

CITY OF MERIDIAN RESOLUTION NO. 26-2573

BY THE CITY COUNCIL:

**CAVENER, LITTLE ROBERTS, OVERTON,
STRADER, TAYLOR, WHITLOCK**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MERIDIAN APPROVING THE BYLAWS OF THE MERIDIAN DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE AS AMENDED PURSUANT TO MERIDIAN CITY CODE 2-1-1(C)(2) AND 2-2-1(C)(5), AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Meridian City Code section 2-1-1(C)(2), at its meeting on February 20, 2026, the Meridian Development Impact Fee Advisory Committee voted to approve and recommend to City Council that it ratify the “Bylaws of the Meridian Development Impact Fee Advisory Committee as Amended,” attached hereto as *Exhibit A*;

WHEREAS, the City Council of the City of Meridian deems the approval of such bylaws to be in the best interest of the City of Meridian in that they facilitate the efficient operation of the City commissions;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MERIDIAN CITY, IDAHO:

Section 1. That the City Council of the City of Meridian hereby ratifies the Bylaws of the Meridian Development Impact Fee Advisory Committee, attached hereto as *Exhibit A*.

Section 2. That this Resolution shall be in full force and effect immediately upon its adoption and approval.

ADOPTED by the City Council of the City of Meridian, Idaho, this 3rd day of March, 2026.

APPROVED by the Mayor of the City of Meridian, Idaho, this 3rd day of March, 2026.

APPROVED:

ATTEST:

Robert E. Simison, Mayor

Chris Johnson, City Clerk

EXHIBIT A
BYLAWS OF MERIDIAN DEVELOPMENT
IMPACT FEE ADVISORY COMMITTEE

BYLAWS of the Meridian Development Impact Fee Advisory Committee
Effective March 3, 2026

ARTICLE I: PURPOSE

These bylaws are adopted to facilitate the duties of the City of Meridian Development Impact Fee Advisory Committee (“Committee”) and to provide a framework for the organization and actions of the Committee.

ARTICLE II: MEETINGS

SECTION 1: CHAIR AND VICE CHAIR. The City’s Chief Financial Officer, who serves as the City’s Fee Administrator under Title 10, Chapter 7, Meridian City Code, shall serve as the Chair at meetings. The City’s Budget Manager shall serve as the Vice Chair and perform the duties of the Chair in the Chair’s absence. For clarity, the Chief Financial Officer and Budget Manager are not appointed Committee members and are not entitled to vote on matters before the Committee. The Chair and Vice Chair shall be reaffirmed at the first meeting of each calendar year in conformance with Title 2, Chapter 2, Meridian City Code.

SECTION 2: NOTICE OF MEETINGS. Unless otherwise prescribed by statute, the Chair (or designee) shall provide the Committee with written notice of all meetings, which notice shall state the date, hour, and location thereof, and shall further state the purpose of the meeting and the business to be transacted. Notice shall be provided to the Committee not less than forty-eight (48) hours prior to the meeting.

SECTION 3: QUORUM. A majority of currently appointed Committee members shall constitute a quorum.

SECTION 4: CONDUCT OF MEETINGS. The Committee shall operate generally under the precepts of Robert’s Rules of Order. The order of business for meetings of the Committee shall generally be as follows: 1) call to order; 2) roll call; 3) adoption of the agenda; 4) approval of minutes; 5) old business; 6) new business; 7) reports and presentations; 8) next meeting; 9) adjournment. Notwithstanding the foregoing, the items of business and order of business may be modified by the Chair as necessary.

SECTION 5: AGENDA. The agenda for Committee meetings shall be prepared by the Chair (or designee). Agenda items may be proposed by the Chair or members of the Committee.

SECTION 6: PRESENTATIONS. The Chair shall coordinate requests to make presentations to the Committee. The Chair, in consultation with Committee members, may set rules to maximize the efficiency and productivity of meetings, including setting a reasonable time limit for presentations.

SECTION 7: MINUTES. Minutes of the business conducted at all meetings of the Committee or any subcommittee thereof shall be prepared by the Chair (or designee). Minutes shall be provided to the Committee and shall be open for public inspection.

SECTION 8: SUBCOMMITTEES. The Chair, in consultation with Committee members, may establish subcommittees as necessary to assist the Committee in the performance of its functions.

Meetings of subcommittees shall comply with all applicable open meetings laws.

SECTION 9: VOTING. Each appointed member of the Committee shall be entitled to one (1) vote on any matter before the Committee. Except as otherwise designated herein or by law, decisions shall be made on the vote of the majority of the members present at any meeting at which a quorum is present. Voting shall be audible; written, anonymous, and proxy voting shall not be permitted.

ARTICLE III: AMENDMENT OF BYLAWS

As provided in Meridian City Code, the Committee may recommend to the Mayor and City Council that these bylaws be altered, amended, added to, or repealed.

ARTICLE IV: ADOPTION AND EFFECTIVE DATE

The Committee adopted the foregoing bylaws at its meeting on February 20, 2026. These bylaws shall be effective upon their ratification by resolution of the City Council of the City of Meridian.