



**MEETING MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, December 10, 2025, 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]:

X	Dave Winder – Chairman	X	Dan Basalone - Member
X	Nathan Mueller– Vice-Chairman	X	Doug Taylor – Member
O	Steve Vlassek– Secretary/Treasurer	X	Rob McCarvel – Member
		X	Kit Fitzgerald – Member
		X	Brad Hoaglund – Member
		X	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 November 12, 2025 Regular Meeting**
- b. Approve November 2025 Administrator’s Report**
- c. Approve October 2025 Financials**

A motion was made by Commissioner Hoaglund and seconded by Commissioner Fitzgerald to approve the consent agenda.

ALL AYES.

5. Presentation: Fiscal Year 2025 Financial Audit review by Eide Bailey [Eide Bailey]

Kevin Smith provided an overview of the FY25 audit. Eide Bailey is issuing a clean opinion with no adjustments needed.

6. Action Item: Consideration of approval of the Fiscal Year 2025 Financial Audit and corresponding resolution 25-025 [Winder]

A motion was made by Commissioner Basalone and seconded by Commissioner Taylor to approve the FY25 audit.

ALL AYES.

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

Squyres introduced the topic. A motion was made by Commissioner Fitzgerald and seconded by Commissioner McCarvel to approve the agreement with VRT in the amount of \$6,758.

ALL AYES.

8. Action Item: Consideration of approval of Destination: Downtown contract addendum #4 for Vitruvian Planning and corresponding resolution 25-026 [Squyres]

Squyres introduced the topic. A motion was made by Commissioner Fitzgerald and seconded by Commissioner Mueller to approve the contract addendum in the amount of \$42,399.

ALL AYES.

9. Action Item: Consideration of approval of the Legal Services contract amendment with Lakey-Villegas Law Offices and corresponding resolution 25-027 [Winder]

Chairman Winder introduced the topic for items #9 and #10. Discussion was had regarding the terms of both agreements. A motion was made by Commissioner Taylor and seconded by Commissioner Mueller to approve the contract for Lakey-Villegas with a 5-year timeframe and the executive committee will do an annual review of compensation.

ALL AYES.

10. Action Item: Consideration of approval of the Administrator contract amendment with AF Public Solutions, LLC and corresponding resolution 25-028 [Winder]

A motion was made by Commissioner Taylor and seconded by Commissioner McCarvel to approve the contract for AF Public Solutions with a 5-year timeframe and the executive committee will do an annual review of compensation.

11. Action Item: Consideration of approval of the scope of work for Clifton Larsen Allen through September 30, 2026 and corresponding resolution 25-029 [Squyres]

Squyres introduced the topic. A motion was made by Commissioner Hoaglund and seconded by Commissioner Basalone to approve the CLA contract.

ALL AYES.

12. MDC Project Updates [Squyres]

Squyres provided project updates to the board.

13. 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 McCarvel to enter into executive session per Idaho Code 74-206(1)(c).

ALL AYES.

A motion was made by Commissioner Taylor and seconded by Commissioner Mueller to come out of executive session.

ALL AYES.

14. 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 and new Council leadership.

15. 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.

16. 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 Certified Public Manager program with the board.

17. Discussion Item: Chairman's Report

No report.

18. Public Comment

Sean Evans from the Meridian Chamber stated he has appreciated the Destination: Downtown discussions.

19. Adjourn the Meeting [Winder]:

A motion was made by Commissioner Taylor and seconded by Commissioner Mueller 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.