from The Network Operations Company to relocate Unwired City equipment from the old City Hall building to the Heritage Building prior to demolition in March 2019 and Corresponding Resolution 19-003 [Squyres]**

Squyres presented the bid from TNOC to the Board for the relocation of equipment. A motion was made by Commissioner Bird and seconded by Commissioner McCarvel to accept the \$614.80 bid.

ALL AYES.

**8. Consideration of approval of the renewal of the shared parking agreement with the Masonic Temple and Corresponding Resolution 19-004 [Lakey/Squyres]**

Counsel Lakey reviewed the renewal document with the Board including the request by the Masons for MDC to resurface and restripe the parking lot in the spring of 2019. A motion was made by Commissioner Bevan and seconded by Commissioner Vlassek to approve the shared parking agreement renewal.

ALL AYES.

**9. Occupancy of Old City Hall property following purchase and transfer from the City [Lakey/Winder]**

Counsel Lakey reviewed the email request by Commissioner Ritter to discuss the timing of the old City Hall property. Lakey reviewed the closing date of February 28 with the transfer with the money from the developer to be paid to MDC by February 01. The City issued a lease termination letter to New Ventures Lab for February 28. Commissioner Ritter inquired if this was indeed the date and if MDC intended to extend the lease. Given the anticipated timing of the demolition, the needed environmental testing of the building as soon as the tenants are moved out, and the conflict of interest related to MDC entering into any agreements with Commissioner Ritter and New Ventures Lab, Board members stated their disinclination deviate from the February 28th date.

## **DISCUSSION ITEMS**

### **10. Joint Property and Parking Committee Update [Vlassek]**

Discussed in Item #5

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

No report provided

### **12. Upcoming Committee Meetings [Squyres]**

Squyres reviewed the upcoming committee meeting dates 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.

Squyres updated the board on the potential urban renewal legislation for this session. The Board directed Squyres to obtain a scope of work from Scott Turlington for 2019 services.

### **15. Chairman's Report**

No report.

### **16. Public Comment**

Lori Jones from Resources Investment of America stated that her lease in the First Interstate Bank building will expire on June 01, 2019. She further inquired about the Masons parking lot and coordination on the tree roots on the Methodist Church property extended into the Mason Parking lot. Squyres let Lori know that the Masons would communicate with her and the church on this issue.

**17. Adjourn the Meeting [Winder]:**

At 8:34am, a motion was made by Commissioner Bird and seconded by Commissioner Bevan to adjourn the meeting.

ALL AYES.

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Dave Winder, Chairman