

# MERIDIAN

development corp.

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104 E. Fairview Ave  
#239  
Meridian, ID 83642  
208.477.1632  
www.meridiandevelopmentcorp.com

**MEETING AGENDA**  
**MEETING OF THE BOARD OF COMMISSIONERS**  
**Wednesday, August 23, 2017, 4:00pm**  
**Meridian City Hall, Conference Room A**  
**33 East Broadway Avenue - Meridian, Idaho**

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

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

\_\_\_\_\_ Dan Basalone – Chairman  
\_\_\_\_\_ Dave Winder – Vice-Chairman  
\_\_\_\_\_ Nathan Mueller– Secretary/Treasurer

\_\_\_\_\_ Keith Bird – Member  
\_\_\_\_\_ Tammy de Weerd – Member  
\_\_\_\_\_ Rob McCarvel – Member  
\_\_\_\_\_ Rick Ritter – Member  
\_\_\_\_\_ Diane Bevan – Member  
\_\_\_\_\_ Steve Vlassek - Member

\_\_\_\_\_ Todd Lakey – Counsel  
\_\_\_\_\_ Ashley Squyres – Administrator

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

**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 August 09, 2017 Regular Meeting
- b. Approve July 2017 Financials and Notice of Bills Paid

**ACTION AND PRESENTATION ITEMS**

**5. Presentation of the Nine Mile Floodplain Appeal Submittal [Forsgren Associates]**

**6. Consideration of Approval of the façade improvement grant request by Shannon Ingle and Corresponding Subrecipient Agreement and Resolution 17-036 [Squyres/Lakey]**

**7. Consideration of Approval of the CDBG Subrecipient Agreement Amendment No. 1 and Corresponding Resolution 17-037 [Squyres/Basalone]**

**8. Consideration of Approval of the DaviesMoore Task Order for the Downtown Video Scripting and Corresponding Resolution 17-038 [Mueller/Squyres]**

**DISCUSSION ITEMS**

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

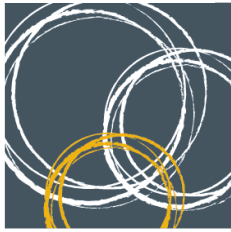
**10. Property Committee Update [Mueller]**

11. **Downtown Parking, Transportation, and Streetscape Committee Update [Basalone]**
12. **Upcoming Committee Meetings [Squyres]**
13. **Counsel's Report [Lakey]:** Counsel Lakey will review legal topics that need to be brought to the attention of the Board.
14. **Administrator's Report [Squyres]:** Administrator Squyres will review topics that need to be brought to the attention of the Board.
15. **Chairman's Report**
16. **Public Comment**
17. **Adjourn the Meeting [Basalone]:**

**Executive Session per Idaho State Code 74-206: The Board may go into executive session pursuant to Idaho Code Section 74-206 with the specific applicable code subsection cited as part of the motion to go into executive session.**

**Regular meetings of the Meridian Development Corporation Board of Commissioners are scheduled for the second Wednesday of each month at 7:30 am and the fourth Wednesday at 4:00 pm in the North Conference Room at the Meridian City Hall.**





**MEETING MINUTES  
MEETING OF THE BOARD OF COMMISSIONERS  
Wednesday, August 09, 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>O</u>	Keith Bird – Member
<u>O</u>	Dave Winder – Vice-Chairman [Arrive at 7:31am/Left at 9:35am]	<u>X</u>	Tammy de Weerd – Member [Left at 9:35am]
<u>X</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 de Weerd and seconded by Commissioner McCarvel 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 July 26, 2017 Regular Meeting**
- b. Approve July 2017 Administrator's Report**

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

**ACTION AND PRESENTATION ITEMS**

**5. Consideration of Approval of the Time Extension for the Phase One of Main and Broadway and Corresponding Resolution 17-034 [Lakey]**

Josh and Lori Evarts introduced themselves and provided an update with the final construction and forecasted numbers for the project. The project costs, due to high

Agenda for the Meridian Development Corporation Board Meeting – August 09, 2017

All materials presented at public meetings shall become the property of the MDC.

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Anyone desiring accommodation for disabilities related to documents and /or hearings, please contact the Meridian City Clerk's Office at 888-4433 at least 48 hours prior to the public meeting.

construction and material costs, have increased from \$1.65-million to \$2.18-million. He is asking for an additional \$53k from MDC towards the construction costs. In Josh's initial presentation, he asked MDC for 10% of construction costs to assist with ensuring the feasibility of the project. As presented, the project will lose approximately \$7k a year for approximately 10-years.

Counsel Lakey reviewed the DA Modification with the Board. He reminded the Board that the first DA Modification was never executed due to anticipating these new project numbers. He mentioned that he added the additional \$53k payment to the payment schedule and added the new Phase II deadline to April 01, 2019. This document will replace Resolution 17-030.

Josh mentioned the goal is to demo the building in October 2017 with construction to begin in March 2018.

A motion was made by Commissioner Bevan and seconded by Commissioner Winder to approve.

Discussion: Commissioner Ritter expressed concern about Josh asking for additional funds. Counsel Lakey discussed how the funds request is tied to façade and public improvement costs. Commissioner de Weerd stated this is the first of its kind project and the costs were ridiculous. She reiterated it was important that the project be completed correctly and completed as a "cornerstone project". Josh stated that he is asking for MDC to take far less risk than he and his wife on this project. It's also important to consider that the property taxes will go up based on increased construction costs.

Voting: ALL AYES.

**6. Presentation by DaviesMoore of the three downtown video concepts [DaviesMoore]**  
**7. Consideration of Approval of the Public Relations Committee recommendation for the downtown video concept [Bevan]**

Edward Moore and Carolyn Lodge from DaviesMoore reviewed the concepts in front of the board. These concepts were reviewed with the PR Committee prior to the board meeting. Discussions included storylines, visuals, target audiences, and separate vignettes. Discussions centered around pro's and con's of each. The Board ultimately chose to move forward with Concept #3 and the vignette. The next step will include the scope of work for the scripting and working with the PR Committee on a list of mandatories for the script. A motion was made by Commissioner Bevan and seconded by Commissioner Mueller to approve Concept #3 and the vignettes.

ALL AYES.

**8. Downtown Tree Partnership Presentation by Meridian Parks and Recreation [Elroy Huff]**

Elroy Huff, the City's Arborist, gave an overview of the Downtown Tree Replacement Program. He reviewed the original 96-sites and explained as downtown has redeveloped, the current number of trees in downtown Meridian total 144. He discussed the trees planned for replacement in FY18 and ideas for partnerships in the future.

**9. Public Hearing for the proposed Fiscal Year 2018 Budget [Basalone]**  
**10. Consideration of Approval of the adoption of the FY2018 Budget and Corresponding Resolution 17-035 [Basalone]**

Chairman Basalone opened the public hearing. Squyres reviewed the proposed FY18 Capital Expenditures with the board. Commissioner de Weerd stated she is not a fan of the Main Street lighting line item. Would like to reallocate to a higher priority – property acquisition and façade improvement. Commissioner Mueller agreed with Commissioner de Weerd. The Board agreed to reduce the line item of the historical lighting to \$20k and reallocate the remainder \$100k to property acquisition and façade improvement.

Commissioner Mueller made a motion to close the public hearing. Commissioner Winder approved.

A motion was made by Commissioner Mueller and seconded by Commissioner Winder to approve the budget.

ALL AYES.

## **DISCUSSION ITEMS**

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

No report.

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

Squyres reviewed the upcoming committee meetings.

**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.

No further report.

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

No report.

### **16. Public Comment**

No public comment.

### **17. Adjourn the Meeting [Basalone]:**

At 9:36am, a motion was made by Commissioner Ritter and seconded by Commissioner Vlassek to adjourn the meeting.

ALL AYES.

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**Dan Basalone, Chairman**

**MERIDIAN DEVELOPMENT CORPORATION**

**FINANCIAL STATEMENTS AND  
SUPPLEMENTARY INFORMATION**

**JULY 31, 2017**

CliftonLarsonAllen LLP



WEALTH ADVISORY | OUTSOURCING | AUDIT, TAX, AND CONSULTING



**MERIDIAN DEVELOPMENT CORPORATION  
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## ACCOUNTANTS' COMPILATION REPORT

Board of Directors  
Meridian Development Corporation  
Boise, Idaho

Management is responsible for the accompanying financial statements of Meridian Development Corporation, which comprise the balance sheet - governmental funds as of July 31, 2017, and the related statement of revenues, expenditures, and changes in fund balance – actual for the period from October 1, 2016 through July 31, 2017, for the general fund and ten mile district fund in accordance with accounting principles generally accepted in the United States of America. Management is also responsible for the accompanying financial forecasted budget, which comprises the statement of revenues, expenditures, and changes in fund balance - budget for the year ending for the general fund and ten mile district fund, and the related summary of significant assumptions in accordance with guidelines for the presentation of financial forecast established by the American Institute of Certified Public Accountants. We have performed compilation engagements in accordance with Statements of Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit, examine, or review the historical financial statements or the financial forecasted budget nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these historical financial statements and this financial forecasted budget.

The forecasted budget results may not be achieved as there will usually be differences between the forecasted budget and actual results, because events and circumstances frequently do not occur as expected, and these differences may be material. We assume no responsibility to update this report for events and circumstances occurring after the date of this report.

Management has elected to omit the government-wide financial statements, the statement of revenues, expenditures and changes in fund balances - governmental funds, the management discussion and analysis, and substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted statements and disclosures were included in the historical financial statements, they might influence the user's conclusions about the district's financial position, results of operations, and cash flows. Accordingly, these historical financial statements are not designed for those who are not informed about such matters.

**Supplementary Information**

The supplementary information and the supplementary financial forecasted budget information are presented for additional analysis and are not a required part of the basic financial statements. This information is the representation of management. The information was subject to our compilation engagement; however we have not audited, examined, or reviewed the supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on the supplementary historical information and the supplementary budget information.

We are not independent with respect to Meridian Development Corporation.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

**CliftonLarsonAllen LLP**

Boise, Idaho  
August 14, 2017

**MERIDIAN DEVELOPMENT CORPORATION**  
**BALANCE SHEET – GOVERNMENTAL FUNDS**  
**JULY 31, 2017**  
**(SEE ACCOUNTANTS' COMPILATION REPORT)**

**ASSETS**

Cash and Cash Equivalents, Unrestricted	\$ 1,234,326
Other Receivable	2,388
Property Tax Receivable	470,608
Prepaid Expenses	<u>1,642</u>
Total Assets	<u><u>\$ 1,708,964</u></u>

**LIABILITIES AND FUND BALANCE**

**LIABILITIES**

Accounts Payable	\$ -
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**DEFERRED INFLOWS**

Advanced Revenues - Property Taxes	<u>470,608</u>
Total Liabilities and Deferred Inflows	470,608

**FUND BALANCE**

Nonspendable	4,030
Restricted	<u>1,234,326</u>
Total Fund Balance	<u><u>1,238,356</u></u>

Total Liabilities, Deferred Inflows, and Fund Balance	<u><u>\$ 1,708,964</u></u>
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**MERIDIAN DEVELOPMENT CORPORATION**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –**  
**BUDGET AND ACTUAL**  
**TEN MONTH PERIOD ENDED JULY 31, 2017**  
(SEE ACCOUNTANTS' COMPILATION REPORT)

	Annual Budget	Year to Date Actual	Variance
<b>REVENUE</b>			
General Property Tax Revenue	\$ 883,000	\$ 735,714	\$ 147,286
Interest Earnings	2,000	3,562	(1,562)
Grant Revenues	42,500	2,388	40,112
Other Revenue	1,274	1,727	(453)
Revolving Line of Credit	100,000	-	100,000
Total Revenue	<u>1,028,774</u>	<u>743,391</u>	<u>285,383</u>
<b>EXPENDITURES</b>			
Office and Operating Expense	50,509	58,667	(8,158)
Professional Services, Surveys, and Studies	217,500	145,842	71,658
Public Education and Marketing	35,000	17,437	17,563
Debt Service:			
Principal	94,968	85,904	9,064
Interest	29,862	17,617	12,245
Revolving Line of Credit	100,000	-	100,000
Capital Outlay	1,309,580	95,645	1,213,935
Total Expenditures	<u>1,837,419</u>	<u>421,112</u>	<u>1,416,307</u>
<b>EXCESS OF REVENUE OVER (UNDER)</b>			
<b>EXPENDITURES</b>	(808,645)	322,279	(1,130,924)
Fund Balance - Beginning	<u>879,285</u>	<u>916,077</u>	<u>(36,792)</u>
<b>FUND BALANCE - ENDING</b>	<u><u>\$ 70,640</u></u>	<u><u>\$ 1,238,356</u></u>	<u><u>\$ (1,167,716)</u></u>

## **SUPPLEMENTARY INFORMATION**

**MERIDIAN DEVELOPMENT CORPORATION**  
**SCHEDULE I - REVENUES AND EXPENDITURES BUDGET TO ACTUAL**  
**ONE MONTH AND TEN MONTH PERIODS ENDED JULY 31, 2017**  
**(SEE ACCOUNTANTS' COMPILATION REPORT)**

	Total Original Budget	Current Month Actual	Current Year Actual	Total Original Budget Variance	Percent Total Original Budget Remaining	Prior Year Actual
<b>OPERATING REVENUE</b>						
703 N. Main Street Lease	\$ 12	\$ -	\$ 1	\$ 11	92%	\$ -
713 N. Main Street Lease	12	-	-	12	100%	-
Property Tax Revenue	883,000	-	735,714	147,286	17%	887,546
Interest Earnings	2,000	81	3,562	(1,562)	-78%	3,135
Copier Cost-sharing with TVCC	1,250	-	1,726	(476)	-38%	2,251
Revolving Line of Credit	100,000	-	-	100,000	100%	-
Grant Revenue	42,500	2,388	2,388	40,112	94%	-
Compass/VRT Revenue	-	-	-	-	0%	2,635
Beginning Fund Balance	879,285	-	-	879,285	100%	-
<b>TOTAL REVENUES AND AVAILABLE CASH</b>	<b>1,908,059</b>	<b>2,469</b>	<b>743,391</b>	<b>1,164,668</b>	<b>61%</b>	<b>895,567</b>
<b>CONTRACTUAL OBLIGATIONS</b>						
<b><u>Professional Services</u></b>						
Administrator Services - General Fund	90,000	7,500	67,500	22,500	25%	90,000
Administrator Services - Ten Mile	10,000	-	-	10,000	100%	-
Public Relations/Marketing - General Fund	35,000	2,828	17,437	17,563	50%	6,338
Legal Services - General Fund	50,000	1,736	34,326	15,674	31%	23,964
Legal Services - Ten Mile	10,000	-	700	9,300	93%	12,474
Legislative Services - General Fund	17,500	-	15,000	2,500	14%	17,500
Audit Services - General Fund	15,000	-	14,000	1,000	7%	13,600
Accounting Services - General Fund	23,000	848	14,316	8,684	38%	25,694
Accounting Services - Ten Mile	2,000	-	-	2,000	100%	-
Total Professional Services	252,500	12,912	163,279	89,221	35%	189,570
<b><u>Operational Expenses</u></b>						
ICRMP - Insurance Premiums/Claims	1,772	148	1,477	295	17%	1,773
Partnerships - Valley Regional Transit	3,215	-	3,295	(80)	-2%	3,215
Partnerships - City of Meridian, Concerts on Broadway	10,000	-	10,000	-	0%	10,000
Irrigation Taxes	150	-	155	(5)	-3%	146
Legal Notices/Publications	1,700	-	2,182	(482)	-28%	1,481
Grounds Maintenance - 713 N Main	-	107	513	(513)	0%	462
Grounds Maintenance - Compass/VRT	4,000	135	9,272	(5,272)	-132%	3,666
Grounds Maintenance - 703 N Main	-	70	625	(625)	0%	829
Debt Service - Revolving Line of Credit	100,000	-	-	100,000	100%	-
Debt Service - Principal Payments - WT	94,968	8,747	85,904	9,064	10%	99,145
Debt Service - Interest Payments - WT	29,862	1,554	17,617	12,245	41%	25,687
Debt Service - Copier Lease	2,148	-	2,137	11	1%	2,106
Total Operational Expenses	247,815	10,761	133,177	114,638	46%	148,510
<b><u>On Going Expenses</u></b>						
Software Maintenance/License	1,260	122	2,600	(1,340)	-106%	2,382
Utilities - 713 N. Main	-	-	-	-	0%	1,066
Building Maintenance 703 & 713 N Main	5,000	1,664	2,576	2,424	48%	10,924
Parking Lot Maintenance 703 & 713 N Main	1,350	-	9,490	(8,140)	-603%	1,413
WIFI - 703 N Main	2,064	101	1,933	131	6%	1,605
Electronics Expense - General Fund	4,500	100	4,611	(111)	-2%	3,350
Printing - 703 N. Main	1,250	-	1,655	(405)	-32%	2,054
Office Expense - General	300	-	417	(117)	-39%	285
Meeting Expense	400	-	246	154	39%	160
Leadership Conference	900	26	1,955	(1,055)	-117%	688
Travel Expenses	1,000	-	-	1,000	100%	1,160
Postage & Mailings	200	-	-	200	100%	62
Bank Fees	300	-	6	294	98%	500
Mason Parking	1,350	65	2,448	(1,098)	-81%	1,406
Total On Going Expenses	19,874	2,078	27,937	(8,063)	-41%	27,055
<b>REVENUE LESS CONTRACTUAL OBLIGATIONS</b>	<b>1,387,870</b>	<b>(23,282)</b>	<b>418,998</b>	<b>968,872</b>	<b>70%</b>	<b>530,432</b>
				Total Original	Percent Total	

**MERIDIAN DEVELOPMENT CORPORATION**  
**SCHEDULE I - REVENUES AND EXPENDITURES BUDGET TO ACTUAL (CONTINUED)**  
**ONE MONTH AND TEN MONTH PERIODS ENDED JULY 31, 2017**  
**(SEE ACCOUNTANTS' COMPILATION REPORT)**

	Total Original Budget	Current Month Actual	Current Year Actual	Total Original Budget Variance	Percent Total Original Budget Remaining	Prior Year Actual
<b>DISCRETIONARY EXPENSES</b>						
<b><u>Operational Expenses</u></b>						
Advertising/Promotional/Publications	\$ 1,000	\$ -	\$ -	\$ 1,000	100%	\$ -
Training	5,000	-	-	5,000	100%	162
Dues & Subscriptions	1,650	-	1,074	576	35%	1,390
Total Operational Expenses	7,650	-	1,074	6,576	86%	1,552
<b>CAPITAL EXPENDITURES</b>						
Partnership w/ City Parks - Downtown Tree Replacement	25,000	-	-	25,000	100%	25,000
Partnership w/ City Arts Commission - Utility Box Art	5,000	-	-	5,000	100%	5,127
Partnership w/ West Ada School District - Walking Tour Transportation	5,000	-	5,000	-	0%	-
Destination Downtown Banners	5,000	-	5,640	(640)	-13%	2,322
Special Projects	225,785	2,388	4,873	220,912	98%	106,963
Main Street Lighting Phase II (Survey & Design)	35,000	-	20,943	14,057	40%	-
Pine Avenue	460,550	-	-	460,550	100%	-
Alleyway between 703 and 713 North Main Street	2,500	-	-	2,500	100%	-
Nine-Mile Floodplain	20,000	2,026	44,945	(24,945)	-125%	-
Entrance Signs at Downtown Meridian	180,000	-	-	180,000	100%	-
Downtown Kiosks	9,245	-	6,125	3,120	34%	6,587
Directional Signage Plan Implementation	50,000	-	-	50,000	100%	4,585
Partnership w/ City - Youth Farmer's Market	5,000	-	5,000	-	0%	5,000
Window Replacement for 713 North Main Street	11,000	-	-	11,000	100%	-
Tenant/Façade Improvements for 703 North Main Street	25,000	-	-	25,000	100%	-
East 2.5 Street Improvements - Construction	140,000	-	-	140,000	100%	-
Signage on Meridian and Cherry Lane	20,000	-	-	20,000	100%	-
Old Town Street Sign Project	4,500	-	-	4,500	100%	-
Unwired City Promotion	2,000	-	-	2,000	100%	-
Creation of Downtown Video	10,000	-	-	10,000	100%	-
Bike Map Printing	5,000	-	3,119	1,881	38%	-
Bike Repair Shop	4,000	-	-	4,000	100%	3,995
Façade Improvement Program	60,000	-	-	60,000	100%	29,766
Idaho Avenue Lighter Quicker Cheaper Project	-	-	-	-	0%	11,717
Main Street Island Banners and Flower Baskets	-	-	-	-	0%	15,000
SCP - Multi Purpose Center Polling Costs	-	-	-	-	0%	16,200
Total Capital Expenditures	1,309,580	4,414	95,645	1,213,935	93%	232,262
<b>FUND BALANCE RESERVE</b>	70,640	-	-	70,640	100%	-
<b>TOTAL EXPENDITURES</b>	1,908,059	30,165	421,112	1,486,947	78%	598,949
<b>NET EFFECT FUND BALANCE</b>	\$ -	\$ (27,696)	\$ 322,279	\$ (322,279)	0%	\$ 296,618

**MERIDIAN DEVELOPMENT CORPORATION**  
**SCHEDULE II - MONTHLY AND YTD INCOME AND EXPENDITURES**  
**MONTH ENDED JULY 31, 2017**  
**(SEE ACCOUNTANTS' COMPILATION REPORT)**

	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	July 2017	Aug 2017	Sep 2017	Total
<b>OPERATING REVENUE</b>													
General Property Tax Revenue	\$ -	\$ 2,829	\$ 3,424	\$ -	\$ 678,902	\$ 9,128	\$ 13,955	\$ 6,277	\$ 21,199	\$ -			\$ 735,714
Copier Cost-sharing with TVCC	89	89	85	105	384	261	298	416	-	-			1,727
Compass/VRT Revenue	-	-	-	-	-	-	-	-	-	-			-
Interest Earnings	59	733	404	50	172	210	1,519	194	140	81			3,562
Grant Revenue	-	-	-	-	-	-	-	-	-	2,388			2,388
Total Operating Revenue	148	3,651	3,913	155	679,458	9,599	15,772	6,887	21,339	2,469	-	-	743,391
<b>EXPENDITURES</b>													
Office Expense	191	-	-	-	-	-	226	-	-	-			417
Ground Maintenance	306	176	221	4,691	2,440	1,514	527	112	111	312			10,410
Parking Lot Maintenance	-	-	-	6,940	1,980	505	65	-	-	-			9,490
Partnerships - Broadway	-	-	-	-	-	10,000	-	-	-	-			10,000
Software Maintenance/License	117	747	117	327	117	222	222	387	222	122			2,600
Electronics Expense	100	300	265	350	250	250	250	150	2,596	100			4,611
Legislative Services	2,500	2,500	2,500	2,500	2,500	2,500	-	-	-	-			15,000
Audit & Accounting Services	-	4,200	2,338	15,200	1,179	1,386	937	1,272	956	848			28,316
Administrator Services	-	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500			67,500
Contracted Legal Services	-	7,106	-	8,685	2,632	3,669	2,090	3,444	5,664	1,736			35,026
Wifi - 703 N Main	199	-	401	199	199	199	199	199	237	101			1,933
Postage and Mailings	-	-	-	-	-	-	-	-	-	-			-
Meeting Expense	15	71	12	12	12	52	12	36	24	-			246
Leadership Conference	-	-	-	-	-	898	-	400	631	26			1,955
Travel Expenses	-	-	-	-	-	-	-	-	-	-			-
Legal Notices/Publications	612	-	-	68	(89)	-	-	167	1,424	-			2,182
Public Education/Marketing	-	1,667	1,125	150	-	-	1,667	-	10,000	2,828			17,437
ICRMP-Insurance Prem/Claims	148	148	147	148	148	147	148	147	148	148			1,477
Printing	-	-	-	-	589	352	254	460	-	-			1,655
Dues and Subscriptions	-	35	35	275	-	-	-	579	150	-			1,074
Bank Fees, Charges	-	-	-	-	-	6	-	-	-	-			6
Principal Payments	8,430	8,457	8,484	8,512	8,539	8,646	8,671	8,696	8,722	8,747			85,904
Interest Expense	1,973	1,946	1,918	1,891	1,863	1,656	1,631	1,605	1,580	1,554			17,617
Debt Service - Copier Lease	178	178	169	178	178	169	169	918	-	-			2,137
Valley Regional Transit	-	3,295	-	-	-	-	-	-	-	-			3,295
Training	-	-	-	-	-	-	-	-	-	-			-
Utilities	-	-	-	-	-	-	-	-	-	-			-
Repairs and Maintenance	-	342	-	259	311	-	-	-	-	1,664			2,576
Mason Parking Lot	65	-	-	65	2,188	-	65	-	-	65			2,448
Irrigation and Taxes	-	-	78	-	-	-	-	-	77	-			155
Bike Map Printing	-	3,119	-	-	-	-	-	-	-	-			3,119
Youth Farmer's Market	-	-	-	-	5,000	-	-	-	-	-			5,000
Façade Improvement	-	-	-	-	-	-	-	-	-	-			-
Directional Signage	-	-	-	-	-	-	-	-	-	-			-
Utility Box Art	-	-	-	-	-	-	-	-	-	-			-
Entrance Signs	-	-	-	-	-	-	-	-	-	-			-
East 2.5 Street Improvements	-	-	-	-	-	-	-	-	-	-			-
Special Projects	2,485	-	-	-	-	-	-	-	-	2,388			4,873
Destination Downtown Banner	-	-	-	-	-	5,640	-	-	-	-			5,640
Pine Ave	-	-	-	-	-	-	-	-	-	-			-
Main Street Lighting Phase	-	-	-	2,845	-	-	4,613	8,205	5,280	-			20,943
Nine Mile Plain	-	-	-	2,125	7,900	4,910	14,378	5,746	7,860	2,026			44,945
Walking Tour Transportation	5,000	-	-	-	-	-	-	-	-	-			5,000
Downtown Kiosks	-	-	-	-	-	-	-	6,125	-	-			6,125
Total Expenditures	22,319	41,787	25,310	62,920	45,436	50,221	43,624	46,148	53,182	30,165	-	-	421,112
Net Revenues Over Expenditures	\$ (22,171)	\$ (38,136)	\$ (21,397)	\$ (62,765)	\$ 634,022	\$ (40,622)	\$ (27,852)	\$ (39,261)	\$ (31,843)	\$ (27,696)	\$ -	\$ -	\$ 322,279

**MERIDIAN DEVELOPMENT CORPORATION**  
**SCHEDULE III – VENDOR PAYMENTS**  
**MONTH ENDED JULY 31, 2017**  
**(SEE ACCOUNTANTS' COMPILATION REPORT)**

Doc #	Vendor Name	Effective Date	Amount	Description
4600	Abila	7/10/2017	\$ 1,469.00	Prepaid Abila Software
4601	AF Public Solution	7/10/2017	7,526.23	Admin services & reimbursements
4602	Borton-Lahey Law	7/10/2017	1,736.00	Legal services 5/30/17 - 6/23/17
4603	CliftonLarsonAllen	7/10/2017	847.75	Accounting services 5/22/17 - 6/19/17
4604	PC Maintenance	7/10/2017	65.00	Quarterly sweeping
	PC Maintenance	7/10/2017	65.00	Quarterly sweeping 703/713 Main
	PC Maintenance	7/10/2017	65.00	Quarterly sweeping Compass/VRT
4605	Provision Landscaping	7/10/2017	42.33	Landscape Maintenance 713 Main
	Provision Landscaping	7/10/2017	69.58	Landscape Maintenance Compass/VRT
4606	Tribute Media Inc	7/10/2017	100.00	Monthly silver support and hosting
4607	YMC Inc	7/10/2017	1,576.75	713 Main - unit repair
4608	Allstream	7/24/2017	7.43	Wifi - 703 Main
4609	Atlas Communication	7/24/2017	2,828.00	Strategic communications & media consulting
4610	Cable One	7/24/2017	93.43	Wifi - 703 Main
4611	Civil Survey	7/24/2017	2,388.00	CDBG Sidealks - 6/28/17 thru 6/30/17
4612	Forsgren Associations	7/24/2017	2,026.00	Nine mile creek floodplain study
4613	Pacific Backflow	7/24/2017	87.00	Services for 6/9/17 & 6/27/17
4614	Provision Landscaping	7/24/2017	69.24	Sprinker system repair
4615	Washington Trust Bank	7/24/2017	10,301.48	August 2017 loan payment
			<u><u>\$ 31,363.22</u></u>	

**MERIDIAN DEVELOPMENT CORPORATION  
FISCAL YEAR 2017 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS  
(SEE ACCOUNTANTS' COMPILATION REPORT)**

The Meridian Development Corporation (MDC) is a separate and distinct legal entity of the City of Meridian (City) created by state statute. The Directors for MDC are appointed by the Mayor and approved by the City Council. MDC provides urban renewal services for the citizens of the City. The Meridian Development Corporation prepares its budget on the modified accrual basis.

**Revenues**

**Property Taxes**

Property taxes are levied by Ada County. The levy is based on assessed valuations determined by the County Assessor. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by January or, if in equal installments, at the taxpayer's election, in January and July. The County Treasurer remits the taxes collected monthly to the District. The budget for property tax revenue is based on the prior year actual assessment.

**Interest Earnings**

Interest earned on the District's available funds has been estimated based on an average interest rate of approximately 0.10%.

**Grants**

Budgeted grant revenue is based on specific grants that the District has identified for application.

**Expenditures**

**Administrative and Operating**

The budget for administrative and operating expenditures is based on the costs incurred in the prior year, with specific increases and decreases applied based on discussions with the various underlying vendors.

**Debt Service**

The budget for principal and interest payments in fiscal year 2017 are provided based on the previous year debt amortization schedule.

**Capital Outlay**

The budget for capital outlay expenditures is based on specific projects identified within the District. These estimated costs are based on the costs associated with similar projects that have been completed in prior years or based on known costs for projects expected to be completed in the current fiscal budget.

# **Nine Mile Creek Flood Study FEMA Appeal**

August 2017

Prepared by:

**FORSGREN**  
*Associates Inc.*

415 S. 4<sup>th</sup> St.

Boise, ID 83702

(208) 342-3144

Prepared for:

Meridian Development Corporation





**MERIDIAN**  
development corp.  
REVIVE • RENEW • REDEFINE

104 E. Fairview Ave  
#239  
Meridian, ID 83642  
208.477.1632  
[www.meridiandevelopmentcorp.com](http://www.meridiandevelopmentcorp.com)

STARR Region 10 Service Center  
Attn: Josha Crowley  
20700 44th Avenue West  
Suite 110  
Lynnwood, Washington 98036

The Meridian development Corporation (MDC) has been studying flood flows on Nine Mile Creek in Meridian, Idaho to more fully understand potential impacts from the base flood elevation in the Downtown Meridian area.

After review of the Preliminary FEMA Flood Insurance Study for ADA County (No. 16001CV001C) dated September 23, 2016, MDC respectfully submits the attached appeal. MDC prepared this appeal in cooperation with the City of Meridian and the Nama Meridian Irrigation District.

This appeal presents data and analyses supporting a 100 year peak flow of 78 cubic feet per second in NMC near its crossing with Meridian Road. This peak flow will likely affect the base flood elevation presented in the preliminary Flood Insurance Study.

We appreciate your consideration of this appeal and look forward to any discussion or questions you may have.

Sincerely,

Ashley Squyres - Administrator

Enc: Appeal

# Nine Mile Creek Flood Plain Study

## FEMA Appeal

August 2017



Prepared for:

**Meridian Development Corporation**

Prepared by:  
Forsgren Associates  
415 South 4<sup>th</sup> Street  
Boise, Idaho  
83702  
(208) 342-3144

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## 1.0 INTRODUCTION

Nine Mile Creek (NMC) is a drainage located in Ada County, Idaho and flows through the City of Meridian. A location map for NMC is shown in Figure 1. NMC also serves as a conveyance channel for irrigation water and is controlled and operated by the Nampa Meridian Irrigation District. This study considers the section of NMC running from just east of Locust Grove Road to just west of Meridian Road. The specific area targeted by this appeal is the section of NMC running from north of East Ada Street to where the NMC drainage separates from the irrigation channel identified as the Rutledge Lateral.

The preliminary flood insurance rate map (no. 16001CO232J) with a preliminary date of September 9, 2016 is based on information provided in Volume 1 of the Flood Insurance Study dated September 23, 2016 (study no. 16001CV001C). Table 2 in this study indicates a flow at Meridian Road for NMC of 145 cubic feet per second. The flood insurance rate map shows flooding from the 100 year flood in the area extending from west of Meridian road to east of Main Street.

The Meridian Development Corporation contracted with Forsgren Associates to prepare this appeal based on data and information believed to more accurately reflect estimated flood flows in this reach of NMC affecting the Base Flood Elevation (BFE) and resulting in less extensive impacts from the 100 year flood. This data and information has been gathered and analyzed in cooperation with the Nampa Meridian Irrigation District and the City of Meridian.

## 2.0 APPROACH

Forsgren Associates gathered survey data and information on the NMC drainage in the study area including culvert sizes and invert elevations. Cross sections of the open channel areas of NMC were surveyed and features such as irrigation facility overflows and storm water detention ponds were located and identified.

Using survey information as well as areal mapping and public records, contributing drainage areas to NMC were calculated. Contributing drainage areas were corrected for known drainage catchment and infiltration areas primarily associated with development in the area.

Contributing drainage areas were used to estimate peak discharge values using the U.S. Geological Survey (USGS) Open File Report 93-419. This method is consistent with the method used by the U.S. Army Corp of Engineers (USACE) for their detailed study of NMC as presented in the preliminary September 2016 Flood Insurance Study for Ada County.

Using estimated peak discharges from the method described above and hydraulic calculations for capacity of open channels and culverts along NMC, channel capacity and flow patterns were estimated. Hydraulic capacity limitations of specific features along NMC were identified and also provided information for determining a peak discharge flow at the targeted study area at Meridian Road.

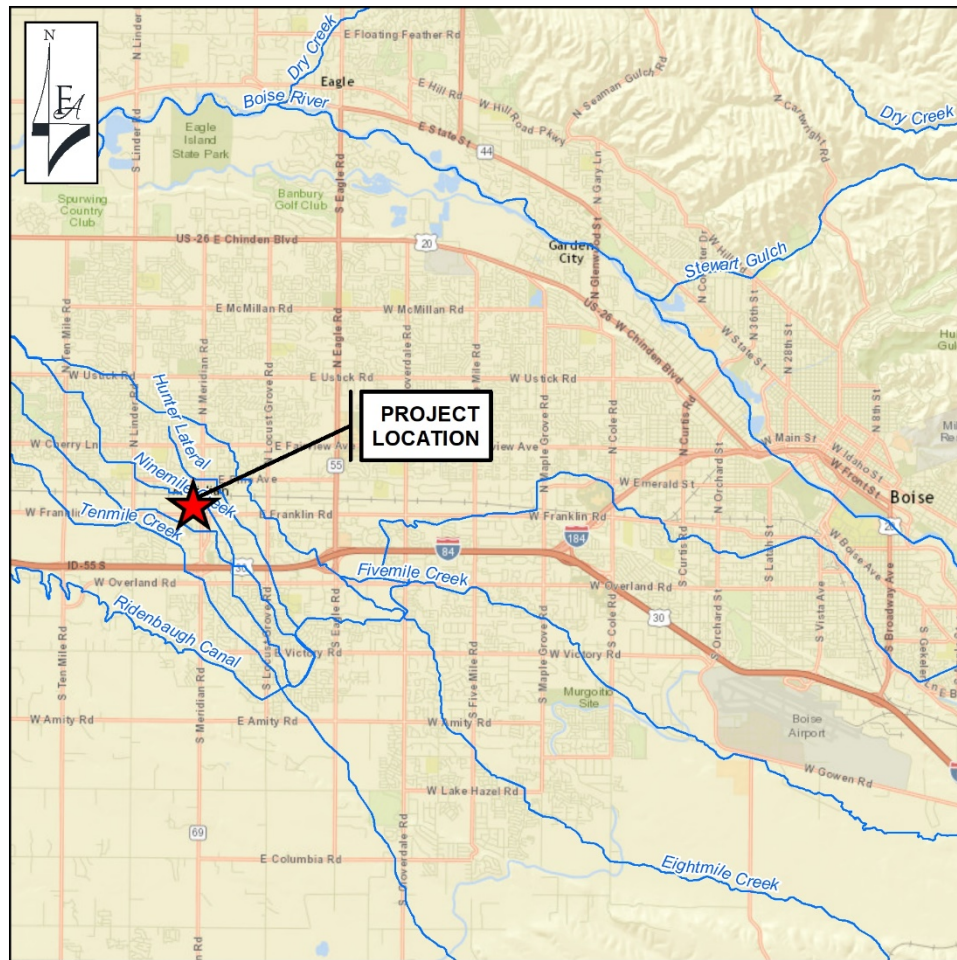


Figure 1 – Project Location Map

### 3.0 CURRENT NINE MILE CREEK FEATURES

#### 3.1 NMC Feature Overview

Flow in NMC originates at a location along the Ridenbaugh Canal north of Victory Road near the most easterly cul-de-sac of E Dworshak Dr. A Nampa Meridian Irrigation District pump station is located here that serves the adjacent subdivision. The pump station delivers a flow consistent with the subdivision water right. When the water right is not being fully utilized by the subdivision, excess flow is discharged to NMC. Due to topography and the elevation of NMC relative to adjacent ground, no runoff enters the NMC channel upstream of this location. The Ridenbaugh Canal bounds NMC to the south. The Nine Mile Drainage area is bounded to the west by the Eight-Mile Canal and to the East by the Hunter Lateral.

There is an area within the NMC drainage which is north of the Ridenbaugh Canal and South of Victory Road. The majority of this area is agricultural fields. Victory Road provides an effective barrier for drainage into NMC except for a 12-inch culvert that conveys irrigation drainage across E Victory

Road, through the residential subdivision and into NMC approximately 185 feet west of S Grimes Creek Ave.

From the NMID pump station, NMC flows northwest as an open channel through residential subdivisions with culverts at road crossings. A summary of culverts is provided in Table 1. At Overland Road, NMC enters a 48-inch concrete pipe for approximately 1020 feet. At this point there is approximately 460 feet of open channel before NMC enters a 42-inch culvert crossing under I-84. North of I-84, NMC flows in an open channel for approximately 2840 feet with a 36 inch culver at the E Central Dr. road crossing. NMC enters a 48-inch culvert near the intersection of E Corporate Dr. and S Industrial Way. The 48-inch culver runs approximately 3430 feet till it opens to an open channel at E Ada St just upstream of the target study area where NMC crosses Meridian Road. A map showing the alignment and existing features of NMC in the subject area is shown in Figure 2.

**Table 1- Culvert Data Summary**

<b>Location</b>	<b>Size</b>	<b>Inv. In (ft)</b>	<b>Inv. Out (ft)</b>	<b>Length (ft)</b>	<b>Slope (ft/ft)</b>	<b>Max Flow (cfs)</b>
Victory Road	12" CMP			80		2
Time Zone Drive	60" CMP	2637.50	2636.56	70	0.01343	163
Doberman Road	56" CMP	2636.11		70		64
Locust Grove	30" CON	2629.77	2630.72	70	-0.01357	13
Pedestrian	30" CON	2629.40	2629.24	20	0.00800	37
Overland	48" CON / 42" CMP	2625.27	2621.22	1023	0.00396	90 / 34
Interstate	42" CMP	2619.94	2619.12	262	0.00313	30
Industrial Way	36" CMP	2613.53	2612.85	80	0.00850	33
Storey Park	48" CON / 36" CON	2609.56	2598.44	3436	0.00324	82 / 38

### **3.2 NMC Drainage Area Segments**

For the purposes of this study, the NMC drainage area being considered was broken into five segments allowing localized analysis relative to drainage area, limiting features, and potential flow inputs. Two segments are south of I-84 and three segments are north of I-84. The results of drainage analyses and hydraulics calculations for each segment is presented in the following sections.

### **4.0 DRAINAGE AREA CALCULATION RESULTS**

Figure 2 presents the NMC drainage areas segments analyzed in this study. A summary of drainage segment areas is provided in Table 2. As shown in Table 2, these areas have been corrected for development areas where infiltration and detention basins have been constructed.

The Ada County Highway District as well as the Nampa Meridian Irrigation District require that development in the area effectively contain storm water on site with drainage or detention facilities sized for the 100 year storm (See ACHD Section 8000 – Drainage and Storm Water Management, 8007.3)

Forsgren retrieved plat and right of way information for development and roadways in the study area from the City of Meridian. Select plat information was reviewed to verify that detention basins for the 100 year storm had been constructed as required by the City of Meridian and the Nampa Meridian



Irrigation District. Visual inspection of aerial imagery was also done to determine areas where detention basins had been constructed and was providing effective detention of storm water from developed area. These standards were also verified through discussions with City of Meridian staff.

The capacity of the culverts listed in Table 1 were analyzed in this effort to determine their capacity under gravity flow as well as the potential capacity under semi pressurized conditions that may exist during a flooding event. This became important to the analysis where NMC crosses I-84 and victory road. It was identified that the 100 year flow was restricted at the victory road crossing limiting flow to the capacity of the 12 inch culvert. Flow is restricted at the I-84 crossing but conditions allow pressurized flow under during the 100-year event that increase capacity of the 42 inch culvert crossing I-84 to where it has minor restrictions to flood flows crossing I-84. These conditions and restrictions and Victory Road and I-84 were incorporated in to the cumulative flow calculations presented in Table. 2. Analysis of other culverts in the area did not suggest significant effects on peak discharge calculations.

Utilizing the areas in Table 2, peak discharge values were calculated using the method described in the USGS Open File Report 93-419. As shown in Table 2, these calculations resulted in a peak discharge flow at the target study area of 78 cubic feet per second.

## 5.0 CONCLUSIONS AND RECOMMENDATIONS

Based on the hydrologic, hydraulic and operational information collected and gathered for this study, as well as survey information obtained in the field, Forsgren has performed analyses and calculations characterizing flows and drainage patterns for NMC. Key conclusions and recommendations resulting from this effort include:

1. NMC is effectively bounded on the south by the Ridenbaugh Canal and drainage into NMC is initiated at the NMID pump station located off of E Dworshak Dr.
2. Victory Road becomes an effective boundary to drainage into NMC from the south except through a 12 inch culvert with a capacity of approximately 2 cubic feet per second.
3. Detention basins and drainage features required by ACHD, the City of Meridian, and the NMID significantly reduce drainage potential into NMC and reduce the effective area contributing to peak discharge flows along NMC.
4. Utilizing the method for peak discharge flow estimation provided in the USGS Open Report 93-419, which is consistent with the method presented in the FEMA Preliminary Flood Insurance Study for ADA County dated September 23, 2016, a peak discharge flow of 78 cubic feet per second is estimated at the target study area located where NMC crossed Meridian Road.
5. This flow will affect the BFE mapped at this location in the FEMA Flood Insurance Study and should be reevaluated as appropriate.



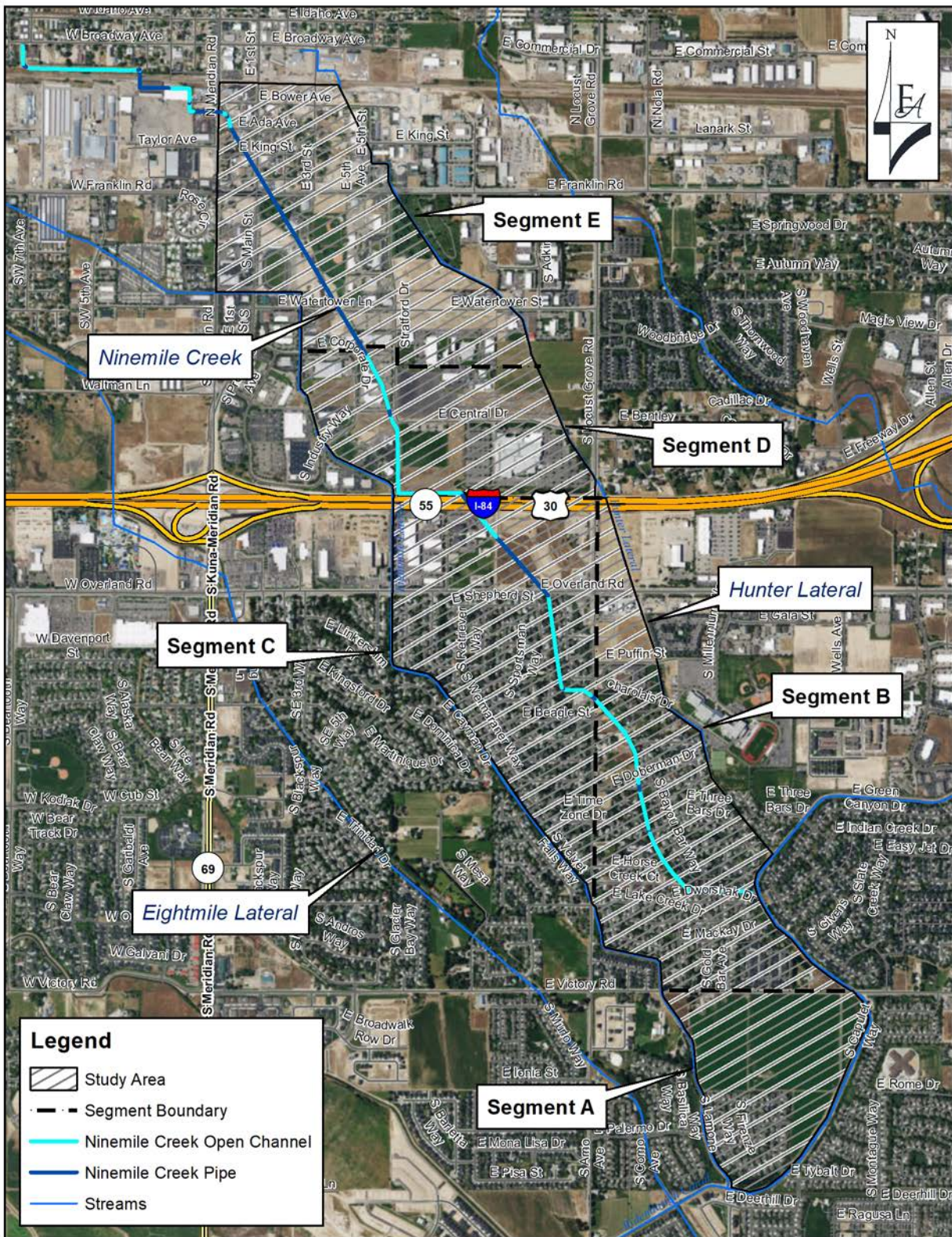


Figure 2 – Existing NMC Features





Table 2- Drainage Segment Areas and Peak 100-Yr Flows

Segment	Total Area (SF)	Excluded Area (SF)	Area Used (SF)	Cumulative Area (SQ MI)	Elev (FT)	Total Flow (CFS)
Segment A	4681069	3434246	1246823	0.045	2660	8
Segment B	9034622	1959826	7074796	0.298	2660	34
Segment C	9477502	1410600	8066902	0.588	2660	56
Segment D	5716052	3448530	2267522	0.669	2650	62
Segment E	9240709	2496951	6743758	0.911	2640	78



development corp.

104 E. Fairview Ave. #239  
Meridian, ID 83642  
208.477.1632  
www.meridiandevelopment.com

**DOWNTOWN FAÇADE IMPROVEMENT PROGRAM  
GRANT APPLICATION**

Date Submitted: 08/10/2017

Total Project Cost: \$ 2000.00

Amount of Grant Requested \$ 1000.00

Applicant Name: Shannon Ingle

Address of Property To Be Improved: 139 E. Idaho Ave. Meridian, Idaho 83642

Applicant Mailing Address: 1465 W. Deercreek

Applicant Phone Number(s): 907-841-9159

Applicant Email Address: shannon.ingle@yahoo.com

Business Owner Name(s): Kent Murri

Business Name: Coffee Paint Repeat

Business Website: coffeepaintrepeat.com

Business is a (check one): ☐ Corporation ☐ Partnership ☒ Sole Proprietorship ☐ Other

Applicant and Property Owner income and property taxes are current (check one):  
☒ Yes ☐ No

Applicant's interest is (check one): ☐ Owner ☒ Renter of the property to be improved.

**If Applicant is Renter:**

Property Owner Name: Kent Murri

Property Owner Address: 4455 N. Crestwell, Boise Idaho 83713

Property Owner Phone: 208-830-7110

Property Owner E-mail Address: kmurri@yahoo.com

Date current lease term expires: 2020

Applicant is in compliance with current lease: ☐ Yes ☒ No (Attach Explanation)

**Building Dimensions:**

Frontage: 1380 sq.ft  
Depth: interior 1300 sq.ft  
Height: 20 ft.  
Number of Floors: 1

**Improvements for which grant funds are requested (check all that apply):**

- ☐ Exterior Signage
- ☐ Restoration of Architectural Details
- ☐ Accessible Entrance
- ☐ Exterior Lighting
- ☐ Storefront Windows
- ☐ Exterior Paneling/Siding
- ☐ Add Architectural Details
- ☒ Exterior Painting
- ☐ Storefront Door
- ☐ Awning/Canopy
- ☐ Other

**In separate attachment(s), provide ALL of the following to be considered a complete application [or provide a written explanation as to why they cannot be provided at this time]:**

1. Detailed description of the improvement(s) for which grant funds are requested
2. Detailed description of the property, including the history of the property, original construction date, any major remodels, previous uses, current use, whether the property is a designated historic site
3. Photos, historical and current
4. Any documentation of historical designation
5. **Description of public purpose or benefit to result from the proposed improvement. This is the *principal and primary factor* in evaluating use of MDC funds. The primary benefit derived from the project must be to the public and not the private applicant. *The Applicant is responsible to provide a sufficient explanation in their application of how their project primarily benefits the public.***
6. Any available plans, elevations, sketches, dimensional drawings, architectural renderings, architectural and/or engineering drawings and dimensions of the proposed improvements
7. Project budget, cost estimate(s) for each improvement and project financing plan
8. Name and contact information of proposed contractor, architect, etc.
9. Proposed project schedule, including start date and completion date

**Certification:**

I, Shannon Ingle, hereby certify that:

1. I currently have sufficient funds or financing available to fully complete the façade improvement project for which I am requesting partial funding.
2. I understand that the use of Meridian Development Corporation (MDC) funds for this proposed project requires strict adherence to the specific restrictions and regulations pertaining to such funds. If selected for funding, I agree to comply in all respects with any and all applicable local, state and federal laws and regulations applicable to receipt and use of those funds and to the terms and conditions of any Participation Agreement between MDC and the Applicant.
3. I understand that if this proposed project is approved for partial cost reimbursement with MDC funds, I will be required to enter into a separate written Participation Agreement with MDC establishing the specific terms and conditions of using these funds for façade improvements as approved by MDC. Any approval an Application is contingent upon execution of the Participation Agreement by the Applicant and Property Owner and MDC.
4. I understand that all work requested for reimbursement must be approved **before** the actual work requested for reimbursement is started and completed.

Applicant Signature: Shannon Ingle Date: 7-10-17

Applicant Name (Print): Shannon Ingle

Property Owner Signature: Kent Marki Date: 7-10-17

Property Owner Name (Print): Kent Marki

If you have any questions regarding this application or to schedule a meeting to discuss this program, please contact MDC Administrator Ashley Squyres at 208-477-1632.

**Please return all completed application materials by mail to:**

Meridian Development Corporation  
104 East Fairview Avenue, #239  
Meridian, Idaho 83642

**Or**

**By email to:** meridiandevelopmentcorp@gmail.com





August 7, 2017

Ashley Squyres  
Meridian Development Corporation  
Meridian, ID 83642

RE: Meridian Development Corporation Funding Request  
139 East Idaho Ave (Formerly Murri's Electronics)

Ms. Squyres,

Let me begin by saying Thank You for the opportunity to present my grant request to the corporation. Although I am not the owner of this historic location, I am the new Lessee and have already fallen in love with both the location and Downtown Meridian itself. I built my small home décor business in my garage and am not afraid of the challenge of hard work. From the moment I saw this building I knew I was the person meant to bring it back to life! My business in interior design and furniture restoration has been successful because of my ability to see past the imperfections and recognize the potential in everything I work with. The renovation of this location is no different to me. I have been greeted with excitement by the business owners I have met and would love nothing more than to be a positive addition to the downtown community.

IMPROVEMENT PLAN:

I do recognize the need for more extensive upgrades to the building than what I am including, however this plan is what the owner has agreed to at this time. In the future I hope to work with him as far as installing a new awning and possible window replacement. For now, I believe we should focus on the positive changes that the façade repairs and fresh paint will bring to the appearance of not only this building but the entire downtown area. Paint is a magical thing and I have no doubt the MDC and other business owners will be pleased with the results.

I have attached an estimate that details the work as such:

1. Pressure washing of the entire building and shingled awning.
2. Scrape and sand any loose paint areas, prime bare areas.
3. Remove sign brackets and repair existing holes.
4. Caulk and repair all cracks to exterior.

5. Paint the full store front in White paint.
6. Paint all window and door trim in Black paint.
7. Clean up and removal of painting related debris.

The contractor has given me a timeline of three days for this project and can begin as soon as approval is given. I am hoping to open the new shop the first week of September. In the Home Décor industry, it is a must that every detail be visually appealing. To ensure the store's success it is imperative that the exterior is repaired and painted before opening.

#### PROPERTY HISTORY:

The Hoyne building was built in 1913 and is included in the Historic Walking tour of downtown Meridian. It was originally a mercantile / furniture store and I am glad to bring it back to where it all began with my own custom furnishings. The embossed iron façade is still visible on the rear side

of the building. I plan on cleaning up the alley so local photographers can use the aged iron as a historic photo backdrop.





#### PUBLIC BENEFIT:

The improvements to the exterior would not only benefit the building owner and I but every other business in the area. The current state of the building does not help with property values or the overall plan of improving the downtown visitors experience. Because this is a large corner property with multiple street views the impact of the updated façade would be immeasurable! The amount I am requesting in the grant would keep coming back to the downtown community for many years to come. I am not a lone business owner who has moved into the area. I am a new member of the Meridian Downtown Family. In order for us to all succeed we have to work together! I have already reached out to my client base to promote creative classes in my store and am hoping to team up with neighboring businesses for special events. I will also be offering hands on holiday crafts to bring whole families into the area. I want people to come to shop but to also have other reasons to visit again, and again. My previous careers have been in retail operations, marketing and tourism. I know the importance of giving back to the community and creating a positive experience that people will share with others. That is always the best advertising of all!

#### PROJECT BUDGET AND TIMELINE:

The estimated cost for the above mentioned exterior plan is \$2000.00. The building owner is aware of his portion and has agreed to pay if you choose to approve this request. I have attached the estimate provided by John Seabold, owner of JLS Painting for your review. They have confirmed that painting can begin any time.

I know I have a lot of work to do to make this property great again but am ready for every bit of it. I want you to know it doesn't end with the exterior improvements. The interior will be completely renovated. Ceiling, walls and flooring will all be replaced and reflect the crisp, clean updates you will see



outside. Yes, I could have easily rented a space in a strip mall for my store, but that's not who I am. I want to contribute to the betterment of this historic area and become a part of its history myself.

Thank you again for your time and consideration. Please feel free to contact me with any questions you may have.

Shannon Ingle

Owner- Coffee Paint Repeat

907-841-9159



**Like Us on Facebook at JLS Painting  
Member of the BBB**

---

**Customer Name and Address**

JLS Painting, LLC  
John Seabold, Owner  
4701 N Schubert Ave  
Meridian, ID 83646

Shannon Ingle  
139 e Idaho  
Meridian  
841-9159  
shannon.ingle@yahoo.com

**Description: Complete Exterior Prep and paint of store front**

- Power wash complete to include shake roof
- Scrape and sand any loose paint, Prime any bare wood.
- Repair a few areas with concrete patch remove brackets patch holes.
- Caulk all cracks using Sherlastic caulking.
- Paint store front complete to customer color choice two coats.
- Clean up and removal of painting related debris.
- Paint materials included in estimate using Sherwin-Williams A 100 Paint product.

**Complete House Estimate:                      \$2,000.00**

If you have any questions in regards to the estimate, please feel to contact me at 208-697-0852.

Licensed and Insured John Seabold Owner/Operator



**RECIPIENT AGREEMENT BETWEEN  
THE MERIDIAN DEVELOPMENT CORPORATION AND STEVEN D'AVANZO FOR  
FAÇADE IMPROVEMENT GRANT FUNDS**

This agreement is entered into this 23rd day of August 2017 by and between the Meridian Development Corporation, an urban renewal agency as established under Chapter 20, Title 50, Idaho Code ("MDC") and applicant Shannon Ingle ("Recipient") for reimbursement of project costs with façade improvement grant funds ("Agreement").

**WHEREAS**, MDC is the urban renewal agency for the City, charged with increasing the economic vitality within the urban renewal area boundary and creating opportunities to live, work, and play in Downtown;

**WHEREAS**, the Property is located at 139 E. Idaho Ave., Meridian, Idaho ("Property") and is within the district boundaries and the downtown core;

**WHEREAS**, the building located on the Property is of historic significance based upon its age and location within the downtown Meridian area but is in a blighted and run down condition;

**WHEREAS**, Recipient applied to MDC for participation in MDC's façade improvement program with a total façade project cost of \$2000.00 (a copy of Recipient's application ("Application") is attached hereto as part of Exhibit A and incorporated by reference herein);

**WHEREAS**, the MDC property committee reviewed the application and recommended approval due to large degree of public benefit resulting from the improvement of this property;

**WHEREAS**, the MDC Board reviewed the recommendations of the property committee and concurred with its recommendation;

**WHEREAS**, the Board desires to approve reimbursement of up to fifty percent of the total estimated facade project costs excluding any sales tax for a maximum total reimbursement by MDC of one thousand dollars (\$1000.00);

**WHEREAS**, Recipient's Application contains a proposed project to be completed by Recipient with a portion of the funds expended by Recipient to be reimbursed by MDC in accordance with this Agreement (hereafter referred to as "Project");

**WHEREAS**, based upon the Property's historic nature, its location downtown, the Recipient's plan to revitalize the building façade and the specific nature of the approved elements which all contribute to the overall improvement of the downtown and Meridian community, reduction of blight, promotion of similar upgrades to less desirable properties and encouragement of economic development, the Board found that the improvements noted in this Agreement principally provide public and community benefit which substantially exceed the ancillary private benefit to the Recipient;

**WHEREAS**, Recipient's Project was approved for participation in the Program conditioned upon execution of this Agreement with MDC; and

**WHEREAS**, MDC and Recipient wish to enter into this cooperative agreement ("Agreement") for the use of MDC funds to reimburse certain costs associated with Recipient's Project and provide for the on-going public purpose aspects of the Project;

**NOW THEREFORE**, in consideration of the good, sufficient and valuable mutual consideration and covenants of the parties, the Parties agree as follows:

## **I. SCOPE OF SERVICE**

**A. Activities.** Upon completion of the Project, Recipient may request reimbursement of certain expenses associated with the construction and completion of the Project from MDC. Reimbursement for these expenses will be from funds provided by MDC through its façade improvement program. The total façade Project amount is estimated to be two thousand dollars **(\$2,000.00)**. Therefore, Recipient's reimbursement shall not exceed the sum of one thousand dollars **(\$1000.50)**. Any appropriately reimbursable costs of Recipient on the Project are to be paid following the completion of Recipient's Project. Prior to any reimbursement from MDC, Recipient must provide MDC with all documentation as required by MDC of the reimbursable expenses incurred and paid by Recipient, including without limitation billing statements and receipts or other proof of payment deemed adequate by MDC. *Recipient must also provide proof that all necessary inspections have been completed and all applicable City and other agency approvals and permits have been obtained.* Recipient's Project shall not be modified without the express written consent of MDC. Any unauthorized modification of the Project or violation of the terms of this Agreement may, in MDC's sole discretion, result in removal of the Project from the façade improvement program and cancellation of this Agreement without further obligation whatsoever on MDC, including without limitation, loss of some or all of the funding approved for the Project under this Agreement. The façade improvement funds can generally be used for reimbursement of the following items:

1. Architectural and engineering services;
2. Historical research and documentation;
3. Permit fees; and
4. Construction costs to repair, improve and/or restore the front area of the property and building(s), signage or other approved components of the Project.

However, the items specifically eligible for reimbursement on the Project are noted in the attached Exhibit A.

- B. Performance monitoring.** MDC may monitor the performance and work of Recipient on the Project for compliance with the terms of this Agreement. Performance monitoring may include review of Recipient's submitted documents for accuracy and completion, as well as on-site visits from an MDC representative to review the completeness and accuracy of records maintained and progress and compliance of the Project. Substandard performance as determined by MDC shall constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by Recipient within fourteen days (14) after being notified by MDC, this Agreement may be terminated at the discretion of MDC.
- C. Term/Time of performance.** The Project will be completed by September 30, 2017. The term of this Agreement shall expire on December 31, 2017 or upon final payment of proper reimbursable expenses by MDC, whichever occurs first. The parties may mutually agree in writing to extend any time periods hereunder. Recipient agrees that the Project will be completed in a timely manner. The Parties acknowledge and agree that time is strictly of the essence with respect to this Agreement, and that the failure to timely complete the Project or perform any of the obligations hereunder shall constitute a material breach of, and a default under, this Agreement by the party so failing to perform.
- D. Progress Reports.** Recipient shall submit a monthly progress report regarding work on the Project, in the form and content as required by MDC. If Progress Reports are delinquent, MDC may, in its sole discretion, withhold reimbursement and/or terminate the Agreement without obligation to Recipient.

## **II. ADMINISTRATIVE REQUIREMENTS**

- A. Administrative requirements.** Recipient shall comply with applicable uniform administrative requirements. This includes, without limitation, maintaining records regarding the Project and compliance with the terms of this Agreement and all applicable local, state and federal laws, rules, regulations and requirements.
  - 1. Audits and inspections.** All Recipient records with respect to any matters covered by this Agreement shall be made available to MDC or its representative, at any time during normal business hours and as often as deemed necessary by MDC, to audit, examine, and make excerpts or transcripts of all relevant data for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein. MDC agrees to schedule these audits or inspections in advance with Recipient.
- B. Payment Procedures.**
  - 1. Payment Procedures.** MDC will pay to Recipient funds available under this Agreement based upon information submitted by Recipient and consistent with any

approved budget and MDC policy concerning payments. Payments will be made for eligible expenses actually incurred by Recipient not to exceed the amount specified in this Agreement. Reimbursement requests shall only be accepted on official MDC forms which must be completed in full. Reimbursement requests shall include all documentation required in the Agreement including without limitation the following: draw request form; all progress reports, copies of invoices and proof of invoice payment and that all necessary inspections and permits have been obtained.

#### **B. Records and reports.**

- 1. Records to be maintained.** In addition to specific records mentioned in this Agreement, Recipient shall maintain all records that are pertinent to the activities to be funded under this Agreement. Recipient shall retain all records pertinent to the expenditures incurred under this Agreement for a period of five (5) years after the termination of all activities funded under this Agreement. If, prior to the expiration of the five-year period, any litigation, claims, audits, negotiations or other actions begin that involve any of the records cited, such records shall be retained until completion of the actions and resolutions of all issues, or the expiration of the five-year period, whichever occurs later. This obligation shall survive the expiration of the term of this Agreement.

### **III.EMPLOYMENT AND LABOR CONDITION REQUIREMENTS**

- A. Nondiscrimination.** Recipient agrees to comply with the applicable local, state and federal non-discrimination in employment and contracting opportunities laws and regulations.

### **IV. ENVIRONMENTAL CONDITIONS**

- A. Air and Water.** Recipient specifically agrees to comply with the following regulations insofar as they apply to the performance of this Agreement:

1. Clean Air Act, 42 U.S.C. §§ 7401, *et seq.*
2. Federal Water Pollution Control Act, as amended, 33 U.S.C. §§ 1251, *et seq.*, relating to inspection, monitoring, entry reports, and information, as well as other requirements specified in said Act, and all regulations and guidelines issued thereunder.
3. Any applicable Environmental Protection Agency (EPA) regulations pursuant to 40 C.F.R. Part 50.

- B. Flood Disaster Protection.** In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. § 4001), Recipient shall assure that for activities located in an area identified by FEMA as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of

financial assistance for acquisition or construction purposes (including rehabilitation).

- C. Lead-Based Paint.** Recipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to any local, state and federal Lead-Based Paint Regulations.
- D. Historic Preservation.** Recipient agrees to comply with any applicable Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470) and the procedures set forth in 36 CFR Part 800, Advisor Council on Historic Preservation Procedures for Protection of Properties, insofar as they apply to the performance of this Agreement. Generally, this requires concurrence from the State Historic Preservation Officer for rehabilitation and demolition of historic properties that are 50 years or older or that are included on a Federal, state or local historic property list.

## **V. GENERAL CONDITIONS**

- A. Compliance with laws.** Recipient also agrees to comply with all other applicable Federal, state and local laws, regulations, rules, orders and policies governing the funds provided and the work performed on the Project under this Agreement.
- B. Independent Contractor.** Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. Recipient shall at all times remain an independent Contractor with respect to this Agreement. MDC shall provide no benefits or insurance coverage whatsoever to Recipient and/or to its agents.
- C. Workers' Compensation.** Recipient shall provide Workers' Compensation Insurance coverage for all employees involved in the performance of this Agreement in accordance with Idaho Law.
- D. Insurance and bonding.** Recipient shall carry sufficient insurance coverage to protect Agreement assets from loss due to theft, fraud and/or undue physical damage during the term of this Agreement.
- E. Amendments.** The parties hereto may amend this Agreement at any time by mutual written agreement.
- F. Termination.**
  - 1. Notice of termination.** Prior to expenditure of funds by Recipient, either party may terminate this Agreement for any reason or no reason by, at least 5 days before the effective date of such termination, giving written notice to the other party of such termination and specifying the effective date thereof. Recipient shall not be



reimbursed for any funds expended after such notice of termination has been provided. After Recipient has expended funds pursuant to this Agreement but prior to reimbursement by MDC, if either Party feels the other party has violated the terms of this Agreement the non-violating party may provide written notice of its intent to terminate this Agreement specifying the nature of the violation(s). The violating party shall have fourteen (14) days from the date of the notice provided to cure the violation(s). If the violation(s) is/are not timely cured, then this Agreement shall be terminated immediately following the fourteen (14) day cure period unless the parties mutually agree in writing to additional time to cure the violation(s). However, following completion of the Project and reimbursement of Project costs by MDC to Recipient, this Agreement may not be terminated as to the ongoing obligations of Recipient which survive the term of this Agreement as in contained in Article II C. 1 and Article VI of this Agreement unless said termination is by mutual written agreement between the Parties.

2. **Penalty for material noncompliance.** In addition to suspension or termination of this Agreement and/or any other remedies as provided by law, upon a finding of material noncompliance, MDC may declare Recipient ineligible for any further participation in programs involving MDC. In the event there is reasonable cause to believe Recipient is in noncompliance with any applicable rules or regulations, MDC may withhold payment until such time as Recipient is found to be in compliance by MDC, or is otherwise adjudicated to be in compliance.
3. **Remedies.** Should Recipient violate the terms of this Agreement and its ongoing obligations contained in this Agreement, MDC pursue any available remedy at law, including without limitation, injunctive relief and specific performance.
4. **Assignment.** Recipient shall not assign or transfer any interest in this agreement without prior written consent of MDC; provided, however, that claims for money due or to become due to Recipient from MDC under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval.

#### **G. Subcontractors.**

1. **Subcontract content.** Recipient shall provide MDC with a list of any and all subcontractors prior to commencement and cause all provisions of this Agreement in their entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.
2. **Documentation.** Executed copies of all subcontracts shall be forwarded to MDC along with any documentation concerning the selection process.

**H. No contractual impediments.** Recipient certifies and agrees that no contractual or other disability exists which would prevent compliance with these requirements.

**I. Severability.** If any provision of this Agreement is held invalid, the reminder of the

Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

- J. Indemnity.** Recipient shall indemnify, defend, save, and hold harmless the MDC and any and all of MDC's officers, agents, consultants, contractors or employees from any and all losses, claims, suits, actions, or judgments for damages or injury to persons or property, and from any and all losses and expenses caused or incurred by Recipient, his/her servants, agents, employees, guests, and/or business invitees while performing any tasks, performing any of the work on the Project and/or fulfilling any of Recipient's obligations under this Agreement. Recipient shall indemnify, defend, save, and hold harmless MDC and any and all of MDC's officers, agents, consultants, contractors or employees from any and all losses, claims, suits, actions, or judgments for damages or injury to persons or property, and from any and all losses and expenses caused or incurred by Recipient, its servants, agents, employees, guests, and/or business invitees as a result of or arising out of the work performed and/or activities conducted pursuant to this Agreement.
- K. Entire Agreement.** This Agreement contains the entire agreement of the parties and supersedes and replaces any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.
- L. Non-waiver.** Failure of either party to promptly enforce the strict performance of any term of this Agreement shall not constitute a waiver or relinquishment of any party's right to thereafter enforce such term, and any right or remedy hereunder may be asserted at any time after the governing body of either party becomes entitled to the benefit thereof, notwithstanding delay in enforcement. Any waiver granted by either party must be made in writing.
- M. Attorney fees.** In the event an action, suit, or proceeding, including appeal therefrom, is brought for failure to observe any of the terms of this Agreement, the non-prevailing party shall be responsible for the prevailing party's attorney's fees, expenses, costs, and disbursements for said action, suit, proceeding or appeal.
- N. Governing law; venue.** This Agreement shall be governed and construed in accordance with the laws of the State of Idaho.
- O. Communications and Notice.** The following persons shall serve as the primary contacts for the respect parties for all day-to-day communications and formal notices/communications between MDC and Recipient. Any and all formal notices must be provided in writing and will be deemed communicated when personally served or mailed by United States mail to the address noted below, as amended. Regular day to day communication between the parties may occur via e-mail or telephone. The representatives and their contact information for the parties are as follows:

MDC: Ashley Squyres, Administrator  
104 East Fairview Avenue #239  
Meridian, Idaho 83642  
208.477.1632 office

Recipient: Shannon Ingle  
1465 Deercreek  
Meridian, Idaho 83642  
907.841.9159

Either party may change its authorized representative and/or address for the purposes of this paragraph by giving formal notice of such change to the other in the manner herein provided.

- P. **Successors in Interest.** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereby and their respective successors and assigns.
- Q. **Disputes.** The Parties agree to meet together to attempt to informally resolve any disputes under this Agreement prior to terminating this Agreement. The parties may also participate in non-binding mediation in an effort to resolve any disputes prior to pursuing legal action.

## **VI. PROJECT SPECIFIC CONDITIONS**

- A. **On-going Obligation.** Recipient understands and agrees that participation in the MDC façade improvement program in regards to this Project obligates them to continue to provide a substantial and on-going public benefit involving the use of the approved improvements on their property which is the subject of the Project. Recipient agrees that maintain the approved improvements in good working and well-ordered and maintained condition. Recipient will replace any of the approved improvements, as needed, with improvements of the same type and quality. Recipient also agrees that it will maintain any approved landscaping elements and/or plantings in a living condition and if one of the elements and/or plantings dies or is significantly damaged Recipient will replace said element and/or planting with a planting of the same type, size and quality within fifteen (15) days or, if in the winter months, as soon as the weather permits.

**IN WITNESS WHEREOF**, the parties shall cause this Agreement to be executed and to be effective as of the day and year first above written.

**RECIPIENT:**

\_\_\_\_\_  
Shannon Ingle

**Consent and concurrence of Land Owner:**

\_\_\_\_\_  
Kent Murri

**Meridian Development Corporation**

Attest:

\_\_\_\_\_  
By: Dan Basalone, Chairman

\_\_\_\_\_  
Nathan Mueller, Secretary

**EXHIBIT A**  
**PROJECT APPLICATION**



development corp.

104 E. Fairview Ave. #239  
Meridian, ID 83642  
208.477.1632  
www.meridiandevelopment.com

**DOWNTOWN FAÇADE IMPROVEMENT PROGRAM  
GRANT APPLICATION**

Date Submitted: 08/10/2017

Total Project Cost: \$ 2000.00

Amount of Grant Requested \$ 1000.00

Applicant Name: Shannon Ingle

Address of Property To Be Improved: 139 E. Idaho Ave. Meridian, Idaho 83642

Applicant Mailing Address: 1465 W. Deercrest

Applicant Phone Number(s): 907-841-9159

Applicant Email Address: shannon.ingle@yahoo.com

Business Owner Name(s): Kent Murri

Business Name: Coffee Paint Repeat

Business Website: coffeepaintrepeat.com

Business is a (check one): ☐ Corporation ☐ Partnership ☒ Sole Proprietorship ☐ Other

Applicant and Property Owner income and property taxes are current (check one):  
☒ Yes ☐ No

Applicant's interest is (check one): ☐ Owner ☒ Renter of the property to be improved.

If Applicant is Renter:

Property Owner Name: Kent Murri

Property Owner Address: 4455 N. Crestwell, Boise Idaho 83713

Property Owner Phone: 208-830-7110

Property Owner E-mail Address: kmurri@yahoo.com

Date current lease term expires: 2020

Applicant is in compliance with current lease: ☐ Yes ☒ No (Attach Explanation)

**Building Dimensions:**

Frontage: 1380 sq.ft  
Depth: interior 1300 sq.ft  
Height: 20 ft.  
Number of Floors: 1

**Improvements for which grant funds are requested (check all that apply):**

- ☐ Exterior Signage
- ☐ Restoration of Architectural Details
- ☐ Accessible Entrance
- ☐ Exterior Lighting
- ☐ Storefront Windows
- ☐ Exterior Paneling/Siding
- ☐ Add Architectural Details
- ☒ Exterior Painting
- ☐ Storefront Door
- ☐ Awning/Canopy
- ☐ Other

**In separate attachment(s), provide ALL of the following to be considered a complete application [or provide a written explanation as to why they cannot be provided at this time]:**

1. Detailed description of the improvement(s) for which grant funds are requested
2. Detailed description of the property, including the history of the property, original construction date, any major remodels, previous uses, current use, whether the property is a designated historic site
3. Photos, historical and current
4. Any documentation of historical designation
5. **Description of public purpose or benefit to result from the proposed improvement. This is the *principal and primary factor* in evaluating use of MDC funds. The primary benefit derived from the project must be to the public and not the private applicant. The Applicant is responsible to provide a sufficient explanation in their application of how their project primarily benefits the public.**
6. Any available plans, elevations, sketches, dimensional drawings, architectural renderings, architectural and/or engineering drawings and dimensions of the proposed improvements
7. Project budget, cost estimate(s) for each improvement and project financing plan
8. Name and contact information of proposed contractor, architect, etc.
9. Proposed project schedule, including start date and completion date

**Certification:**

I, Shannon Ingle, hereby certify that:

1. I currently have sufficient funds or financing available to fully complete the façade improvement project for which I am requesting partial funding.
2. I understand that the use of Meridian Development Corporation (MDC) funds for this proposed project requires strict adherence to the specific restrictions and regulations pertaining to such funds. If selected for funding, I agree to comply in all respects with any and all applicable local, state and federal laws and regulations applicable to receipt and use of those funds and to the terms and conditions of any Participation Agreement between MDC and the Applicant.
3. I understand that if this proposed project is approved for partial cost reimbursement with MDC funds, I will be required to enter into a separate written Participation Agreement with MDC establishing the specific terms and conditions of using these funds for façade improvements as approved by MDC. Any approval an Application is contingent upon execution of the Participation Agreement by the Applicant and Property Owner and MDC.
4. I understand that all work requested for reimbursement must be approved **before** the actual work requested for reimbursement is started and completed.

Applicant Signature: Shannon Ingle Date: 7-10-17

Applicant Name (Print): Shannon Ingle

Property Owner Signature: Kent Marks Date: 7-10-17

Property Owner Name (Print): Kent Marks

If you have any questions regarding this application or to schedule a meeting to discuss this program, please contact MDC Administrator Ashley Squyres at 208-477-1632.

**Please return all completed application materials by mail to:**  
Meridian Development Corporation  
104 East Fairview Avenue, #239  
Meridian, Idaho 83642

**Or**

**By email to:** meridiandevelopmentcorp@gmail.com



August 7, 2017

Ashley Squyres  
Meridian Development Corporation  
Meridian, ID 83642

RE: Meridian Development Corporation Funding Request  
139 East Idaho Ave (Formerly Murri's Electronics)

Ms. Squyres,

Let me begin by saying Thank You for the opportunity to present my grant request to the corporation. Although I am not the owner of this historic location, I am the new Lessee and have already fallen in love with both the location and Downtown Meridian itself. I built my small home décor business in my garage and am not afraid of the challenge of hard work. From the moment I saw this building I knew I was the person meant to bring it back to life! My business in interior design and furniture restoration has been successful because of my ability to see past the imperfections and recognize the potential in everything I work with. The renovation of this location is no different to me. I have been greeted with excitement by the business owners I have met and would love nothing more than to be a positive addition to the downtown community.

IMPROVEMENT PLAN:

I do recognize the need for more extensive upgrades to the building than what I am including, however this plan is what the owner has agreed to at this time. In the future I hope to work with him as far as installing a new awning and possible window replacement. For now, I believe we should focus on the positive changes that the façade repairs and fresh paint will bring to the appearance of not only this building but the entire downtown area. Paint is a magical thing and I have no doubt the MDC and other business owners will be pleased with the results.

I have attached an estimate that details the work as such:

1. Pressure washing of the entire building and shingled awning.
2. Scrape and sand any loose paint areas, prime bare areas.
3. Remove sign brackets and repair existing holes.
4. Caulk and repair all cracks to exterior.



5. Paint the full store front in White paint.
6. Paint all window and door trim in Black paint.
7. Clean up and removal of painting related debris.

The contractor has given me a timeline of three days for this project and can begin as soon as approval is given. I am hoping to open the new shop the first week of September. In the Home Décor industry, it is a must that every detail be visually appealing. To ensure the store's success it is imperative that the exterior is repaired and painted before opening.

#### PROPERTY HISTORY:

The Hoyne building was built in 1913 and is included in the Historic Walking tour of downtown Meridian. It was originally a mercantile / furniture store and I am glad to bring it back to where it all began with my own custom furnishings. The embossed iron façade is still visible on the rear side

of the building. I plan on cleaning up the alley so local photographers can use the aged iron as a historic photo backdrop.





#### PUBLIC BENEFIT:

The improvements to the exterior would not only benefit the building owner and I but every other business in the area. The current state of the building does not help with property values or the overall plan of improving the downtown visitors experience. Because this is a large corner property with multiple street views the impact of the updated façade would be immeasurable! The amount I am requesting in the grant would keep coming back to the downtown community for many years to come. I am not a lone business owner who has moved into the area. I am a new member of the Meridian Downtown Family. In order for us to all succeed we have to work together! I have already reached out to my client base to promote creative classes in my store and am hoping to team up with neighboring businesses for special events. I will also be offering hands on holiday crafts to bring whole families into the area. I want people to come to shop but to also have other reasons to visit again, and again. My previous careers have been in retail operations, marketing and tourism. I know the importance of giving back to the community and creating a positive experience that people will share with others. That is always the best advertising of all!

#### PROJECT BUDGET AND TIMELINE:

The estimated cost for the above mentioned exterior plan is \$2000.00. The building owner is aware of his portion and has agreed to pay if you choose to approve this request. I have attached the estimate provided by John Seabold, owner of JLS Painting for your review. They have confirmed that painting can begin any time.

I know I have a lot of work to do to make this property great again but am ready for every bit of it. I want you to know it doesn't end with the exterior improvements. The interior will be completely renovated. Ceiling, walls and flooring will all be replaced and reflect the crisp, clean updates you will see

outside. Yes, I could have easily rented a space in a strip mall for my store, but that's not who I am. I want to contribute to the betterment of this historic area and become a part of its history myself.

Thank you again for your time and consideration. Please feel free to contact me with any questions you may have.

Shannon Ingle  
Owner- Coffee Paint Repeat  
907-841-9159

**Estimate**

**Date: August 1 2017**



**Like Us on Facebook at JLS Painting  
Member of the BBB**

---

**Customer Name and Address**

JLS Painting, LLC  
John Seabold, Owner  
4701 N Schubert Ave  
Meridian, ID 83646

Shannon Ingle  
139 e Idaho  
Meridian  
841-9159  
shannon.ingle@yahoo.com

**Description: Complete Exterior Prep and paint of store front**

- Power wash complete to include shake roof
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- Repair a few areas with concrete patch remove brackets patch holes.
- Caulk all cracks using Sherlastic caulking.
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- Paint materials included in estimate using Sherwin-Williams A 100 Paint product.

**Complete House Estimate:           \$2,000.00**

If you have any questions in regards to the estimate, please feel to contact me at 208-697-0852.  
Licensed and Insured John Seabold Owner/Operator

**MERIDIAN DEVELOPMENT CORPORATION**  
THE URBAN RENEWAL AGENCY OF THE CITY OF MERIDIAN

**RESOLUTION NO. 17-036**  
**FAÇADE IMPROVEMENT RECIPIENT AGREEMENT**

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY  
OF MERIDIAN, IDAHO, A/K/A THE MERIDIAN DEVELOPMENT CORPORATION:

A RESOLUTION OF THE BOARD OF  
COMMISSIONERS OF THE URBAN RENEWAL AGENCY  
OF MERIDIAN, IDAHO, APPROVING THE FAÇADE  
IMPROVEMENT APPLICATION AND CORRESPONDING  
RECIPIENT AGREEMENT ATTACHED HERETO AS  
EXHIBIT A ("AGREEMENT") BETWEEN THE MERIDIAN  
DEVELOPMENT CORPORATION AND SHANNON INGLE  
("RECIPIENT"), FOR USE OF MDC FACADE  
IMPROVEMENT PROGRAM GRANT FUNDS;  
AUTHORIZING THE EXECUTION OF THE AGREEMENT  
BY THE CHAIRMAN, VICE-CHAIRMAN AND SECRETARY;  
AUTHORIZING ANY TECHNICAL CHANGES TO THE  
AGREEMENT; AUTHORIZING THE ADMINISTRATOR TO  
TAKE ALL NECESSARY ACTION REQUIRED TO  
IMPLEMENT THE AGREEMENT; AND PROVIDING AN  
EFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Urban Renewal Agency of the City of Meridian, Idaho, an independent public body corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code, a duly created and functioning urban renewal agency of the City of Meridian, Idaho, hereinafter referred to as the "MDC."

WHEREAS, the MDC, an independent public body, corporate and politic, is an urban renewal agency created by and existing under the authority of and pursuant to the Idaho Urban Renewal Law of 1965, being Idaho Code title 50, chapter 20, as amended and supplemented, and the Local Economic Development Act of 1988, being Idaho Code, Title 50, Chapter 29; as amended and supplemented (collectively the "Act");

WHEREAS, the MDC was established by Resolution No. 01-367 of the City Council of the City of Meridian, Idaho (hereinafter the "City Council"), adopted July 24, 2001;

WHEREAS, the City Council of the City of Meridian, Idaho (the "City"), on October 8, 2002, after notice duly published, conducted a public hearing on the Meridian Revitalization Plan (the "Revitalization Plan");

WHEREAS, following said public hearing the City adopted its Ordinance No. 02-987 on December 3, 2002, approving the Revitalization Plan and making certain findings;

WHEREAS, MDC is the urban renewal agency for the City, charged with increasing the economic vitality within the urban renewal area boundary and creating opportunities to live, work, and play in Downtown; and

WHEREAS, Idaho Code and MDC's urban renewal plan for the removal and improvement of blighted areas within the district boundaries and promoting the development and/or redevelopment of property in the Meridian's historic downtown area;

WHEREAS, the subject property is in a blighted area of the downtown where some of old buildings have been demolished, become vacant or are underutilized and redevelopment of such blighted properties in the downtown core is a priority for MDC; and

WHEREAS, RECIPIENT'S application seeks to improve a blighted property in Meridian's downtown core which will be of primary benefit to the public and promote and further the goals and policies contained in MDC's Revitalization Plan;

WHEREAS, MDC's Property Committee reviewed and approved RECIPIENT'S application and recommended approving the grant in the amount of one thousand dollars (\$1,000.00);

WHEREAS, based upon the historic and blighted nature of the subject property, its location downtown, the RECIPIENT'S plan to substantially improve the building façade which contributes to the overall improvement of this blighted portion of the downtown and the Meridian community, reduction of blight, promotion of similar upgrades to less desirable properties and encouragement of economic development all of which support that primary and principle public benefit of this project, the Board finds that the improvements noted in this application and corresponding Agreement principally provide public and community benefit which substantially exceed the ancillary private benefit to the Recipient;

WHEREAS, based on the public benefits of the application the Board desires to accept the recommendation of the Property Committee and approve the application;

RESOLUTION NO. 17-036 Façade Improvement Recipient Agreement

WHEREAS, for RECIPIENT to receive reimbursement under MDC's façade improvement program, RECIPIENT must enter into the AGREEMENT with MDC attached hereto as Exhibit A; and

WHEREAS, the Board of Commissioners finds it in the best public interest to approve the AGREEMENT.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF MERIDIAN, IDAHO, A/K/A THE MERIDIAN DEVELOPMENT CORPORATION, AS FOLLOWS:

- Section 1: That the above statements are true and correct
- Section 2: That the Board approves the RECIPIENT's application and the AGREEMENT between the MDC and the RECIPIENT.
- Section 3: That the Board executing the AGREEMENT with the RECIPIENT is in the best interest of the public and MDC.
- Section 4: That this AGREEMENT, a copy of which is attached hereto as "Exhibit A" and incorporated herein by reference, be and the same hereby is approved.
- Section 5: That the Vice-Chairman and Secretary of MDC are hereby authorized to sign the AGREEMENT and, further, are hereby authorized to execute all necessary documents required to implement the actions contemplated by the AGREEMENT subject to representations by MDC staff and legal counsel that all conditions precedent to actions contemplated in the AGREEMENT, and any necessary technical changes to said AGREEMENT, or other documents, are acceptable upon advice from MDC's legal counsel that said changes are consistent with the provisions of the AGREEMENT and the comments and discussions received at the August 23<sup>rd</sup>, 2017 MDC Board meeting where this matter was discussed.
- Section 6: That this resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Urban Renewal Agency of the City of Meridian, Idaho, a/k/a the Meridian Development Corporation, on August 23<sup>rd</sup>, 2017. Signed by the Chairman of the Board of Commissioners, and attested by the Secretary to the Board of Commissioners, on this 23rd day of August 2017.

APPROVED:

By \_\_\_\_\_  
Chairman

ATTEST:

By \_\_\_\_\_  
Secretary



## Exhibit A

**FIRST AMENDMENT TO APRIL 26, 2017  
SUBRECIPIENT AGREEMENT BETWEEN CITY OF MERIDIAN  
AND MERIDIAN DEVELOPMENT CORPORATION  
FOR PY 2016 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

This First Amendment To April 26, 2017 Subrecipient Agreement Between City Of Meridian And Meridian Development Corporation (MDC) for PY 2016 Community Development Block Grant Funds (“First Amendment”) is entered into this 5th day of September, 2017 by and between the City of Meridian, a municipal corporation organized under the laws of the state of Idaho (“City”) and Meridian Development Corporation, an urban renewal agency established under the laws of the state of Idaho (“Subrecipient”).

**WHEREAS**, on April 26, 2017, City and Subrecipient entered into a *Subrecipient Agreement Between City Of Meridian And Meridian Development Corporation for PY 2016 Community Development Block Grant Funds* (“April 26, 2017 Subrecipient Agreement”); and

**WHEREAS**, by this First Amendment, the parties desire to adjust Point 5 in “Subsection A. Activities” listed under “Section I. Scope of Service” of “April 26, 2017 Subrecipient Agreement to include all sidewalk gaps along the south side of E. Carlton Avenue from the eastern side of E 2<sup>nd</sup> Street to NE 4<sup>th</sup> Street;

**NOW, THEREFORE**, in consideration of the mutual covenants of the parties, the Parties agree as follows:

**I. Section I(A) modified.** Section I(A) of the April 26, 2017 Subrecipient Agreement shall be amended to read as follows:

**A. Activities.** Subrecipient shall use City’s PY16 CDBG funds in an amount not to exceed sixty thousand dollars (\$60,000) to design and provide engineered drawings of sidewalk facilities compliant with the Idaho Standards for Public Works Construction, the Americans with Disabilities Act, the design guidelines of the Ada County Highway District, and the Davis-Bacon Act for parcels lacking sidewalk facilities at one to five of the following locations in Meridian, Idaho, as depicted in *Exhibit A* hereto:

1. Ninety-one (91) feet of sidewalk in front of 438 E. State Avenue;
2. Two hundred seventy-seven (277) feet of sidewalk along NE 5<sup>th</sup> Street, between E. Carlton Avenue and E. State Avenue;
3. Fifteen (15) feet of sidewalk between 438 E. State Avenue and NE 5<sup>th</sup> Street;
4. Three hundred thirty-nine (339) feet of sidewalk along south side of E. Carlton Avenue between NE 4<sup>th</sup> Street and NE 5<sup>th</sup> Street; and
5. At least three hundred and thirty (330) feet of sidewalk along the south side of E. Carlton Avenue from the eastern side of NE 2<sup>nd</sup> Street to NE 4<sup>th</sup> Street.

**II. April 26, 2017 Subrecipient Agreement Fully in Effect.** The intent and effect of this First Amendment is to expand the length of sidewalk to be designed along the south side of E. Carlton Avenue. Except as expressly set forth herein, this First Amendment does not otherwise modify or alter any term or condition of the April 26, 2017 Subrecipient

Agreement in any way. The April 26, 2017 Subrecipient Agreement remains in full effect, and all terms and conditions thereof are incorporated into this First Amendment as though fully set forth herein.

**IN WITNESS WHEREOF**, the parties shall cause this First Amendment to be executed by their duly authorized officers to be effective as of the day and year first above written.

**SUBRECIPIENT:**

Meridian Development Corporation

---

By: Dan Basalone  
Chairman

**CITY:**  
City of Meridian

Attest:

---

By: Tammy de Weerd, Mayor

---

C.Jay Coles, City Clerk



Client: Meridian Development Corp  
Job #: 11316  
Date: 8/18/2017

Project: 2017 MDC Video  
Deliverables: Phase 1 scope - concepts  
Estimated Timeline: 3 weeks

DaviesMoore, hereafter referred to as the "agency," agrees to perform the following work for Meridian Development Corporation, hereafter referred to as the "client," for due consideration as noted:

#### PHASE ONE: DISCOVERY + CONCEPT DEVELOPMENT

##### OPTION B: THREE CAMPAIGN CONCEPTS

Discovery session and development of three campaign concepts. Each concept will include:

- > Development of overall campaign concept and direction
- > Art direction, theme, concept type, use of vignettes in a suite, etc.
- > Selection of one concept for scripting and production
  - > One round of adjustments to selected approach

*previously approved 6.28.17*

*Initial if approved*

**TOTAL OPTION B \$ 5,000.00**

#### PHASE TWO: SCRIPT + STORYBOARDS

Concept planning and finalizing: script mandates, concept recommendations, final scripts and storyboarding.  
Committee meeting to help guide MDC on the establishment of script mandates and direction.

##### VIDEO: "Good Morning Meridian"

Scripting and Storyboarding Includes:

- > Finalize :90 script with script mandates
- > Finalize Storyboard and B-Roll shot sheet
  - > Storyboard is meant to convey the idea and not necessarily show exact footage.
- > 2 rounds of adjustments (1 committee, 1 board)

##### VIGNETTES: "Community Champions"

Scripting and Storyboarding Includes:

- > Finalizing concept with script mandates, interview questions and testimonial scenarios.
- > Establishing talent sheet
- > Finalize Storyboard and B-Roll shot sheet
  - > Storyboard is meant to convey the idea and not necessarily show exact footage.
- > 2 rounds of adjustments (1 committee, 1 board)

**TOTAL \$ 4,650.00**

#### PHASE THREE: PRODUCTION BID

Once the final script and storyboard are approved, DaviesMoore will provide a bid for production.

**TOTAL TBD**

The agency takes full responsibility to act in the client's best interest recommending solutions that take into account both the client's ideas and the agency's knowledge of design and effective communication. Bids may vary plus or minus 10% based on the natural evolution of a project. Any variance greater than 10% will be pre-approved by the client via change order. In no event shall either party be liable for any indirect, incidental, reliance, special, punitive or consequential damages arising out of its performance or non-performance under this Bid/Agreement, whether such liability is asserted on the basis of contract, tort or otherwise and whether or not such party had been advised of the possibility of damages. All final files become the property of the client once payment has been received, however DaviesMoore retains full rights to client work for the sole purpose of agency promotion, unless otherwise specified and revoked in writing. Payment is accepted via check, wire transfer or credit card. A 3.5% fee and \$.15 transaction fee will be added to all credit card transactions. Dormant Fees: If the project goes dormant, either due to lack of payment or responsiveness by client for 30 days, a dormancy fee of 20% must be paid in order to resume work. Dormant fees not to exceed \$1,250 per project. This Bid/Agreement contains all the terms and conditions agreed upon by the parties hereto with respect to the subject matter contained herein and supersedes all prior agreements and understandings, whether oral or written.

Client Signature & Printed Name

Date

Agency Signature & Printed Name

Date



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104 E. Fairview Ave  
#239  
Meridian, ID 83642  
208.477.1632  
www.meridiandevelopmentcorp.com

**MDC PROPERTY COMMITTEE MEETING MINUTES**  
**Wednesday, August 16, 2017**  
**3pm**  
**City Hall, City Council Conference Room**

Attendees: Ashley Squyres, Nathan Mueller, Dan Basalone, Steve Vlassek, Donn Carnahan, Julia Jones, and Rick Ritter

**1. Discussion with Donn Carnahan re: UPRR Property questions**

Reviewed the questions regarding the cost estimating as a group to give Keller and Associates better direction.

**2. Façade Improvement Grant Application Review from Shannon Ingle**

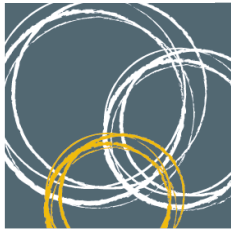
The committee reviewed and scored the application from Shannon Ingle for the former Murri's Electronics location. The committee will be recommending approval to the board for approval.

**3. Update on downtown properties**

Updates on the following properties were discussed: Waltman Lane properties; McFadden properties; the former Frontier Bar, Paulies, and the Saddle Shop. Ashley also provided an update on the FEMA Floodplain Appeal that was submitted on the 14<sup>th</sup>.

**Executive Session per Idaho State Code 74-206: The Committee may go into executive session pursuant to Idaho Code Section 74-206 with the specific applicable code subsection cited as part of the motion to go into executive session.**





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**DOWNTOWN PARKING, TRANSPORTATION AND STREETScape SUBCOMMITTEE  
MEETING MINUTES**

**August 16, 2017 at 4:00pm  
Meridian City Hall, City Council Conference Room**

Attendees: Ashley Squyres, Dan Basalone, Caleb Hood, April Guinsler, Thomas Baker, David Petersen, Brian McClure, and Cody Homan

**1. Pine Avenue Update [Cody/Justin]**

Not much to update. Finishing up right-of-way acquisition. The project is going out to bid in October/November.

**2. VRT Update [David]**

David provided a Harvest Transit update. Receiving increased service calls and projecting over 500 for August.

**3. Code Enforcement Update [Thomas]**

Thomas stated they are down to three officers but two new officers are going through background checks. The department was approved for a 6<sup>th</sup> position with a downtown emphasis.

**4. UPRR Update [Ashley]**

Ashley provided an update on ongoing conversations with ProBuild and UPRR.

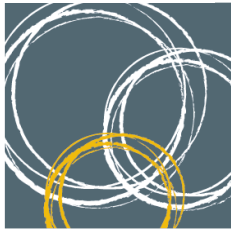
**5. Downtown Parking Map Discussion**

- A. Review Current Maps and Identify Any Updates Needed**
- B. Public Parking Signage**
- C. Downtown Parking App for Phones**

The committee reviewed the maps and identified modifications needed. Ashley and Thomas to walk around downtown and review sign locations. Ashley discussed the opportunity to partner with the Historical Walking Tour app to place the parking map as an overlay.







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## **UPCOMING MDC COMMITTEE AND OTHER MEETINGS**

### August 25, 2017:

Who: MDBA General Meeting  
When: 7:30am  
Where: UnBound

### August 28, 2017:

Who: MDC-City Coordination Meeting  
When: 2:00pm  
Where: City Hall, Community Development Department

### August 28, 2017:

Who: Children's Museum Board Meeting – SPECIAL MEETING  
When: 4:30pm  
Where: Maui Wowi

### August 29, 2017:

Who: Public Relations Committee Meeting – MEETING WITH DAVIESMOORE  
When: 1:00pm  
Where: City Hall, City Council Conference Room

### September 05, 2017:

Who: Executive Committee Meeting  
When: 7:30am  
Where: Ed's Fifties Diner

### September 08, 2017:

Who: MDBA Board Meeting  
When: 7:30am  
Where: UnBound

### September 11, 2017:

Who: Public Relations Committee Meeting – MEETING WITH DAVIESMOORE  
When: 11:00am  
Where: City Hall, City Council Conference Room

### September 11, 2017:

Who: Children's Museum Board Meeting  
When: 4:30pm  
Where: Maui Wowi