



**MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, October 12, 2022, 7:30AM
Meridian City Hall, City Council Conference Room
33 East Broadway Avenue - Meridian, Idaho**

1. Call Meeting to Order [Winder]:

At 7:30AM, Chairman Winder called the meeting to order.

2. Roll-call Attendance [Winder]:

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

ACTION AND DISCUSSION ITEMS

3. Action Item: Confirm the Agenda [Winder]:

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

ALL AYES.

4. Action Item: Approve Consent Agenda [Winder]: These items will be approved by a single vote unless a Board member requests to remove an item for specific discussion and/or action.

- a. Approve Minutes of the September 14, 2022 Regular Meeting**
- b. Approve September 2022 Administrator’s Report**
- c. Approve August 2022 Financials and Bill Paid**

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

ALL AYES.

5. Discussion and Potential Action Item: Consideration of approval of the Destination: Downtown selection committee's recommendation of Vitruvian Planning as the top-ranked planning team and authorizing the MDC Administrator and Legal Counsel to enter into contract negotiations. [Squyres/Basalone]

Squyres introduced the topic to the board and provided the initial background for the project. Commissioner Basalone reviewed the process with the board, discussed the proposed timeline, and the team structure. Commissioner de Weerd stated she was excited to see the experience of this team. She was impressed by their efforts and their understanding of Meridian and downtown specifically. She applauds the committee's recommendation to the board. Chris Danley from Vitruvian Planning was in attendance and expressed excitement for the project. A motion was made by Commissioner Basalone and seconded by Commissioner Mueller to move forward with contract negotiations with Vitruvian Planning.

ALL AYES.

6. Discussion Item: 2022 Oktoberfest Recap [Sean Evans, Meridian Chamber of Commerce]

Sean thanked the board for their sponsorship of the event. There was an estimate of over 9,000 attendees. He discussed the partnership with VRT and utilizing the new downtown bus as a shuttle for the off-site parking. It is estimated that over 800 rode the bus that day. He reported that the downtown businesses were very pleased with the economic impact of the day. It was their best day (or night). There is an economic impact estimate of at least \$350k for downtown businesses. This year's title sponsor has requested to be the title sponsor for the next five years. Financially this was a loss for the Chamber as a first-year event due to higher-than-average costs for goods. The Chamber spent \$60k to put on the event and had a net loss of \$16k.

7. Action Item: Consideration of approval of the FY2022 audit scope of work with Eide Bailey and corresponding resolution 22-031 [Squyres]

Squyres introduced the topic to the board. The scope of work for the FY22 audit is similar to previous years. The total anticipated cost is \$15,800 and the audit is scheduled to begin the week of October 24th. A motion was made by Commissioner Vlassek and seconded by Commissioner Mueller to approve the scope of work.

ALL AYES.

8. Action Item: Consideration of approval of the FY2023 contract for quarterly sweeping and snow removal services for the Masonic Temple parking lot and corresponding resolution 22-032 [Squyres]

Squyres introduced the topic for Items 8 and 9 to the board. These are the standard annual agreements for the quarterly sweeping and snow removal for the MDC-maintained parking lots. A motion was made by Commissioner Mueller and seconded by Commissioner Basalone to approve the contract for the maintenance of the Masonic Temple parking lot.

ALL AYES.

9. Action Item: Consideration of approval of the FY2023 contract for quarterly sweeping and snow removal services for the COMPASS/VRT parking lot and corresponding resolution 22-033 [Squyres]

A motion was made by Commissioner Fitzgerald and seconded by Commissioner Mueller to approve the contract for the maintenance for the COMPASS/VRT parking lot.

ALL AYES.

10. MDC Project Updates [Squyres]

Squyres reviewed the following projects with the board:

- Civic Block: Squyres has requested a letter of intent from River Caddis by Friday the 14th. This letter should outline their progress and their verbally requested consideration for a time extension due to changing market conditions. Squyres is working with the Land Group and the City on the needed finalization of plans and working with the Methodist Church to obtain the needed easements.
- Union 93: \$130M in financing is to close this week per Galena. Bruce Freckleton updated the board on the city permits.
- Nine Mile Floodplain: The City expects news on this grant during the month of October.

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

No report.

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

Squyres discussed the concept of the third-grade tours coming back to downtown Meridian and inquired if the board would be open to discussing partnership opportunities with the City as it builds community and brings people downtown. The board stated they would be interested in having that conversation. She also informed the Parking and Property Committee that they would be holding their November 16th meeting.

13. Discussion Item: Chairman's Report

Chairman Winder discussed the open seat on the board now that Commissioner Bernt's appointment has expired. He stated that interviews to replace the seat will be starting in the upcoming weeks.

14. Public Comment

No public comment.

15. Adjourn the Meeting [Winder]:

At 8:18AM, a motion was made by Commissioner Mueller and seconded by Commissioner Fitzgerald to adjourn the meeting.

ALL AYES.

Dave Winder, Chairman