



**MEETING MINUTES**  
**MEETING OF THE BOARD OF COMMISSIONERS**  
**Wednesday, September 24, 2025, 4:00PM**  
**Meridian City Hall, City Council Conference Room**  
**33 East Broadway Avenue - Meridian, Idaho**

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

Chairman Winder called the meeting to order at 4:01PM.

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

X	Dave Winder – Chairman	X	Dan Basalone - Member
O	Nathan Mueller– Vice-Chairman	X	Doug Taylor – Member
X	Steve Vlassek– Secretary/Treasurer	X	Rob McCarvel – Member
		O	Kit Fitzgerald – Member
		X	Brad Hoaglun – Member
		O	Robert Simison – Member
		X	Todd Lakey – Counsel
		X	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 McCarvel 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 10, 2025 Regular Meeting**
- b. Approve August 2025 Financials and Notice of Bills Paid**

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

ALL AYES.

**5. Action Item: Consideration of a recommendation to the City of Meridian regarding the alternative parking request for 914 East Second Street [Parking Committee]**

This item was tabled until an October meeting.

**6. Action Item: Consideration of an Owner Participation Agreement for Promenade Cottages and corresponding resolution 25-017 [Lakey]**

This item was tabled until an October meeting.

**7. Action Item: Consideration of approval of the FY2026 Cooperative Agreement with Valley Regional Transit and corresponding resolution 25-018 [Squyres]**

This item was tabled until Squyres can meet with Elaine Clegg at VRT.

**8. Action Item: Consideration of approval of the FY2025 Audit Scope of Work with Eide Bailey and corresponding resolution 25-019 [Squyres]**

Squyres introduced the topic. A motion was made by Commissioner Vlassek and seconded by Commissioner McCarvel to approve the FY25 audit scope of work in the amount of \$18,250.

ALL AYES.

**9. Action Item: Consideration of approval of a cost-of-living increase per the master contract for AF Public Solutions, LLC in FY2026 and corresponding resolution 25-020 [Winder]**

Winder introduced the topic. A motion was made by Commissioner Basalone and seconded to Commissioner Hoaglun to increase AF Public Solution's contract by 3% beginning in FY26.

ALL AYES.

**10. Consideration of approval of the FY26 Façade Improvement Grant Application and corresponding resolution 25-021 [Squyres]**

Squyres introduced the topic. A motion was made by Commissioner Hoaglun and seconded by Commissioner McCarvel to approve the FY26 façade improvement grant application.

ALL AYES.

**11. MDC Project Updates [Squyres]**

Squyres provided updates on Union 93; signage for the COMPASS/VRT parking lot; and Destination: Downtown.

**12. Executive Session pursuant to Idaho Code Section 74-206(1)(c) to consider acquiring an interest in real property which is not owned by a public agency.**

A motion was made by Commissioner Taylor and seconded by Commissioner Hoaglun to enter into executive session pursuant to section 74-206(1)(c).

ALL AYES.

A motion was made by Commissioner Basalone and seconded by Commissioner McCarvel to come out of executive session.

ALL AYES.

No decisions were made.

**13. Action Item: Consideration of approval of the scope of work for an appraisal of Project E with Idaho Commercial Appraisal and corresponding resolution 25-022 [Winder/Squyres]**

This item was not discussed.

**14. Action Item: Consideration of approval of the scope of work for an appraisal of Project M with Idaho Commercial Appraisal and corresponding resolution 25-023 [Winder/Squyres]**

This item was not discussed.

**15. Discussion Item: City Council Liaison Report [Taylor/Simison]:** Representatives who sit on the Meridian City Council will review topics that need to be brought to the attention of the Board.

Commissioner Taylor discussed Destination: Downtown.

**16. 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.

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

No report.

**18. Discussion Item: Chairman's Report**

No report.

**19. Public Comment**

No public comment.

**20. Adjourn the Meeting [Winder]:**

At 9:37AM, a motion was made by Commissioner McCarvel and seconded by Commissioner Basalone to adjourn the meeting.

ALL AYES.

---

Dave Winder, Chairman

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

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.