



**MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, June 24, 2015, 4:00pm
Meridian City Hall, Conference Room A
33 East Broadway Avenue - Meridian, Idaho**

1. Call Meeting to Order [Escobar]:

At 4:01pm, Chairman Escobar called the meeting to order.

2. Roll-call Attendance [Escobar]:

<u>X</u>	Jim Escobar – Chairman	<u>X</u>	Keith Bird – Member
<u>O</u>	Dan Basalone – Vice-Chairman	<u>O</u>	Kit Fitzgerald – Member
<u>X</u>	Dave Winder– Secretary/Treasurer	<u>O</u>	Callie Zamzow – Member
		<u>X</u>	Tammy de Weerd – Member
		<u>O</u>	Eric Jensen – Member
		<u>X</u>	Calvin Barrett – Member
		<u>X</u>	Todd Lakey – Counsel
		<u>X</u>	Ashley Squyres – Administrator

3. Confirm Agenda [Escobar]:

A motion was made by Commissioner de Weerd and seconded by Commissioner Winder to confirm the agenda with the following modification – moving Item #9 and before Item #6.

ALL AYES.

4. Approve Consent Agenda [Escobar]: 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 June 10, 2015 Regular Meeting**
- b. Approve May 2015 Financials and Notice of Bills Paid**

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

ALL AYES.

ACTION AND PRESENTATION ITEMS

5. Approval of the contract with Wright Brothers Construction for improvements to 713 North Main Street and Corresponding Resolution 15-026 [Lakey]

Counsel Lakey reviewed the documents with the board. The tenant improvements will begin on July 13 and will be finished before the end of September, which meets the needs of the Library

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District. A motion was made by Commissioner Bird and seconded by Commissioner Winder to approve the contract with Wright Brothers.

ALL AYES.

6. Ten Mile Urban Renewal District Update [Bruce Chatterton]

Bruce reported that Phil Kushlan has started his work and it is anticipated for the report to be finished by year's end. Conversations with the property owners in the area have started and it's important to acknowledge the importance of the Ten Mile Specific Plan. The new URD boundary will only be as large as needed in order to get the job done.

7. Approval of including 703 and 713 North Main Street properties into the Multi-Purpose RFP [Squyres/Lakey]

Counsel Lakey described how the MDC-owned buildings are incorporated into the City-issued RFP that will be released on June 30. Lakey stated that if the properties are to be part of an overall development, those specific details will be voted on by the board at that time. This RFP does not commit MDC to any specifics at this time.

8. Presentation of Proposed Project Priorities for FY16 By Committee:

- A. Property Committee [Winder]**
- B. Wayfinding and Signage Committee [Zamzow]**
- C. Downtown Parking, Transportation and Streetscape Committee [Bird]**
- D. Public Relations Committee [Fitzgerald]**
- E. Open Discussion for Other Priorities for Consideration [All]**

Due to key absences from the board, Squyres reviewed all of the project priorities with the board and stated that these will be part of the strategic planning discussion on July 08.

DISCUSSION ITEMS

9. Meridian Downtown Youth Farmer's Market [de Weerd]

Danyelle Van Beek from the Mayor's office presented the concept for the Youth Farmer's Market. The City received \$10k from the Blue Cross Foundation for the market and will assist with funding through the end of 2016. There will be an initial kickoff market on September 10, 2015 from 4:30-7pm at City Hall. Youth vendors will sell produce and baked goods. The City is requesting \$1500 from MDC to assist with insurance costs for the event. The goal is to achieve weekly markets in the summer of 2016. The City would also like to request \$5k for FY16 that will assist with the purchasing of the handwashing stations and permitting fees. A motion was made by Commissioner Barrett and seconded by Commissioner Winder to approve \$1500 for FY15 and for consideration of the City's request during the budget process for FY16.

ALL AYES.

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

Squyres reviewed the committee's meeting notes with the board.

11. Public Relations Committee Update [Barrett]

Commissioner Barrett discussed the recent committee meeting with Rizen Creative discussing the results of the June 02 stakeholder meeting. The PR Committee needs to have further discussions with Rizen prior to making a formal recommendation to the board as to next steps.

12. Upcoming Committee Meetings [Squyres]

Squyres reviewed the upcoming 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.

Squyres discussed the recent downtown walkabout with the DBA and City along with the budget worksession schedule.

15. Chairman's Report

No report.

16. Public Comment

No public comment.

17. Adjourn the Meeting [Escobar]:

At 5:07pm a motion was made by Commissioner de Weerd and seconded by Commissioner Barrett to adjourn the meeting.

Jim Escobar, Chairman