



MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, February 27, 2013, 4:00pm
Meridian City Hall North Conference Room
33 East Broadway Avenue - Meridian, Idaho

1. Call Meeting to Order (Pipal):

Chairman Pipal called the meeting to order at 4:02pm.

2. Roll-call Attendance (Pipal):

<u>X</u>	Julie Pipal – Chairman	<u>X</u>	Keith Bird – Member
<u>O</u>	Jim Escobar – Vice-Chairman	<u>O</u>	Luke Cavener – Member [arrived at 4:15pm]
<u>X</u>	Dan Basalone– Secretary/Treasurer	<u>X</u>	Dave Winder – Member
		<u>O</u>	Tammy de Weerd – Member
		<u>X</u>	Eric Jensen – Member [Left at 5:27pm]
		<u>X</u>	Kit Fitzgerald – Member [Left at 5:09pm]
		<u>O</u>	Todd Lakey – Counsel [Arrived at 4:09pm]
		<u>X</u>	Ashley Ford – Project Manager

3. Confirm Agenda (Pipal):

Project Manager Ford requested that Item #6 be removed and brought back to the March 13, 2013 meeting. A motion was made by Commissioner Bird and seconded by Commissioner Basalone to confirm the agenda with the removal of Item #6.

ALL AYES.

4. Approve Consent Agenda (Pipal): These items will be approved by a single vote unless a Board member requests to remove an item for specific discussion and/or action.

- a. Approve Minutes of February 13, 2013 Regular Meeting**
- b. Acceptance of Treasurer’s Report and January 2013 Financials**

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

ALL AYES.

PRESENTATION

5. Legislative Update by Scott Turlington

Scott Turlington provided an overview of where draft legislative bills that would affect urban renewal districts are in the process.

6. Meridian Parks and Recreation Tree Replacement Plan for 2013 [Elroy Huff]

This item was removed from the agenda and will be placed on the March 13, 2013 board agenda.

ACTION ITEMS

7. Approval of the Task Order for design services relating to parking along South Broadway Avenue and corresponding Resolution 13-004. [Ford]

Project Manager Ford presented the new proposal for parking design services from Forsgren and Associates, one of MDC's on-call engineering firms, along the south side of Broadway Avenue between East Second and East Third Street. The proposed fee for a concept plan, survey, and design plans is \$5,100. For services to assist with the bidding process is time and materials with an initial budget of \$2,000. A motion was made by Commissioner Jensen and seconded by Commissioner Bird to approve the task order as outlined.

ALL AYES.

8. Approval of the Professional Services Contract for Project Management/Administrator Services for FY2013 and corresponding Resolution 13-007. [Pipal]

Chairman Pipal outlined the strategy for moving forward with the Project Management/Administrator Services including setting up a subcommittee to put together an RFP for services to begin with FY2014. Commissioner Bird requested that any RFP include services for a minimum of two years. A motion was made by Commissioner Bird and seconded by Commissioner Fitzgerald to approve the professional services contract for Project Management and Administrator services for AF Public Solutions, LLC through end of FY2013.

ALL AYES.

9. Approval of the subcommittee monthly meeting dates. [Ford and Pipal]

Project Manager Ford discussed the need to maintain the agreed upon monthly meeting dates for each committee due to stakeholder and public involvement opportunities with the committees. Pipal stated that the board agreed that the committees determined their meeting dates in December 2012 and January 2013 and these dates should be maintained. If changes are needed, the committee needs to make a recommendation for the change and it should be affirmed by the board in a formal vote. A motion was made by Commissioner Bird and seconded by Commissioner Basalone that the dates that the subcommittee meeting dates that were presented at the January 2013 board meeting are the official meeting dates of the committees and any changes should be brought back to the board.

ALL AYES.

DISCUSSION ITEMS

10. Split Corridor Phase II Update [Ford]

Project Manager Ford presented the February 20 Town Hall meeting presentation and discussed the following highlights:

- *Weather in January/February slowed down some of the progress of the contractor due to three feet of frost
- *Last weekend, the intersection of Meridian/Pine was closed for sewer work
- *Starting curb, gutter and sidewalk around March 04 on Washington Ave
- *Beginning last weekend, significant lane restrictions on Meridian/Cherry and Main/Cherry intersections
- *Next Town Hall meeting is on March 25, 2013 at 6pm

11. Bank Building/Ground Floor Update [Escobar]

In Commissioner Escobar's absence, Project Manager Ford discussed the following:

- *Last meeting was cancelled due to lack of attendance
- *The United Way will be revisiting their relocation efforts beginning in March after their VP is back from maternity leave
- *Committee is concerned we may be working at cross-purposes with the many options up in the air for the two MDC owned buildings
- *Commissioner Escobar's concerns of potential financial investment into a building that may not bring much if any return on investment

Commissioner Fitzgerald discussed the wine cooperative efforts and recent meetings. Board members expressed concern regarding the perception of gifting public funds to private enterprises. Counsel Lakey was instructed to research cooperatives. The board agreed they would want to see a formal proposal from the wine cooperative subcommittee before making any decisions.

12. Meridian Partnership Committee Update [Basalone]

Commissioner Basalone updated the board on the latest discussions with the committee. They included:

- *The Chamber's role and responsibilities
- *Moving forward on a centralized calendar
- *Discussion of community center needs
- *Chamber concerns regarding downtown parking

13. Wine Roundtable Update [Fitzgerald]

Nothing further to add after discussion under Item #11

14. Split Corridor Public Art Update [Cavener]

Commissioner Cavener discussed where the committee is in the process. Last Tuesday, the committee narrowed it down from 19 or 20 submissions to the top 3. The next step is that all three will be given \$1,000 to present a model of their vision. Then the public will be invited to give their input.

15. Upcoming Committee Meetings [Ford]

Project Manager Ford outlined the upcoming committee meetings.

16. Counsel's Report (Lakey): Counsel Lakey will review legal or legislative topics that need to be brought to the attention of the Board.

Counsel Lakey had nothing to report.

17. Project Manager's Report (Ford): Project Manager Ford will review topics that need to be brought to the attention of the Board.

Project Manager Ford discussed the upcoming article on MDC in the new Meridian Press newspaper. The article will be in the Friday, March 01 edition.

18. Chairman's Report

Chairman Pipal discussed the meeting she had with Meridian Chamber representatives James Fullinwider and Calvin Barrett.

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

20. Adjourn the Meeting (Pipal):

At 5:31pm, a unanimous motion was made to adjourn the meeting.

ALL AYES.

Julie Pipal, Chairman