

MINUTES OF REGULAR MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
121 N. 9th St., Conference Room
Boise, ID 83702
March 12, 2018 12:00 p.m.

I. CALL TO ORDER:

Chairman Zuckerman convened the meeting with a quorum at 12:00 p.m.

Present were: Commissioner David Bieter, Commissioner Scot Ludwig, Commissioner Gordon Jones, Commissioner Ben Quintana, Commissioner Ryan Woodings, and Commissioner Dana Zuckerman.

Commissioner MaryAnne Jordan was absent.

Commissioner Scot Ludwig left the meeting at 1:10 p.m.

Agency staff members present were: John Brunelle, Executive Director; Todd Bunderson, Development Director; Max Clark, Parking and Mobility Director; Ross Borden, Finance & Administration Director; Mary Watson, General Counsel & Contracts Manager; Doug Woodruff, Senior Project Manager; Karl Woods, Project Manager; Laura Williams, Project Manager; Matt Edmond, Project Manager; Shellan Rodriguez, Real Estate Development Manager; Kathy Wanner, Contracts Specialist; and Sandy Lawrence, Administrative Assistant. Also present was Agency legal counsel, Ryan Armbruster.

II. AGENDA CHANGES/ADDITIONS:

Commissioner Woodings moved to amend the Agenda posted on March 8, 2018 to include Action Item E: 1536 – Approval of Termination of the Purchase and Sale Agreement for the condominium of 406 S. 5th Street, aka 5th & Broad Garage. At the time the original agenda was posted, Action Item E had not yet been presented for inclusion on the agenda.

Commissioner Ludwig recused himself from voting on the consent agenda.

Commissioner Quintana seconded the motion.

With the exception of Commissioner Ludwig, All said Aye. The motion carried, 5-0.

III. CONSENT AGENDA:

Expenses

1. Approval of Paid Invoice Report – February 2018

B. Minutes and Reports

1. Approval of February 12, 2018 Meeting Minutes

C. Other

1. Approve Resolution #1530 – 222 N 8th Street – Diablo & Sons – Type One Participation Agreement with Bittercreek/Red Feather LLC [Designation 2/12/18, NTE \$150,000]
2. Approve Resolution #1531 – 122 N 5th Street – Shops on 5th – Type One Participation Agreement with Brownfield’s Building, LLC [Designation 2/12/18, NTE \$150,000]
3. Approve Resolution #1534 Approval of 201 N 29th Street – Whittier Elementary – Type Four Participation Agreement with Boise School District [Designation 2/12/18, NTE \$540,000]
4. Approve FY 2018 Q1 Financial Report, October 1 thru December 31, 2017 (Unaudited)

Commissioner Bieter made a motion to approve the Consent Agenda.
Commissioner Woodings seconded the motion.

All said Aye, the motion carried 6 – 0.

IV. ACTION ITEM

A. PUBLIC MEETING: 2017 Annual Report

There being no public comments, Commissioner Zuckerman requested a brief statement on the Annual Report from CCDC Executive Director John Brunelle.

B. CONSIDER: Approval of the 2017 Annual Report

John Brunelle, CCDC Executive Director, gave a report.

Commissioner Bieter moved to approve the 2017 Annual Report for publication.
Commissioner Woodings seconded the motion.

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

C. CONSIDER: Approval of the 2018-2022 Capital Improvement Mid-Year Amendment

Todd Bunderson, CCDC Development Director, and Laura Williams, CCDC Project Manager, gave a report.

Commissioner Woodings moved to approve the mid-year CIP Amendment as presented.
Commissioner Quintana seconded the motion.

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

D. CONSIDER: Capitol & Front Garage Disposition – Discuss and Approve Disposition Process and Request for Proposals

Laura Williams, CCDC Project Manager, and Todd Bunderson, CCDC Development Director, gave a report.

Commissioner Woodings moved to authorize the Executive Director to finalize the Capitol & Front Garage Request for Proposals, and publish the RFP using the process as outlined.

Commissioner Quintana seconded the motion.

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

E. CONSIDER: Resolution #1536 – Approval of Termination of the Purchase and Sale Agreement for the condominium of 406 S. 5th Street, aka 5th & Broad Garage

Shellan Rodriguez, CCDC Real Estate Development Manager, gave a report.

Commissioner Ludwig recused himself from voting on Resolution #1536.

Commissioner Zuckerman moved to adopt Resolution #1536, approving and authorizing Staff to proceed to finalize the Termination of Purchase and Sale Agreement for Unit 1 Parking Unit of The Fowler Apartment Building.

Commissioner Quintana seconded the motion.

With the exception of Commissioner Ludwig, All said Aye. The motion carried, 5-0.

Commissioner Ludwig left the meeting at 1:15 p.m.

F. CONSIDER: Resolution #1532 – Central District CMGC Contract Amendment #2, Freak Alley and Union Alley Improvements

Doug Woodruff, CCDC Project Manager, gave a report.

Commissioner Woodings moved to adopt Resolution #1532, authorizing the amendment of the Central District CM/GC Agreement with Guho Corporation.

Commissioner Quintana seconded the motion.

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

G. CONSIDER: Resolution #1533 – Approval of Consultant Services Contract for Shoreline District Formation

Doug Woodruff, CCDC Project Manager, gave a report.

Commissioner Woodings moved to adopt Resolution #1533 and authorize the professional services agreement with CTA for the Shoreline District Urban Framework Plan.

Commissioner Quintana seconded the motion.

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

H. CONSIDER: Resolution #1538 – Awarding Contract for the Power Line Relocation Project: Main & Idaho Alley | 3rd to 5th Streets

Kathy Wanner, CCDC Contracts Specialist, gave a report.

Commissioner Woodings moved to adopt Resolution #1538 recognizing Anderson & Wood Construction Co., Inc. as the lowest responsive bidder, awarding the Power Line Relocation: Main & Idaho Alley | 3rd To 5th Street Project contract to Anderson & Wood Construction Co., Inc. for the total Base Bid amount of \$328,767.90, and authorizing the Executive Director to negotiate and execute the contract and to expend funds as set forth in the resolution.

Commissioner Quintana seconded the motion.

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

V. INFORMATION/DISCUSSION ITEMS:

A. Operations Report

John Brunelle, CCDC Executive Director, gave a report.

VI. EXECUTIVE SESSION

A motion was made by Commissioner Woodings to go into an executive session at 1:35 p.m. to deliberate regarding acquisition of an interest in real property which is not owned by a public agency [Idaho Code 67-2345(1)(c)]. Commissioner Quintana seconded the motion. A roll call vote was taken:

Commissioner Bieter	Aye
Commissioner Ludwig	Absent
Commissioner Jordan	Absent
Commissioner Jones	Aye
Commissioner Quintana	Aye

Commissioner Woodings Aye
Commissioner Zuckerman Aye

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

EXECUTIVE MEETING ADJOURNMENT

A motion was made by Commissioner Woodings to adjourn executive session at 1:55 p.m. and return to the public meeting. Commissioner Bieter seconded the motion. A roll call vote was taken:

Commissioner Bieter Aye
Commissioner Ludwig Absent
Commissioner Jordan Absent
Commissioner Jones Aye
Commissioner Quintana Aye
Commissioner Woodings Aye
Commissioner Zuckerman Aye

All said Aye. The motion carried 5- 0.
Commissioner Quintana left the meeting at 1:55 p.m.


VII. REGULAR MEETING ADJOURNMENT

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

All said Aye. The motion carried, 4-0.

The meeting was adjourned at 1:56 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 9th day of April, 2018.



Dana Zuckerman, Chair



Ryan Woodings, Vice Chair