

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

**I. CALL TO ORDER**

Chairman Hale convened the meeting with a quorum at 12:02p.m.

Present: Commissioner John Hale, Commissioner Maryanne Jordan, Commissioner Pat Shalz, Commissioner Ryan Woodings, and Commissioner Dana Zuckerman.

Commissioner Dave Bieter arrived at 1:32 p.m.

Absent: Commissioner Gordon Jones, Commissioner Scot Ludwig, and Commissioner Ben Quintana

Agency staff members present: John Brunelle, Executive Director; Todd Bunderson, Development Director; Ross Borden, Finance Director, Max Clark, Parking & Facilities Director; Mary Watson, Attorney & Contracts Manager, Matt Edmond, Project Manager; Doug Woodruff, Project Manager; Karl Woods, Project Manager; Laura Williams, Executive Assistant/Development Specialist, Sandy Lawrence, Administrative Assistant. Also present were 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 – September 2017

B. Minutes and Reports

1. Approval of Meeting Minutes from September 11, 2017

C. Other

1. Approve Resolution #1509 Records Disposition

Commissioner Zuckerman made a motion to approve the Consent Agenda.

Commissioner Shalz seconded the motion.

All said Aye. The motion carried 5-0.

#### **IV. ACTION ITEMS**

##### **A. CONSIDER: Downtown Garage Customer Survey and Parking Rate Modification**

Matt Edmond, CCDC Project Manager, and Max Clark, CCDC Parking & Facilities Director, gave a report.

Commissioner Zuckerman moved to accept the survey findings and to schedule a public comment date for the Board meeting of November 13, 2017 to consider adjusting parking rates in early 2018.

Commissioner Shalz seconded the motion.

All said Aye. The motion carried, 5-0.

##### **B. CONSIDER: Resolution #1511 – Accepting Shoreline Urban Renewal Area Eligibility Study and Forward to Boise City Council for Consideration**

The number was changed to #1511 due to a duplication of the use of Resolution #1508.

Shellan Rodriguez, CCDC Project Manager, gave a report.

Commissioner Zuckerman moved to approve Resolution #1511, which accepts the Shoreline Urban Renewal Area Eligibility Study and directs CCDC staff to forward to the Boise City Council for future consideration.

Commissioner Shalz seconded the motion.

All said Aye. The motion carried, 6-0.

##### **C. CONSIDER: 2403 Fairview Ave – Adare Manor – Type Two Participation Agreement Designation**

Shellan Rodriguez, CCDC Project Manager, gave a report.

Commissioner Zuckerman moved to designate the proposed Adare Manor development as a Type 2 Participation Project and negotiate a Final Type 2 Participation Agreement with Adare Manor, LLC or their successors for future board approval.

Commissioner Shalz seconded the motion

All said Aye. The motion carried, 6-0.

##### **D. CONSIDER: 2200 Fairview Ave – New Path Community Housing – Type One Participation Agreement Designation**

Laura Williams, CCDC Project Manager, gave a report.

Commissioner Zuckerman moved to direct staff to negotiate a final Type 1 Participation Agreement with Boise Pacific NIHC Associates LP for future board approval.

Commissioner Shalz seconded the motion.

All said Aye. The motion carried, 6-0.

**E. CONSIDER: 750 Main Street – Capitol Terrace Renovation – Type One Participation Agreement Designation**

Laura Williams, CCDC Project Manager, gave a report.

Commissioner Zuckerman moved to direct staff to negotiate a final Type 1 Participation Agreement with Hawkins Companies for future board approval.

Commissioner Shalz seconded the motion.

All said Aye. The motion carried, 6-0.

**F. CONSIDER: Resolution #1510 – Approving Selection of CM/GC for 2018 Central District Public Improvements Project**

The resolution number was changed to #1510 due to a duplication of the use of Resolution #1507.

Mary Watson, CCDC Contracts Manager & Attorney, and Doug Woodruff, CCDC Project Manager, gave a report.

Commissioner Zuckerman moved to adopt Resolution No. 1510 approving the selection of Guho Corp. as the CM/GC firm for the 2018 Central District Public Improvements Project, and to authorize the Executive Director to negotiate and execute a CM/GC agreement with Guho Corp.

Commissioner Shalz seconded the motion.

All said Aye. The motion carried, 6-0.

**V. INFORMATION/DISCUSSION ITEMS**

**A. Operations Report**

John Brunelle, CCDC Executive Director, gave a report.

**VI. EXECUTIVE SESSION**

A motion was made by Commissioner Zuckerman to go into executive session at 1:06p.m. 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)].

A roll call vote was taken:

Commissioner Hale: Aye

Commissioner Zuckerman: Aye

Commissioner Shalz: Aye  
Commissioner Ludwig: Absent  
Commissioner Jones: Absent  
Commissioner Woodings: Aye  
Commissioner Jordan: Aye  
Commissioner Quintana: Absent  
Commissioner Bieter: Aye

The motion carried, 6-0  
Pending litigation was discussed.

## **VII. EXECUTIVE SESSION ADJOURN**

A motion was made by Commissioner Zuckerman to adjourn executive session at 1:36p.m. and return to the public meeting. Commissioner Shalz seconded the motion.

### A roll call vote was taken:

Commissioner Hale: Aye  
Commissioner Zuckerman: Aye  
Commissioner Shalz: Aye  
Commissioner Ludwig: Absent  
Commissioner Jones: Absent  
Commissioner Woodings: Aye  
Commissioner Jordan: Aye  
Commissioner Quintana: Absent  
Commissioner Bieter: Aye

The motion carried, 6-0

## **VIII. REGULAR MEETING ADJOURNMENT**

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

Commissioner Shalz seconded the motion.

All said Aye. The motion carried, 6-0

The meeting was adjourned at 1:37 p.m.

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ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION  
ON THE 13<sup>th</sup> DAY OF November, 2017.

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**John Hale, Chair**

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**Ryan Woodings, Secretary/Treasurer**