



MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, June 24, 2020, 4:00pm
To Be Held Online Via Zoom: <https://us02web.zoom.us/j/85482973012>
Call-In Instructions: (669) 900-9128, Meeting ID: 85482973012#

1. Call Meeting to Order [Winder]:

At 4:00pm, Chairman Winder called the meeting to order.,

2. Roll-call Attendance [Winder]:

<u>X</u>	Dave Winder – Chairman	<u>X</u>	Dan Basalone - Member
<u>X</u>	Nathan Mueller– Vice-Chairman	<u>X</u>	Tammy de Weerd – Member
<u>O</u>	Steve Vlassek– Secretary/Treasurer	<u>X</u>	Rob McCarvel – Member
		<u>X</u>	Diane Bevan – Member
		<u>O</u>	Treg Bernt – Member
		<u>O</u>	Kit Fitzgerald - Member
		<u>X</u>	Todd Lakey – Counsel
		<u>X</u>	Ashley Squyres – Administrator

ACTION ITEMS

3. Confirm the Agenda [Winder]:

A motion was made by Commissioner McCarvel and seconded by Commissioner de Weerd to confirm the agenda with the adjustment of Item 11D to 11A.

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 May 27, 2020 Regular Meeting**
- b. Approve May 2020 Financials and Notice of Bills Paid**
- c. Approve May 2020 Administrator’s Report**

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

ALL AYES.

5. Legislative Update [David Lehman]

David provided an update to the board regarding the interim property tax committee:

- This will be a 2-year committee
- No set agenda although a few members would like to address urban renewal perhaps through the budgeting process
- Legislative services are coordinating the July 17th meeting

6. Consideration of approval of the renewal of the \$100,000 line of credit from July 01, 2020 to June 30, 2021 with WaTrust Bank and corresponding resolution 20-013 [Lakey/Squyres]

Todd reviewed the line of credit renewal documents with the board. The LOC is from July 01, 2020 to June 30, 2021 for \$100k at 3.25% if utilized. There is a \$500 loan fee which will be automatically debited from our account. A motion was made by Commissioner Basalone and seconded by Commissioner Bevan to approve the renewal.

ALL AYES.

7. Consideration of approval of the Memorandum of Agreement with the City of Meridian for the FY2020 traffic box art wraps and corresponding resolution 20-014 [Audrey Belnap/Squyres]

Squyres reminded the board that this project was budgeted for in this current fiscal year and now that the intersections have been selected, the Arts Commission would like to move forward with the MOA. The Arts Commission is requesting up to \$3k for the project.

Audrey Belnap from the City of Meridian was introduced. She discussed how the art finalists were selected with West Ada School District. She stated that she would like to have an MDC representative participate in selecting the final pieces. Commissioner Basalone volunteered. Discussion was had as to whether this could occur virtually due to COVID risks. She stated that would be investigated.

Concern was expressed by Commissioner de Weerd that wraps are being replaced when it is not necessary. Discussion occurred regarding the smaller white utility boxes and whether those could be wrapped. Audrey agreed to look into this and to work with Squyres on the final boxes for wrapping.

A motion was made by Commissioner Basalone and seconded by Commissioner McCarvel to approve the MOA in the amount of up to \$3k and granting permission to the Administrator to finalize the locations.

ALL AYES.

8. Consideration of approval of the request by the Meridian Chamber of Commerce to be a sponsor of the September 2020 Taste of Meridian event and corresponding resolution 20-015 [Sean Evans/Squyres]

Squyres introduced the request from the Meridian Chamber of Commerce for a \$5k sponsorship for the Taste of Meridian on September 12th.

Sean Evans, the Chamber's CEO, discussed the reimagined event due to COVID and the State of the City becoming a virtual event this year. He discussed the following:

- The event would occur on September 12th
- This will showcase Meridian restaurants, not only Chamber member restaurants
- There will be no charge to restaurants

- Concerts on Broadway will be a potential partner and will hopefully promote a community block party
- MDC's contribution will assist with the costs of the CDHD permits
- This will be a ticketed event

Discussion occurred around the following items:

- Is there a partnership with the MDBA? Yes, they will help promoted the event.
- What if the event is cancelled? Working with CDHD on how far out they can pay for the permits to provide maximum flexibility.
- Spending taxpayer dollars appropriate? Commissioner Bevan believes it creates an opportunity in downtown and is a great idea. Commissioner Basalone also stated that we should help promote businesses within our URDs. Commissioner Winder agreed.
- Can MDC contribute less than the \$5k? Both Commissioners de Weerd and Basalone would prefer less than a 50% sponsorship.
- Cover only downtown businesses? Commissioners de Weerd and Basalone feels that MDC's contribution should be limited to specific items within the URD boundaries. Sean stated that he could work on this.
- More specific proposal? Commissioner Mueller would like to see a more specific proposal. Sean said that he could work on this and bring back a modified proposal to the board.

This item was tabled until Sean brings back a modified proposal.

9. Consideration of approval of the task order for Forsgren and Associates to assist with the creation of the additional documentation required for the federal grant related to the Nine Mile Floodplain and corresponding resolution 20-016 [Gary Ashby/Squyres]

Squyres reviewed the items found in the board packet that included:

- Project summary
- Maps
- Tetra Tech detailed memo
- Email and Task Order from Forsgren Associates outlining the task order
- Schedule

She outlined some of the project history that discussed the current floodplain issues facing a portion of downtown Meridian, the work completed with FEMA, the ultimate goals with the project, the high-level cost estimate and the FEMA grant.

The Task Order before the board is to create the information needed to submit for the FEMA grant and to begin some of the necessary preliminary design work. The TO also allows for beginning the jurisdictional coordination that could be lengthy.

Gary Ashby from Forsgren Associates reviewed the task order in detail with the board including the schedule.

The item was opened for questions. No questions.

A motion was made by Commissioner Bevan and seconded by Commissioner McCarvel to approve the task order in the amount of \$127,500.

ALL AYES.

After the vote, Commissioner de Weerd stated that she believes that the City has a financial responsibility to contribute to the overall project. Squyres updated the board on a recent conversation with the Mayor and next steps.

10. Presentation by Valley Regional Transit on the status of the downtown bus route and the FY20 bus shelter request [Stephen Hunt]

Squyres stated that this was a presentation that was meant to occur in March but due to COVID it had been delayed until now. This presentation will be an update on the downtown bus line project and the prior request by VRT for the bus shelters.

Stephen Hunt from VRT discussed the six (6) specific stops and the requests of MDC between the Ten Mile and Downtown District. The request of \$65k for FY20 is still current. Commissioner de Weerd asked if the City has committee to their funding. Stephen stated that FY20 has been committed to and FY21 is in discussions with the current budget process.

The board directed Squyres and Counsel Lakey to come back with a formal MOA for approval.

11. Fiscal Year 2021 Partnership Requests:

Squyres stated the presentations for today is to have an opportunity to hear from our partner agencies and organizations on any financial requests for FY21. No decisions are expected by the Board today, this is the board's opportunity to listen and ask questions.

- A. Valley Regional Transit – Meridian Update and Annual Dues Request [Stephen Hunt]:** Reviewed the new membership funding formula in the amount of \$5,305 and update for the community.
- B. City of Meridian – Streetlight Banners [Mike Barton]:** Discussed the need to replace some of the banners due to age and wear and some of the downtown site furnishings in the amount of \$5,112.
- C. City of Meridian – Concerts on Broadway [Audrey Belnap]:** Discussed the annual \$10k partnership request.
- D. City of Meridian – Traffic Box Art Wraps [Audrey Belnap]:** Discussed the annual partnership request in the amount of \$4k.
- E. Meridian Downtown Business Association – Kiosk Update [Lindsey Bowshier]:** Updating the 12 business director panels on 6 kiosks in the downtown district in the amount of \$6k.

DISCUSSION ITEMS

12. Potential Website Update [Lindsey Bowshier]

Squyres stated by Tribute Media about the need to update the MDC website by the end of 2021 due to the current technology no longer being available. Lindsey Bowshier reviewed the reasons for the need to update which requires a complete rebuild of the site. Squyres stated that she planned to convene the Public Relations committee in August to begin conversations as to how the MDC site should function moving forward.

13. Downtown Parking and Property Committee Update including the potential for a recommendation to the Meridian Transportation Commission on downtown alleyways [Vlassek/Caleb Hood/Squyres]

Squyres referred the board to the meeting notes found in the packet. The main topic for this meeting is that of the alleyways found in downtown. Caleb Hood from the City of Meridian introduced the topic. The concern that was expressed by the board are the following: alleyway policies should be consistent and safety should be considered.

14. Old Town Lofts Update [Squyres]

Squyres stated that the latest meeting notes are in the board packet. She updated the board on the ongoing process with Idaho Avenue. The monthly stakeholder meeting will be held tomorrow via zoom with an update on the Main and Idaho intersection work.

15. Civic Block/Union District/Union 93 Update [Squyres]

- The Union District was approved by the Council on June 09th.
- Final transmittals to all appropriate agencies are moving forward in order for the district to be in place by June 30th.
- Union 93 is moving forward in the quiet title process. It is anticipated to be complete by September.
- There is a joint MDC/City meeting on July 21st to update the decisionmakers on the project. There is also an update that will be provided to the Parks and Recreation Commission on July 08th.

16. Upcoming Committee Meetings [Squyres]

Squyres reviewed the upcoming meetings in the board packets.

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

No report.

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

No report.

19. Chairman's Report

Chairman Winder wished Squyres a Happy Birthday.

20. Public Comment

No public comment.

21. Adjourn the Meeting [Winder]:

At 6:30pm, a motion was made by Commissioner de Weerd and seconded by Commissioner McCarvel to adjourn the meeting.

ALL AYES.

Dave Winder, Chairman