



**MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, April 24, 2013, 4:00pm
Meridian City Hall North Conference Room
33 East Broadway Avenue - Meridian, Idaho**

1. Call Meeting to Order [Pipal]:

At 4:03pm, Chairman Pipal called the meeting to order.

2. Roll-call Attendance [Pipal]:

<u>X</u>	Julie Pipal – Chairman	<u>X</u>	Keith Bird – Member
<u>O</u>	Jim Escobar – Vice-Chairman	<u>X</u>	Luke Cavener – Member
<u>X</u>	Dan Basalone– Secretary/Treasurer	<u>X</u>	Dave Winder – Member
		<u>X</u>	Tammy de Weerd – Member
		<u>X</u>	Eric Jensen – Member
		<u>O</u>	Kit Fitzgerald – Member
		<u>X</u>	Todd Lakey – Counsel
		<u>X</u>	Ashley Ford – Project Manager

3. Confirm Agenda [Pipal]:

A motion was made by Commissioner Winder and seconded by Commissioner Basalone to confirm the agenda.

ALL AYES.

4. Approve Consent Agenda [Pipal]: 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 April 10, 2013 Regular Meeting**
- b. Accept Treasurer's Report, March 2013 Financials and Notice of Bills**

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

ALL AYES.

ACTION ITEMS

5. Approval of RFP for Disposal of Real Property at 703 and 713 North Main Street [Lakey]

Counsel Lakey reviewed the latest draft of the RFP with the board. A motion was made by Commissioner Basalone and seconded by Commissioner Jensen to approve the RFP for disposal of real property at 703 and 713 North Main Street with instructions to provide the weighted criteria to applicants as early as possible in the process.

ALL AYES.

6. Approval of Façade Improvement Subrecipient Agreement for Bryan Wooddell and Corresponding Resolution 13-009 [Lakey]

Counsel Lakey reviewed the agreement for Bryan Wooddell and the corresponding resolution. Project Manager Ford answered questions regarding the application. A motion was made by Commissioner Basalone and seconded by Commissioner Winder to approve the agreement and resolution.

ALL AYES.

7. Approval of Façade Improvement Subrecipient Agreement for Rob Godsill and Corresponding Resolution 13-010 [Lakey]

Counsel Lakey reviewed the agreement for Rob Godsill and the corresponding resolution. Project Manager Ford answered questions regarding the application. A motion was made by Commissioner Jensen and seconded by Commissioner Winder to approve the agreement and resolution.

ALL AYES.

8. Discussion and prioritization of projects for forthcoming CDBG project application due on May 09, 2013 [Ford]

Project Manager Ford reviewed the potential CDBG projects as discussed by various MDC committees. Ford requested direction as to what CDBG projects to apply for. The board prioritized the following: 1) Façade Improvement - \$30,000 and 2) Wayfinding and Signage - \$10,000. The board further clarified if the second application could not be supported by the CDBG reviewing committee to work with Lori Den Hartog, CDBG Administrator, to place all \$40,000 in the Façade Improvement Program.

A motion was made by Commissioner Basalone and seconded by Commissioner Bird to prioritize the projects and amounts as discussed.

ALL AYES.

DISCUSSION ITEMS

9. Wine Cooperative Committee Update [Fitzgerald]

In Commissioner Fitzgerald's absence, Project Manager Ford reviewed the meeting notes in the board packet. Commissioner de Weerd discussed encouragement of the wineries to submit an RFP for one of the buildings in the process. Chairman Pipal discussed conversations with the Department of Agriculture and potential funding opportunities.

10. Split Corridor Phase II Update [Ford]

Project Manager Ford discussed the last town hall meeting presentation with the board. She discussed the following: the Pine Avenue intersection, the completion of installation of the irrigation pipe, the sewer installation to the rail line, the water line installation to Bower, curb

gutter and sidewalk installed on portion of Washington Street, the excavation of Meridian Road from Fairview to Washington, the installation of the culvert for the Nine Mile Creek and the next town hall meeting on May 22 at 6pm.

11. Façade Improvement Committee Update [Bird]

Commissioner Bird stated he had nothing to report.

12. Wayfinding and Signage Committee Update [Winder]

Project Manager Ford reviewed the meeting notes and outlined the next priorities for the committee which included a second kiosk in Generations Plaza and various types of signage that could be placed downtown.

13. Meridian Downtown Partnership Meeting Update [Basalone]

Commissioner Basalone updated the board on the last committee meeting. He discussed that visitors Eric Davis and his wife, along with Brandon Wright, attended the meeting. The discussion of a DBA was a topic and it was decided that all entities working with the Chamber in a proactive way will let the businesses know when a DBA is needed. Commissioner Basalone also updated the committee regarding downtown parking efforts, streetscape, façade improvement and a centralized calendar.

14. Upcoming Committee Meetings [Ford]

Project Manager Ford reviewed the upcoming committee meetings with the board.

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

Nothing to report.

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

Nothing to report.

17. Chairman's Report

Chairman Pipal, Commissioner de Weerd and Project Manager Ford discussed the takeaways from the recent Boise Metro Chamber Leadership Conference. Commissioner de Weerd brought forth the topics of an inventory of downtown properties, the Gem car and the Historical Society's next project.

18. Executive Session per Idaho State Code 67-2345: The Board may go into executive session pursuant to Idaho Code Section 67-2345 with the specific applicable code subsection cited as part of the motion to go into executive session.

19. Adjourn the Meeting [Pipal]:

At 5:43pm the board unanimously adjourned the meeting.

Julie Pipal, Chairman