

CAPITAL CITY DEVELOPMENT CORPORATION
Board of Commissioners Meeting
Conference Room, Fifth Floor, 121 N. 9th Street
February 13, 2017 12:00 p.m.

MEETING MINUTES

I. CALL TO ORDER

Chairman Hale convened the meeting with a quorum at 12:03 p.m.

Present were: Commissioner John Hale, Commissioner Dave Bieter, Commissioner Pat Shalz, Commissioner Dana Zuckerman, Commissioner Stacy Pearson, Commissioner Maryanne Jordan, Commissioner Ben Quintana, Commissioner Ryan Woodings, and Commissioner Scot Ludwig.

Agency staff members present were: John Brunelle, Executive Director; Todd Bunderson, Development Director; Ross Borden, Finance Director, Max Clark, Parking and Facilities Director; Mary Watson, Attorney & Contracts Manager; Kathy Wanner, Contracts Specialist, Shellan Rodriguez, Project Manager; Matt Edmond, Project Manager; Laura Williams, Executive Assistant/Development Specialist. Also present was Agency legal counsel, Ryan Armbruster.

II. AGENDA CHANGES/ADDITIONS

There were no changes/additions to the agenda.

III. CONSENT AGENDA

- A. Expenses
 - 1. Approval of Paid Invoice Report – January 2017
- B. Minutes and Reports
 - 1. Approval of Meeting Minutes from January 9, 2017
- C. Other
 - 1. Resolution 1479 Endorsing the State Street Transit Corridor Implementation Coordination MOU
[No fiscal obligation; Board Reviewed 01/09/2017]
 - 2. Resolution 1480 Approving the Amendment to Article 1, Section 1.1 of the Amended and Restated Condo Declaration for Capital Terrace Condominiums
 - 3. Resolution 1481 Approving the 2017 License Agreement with Capital City Public Market, 1 Inc.
 - 4. Resolution 1482 Approving T4 Agreement for City of Boise City Hall Plaza Renovation
[For City Hall Renovation NTE \$1,225,000; For Capitol Blvd. Improvements NTE \$80,000, Board Reviewed 01/09/2017]
 - 5. Resolution 1484 Approving Termination and Release of DDA and Deed Exceptions for Capitol Terrace Condominiums

Chair Hale moved to approve the Consent Agenda.

All said Aye. The motion to approve the Consent Agenda carried 9-0.

IV. ACTION ITEMS

- A. **CONSIDER: Election of Officers, Approval of Executive Committee Charge, Designation of Executive Committee Members, Designation of Secretary Pro Tempore**

Chair Hale presented the slate of Executive Committee officers as follows:

- Chair – John Hale
- Vice Chair – Dana Zuckerman
- Secretary/Treasurer – Ryan Woodings
- At-Large Member – Pat Shalz

Commissioner Ludwig moved to elect the Executive Committee officers as presented, appoint the At-Large member of Executive Committee, approve the Executive Committee Charge, and designate Ross Borden, CCDC Finance Director, as the Secretary Pro Tempore.

Commissioner Jordan seconded the motion.

All said Aye. The motion carried 9-0. ¹

B. CONSIDER: Annual Independent Audit and Financial Report for FY 2016

Kevin Smith, Eide Bailly, gave a report.

Commissioner Zuckerman moved to accept independent auditor Eide Bailly's report of the Agency's Fiscal Year 2016 financial statements and authorize staff to deliver the audit report to all required entities.

Commissioner Shalz seconded the motion.

All said Aye. The motion carried 9-0.

C. CONSIDER: Resolution 1483 Authorizing Finance Director to negotiate terms for approximately \$13 million RMOB District Redevelopment Bonds, Series 2017

Ross Borden, CCDC Finance Director, gave a report

Commissioner Zuckerman moved to adopt Resolution 1483 authorizing the Finance Director in consultation with the Agency's financial advisor, bond counsel and counsel to negotiate formal terms with Zions Bank and develop financing documents for approximately \$13 million in Redevelopment Bonds, Series 2017, for Board consideration at its April 10, 2017 Regular meeting; Designating Bank of America as the alternate bank; and authorize publication of the Notice of Negotiated Bond Sale, Notice of Bond Purchase Agreement, and Notice of Bond Resolution.

Commissioner Shalz seconded the motion.

All said Aye. The motion carried 9-0.

V. INFORMATION/DISCUSSION ITEMS

A. Trailhead Report

Raino Zoller, Executive Director of Trailhead gave a report

B. Operations Report

John Brunelle, CCDC Executive Director gave a report.

Chair Hale thanked the outgoing board member Commissioner Pearson for her service on the CCDC Board of Commissioners.

VI. EXECUTIVE SESSION

Commissioner Zuckerman moved to enter into executive session to deliberate regarding acquisition of an interest in real property which is not owned by a public agency; consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code; and communicate with legal counsel to discuss the legal ramifications and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated [Idaho Code Section 74-206(1)(c),(d) and (f)].

Commissioner Bieter seconded the motion.

¹ Originally, the motion, second, and approval did not include the appointment of the Secretary Pro Tempore or approval of the executive committee charge. Shortly after the vote, Commissioner Ludwig moved to include within the motion the appointment of the Secretary Pro Tempore, Ross Borden, CCDC Finance Director and approval of executive committee charge. Commissioner Jordan seconded the motion. All voted aye 9-0.

A roll call vote was taken:

Chair Hale Aye
Commissioner Zuckerman Aye
Commissioner Shalz Aye
Commissioner Ludwig Not in attendance for roll call vote
Commissioner Pearson Absent
Commissioner Woodings Aye
Commissioner Jordan Aye
Commissioner Quintana Aye
Commissioner Bieter Aye

Records that are exempt from disclosure were discussed.

Commissioner Jordan left executive session at 1:15 p.m.

VII. EXECUTIVE SESSION ADJOURNMENT

A motion was made by Commissioner Zuckerman to adjourn executive session at 1:38 p.m. and return to the public meeting. Commissioner Shalz seconded the motion.

A roll call vote was taken:

Chair Hale Aye
Commissioner Zuckerman Aye
Commissioner Shalz Aye
Commissioner Ludwig Aye
Commissioner Pearson Aye
Commissioner Woodings Aye
Commissioner Jordan Absent
Commissioner Quintana Aye
Commissioner Bieter Aye

VIII. REGULAR MEETING ADJOURNMENT

There being no further business to come before the Board, a motion was made by Commissioner Shalz to adjourn the meeting.

Commissioner Bieter seconded the motion.

All said Aye. The motion carried 8-0

The meeting was adjourned at 1:39 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION
ON THE 13th DAY OF March, 2017.



John Hale, Chair



Ryan Woodings, Secretary/Treasurer